

Name (last,first):		CERTIFICATE CHECKLIST - FALL 2003	
Date: _____ SSN: _____		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.	
Evaluator: _____ Phone: _____		Notes:	
Applied: Year _____ Summer _____ Fall _____ Spring _____			
Status: _____ Pending _____ Complete _____ Denied _____			

Minimum units required = 22.5

		Units	Grade	Verified
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:

		Units	Grade	Verified
BUS 1A	Principles of Accounting	5.0		
BUS 10A	Bookkeeping	3.0		

Take one of the following:

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

Take at least 6 units from the following:

		Units	Grade	Verified
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		