GETTING YOUR DEGREE AT NAPA VALLEY COLLEGE

Associate of Arts/Science

An associate degree documents students' educational achievements and provides them with a foundation for future learning. Since most jobs in the future will require some education beyond high school, the associate degree will make students more competitive in the job market.

Associate Degree (AA/AS) Requirements

To be awarded the *Associate in Arts* or the *Associate in Science* degrees (AA or AS), students must meet the following requirements:

1. **Unit Requirement** – 60 semester units in courses numbered between 90 and 399. Units from other colleges may be used if they are determined acceptable by the Admissions and Records Office. These units must include both completion of major or area of emphasis requirements and general education requirements as specified in this AP and published in the NVC catalog.
2. **Scholarship Requirement** - Cumulative G.P.A. of 2.0 or better with a "C" or better in all classes in the major.
3. **Residence Requirement** – Completion of 12 semester units at NVC and attendance at NVC during the semester prior to graduation or 30 semester units completed at NVC.
4. **Competency Requirements** – Competency in reading, writing, mathematics, and cultural competency: completion with a grade of "c" or better; in courses approved to meet this requirement by the Board of Trustees as recommended through the NVC curriculum process and published in the NVC catalog.
   a. Effective for all students admitted to NVCCD for the Fall 2019 term or any term thereafter, competence in written expression shall be demonstrated by obtaining a satisfactory grade in an English course at the level of the course typically known as Freshman Composition (either Freshman Composition or another English course at the same level and with the same rigor, approved locally) or by demonstrating competency that is comparable to satisfactory completion of the specified English course. Satisfactory completion of an English course at the level of Freshman Composition shall satisfy both this competency requirement and the coursework requirement set forth in subdivision (b)(1)(D)(i) of Title 5 section 55063.
   b. Effective for all students admitted to NVCCD for the Fall 2019 term or any term thereafter, competence in mathematics shall be demonstrated by obtaining a satisfactory grade in a mathematics course at or above the level of the course typically known as Intermediate Algebra (either Intermediate Algebra or another mathematics course at or above the same level, with the 5 same rigor and with Elementary Algebra as a prerequisite, approved locally) or by demonstrating competency that is comparable to satisfactory completion of a mathematics course at or above the level of the course typically known as Intermediate Algebra, determined locally. Satisfactory completion of a mathematics course at or above the level of Intermediate Algebra shall satisfy both this competency requirement and the coursework requirement set forth in subdivision (b)(1)(D)(ii) of Title 5 section 55063. *Note: The competency requirements for written expression and mathematics may also be met by obtaining a satisfactory grade in courses in English and mathematics taught in or on behalf of other departments and disciplines, and which, as determined by the NVCCD Board of Trustees, require entrance skills at a level equivalent to those necessary for Freshman Composition and Intermediate Algebra respectively.*
   c. Cultural Competency: Courses formerly satisfying the Multicultural/Gender Studies requirement which analyze the contributions and perspective of people belonging to underrepresented groups, defined as any group that has experienced marginalization in the dominant culture and/or collective discrimination or exclusion from equal participation or representation in social/economic/political institutions. These may include but are not limited to groups based on age, sex, gender, race, ethnicity, sexual orientation, and disability. Such analysis is to be explicit, not implicit, in the course of study and substantial and thematic rather than incidental or supplemental to a different focus. Courses that satisfy this requirement must significantly fulfill the majority of the following criteria:

   - Study the history or experience of underrepresented groups.
   - Identify specific contributions by underrepresented groups.
   - Explore interactions within and among underrepresented groups.
   - Increase students' knowledge and understanding of other cultures.
   - Develop an awareness of different forms of discrimination and marginalization.
   - Analyze issues relevant to underrepresented groups.
   - Identify theories and practices of accommodation, assimilation, integration, and pluralism.
   - Acquaint students with the concept of intersectionality.
   - Recognize artistic achievements and aesthetic values of nonwestern cultures.
   - Understand the value of diversity.

