

Name (last,first):		2005 - 2006 CERTIFICATE CHECKLIST	
		Bank Teller	
Date: _____	SSN: _____	All courses must have a grade of "C" or above. All courses must be completed at San Joaquin Delta College. Units earned through Credit by Exam do not apply.	
Evaluator: _____	Phone: _____	Notes:	
Applied: ___ Summer ___ Fall ___ Spring ___ Year _____			
Status: ___ Pending ___ Complete ___ Denied			

Minimum units required = 14.5

		Units	Status
BUS 78	Introduction to Teller Training	1.5	
BUS 82A	Business Math 1	3.0	
BUS 94F	Customer Service Strategies	1.0	

Take one of the following:

BUS 61	Prin. & Oper. of Financial Institutions	3.0	
BUS 66	Principles of Money & Banking	3.0	

Take one of the following:

BIM 31	Electronic Calculation	3.0	
OR			
BIM 32A &	Beginning Office Calculation	1.0	
BIM 32B &	Intermediate Office Calculation	1.0	
BIM 32C	Advanced Office Calculation	1.0	

Take one of the following:

COM ST 3	Interpersonal Communication	3.0	
COM ST 7	Intercultural Communication	3.0	