Certificate of Achievement Narrative

Program Name

ITEM 1. PROGRAM GOALS AND OBJECTIVES

Identify the goals and objectives of the program. The stated goals and objectives of the program must be consistent with the mission of the community colleges as established by the Legislature in Education Code section 66010.4. Often, colleges will include the program level Student Learning Outcomes (SLOs) in this section that identify the program's goals and objectives.

Goals and objectives must address a valid occupational, basic skills, civic education, or lifelong learning purpose. For the purposes of Chancellor's Office submission and approval, programs may select one of two program goals: CTE or local. CTE is limited to certificates in a vocational TOP Code. Local is used for all other certificates, but may include certificates designed to prepare students for transfer.

ITEM 2. CATALOG DESCRIPTION

Insert Catalog Description from CurricUNET

Must include: program requirements, prerequisite skills or enrollment limitations, student learning outcomes, and information relevant to program goal.

ITEM 3. PROGRAM REQUIREMENTS

REQUIRED COURSES:		
Course	Course Title	Units
	Required Major Total:	
	TOTAL UNITS:	

PROPOSED SEQUENCE:		
Year	Semester	Units
Ex. Year 1	Ex. Fall	Ex. 6 units

ITEM 4. MASTER PLANNING

Given the stated goals and objectives, this area addresses how the program fits in the mission, curriculum, and master planning of the college and higher education in California (pursuant to Title 5 sections 55130(b)(6) and 55130(b)(7)).

ITEM 5. ENROLLMENT AND COMPLETER PROJECTIONS

COURSE INFORMATION		YEAR ONE:		YEAR TWO:	
Course	Course Title	Annual # of Sections	Annual Enrollment Total	Annual # Sections	Annual Enrollment Total

ITEM 6. PLACE OF PROGRAM IN CURRICULUM/SIMILAR PROGRAMS

- Does the program replace any existing programs on the college's inventory? Provide relevant details if this program is related to the termination or scaling down of another program.
- What related programs are offered by the college?
- If no similar program exists in college's inventory, please provide brief justification for its addition.

ITEM 7. SIMILAR PROGRAMS AT OTHER COLLEGES IN SERVICE AREA

Describe all similar programs offered by colleges within commuting distance of the college, commonly known as the "college service area." A brief description of each program is required.

Provide justification statement to illustrate the need to add or expand this program within the region.