

**[Noncredit Certificate](http://www.barstow.edu/Pdf/Committees/Curriculum/Forms/NC-Certificates-Requirements-Directions-final.pdf)**

**[Narrative Template](http://www.barstow.edu/Pdf/Committees/Curriculum/Forms/NC-Certificates-Requirements-Directions-final.pdf)**

|  |  |
| --- | --- |
| **Program Title** | Certificate of Competency, X; Certificate of Completion, X |
| **Program Award** | Certificate of Competency Certificate of Completion |
| **Unit Minimum** |  |
| **Unit Maximum** |  |
| **Career Development & College Preparation** | Elementary and secondary basic skills; workforce preparation; short-term vocational; English as a second language |

**1. Program Goals and Competencies**

|  |
| --- |
| COPY PROGRAM LEARNING OUTCOMES (eLUMEN) and provide a brief rationale for this program. List the relevant student competencies achieved. |

**2. Catalog Description**

|  |
| --- |
| COPY PROGRAM DESCRIPTION (eLUMEN)Upon completion of the required courses the student will be awarded a Program Title.  |

**3. Program Requirements**

List course requirements and their sequencing of for program completion in the program outline and attach to this narrative.

**4. Master Planning**

|  |
| --- |
| Write a brief paragraph explaining how this certificate supports the college Mission, Strategic Initiatives, Master Plan, and/or the Chancellor’s Vision for Success. Then explain the planned resource needs for degree implementation:Facilities –Personnel –Equipment/Acquisitions –  |

**5. Enrollment and Completer Projections**

|  |
| --- |
| Provide enrollment/completer projection data for the certificate. |

**6. Place of Program in Curriculum/Similar Program**

|  |
| --- |
| Explain this program’s relationship with other programs offered, stackable certificates, and relevant details if this program relates to the adjustment of another program(s). |

**7. Similar Programs at Other Colleges in Service Area**

|  |
| --- |
| List similar certificates (and colleges) in this region.  |