Graduation Requirements

Note: *Students who have already earned a Bachelor's degree or higher from an accredited university are exempted from the General Education and Graduation requirements.*

1. General Education Requirement
Completion of 18-21 semester units of general education (https://catalog.napavalley.edu/getting-your-degree/general-education/); one course of at least three units in each area.

2. Ethnic Studies
Select one course, minimum 3 units. Effective Fall 2023, all courses that satisfy the Ethnic Studies graduation requirement also satisfy the Cultural Competency requirement and may double count for Area C of the NVC General Education pattern.

Code	Title	Units
ETHS-100	Ethnic Studies 1	3
ETHS-101	Ethnic Studies 2	3
ETHS-111	Native American Studies	3
ETHS-112	African American Studies	3

ETHS-113	Chicanx Studies Chicanx Studies	3
ETHS-114	Women's Ethnic Heritage in the United States	3
ETHS-115	Critical Mixed Race Studies	3
ETHS-160	Critical Asian Pacific Islander American Studies: Filipina/X/O Experience in the United States	3
ETHS-161	Asian Pacific Islander American Studies	3

3. Kinesiology/Health Requirement

Choice of 3 units of Kinesiology (https://catalog.napavalley.edu/courses/kine/) (KINE-formerly PHYE) and Dance (https://catalog.napavalley.edu/courses/dans/) (DANS) courses or complete HELH-106.
Exemptions:

1. *Students majoring in Health Occupations;*
2. *Veterans with six months service receive unit credit for KINE (formerly PHYE) and HELH 106.*
3. *Completion of the Police Academy*

4. American History/Institutions Requirement (A.A. Degrees Only)

Select one course from Group 1 and one course from Group 2. Courses chosen to satisfy this requirement cannot be used to satisfy Area B.

Code	Title	Units
Group 1: U.S. History		
Select one course from the following;		
HIST-120	United States History 1	3
HIST-121	United States History 2	3
HIST-150	History of American Women 1600-1900	3
HIST-152	History of American Women Since 1900	3
HIST-165	African American History	3

Code	Title	Units
Group 2: Political Science		
Select one course from the following;		
POLI-120	Introduction to the Principles Of American Government	3

4. Completing a Major

Refer to the Programs of Study section of the catalog for the list of required courses to complete the major. Students should consult with a counselor and their program coordinator to ensure that all requirements for the major are being met. *Multiple Associates Degrees: Students can complete the requirements for more than one degree upon graduation, providing that all requirements are met for each academic program.*

5. Petition to Graduate

All candidates for AA/AS/AA-T/AS-T graduation must schedule a counseling appointment to apply for graduation and must file a petition in the Admissions and Records Office by the ninth week of the semester they wish to graduate. During the summer, students must file during the fifth week if they want to graduate in the summer semester. Candidates applying for Certificate of Achievement must apply for graduation with the program coordinator. Graduation petition deadlines are posted on the Admissions and Records website (http://www.napavalley.edu/admissions-and-aid/admissions-and-records/) (select the Admissions and Records Calendar).

Only eligible students earning a degree or certificate of achievement from the previous summer and fall semester, as well as the current spring semester

are eligible to participate in the annual commencement ceremony, which is traditionally held on the second to last Thursday in May. Check the Office of Student Affairs website for more information about commencement.

Associate of Arts Degrees (A.A.)

