

LEARNING & ACADEMIC RESOURCES

CERTIFICATES OF COMPETENCY

Curriculum Guide for Academic Year 2021-2022

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 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: Certificate of Competency			
REQUIRED COURSES – College and Workplace Readiness: 4118		HOURS	In Progress Completed Grade
BAE 601A	Basic Skills Development I	270	<input type="checkbox"/>
BAE 601B	Basic Skills Development II	270	<input type="checkbox"/>
Total Hours		540	<input type="checkbox"/>

*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.

Complete and submit the certificate application form to the Admissions and Records office during your final semester of course work. These forms are available in the Admissions and Records office, or online at <http://admissions.lbcc.edu/>. Refer to the Schedule of Classes (<http://schedule.lbcc.edu>) and click the "Important Dates" link to view the actual deadline each semester.

Program of study leading to: Certificate of Competency			
REQUIRED COURSES – Financial Literacy: 4210		HOURS	In Progress Completed Grade
MONEY	Money Basics and Goal Setting	9	<input type="checkbox"/>
FS 605	Your Personal Financial Plan	9	<input type="checkbox"/>
Total Hours		18	<input type="checkbox"/>

Complete and submit the certificate application form to the Admissions and Records office during your final semester of course work. These forms are available in the Admissions and Records office, or online at <http://admissions.lbcc.edu/>. Refer to the Schedule of Classes (<http://schedule.lbcc.edu>) and click the "Important Dates" link to view the actual deadline each semester.

Program of study leading to: Certificate of Competency			
REQUIRED COURSES – Foundation Skills: 4211		HOURS	In Progress Completed Grade
FS 600	Foundation Skills: Language Arts	18	<input type="checkbox"/>
FS 605	Foundation Skills: Mathematics	18	<input type="checkbox"/>
Total Hours		36	<input type="checkbox"/>

Complete and submit the certificate application form to the Admissions and Records office during your final semester of course work. These forms are available in the Admissions and Records office, or online at <http://admissions.lbcc.edu/>. Refer to the Schedule of Classes (<http://schedule.lbcc.edu>) and click the "Important Dates" link to view the actual deadline each semester.

**Program of study leading to:
Certificate of Competency**

REQUIRED COURSES – GED Preparation: 4212

Complete **THIRTY - SIX (36) hours** from any two of the following:

		HOURS	In Progress	Completed Grade
GED 600	GED Preparation: Language Arts	18		
GED 605	GED Preparation: Social Studies	18		
GED 610	GED Preparation: Mathematics	18		
GED 615	GED Preparations: Science	18		

Total Hours 36

Complete and submit the certificate application form to the Admissions and Records office during your final semester of course work. These forms are available in the Admissions and Records office, or online at <http://admissions.lbcc.edu/> . Refer to the Schedule of Classes (<http://schedule.lbcc.edu>) and click the "Important Dates" link to view the actual deadline each semester.

**Program of study leading to:
Certificate of Competency**

REQUIRED COURSES – GED Preparation Spanish: 4213

Complete **THIRTY - SIX (36) hours** from any two of the following:

		HOURS	In Progress	Completed Grade
GED 620	GED Preparation – Spanish: Language Arts	18		
GED 625	GED Preparation – Spanish: Social Studies	18		
GED 630	GED Preparation – Spanish: Mathematics	18		
GED 635	GED Preparations – Spanish: Science	18		

Total Hours 36

Complete and submit the certificate application form to the Admissions and Records office during your final semester of course work. These forms are available in the Admissions and Records office, or online at <http://admissions.lbcc.edu/> . Refer to the Schedule of Classes (<http://schedule.lbcc.edu>) and click the "Important Dates" link to view the actual deadline each semester.

**Program of study leading to:
Certificate of Competency**

REQUIRED COURSES – TEAS Preparation: 4214

Complete **THIRTY - SIX (36) hours** from any two of the following:

		HOURS	In Progress	Completed Grade
GED 620	TEAS Preparation: English and Reading	18		
GED 625	TEAS Preparation: Math and Science	18		

Total Hours 36

Complete and submit the certificate application form to the Admissions and Records office during your final semester of course work. These forms are available in the Admissions and Records office, or online at <http://admissions.lbcc.edu/> . Refer to the Schedule of Classes (<http://schedule.lbcc.edu>) and click the "Important Dates" link to view the actual deadline each semester.

Certificate of Competency, Foundational Skills:

The Foundational Skills program prepares students with the essential skills for academic success. Students gain knowledge and skills in language arts and math. Students who reach competencies may advance to develop skills for the workplace and to prepare for future educational opportunities.

Program Student Learning Outcomes (Foundation Skills):

- Demonstrate the ability to apply foundational language arts and/or math skills.

Certificate of Competency, Financial Literacy:

The Financial Literacy Program provides students the essential skills for personal money management. Students gain confidence as they learn about budgeting, saving, debt, credit, as well as education, housing, transportation and investing options. Students will create an action plan to improve their quality of life and reach their educational, professional and economic goals.

Program Student Learning Outcomes:

- Create a personal financial plan based on one's vision and goals.

Certificate of Competency, GED Preparation:

The General Educational Development (GED) Preparation program prepares students with the essential skills for the GED test. Students gain knowledge and skills in language arts, social studies, math, and science. Students who reach competencies may advance to develop skills for the workplace and to prepare for future educational opportunities.

Program Student Learning Outcomes:

- Demonstrate progress on assigned individual plan of study.

Certificate of Competency, GED Preparation Spanish:

The General Educational Development (GED) Preparation program in Spanish prepares students with the essential skills for the GED test. Students gain knowledge and skills in language arts, social studies, math, and science. Students who reach competencies may advance to develop skills for the workplace and to prepare for future educational opportunities.

Program Student Learning Outcomes:

- Demonstrate progress on assigned individual plan of study.

Certificate of Competency, TEAS Preparation:

The Test of Essential Academic Skills (TEAS) Preparation program prepares students with the essential skills for the TEAS. Students gain knowledge and skills in the four areas of the test: Reading, Math, Science, and English Language and Usage. Students who reach competencies may advance to develop skills for the workplace and to prepare for future educational opportunities.

Program Student Learning Outcomes:

- Demonstrate understanding of the science, math, reading, and/or English-language skills required for the TEAS test.