CAÑADA COLLEGE

Student Services Division – Counseling Department
Petition for Pathways to Student Success
Certificate of Achievement

I hereby petition to receive from Cañada College the Pathways to Student Success Certificate of Achievement at the conclusion of the FALL ____ SPRING ____ Semester. (SUMMER by special arrangement only)

NAME TO APPEAR ON CERTIFICATE (print):

_____
(First)   (Middle)   (Last)

YOUR NAME(print)_____
(First)   (Middle)   (Last)

MAILING
ADDRESS_____
(Number)   (Street)   (Apartment)   (City)   (Zip)

COLLEGE ID"G" NO. _____ - ____ - _____ HOME TELEPHONE (____) _____ - _____

EMAIL _____ CELL PHONE NO. (____) _____ - _____

Yes   No
☐   ☐   I am applying units completed at another college towards my certificate.
             If yes, official transcripts from that college have been sent to Cañada College as transfer
             units. Name of College/University_____

YOUR SIGNATURE_____ DATE_____

FOR OFFICE USE ONLY

INITIAL REVIEW	FINAL REVIEW

INITIAL REVIEW

Approved:_____ Pending:_____ Denied:_____

Counselor notified:_____

Student notified:_____

Copy of letter(s) attached:_____

Reason for pending or denied status:_____

_____

_____

_____

Units	GPA to Date

Cum Laude	Magna Cum Laude	Summa Cum Laude

☐ Male   ☐ Female

Petition received in Admissions & Records Office:_____

FINAL REVIEW

Approved:_____   Denied:_____

Counselor notified:_____

Student notified:_____

Copy of letter(s) attached:_____

Reason for pending or denied status:_____

_____

_____

_____

Units	GPA to Date

Cum Laude	Magna Cum Laude	Summa Cum Laude

Certificate Mailed:_____

Initial Evaluation: _____ Date: _____
Final Evaluation: _____ Date: _____
Counselor's Signature: _____ Date: _____

[Pathways to Student Success; M. Baez, 2013-2014]   **(OVER)**

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CERTIFICATE REQUIREMENTS

_____ The prescribed courses and units must be completed as identified in the catalog.

_____ Fifty percent (50%) of the required courses must be completed at Cañada College. Equivalent lower division courses completed at other institutions holding district approved accreditation may be submitted on a Request for Substitution petition to satisfy some certificate requirements.

_____ All CORE classes applied to the certificate must receive a grade of C or better.

_____ Computer Literacy Requirement: satisfactory completion of a minimum of 1 unit in designated computer related courses (**PLEASE NOTE: Required *ONLY* if using an academic catalog *PRIOR* to 2011-2012**).

_____ Students must be in "good academic standing" to receive a certificate.

Please indicate which catalog (academic year) you are following:_____

You must complete ALL REQUIRED COURSES FOR THE CERTIFICATE as listed below:

CORE REQUIREMENTS	UNITS	COMPLETED
ENGL 100 Reading and Composition	3.0	_____

Selective courses: choose a minimum of 13 units from the following:

Area A: Complete 3 units from the following courses:

COMM 110 Public Speaking	3.0	_____
COMM 130 Interpersonal Communication	3.0	_____

Area B: Complete a minimum of 5 units from the following courses:

MATH 120 Intermediate Algebra	5.0	_____
MATH 122 Intermediate Algebra I	3.0	_____
and MATH 123 Intermediate Algebra II	*3.0*	_____

Area C: Complete a minimum of 2.5 units from the following courses:

CRER 137 Life and Career Planning	3.0	_____
CRER 110 Honors Colloquium in Career and Personal Development: Transfer Essentials and Planning	1.0	_____
CRER 401 College Success	1.0	_____
CRER 407 Exploring Careers, Majors and Transfer	1.0	_____
CRER 430 Career Assessment	0.5	_____

Area D: Complete a minimum of 2.5 units from the following courses:

CBOT 430 Computer Applications, Part I	1.5	_____
or CBOT 431 Computer Applications, Part II	*1.5*	_____
LIBR 100 Introduction to Information Research	1.0	_____
Total	16.0	

* INCOMPLETE PETITIONS WILL NOT BE ACCEPTED! [Pathways to Student Success; M. Baez, 2013-2014]