- Art History: AA (https://catalog.napavalley.edu/areas-of-study/art-history/art-history-aa/)
- Culinary Arts-Professional: AA (https://catalog.napavalley.edu/areas-of-study/hospitality-culinary-and-tourism-management/culinary-arts-professional-aa/)
- Dance: AA (https://catalog.napavalley.edu/areas-of-study/dance/dance-aa/)
- Digital Art and Graphic Design: AA (https://catalog.napavalley.edu/areas-of-study/digital-art-and-design/digital-art-and-graphic-design-aa/)
- Ethnic Studies: AA (https://catalog.napavalley.edu/areas-of-study/ethnic-studies/ethnic-studies-aa/)
- Music-Instrumental Emphasis: AA (https://catalog.napavalley.edu/areas-of-study/music/music-instrumental-aa/)
- Music-Vocal Emphasis: AA (https://catalog.napavalley.edu/areas-of-study/music/music-vocal-aa/)
- Musical Theater: AA (https://catalog.napavalley.edu/areas-of-study/music/musical-theater-aa/)
- Psychology: AA (https://catalog.napavalley.edu/areas-of-study/psychology/psychology-aa/)
- Spanish for Heritage Speakers: AA (https://catalog.napavalley.edu/areas-of-study/spanish/spanish-for-heritage-speakers-aa/)
- Spanish for Non-Heritage Speakers: AA (https://catalog.napavalley.edu/areas-of-study/spanish/spanish-for-non-heritage-speakers-aa/)
- Studio Arts: AA (https://catalog.napavalley.edu/areas-of-study/arts/studio-arts-aa/)
- Theater Arts-Acting: AA (https://catalog.napavalley.edu/areas-of-study/theater-arts/theater-arts-acting-aa/)
- Theater Arts-Technical Theater: AA (https://catalog.napavalley.edu/areas-of-study/theater-arts/theater-arts-technical-theater-aa/)
- University Preparation for a Specific Major: AA (https://catalog.napavalley.edu/areas-of-study/counseling/university-preparation-aa/)

Associate of Science Degrees (A.S.)

- Accounting: AS (https://catalog.napavalley.edu/areas-of-study/accounting/accounting-as/)
- Addiction Studies: AS (https://catalog.napavalley.edu/areas-of-study/addiction-studies/addiction-studies-as/)
- Administration of Justice: AS (https://catalog.napavalley.edu/areas-of-study/administration-of-justice/administration-of-justice-as/)
- Business Administration: AS (https://catalog.napavalley.edu/areas-of-study/business-and-entrepreneurship/business-administration-as/)
- Child and Family Studies: AS (https://catalog.napavalley.edu/areas-of-study/child-and-family-studies-and-education/child-and-family-studies-as/)
- Digital Design Graphics Technology: AS (https://catalog.napavalley.edu/areas-of-study/digital-design-graphics-technology/digital-design-graphics-technology-as/)
- EMT-P Paramedic: AS (https://catalog.napavalley.edu/areas-of-study/emergency-medical-services/emt-p-paramedic-as/)

- Entrepreneurship: AS (https://catalog.napavalley.edu/areas-of-study/business-and-entrepreneurship/entrepreneurship-as/)
- Human Services: AS (https://catalog.napavalley.edu/areas-of-study/human-services/human-services-as/)
- LGBT Education: AS (https://catalog.napavalley.edu/areas-of-study/lgbt-education/lgbt-education-as/)
- Machine Tool Technology: AS (https://catalog.napavalley.edu/areas-of-study/machine-tool-technology/machine-tool-technology-as/)
- Natural Science: AS (https://catalog.napavalley.edu/areas-of-study/biology/natural-science-as/)
- Nursing: AS (https://catalog.napavalley.edu/areas-of-study/nursing/nursing-as/)
- Photography: AS (https://catalog.napavalley.edu/areas-of-study/photography/photography-as/)
- Pre-Health Science: AS (https://catalog.napavalley.edu/areas-of-study/biology/pre-health-science-as/)
- Psychiatric Technician-Three Semester: AS (https://catalog.napavalley.edu/areas-of-study/psychiatric-technician/psychiatric-technician-three-semester-as/)
- Respiratory Care: AS (https://catalog.napavalley.edu/areas-of-study/respiratory-care/respiratory-care-as/)
- Viticulture: AS (https://catalog.napavalley.edu/areas-of-study/vineyard-and-winery-technology/viticulture-as/)
- Vocational Nursing: AS (https://catalog.napavalley.edu/areas-of-study/nursing/vocational-nursing-as/)
- Welding Technology: AS (https://catalog.napavalley.edu/areas-of-study/welding-technology/welding-technology-as/)
- Wine Marketing and Sales: AS (https://catalog.napavalley.edu/areas-of-study/vineyard-and-winery-technology/wine-marketing-and-sales-as/)
- Winemaking: AS (https://catalog.napavalley.edu/areas-of-study/vineyard-and-winery-technology/winemaking-as/)

