Skills Competency Award Requirements

Students must complete all courses with a grade of C or higher or Pass. Candidates for a Skills Competency Award are required to complete at least 20% of the department requirements through SBCC.

Total Units Required: 10

<table>
<thead>
<tr>
<th>Current Course No.</th>
<th>Previous Course No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 101</td>
<td>(none)</td>
<td>Intro. to Computers and Information Systems</td>
<td>4.0</td>
</tr>
<tr>
<td>CIS 181</td>
<td>(none)</td>
<td>Technical and Professional Writing OR</td>
<td>3.0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Technical and Professional Writing</td>
<td></td>
</tr>
<tr>
<td>ENG 181</td>
<td>(none)</td>
<td>Technical and Professional Writing</td>
<td>3.0</td>
</tr>
<tr>
<td>GDP 111</td>
<td>(none)</td>
<td>Graphic Design Basics</td>
<td>3.0</td>
</tr>
</tbody>
</table>

Additional Program Information

For further information, contact the Counseling Center, 965-0581, Ext. 2285, or Esther Frankel, CIS Department Chair, 965-0581, Ext. 2224, or Barbara Bell, English Department Chair, Ext. 2475.
Associate Degrees and Certificates of Achievement *(In alphabetical order)* - For a complete list of programs of study (associate degrees, certificates, skills competency awards and department awards) and requirements, go to http://www.sbcc.edu/apply/degrees_certificates.php.

### Associate Degrees

- Accounting (AS)
- Accounting/Assistant Bookkeeper IV (C)
- Administration of Justice (AA/AS/C) - 3 emph. avail (AS&C), 1(AA)
- Administration of Justice for Transfer (AS-T)
- Alcohol and Drug Counseling (AA/C)
- Animation and Gaming (AA/C)
- Anthropology (AA)
- Applied Photography (AA/C)
- Art (AA) - 2 emphases available
- Art History for Transfer (AA-T)
- Associate Child Care Teacher (C)
- Automotive Services & Technology (AS/C)
- Biological Sciences (AA)
- Black Studies (AA)
- Business Administration (AA/C) – 3 emphases available for AA, 2 for C
- Business Administration for Transfer (AS-T)
- Cancer Information Management (AS/C)
- Chemistry (AA)
- Chicano Studies (AA)
- Commercial Music (C)
- Communication (AA) - 2 emphases available
- Communication Studies for Transfer (AA-T)
- Computer App. & Office Mgmt (AS/C) - 2 emphases available
- Computer Information Systems (AS/C) – Emph. in System Admin. available
- Computer Network Engineering (AS/C)
- Computer Science (AS/C)
- Construction Technology (AS/C)
- Cosmetology (AS)
- Drafting/CAD (AS/C)
- Database Programming and Applications Development (C)
- Diagnostic Medical Sonography (C)
- Diversity Issues in ECE (C)
- Drafting/CAD (AS/C)
- Early Childhood Education (AS/C)
- Economics (AA)
- Engineering (AA/AS)
- English (AA)
- Environmental Horticulture (AS/C) - 4 emphases available for AS, 1 for C
- Environmental Studies (AA)
- Ethnic Studies (AA)
- Film Production (AA)
- Film and Media Studies (AA)
- Finance (AA/C)
- French (AA)
- Geography (AA)
- Geological Sciences (AS)
- Global Studies (AA)
- Graphic Design & Photography – Graphic Design Concentration (AA/C)
- Health Information Technology (AS)
- History (AA)
- History for Transfer (AA-T)

### Certificates

- Honors (C/C with highest honors) – 2 emphases available
- Hospitality (AS/C)
- Infant/Toddler Development (C)
- Interior Design (AA/C)
- International Business (AA/C)
- Introduction to Graphic Design (C)
- Journalism (AA/C)
- Journalism for Transfer (AA-T)
- Kinesiology for Transfer (AS-T)
- Law & Society (AA) – Emphasis in Criminal Justice available
- Liberal Arts (AA) – Emphasis in Biomedical Sciences
- Liberal Arts & Sciences (AA) – 3 emphases available
- Liberal Studies (AA) – Emphasis in Education
- Marine Diving Technician (AS/C)
- Marketing (AA/C)
- Mathematics (AA)
- Mathematics for Transfer (AS-T)
- Media Arts (AA/C)
- Medical Coding Specialist (C)
- Middle East Studies (AA)
- Music (AA)
- Native American Studies (AA)
- Natural History (AA)
- Nursing - ADN (AS)
- PC Support/Network Management (C)
- Philosophy (AA)
- Philosophy for Transfer (AA-T)
- Physical Education (AA) – Emphasis in Athletic/Personal Fitness avail.
- Physics (AA/AS)
- Physics for Transfer (AS-T)
- Political Science (AA)
- Political Science for Transfer (AS-T)
- Post-Professional Practice in ADC (C)
- Psychology (AA)
- Psychology for Transfer (AA-T)
- Radiography (AS)
- Real Estate (AS/C)
- School-Age Care (C)
- Sociology (AA)
- Sociology for Transfer (AA-T)
- Spanish (AA)
- Spanish for Transfer (AS-T)
- Studio Arts for Transfer (AA-T)
- Theatre Arts (AA) – 3 emphases available
- Theatre Arts for Transfer (AA-T)
- Transfer – CSU General Education Breadth Pattern (C)
- Transfer – IGETC (C)
- Vocational Nursing (AS/C)
- Wastewater Technology Education (C)
- Water Technology Education (C)

### Skills Competency Award in Technical Writing

Upon completion of the Skills Competency Award in Technical Writing, the following competencies will be achieved:

- Create, edit written documents in a technical environment.

### Job Opportunities

This program will prepare students for working as a Technical Writer.