

**2007 - 2008 CERTIFICATE CHECKLIST
Help Desk**

Name (last,first):

Student ID:

Date:

Evaluator:

David Bayne dbayne@deltacollege.edu (209) 954-5004

Chris Leach cleach@deltacollege.edu (209) 954-5821

Jennifer Ohta johta@deltacollege.edu (209) 954-5010

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.

Minimum units required =10.5

Evaluation Only

Applied:

Year

Term:

Summer

Fall

Spring

Status:

Pending

Complete

Denied

Notes:

IP = In-Progress & Needed, N = Need

Sum = Summer, Fal = Fall, Spr = Spring

Certificate Requirements:

		Units	Status
BUS 82A	Business Math 1	3.0	
BUS 90	Intro Telephone Call Center	1.5	
BUS 94F	Customer Service Strat	1.0	
BIM 1A	Beginning Keyboarding	1.0	
BIM 95E	Telephone Techniques	1.0	
COM ST 3 OR	Interpersonal Communication	3.0	
COM ST 7	Intercultural Communication	3.0	