Associate Degree for Transfer

California Community Colleges offer Associate Degrees for Transfer (ADT) to the California State University (CSU) campuses. These degrees are specifically called the Associate in Arts (AA-T) or Associate in Science (AS-T) degrees. These degrees are designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T or AS-T degree are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses.

Students who have been awarded an AA-T or AS-T are able to complete their remaining requirements for the 120-unit baccalaureate degree within 60 semester or 90 quarter units.

To view the most current list of Napa Valley College Associate Degrees for Transfer and to find out which CSU campuses accept each degree, please check the website www.adegreewithaguarantee.com. Current and prospective community college students are strongly encouraged to meet with an NVC Counselor to review their options for transfer and to develop a comprehensive educational plan that best meets their goals and needs.

Associate Degree For Transfer (ADT) Requirements

To be awarded the *Associate in Arts for Transfer* or the *Associate in Science for Transfer* degrees (AA-T or AS-T), students must meet the following requirements:

1. **Unit Requirement:** A student is eligible for graduation with the Associate in Arts for Transfer (AA-T) or Associate in Science for Transfer (AS-T) degree after satisfactory completion of a minimum of 60 CSU transferable units.
2. **Scholarship Requirement:** Cumulative grade point average (GPA) of 2.0 or better with a "C" or better in all classes in the major.
3. **Residency Requirement:** Completion of at least 12 semester units at Napa Valley College and be in attendance during the semester prior to graduation or have accumulated 30 units of coursework at Napa Valley College.

Graduation Requirements

1. General Education Requirement

Students seeking an Associate in Arts for Transfer or an Associate in Science for Transfer may complete one of two patterns for general education - the California State University General Education (CSU-GE) (https://catalog.napavalley.edu/getting-your-degree/general-education/#csugeneraleducationtext) or the Intersegmental General Education Transfer Curriculum (IGETC) (https://catalog.napavalley.edu/getting-your-degree/general-education/#igetcgeneraleducationtext) pattern. Students completing the IGETC pattern for transfer to a CSU campus should complete the Oral Communications requirements to meet additional admission criteria. Students completing the IGETC pattern for transfer to a UC campus should have the Language Other Than English (LOTE) Requirement completed.

2. American History/Institutions Requirement (Optional for CSU transfer)

This is not an admission requirement. CSU graduation requires completion of US History, Constitution and American Ideals Requirement.

Select 1 course from Group 1 and 1 course from Group 2. Courses chosen to satisfy this requirement cannot be used to satisfy Area B. *Students who have already earned a Bachelor's degree or higher from an accredited university are exempted from the American History and Institutions requirement.*

Code	Title	Units
Group 1: U.S. History		
Select one course from the following;		
HIST-120	United States History 1	3
HIST-121	United States History 2	3
HIST-150	History of American Women 1600-1900	3
HIST-152	History of American Women Since 1900	3
HIST-165	African American History	3

Code	Title	Units
Group 2: Political Science		
Select one course from the following;		
POLI-120	Introduction to the Principles Of American Government	3

3. Language other than English (IGETC for UC transfer only)

Completion of the equivalent of 2 years of high school study in the same language *(at U.S. high school or high school in a country where the language of instruction is English)*.

