

# CERTIFICATES

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## Certificate of Achievement Requirements

This certificate goes through the State approval process and requires a minimum of 12 units of coursework in a particular academic or occupational area. The certificate programs normally include only those courses which have a direct bearing upon specialized occupational competency since the objective of earning the career certificate is immediate employment in a specialized area. Upon successful completion of the program and completing the application, the student will receive the certificate and be recognized at the graduation ceremony. In order to earn a Certificate of Achievement all courses that apply to the certificate must be completed with a minimum grade of "C" in each course unless otherwise stated. A minimum of 12 units in residence at GWC is required, and 50 percent of the certificate program must be completed at GWC.

## Certificate of Achievement - Transfer

The Intersegmental General Education Transfer Curriculum (IGETC) and the California State University General Education Breadth (CSU GE Breadth) Certificates of Achievement are State approved and along with a Major or Area of Emphasis meet the requirement for an AA Degree with the purpose of preparing the student for transfer to a four-year institution. Students may also elect to complete the University Core Certificate of Achievement which includes requirements for those not transferring to a UC or CSU. An application must be filed for graduation to be recognized at the graduation ceremony. A minimum of 12 units in residence at GWC is required.

## Certificate of Specialization Requirements

This certificate focuses on skill-based competency, so the student can quickly move into the workplace. Therefore, there is an emphasis on updating or learning newly emerging technologies. The coursework for the Certificate of Specialization must be under 18 units. This certificate is not approved by the State, there is no acknowledgment of completion given at graduation, and it is not recorded on a transcript. In order to earn a Certificate of Specialization, all courses that apply to the certificate must be completed with a minimum grade of "C" in each course unless otherwise stated. Fifty percent of the certificate program must be completed at GWC.

## Noncredit Certificates

### Certificate of Competency Requirements

This award confirms that a student enrolled in a noncredit program has demonstrated achievement in a set of competencies that prepares students to progress in a career path or to undertake degree-applicable and non-degree applicable credit courses.

### Certificate of Completion Requirements

This award confirms that a student has completed a noncredit program that prepares students to progress in a career path or to take degree-applicable courses.