

# COLLEGE AND WORKPLACE READINESS

## Curriculum Guide for Academic Year 2019-2020

### Table of Contents

Basic Skills for the Workplace, p. 1

Students planning to **transfer** to a four-year college or university should refer to the ASSIST web site at [www.assist.org](http://www.assist.org) and **consult a counselor** before beginning a program of study. Please call 562-938-4561 for the LAC, or (562) 938-3920 for PCC to schedule a meeting with a counselor. Students may also wish to visit the Transfer Center on either campus.

Program of study leading to: <u>Certificate of Competency</u>			
<u>REQUIRED COURSES</u> – College and Workplace Readiness: <b>4118</b>		HOURS	In Progress      Completed Grade
BAE 601A	Basic Skills Development	27	<input type="text"/>
BAE 601 B	Basic Skills Development II	27	<input type="text"/>
<b>Total Hours</b>		<b>54</b>	<input type="text"/>
<p>*Students must log in a minimum of 54 contact hours of laboratory work. The student must complete the required assessment/proficiency exams in reading, writing, and mathematics for each course with a score of 80% or above in each required assessment/proficiency exam.</p>			
			<input type="text"/>

### **Noncredit Certificate of Competency, College and Workplace Readiness:**

The certificate in College and Workplace Readiness will certify that students have achieved the basic skills of reading, writing, computation and basic technology, financial and goal clarification necessary for success in pre-transfer level college courses. Furthermore this certificate will verify that students have demonstrated skill achievement at levels that are necessary for pursuing high-skill, high wage employment.