

## Certificate in Occupational and Life Skills

Certificate of Achievement

### Requirements 2011-2012

Courses may be subject to prerequisites and minimum grade requirements.

Check online at [bellevuecollege.edu/catalog/courses](http://bellevuecollege.edu/catalog/courses).

Course	Course Title	Credits
OLS 100	Nutrition Health & Fitness I.....	2
OLS 102	Human Sexuality & Body Awareness.....	2
OLS 104	Disability Awareness.....	2
OLS 105	Introduction to Communication.....	2
OLS 106	Communication in the Workplace.....	2
OLS 107	Healthy Relationships.....	2
OLS 110	Learning Strategies.....	2
OLS 111	Learning Strategies in the College Environment.....	2
OLS 112	News and Daily Living.....	3
OLS 120	Personal Finance I.....	2
OLS 130	Critical Thinking through Science.....	3
OLS 140	Introduction to Computers.....	2
OLS 141	Computer Fundamentals.....	2
OLS 143	Career Portfolio.....	1
OLS 150-155	Physical Education.....	3
OLS 150	Strength & Fitness (1 Cr)	
OLS 151	Self Defense for Mind & Body (1 Cr)	
OLS 152	Tai Chi for Mind & Body (1 Cr)	
OLS 153	Qigong for Mind & Body (1 Cr)	
OLS 154	Martial Arts for Mind & Body (1 Cr)	
OLS 155	Yoga for Life Balance (1 Cr)	
OLS 158-166	Electives.....	6
OLS 158	Introduction to the Theater (2 Cr)	
OLS 159	Introduction to Acting (2 Cr)	
OLS 160	Visual Thinking I (2 Cr)	
OLS 161	Visual Thinking II (2 Cr)	
OLS 162	Radio Theatre (2 Cr)	
OLS 163	Critical Thinking through Film (2 Cr)	
OLS 164	Historical Analysis through Film (2 Cr)	
OLS 165	World Culture Analysis through Film (2 Cr)	
OLS 166	Music Appreciation (2 Cr)	
OLS 170	Self Determination.....	2
OLS 171	Self Determination in the Workplace.....	2
OLS 174	Career Exploration.....	3
<b>TOTAL</b>	.....	<b>45</b>

**Program Contact Info:** [bellevuecollege.edu/programs/az/](http://bellevuecollege.edu/programs/az/) **Occupational Life Skills**

Use Degree Audit to track your progress toward completion of this certificate at [bellevuecollege.edu/degreeaudit](http://bellevuecollege.edu/degreeaudit)  
Please refer to [bellevuecollege.edu/programs/degrees/](http://bellevuecollege.edu/programs/degrees/) for latest certificate updates and further information.

**All coursework applied to this certificate must be approved by program chair.  
Submit completed form to Enrollment Services when applying for graduation.**

**Related Instruction for BC Certificate of Achievement:** Programs of study which are an academic year or more in length for which certificates are granted contain a recognizable body of instruction in program-related areas of 1) communication, 2) computation 3) human relations. Instruction may be either embedded within the program curriculum or taught in blocks of specialized instruction. Additional topics which are covered as appropriate include safety, industrial safety, and environmental awareness.

**All courses for OLS-Venture are Pass/Fail. OLS uses a grading system that measures performance indicators directly related to 21<sup>st</sup> Century Skills and BC approved course outcomes. The student receives a final report with instructor's narrative of student's performance in the course. At least 70 % of the performance indicators and 70% of the course outcomes for each course are required to be met to receive a passing grade (P).**

Student Name: \_\_\_\_\_

SID: \_\_\_\_\_

Program Requirements Courses may be subject to minimum grade requirements and prerequisites			Approved Substitution/Transfer Credit					
Course	Course Title	Cr	School	Course	Cr	Grade	Qtr	Yr
OLS 100	Nutrition Health & Fitness I	2						
OLS 102	Human Sexuality & Body Awareness	2						
OLS 104	Disability Awareness	2						
OLS 105	Introduction to Communication	2						
OLS 106	Communication in the Workplace	2						
OLS 107	Healthy Relationships	2						
OLS 110	Learning Strategies	2						
OLS 111	Learning Strategies in the College Environment	2						
OLS 112	News and Daily Living	3						
OLS 120	Personal Finance I	2						
OLS 130	Critical Thinking through Science	3						
OLS 140	Introduction to Computers	2						
OLS 141	Computer Fundamentals	2						
OLS 143	Career Portfolio	1						
OLS 150-155	Physical Education	3						
OLS 150	Strength & Fitness (1 Cr)							
OLS 151	Self Defense for Mind & Body (1 Cr)							
OLS 152	Tai Chi for Mind & Body (1 Cr)							
OLS 153	Qigong for Mind & Body (1 Cr)							
OLS 154	Martial Arts for Mind & Body (1 Cr)							
OLS 155	Yoga for Life Balance (1 Cr)							
OLS 158-166	Electives	6						
OLS 158	Introduction to the Theater (2 Cr)							
OLS 159	Introduction to Acting (2 Cr)							
OLS 160	Visual Thinking I (2 Cr)							
OLS 161	Visual Thinking II (2 Cr)							
OLS 162	Radio Theatre (2 Cr)							
OLS 163	Critical Thinking through Film (2 Cr)							
OLS 164	Historical Analysis through Film (2 Cr)							
OLS 165	World Culture Analysis through Film (2 Cr)							
OLS 166	Music Appreciation (2 Cr)							
OLS 170	Self Determination	2						
OLS 171	Self Determination in the Workplace	2						
OLS 174	Career Exploration	3						
<b>TOTAL:</b>		<b>45</b>						

Exceptions to degree or certificate requirements and graduation information: <http://bellevuecollege.edu/enrollment/graduation/>

**Completed form must be submitted to the Evaluations/Graduation Office when applying for graduation.**

Program Chair: \_\_\_\_\_

Date: \_\_\_\_\_