Code	Title	Units
NVC courses that meet this requirement		
ASL-120	First Semester American Sign Language	5
FREN-120	First Semester French	5
ITAL-120	First Semester Italian	5
SPAN-120	Elementary Spanish I	5-6
or SPAN-110	Elementary Spanish I (Part A)	
& SPAN-111	and Elementary Spanish I (Part B)	

Alternate ways to meet this requirement *(Official High School/College transcript and/or Exam Score must be on file for verification)*

1. College course (must list course and college)
2. High school course (must list course and college)
3. Completion by examination (must list name of exam, score and date taken)
   a. SAT II : Subject Test in Languages other than English
   b. International Baccalaureate Higher Level Examination with a score of 5 or higher
   c. Language other than English "O" level exam with a grade of A, B, or C
   d. Language other than English International "A" level exam with a score of 5, 6, or 7
   e. An achievement test administered by a community college, university or other college in a language other than English
4. Two years of formal schooling at the sixth grade level or higher in an institution where the language of instruction is not English
5. Faculty member verification of a student's competency

4. Completing a Major

This requirement is satisfied by completing the courses listed as required for the major under various disciplines in the college catalog. Refer to the Programs of Study section of the catalog for the list of required courses to complete the major. Students should consult with a counselor and their program coordinator to ensure that all requirements for the major are being met.

Multiple Associate Degrees: Students can complete the requirements for more than one degree upon graduation, providing that all requirements are met for each academic program.

5. Petition to Graduate

All candidates for AA/AS/AA-T/AS-T graduation must schedule a counseling appointment to apply for graduation and must file a petition in the Admissions and Records Office by the ninth week of the semester they wish to graduate. During the summer, students must file during the fifth week if they want to graduate in the summer semester. Candidates applying for Certificate of Achievement must apply for graduation with the program coordinator. Graduation petition deadlines are posted on the Admissions and Records website (http://www.napavalley.edu/admissions-and-aid/admissions-and-records/) (select the Admissions and Records Calendar).

Only eligible students earning a degree or certificate of achievement from the previous summer and fall semester, as well as the current spring semester are eligible to participate in the annual commencement ceremony, which is traditionally held on the second to last Thursday in May. Check the Office of Student Affairs website for more information about commencement.

AA-T and AS-T Degree Applicable Courses

Only courses numbered 100 or higher can be applied to the AS-T or AA-T degrees. Courses numbered below 100 are applicable for other NVC degrees, but not for the AA-T or AS-T degrees.

Associate of Arts Degrees for Transfer (AA-T)

- Anthropology: AA-T (https://catalog.napavalley.edu/areas-of-study/anthropology/anthropology-aa-t/)
- Art History: AA-T (https://catalog.napavalley.edu/areas-of-study/art-history/art-history-aa-t/)
- Communication Studies: AA-T (https://catalog.napavalley.edu/areas-of-study/communication-studies/communication-studies-aa-t/)
- Elementary Teacher Education: AA-T (https://catalog.napavalley.edu/areas-of-study/child-and-family-studies-and-education/elementary-teacher-education-aa-t/)
- English: AA-T (https://catalog.napavalley.edu/areas-of-study/english/english-aa-t/)
- History: AA-T (https://catalog.napavalley.edu/areas-of-study/history/history-aa-t/)
- Kinesiology: AA-T (https://catalog.napavalley.edu/areas-of-study/kinesiology/kinesiology-aa-t/)
- Music: AA-T (https://catalog.napavalley.edu/areas-of-study/music/music-aa-t/)
- Political Science: AA-T (https://catalog.napavalley.edu/areas-of-study/political-science/political-science-aa-t/)
- Psychology: AA-T (https://catalog.napavalley.edu/areas-of-study/psychology/psychology-aa-t/)
- Social Justice Studies: Ethnic Studies: AA-T (https://catalog.napavalley.edu/areas-of-study/ethnic-studies/social-justice-studies-ethnic-studies-aa-t/)
- Social Work and Human Services: AA-T (https://catalog.napavalley.edu/areas-of-study/human-services/social-work-and-human-services-aa-t/)
- Sociology: AA-T (https://catalog.napavalley.edu/areas-of-study/sociology/sociology-aa-t/)
- Spanish: AA-T (https://catalog.napavalley.edu/areas-of-study/spanish/spanish-aa-t/)
- Studio Arts: AA-T (https://catalog.napavalley.edu/areas-of-study/arts/studio-arts-aa-t/)
- Theater Arts: AA-T (https://catalog.napavalley.edu/areas-of-study/theater-arts/theater-arts-aa-t/)

