

## GRADUATION REQUIREMENTS FOR THE CERTIFICATE OF COMPLETION

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*SJVC* will issue Certificates of Completion to those students who satisfactorily complete the requirements and are able to demonstrate proficiency and competency in a prescribed vocational training program. The certificate is widely recognized and accepted by employers as verification of job preparedness and skill achievement. Certificates of Completion are issued to those students completing a prescribed vocational program under all of the following conditions:

- 100% of the units required for the certificate are taken in classes offered through *SJVC*.
- Students are required to complete all courses of the certificate program with a "C", 2.0 cumulative grade point average or better.
- Substitutions or a waiver of required courses are not allowed.

Most certificate courses can be applied toward an Associate of Science degree. Students who intend on obtaining a certificate and a degree should see their admissions representative for general education and other requirements beyond those required for their certificate.

