

Name (last,first):		2005 - 2006 CERTIFICATE CHECKLIST	
Date: _____ SSN: _____		Distribution & Transportation Supervisor	
Evaluator: _____ Phone: _____		All courses must have a grade of "C" or above. A minimum of 12 or two-thirds (whichever is greater) of the required units of the specific subject matter must be completed at San Joaquin Delta College. Units earned through Credit by Exam do not apply.	
Applied: _____ Summer _____ Fall _____ Spring _____ Year _____		Notes:	
Status: _____ Pending _____ Complete _____ Denied			

Minimum units required = 22.5		Units	Status
BUS 51	Intro. To Transportation	1.5	
BUS 56	Transportation: Export & Import	3.0	
BUS 57	Physical Dist. & Warehousing	3.0	
BUS 58	Transportation of Hazardous Materials	3.0	

Take one of the following:

BUS 1A	Principles of Accounting	5.0	
BUS 10A	Bookkeeping	3.0	

Take one of the following:

BUS/CS 14	Microcomputers & Sm. Bus. Systems	3.0	
CS 11	Fundamentals of Computer Science	3.0	
CSA 20	Microsoft Word, Excel, & Access	3.0	

Take at least 6 units from the following:

BUS 17A	Beginning Business Communication	3.0	
BUS 20	Introduction to Business	3.0	
BUS 21	Marketing	3.0	
BUS 30	Supervision & Human Relations	3.0	
BUS 31	Introduction to Management	3.0	
BUS 32	Total Quality Management	3.0	
BUS 82A &	Business Math 1	3.0	
BUS 82B	Business Math 2	3.0	
BIM 39	Office Management	3.0	