Associate of Science Degrees for Transfer (AS-T)

- Administration of Justice: AS-T (https://catalog.napavalley.edu/areas-of-study/administration-of-justice/administration-of-justice-as-t/)
- Business Administration 2.0: AS-T (https://catalog.napavalley.edu/areas-of-study/business-and-entrepreneurship/business-administration-as-t-2.0/)
- Computer Science: AS-T (https://catalog.napavalley.edu/areas-of-study/computer-studies/computer-science-as-t/)
- Early Childhood Education: AS-T (https://catalog.napavalley.edu/areas-of-study/child-and-family-studies-and-education/early-childhood-education-as-t/)
- Film, Television, and Electronic Media: AS-T (https://catalog.napavalley.edu/areas-of-study/film-studies/film-television-and-electronic-media-as-t/)

- Hospitality Management: AS-T (https://catalog.napavalley.edu/areas-of-study/hospitality-culinary-and-tourism-management/hospitality-management-as-t/)
- Mathematics: AS-T (https://catalog.napavalley.edu/areas-of-study/mathematics/mathematics-as-t/)
- Physics: AS-T (https://catalog.napavalley.edu/areas-of-study/physics/physics-as-t/)

Certificates
Certificates of Achievement

Certificates of Achievement must be approved by the Chancellor's Office and must consist of at least 8 units or more of degree-applicable course work. The certificate of achievement is designed to demonstrate that the student has completed coursework and developed capabilities relating to a career or general education. After successful completion of the required courses with a "C" or better, students must complete the petition form with their respective program coordinator. Once complete, certificates of achievement will appear on a student's transcript.

Requirements:

1. Complete major courses (with a grade of "C" or better, unless otherwise specified) as outlined in the catalog for a program approved as a Certificate of Achievement. Work with your Program Coordinator to certify that all requirements are met.
2. Complete the petition form (https://powerforms.docusign.net/3e61324e-92f7-43fd-a582-88c83781c4a5/?env=na3&acct=9893b2f3-fedb-4d6b-963d-0d86c0324582&accountId=9893b2f3-fedb-4d6b-963d-0d86c0324582) (Program Coordinator's signature is required) on the Admissions and Records website by the deadline and submit to the *Office of Admissions and Records, North Lobby of Building 1300-Student Services Building*. Petitions received after the deadline will be processed the following semester.

