

ASSOCIATE DEGREES, CERTIFICATES OF COMPLETION & SKILL CERTIFICATES

West Los Angeles College provides educational programs that lead to transferring to four-year colleges and universities, as well as career programs that lead to Associate Degrees, Certificates of Completion, or Skill Certificates.

Associate in Arts (A.A.) or Associate in Science (A.S.) Degrees are granted to recognize a student's satisfactory completion of an organized program of study consisting of a minimum of 60 degree-applicable semester units. Students wanting an Associate Degree may obtain two years of career training along with selected general education courses in a chosen field. Students wanting only career-oriented courses may choose a Certificate program as their objective. A minimum GPA of 2.0 ("C") or better is required for an Associate Degree.

Certificate of Completions are issued in State-approved programs designed for students who are looking for instruction with a high degree of specialization. Certificate programs vary in length, but must have 18 or more semester units, and may be pursued on a full-time or part-time basis. Certificate programs are usually one-year educational programs that offer courses needed to prepare students for immediate employment. A Certificate program is specific, and no course substitution will be permitted unless approved by the department. A grade of "C" or better is required in each course required for the major.

Skill Certificates is issued by the college for programs requiring 17 semester units or less. Skill Certificates are designed for those students who have limited time, or who wish to limit their commitment to a particular field of study. Students may seek increased job-related specialization, job advancement, or preparation for new employment. Courses that make up a Skill Certificate often apply toward a Certificate Program or Associate Degree. A grade of "C" or better is required in each course required for the major. Always consult a counselor for verification.

Completion of at least 12 units of work in residence and attendance at West Los Angeles College during the semester in which the requirements are completed is also necessary. During the final semester in which completion of requirements takes place, students should petition the Admissions office for Associate Degrees, Certificates of Completion or Skill Certificates. Units earned toward a Certificate may be applied toward an Associate Degree of the same major. For both the Degree and Certificate programs, transcripts from all other colleges attended must be on file in the Admissions office. A 2.0 GPA is required for all Certificates, as well as for graduation.

For students seeking immediate employment in a new position, or upgrading in their current position, the college offers the following degrees. Transfer programs are covered in more detail in the next section, "Major Requirements".

ASSOCIATE DEGREES

* = *this is a university transfer major*

- Accounting
- *Administration of Justice
- *Anthropology
- *Art
- Art - Ceramics
- Art - Drawing and Painting
- Aviation Maintenance Technician
- *Biology
- *Biology - Health Science*
- Business
- *Business Administration*
- *Chemistry*
- *Child Development*
- Computer Applications & Office Technologies (CAOT)
 - General Office
- Computer Applications & Office Technologies (CAOT)
 - Word Processing
- *Computer Science Information Technology
- Computer Science Information Technology*
 - Application Software
- Computer Science Information Technology
 - Computer Science
- Dental Hygiene
- Drug and Alcohol Studies
- *Economics*
- *English*
- *French*
- *Geography*
- *Geology*
- *History*
- *Liberal Arts - Plan A*
- Liberal Arts - Plan B
- Management
- Management - Small Business
- Marketing
- *Music*
- Paralegal Studies
- *Philosophy*
- *Physical Education*
- *Physics*
- *Political Science*
- *Psychology*
- Real Estate
- *Sociology*
- *Spanish*
- *Speech*
- Travel

**ASSOCIATE DEGREES,
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& SKILL CERTIFICATES**

CERTIFICATES OF COMPLETION

- Accounting
- Aviation - Aircraft Powerplant Technician
- Aviation - Airframe Maintenance Technician
- Business
- Child Development
- Computer Applications & Office Technologies (CAOT) - General Office
- Computer Applications & Office Technologies (CAOT) - Word Processing
- Computer Science Information Technology - Application Software
- Computer Science Information Technology - Computer Science
- Drug and Alcohol Studies
- Management
- Management - Small Business

SKILL CERTIFICATES

- Administration of Justice - Fingerprint Classification
- Administration of Justice - Juvenile Corrections Officer
- Administration of Justice - P.C. 832 Arrest Course
- Administration of Justice - Probation Officer
- Allied Health - Geriatric Care Technician
- Allied Health - Geriatric Home Technician
- Art - Computer Graphic Arts
- Avionics - Basic Avionics I
- Avionics - Basic Avionics II
- Business - Customer Service
- Child Development - Administration and Supervision of ECE (Early Childhood Education)
- Child Development - Curriculum Development
- Child Development - Director/Private Preschool
- Child Development - Early Literacy Development
- Child Development - Family Day Care Providers
- Child Development - Infant and Toddler Studies
- Child Development - Health, Nutrition, Safety and Food Prep in Early Child Development Programs
- Child Development - Observation, Assessment and Guidance in ECE (Early Childhood Education)
- Child Development - School Age Programs
- Child Development - Special Needs Children
- Child Development - Teacher/Private Preschool
- Communication, Entertainment and Media Arts - Cinema
- Communication, Entertainment and Media Arts - Radio Broadcasting
- Communication, Entertainment and Media Arts - Theater Arts
- Computer Science Information Technology - Computer Network Management
- Jewish Studies
- Management - Small Business - Entrepreneurship
- Music - Songwriters' Workshop
- Real Estate
- Travel (Basic)