

Name (last,first):		<b>CERTIFICATE CHECKLIST - FALL 2004</b>	
Date: _____ SSN: _____		<b>Basic Business</b>	
Evaluator: _____ Phone: _____		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.	
Applied: Year _____ Summer _____ Fall _____ Spring _____		Notes:	
Status: _____ Pending _____ Complete _____ Denied _____			

**Complete any four of the six course options:**

Minimum units required = 12.0

**Option #1- take one of the following:**

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

**Option #2 - take one of the following:**

	Units	Grade	Verified
BUS 8 Intro. To American Legal System	3.0		
BUS 18A Business Law	3.0		
BUS 18B Business Law	3.0		
BUS 19 Legal Environment of Business	3.0		

**Option #3**

	Units	Grade	Verified
BUS 20 Introduction to Business	3.0		

**Option #4**

	Units	Grade	Verified
BUS 21 Marketing	3.0		

**Option #5 - take one of the following:**

	Units	Grade	Verified
BUS 22 Professional Selling	3.0		
BUS 23 Advertising	3.0		

**Option #6- take one of the following:**

	Units	Grade	Verified
BUS 30 Supervision & Human Relations	3.0		
BUS 31 Introduction to Management	3.0		