- 911 Dispatcher: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/administration-of-justice/911-dispatcher-certificate-of-achievement/)
- Accounting-Bookkeeping: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/accounting/accounting-bookkeeping-certificate-of-achievement/)
- Addiction Studies: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/addiction-studies/addiction-studies-certificate-of-achievement/)
- Analog Photography: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/photography/analog-photography-certificate-of-achievement/)
- Architectural Drafting and Design: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/digital-design-graphics-technology/architectural-drafting-and-design-certificate-of-achievement/)
- Child and Family Studies: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/child-and-family-studies-and-education/child-and-family-studies-certificate-of-achievement/)
- Child and Family Studies-Associate Teacher: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/child-and-family-studies-and-education/child-and-family-studies-associate-teacher-certificate-of-achievement/)
- Child and Family Studies-Associate Teacher with Administration: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/child-and-family-studies-and-education/child-and-family-studies-associate-teacher-with-administration-certificate-of-achievement/)
- Combination Welding Technician: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/welding-technology/combination-welding-technician-certificate-of-achievement/)
- Commercial Photography: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/photography/commercial-photography-certificate-of-achievement/)
- Content Marketing: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/business-and-entrepreneurship/content-marketing-certificate-of-achievement/)
- CSU General Education: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/counseling/csu-general-education-certificate-of-achievement/)
- Culinary Arts-Advanced: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/hospitality-culinary-and-tourism-management/culinary-arts-advanced-certificate-of-achievement/)
- Digital Design Graphics Technology: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/digital-design-graphics-technology/digital-design-graphics-technology-certificate-of-achievement/)
- Digital Photography: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/photography/digital-photography-certificate-of-achievement/)
- Early Childhood Intervention: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/child-and-family-studies-and-education/early-childhood-intervention-certificate-of-achievement/)
- EMT-P Paramedic: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/emergency-medical-services/emt-p-paramedic-certificate-of-achievement/)
- Entrepreneurship: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/business-and-entrepreneurship/entrepreneurship-certificate-of-achievement/)
- Hospitality Management: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/hospitality-culinary-and-tourism-management/hospitality-management-certificate-of-achievement/)
- Human Services: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/human-services/human-services-certificate-of-achievement/)
- IGETC General Education: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/counseling/igetc-general-education-certificate-of-achievement/)
- Law Enforcement-Administration of Justice: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/administration-of-justice/law-enforcement-administration-of-justice-certificate-of-achievement/)
- Law Enforcement-Basic Police Academy: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/criminal-justice-education-training/law-enforcement-basic-police-academy-certificate-of-achievement/)
- Law Enforcement-Career Preparation (Certificate of Achievement) (https://catalog.napavalley.edu/areas-of-study/administration-of-justice/law-enforcement-career-preparation-coa/)
- Law Enforcement-Community Policing: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/administration-of-justice/law-enforcement-community-policing-coa/)

- Law Enforcement-Crime Scene Investigation (Certificate of Achievement) (https://catalog.napavalley.edu/areas-of-study/administration-of-justice/law-enforcement-crime-scene-investigation-coa/)
- Law Enforcement-Juvenile Justice: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/administration-of-justice/law-enforcement-juvenile-justice-coa/)
- Law Enforcement-Mental Health and Addiction: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/administration-of-justice/law-enforcement-mental-health-addiction-coa/)
- LGBT Education for Educators: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/lgbt-education/lgbt-education-educators-certificate-of-achievement/)
- LGBT Education for Health Care Professionals: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/lgbt-education/lgbt-education-health-care-certificate-of-achievement/)
- LGBT Studies: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/lgbt-education/lgbt-studies-certificate-of-achievement/)
- Machine Tool Technology: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/machine-tool-technology/machine-tool-technology-certificate-of-achievement/)
- Mechanical Drafting and Design: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/digital-design-graphics-technology/mechanical-drafting-and-design-certificate-of-achievement/)
- Psychiatric Technician-Fast-Track: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/psychiatric-technician/psychiatric-technician-fast-track-certificate-of-achievement/)
- Psychiatric Technician-Three Semester: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/psychiatric-technician/psychiatric-technician-three-semester-certificate-of-achievement/)
- Viticulture and Enology: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/vineyard-and-winery-technology/viticulture-and-enology-certificate-of-achievement/)
- Vocational Nursing: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/nursing/vocational-nursing-certificate-of-achievement/)
- Welding Technician Basic: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/welding-technology/welding-technician-basic-certificate-of-achievement/)
- Welding Technology: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/welding-technology/welding-technology-certificate-of-achievement/)
- Wine Marketing and Sales: Certificate of Achievement (https://catalog.napavalley.edu/areas-of-study/vineyard-and-winery-technology/wine-marketing-and-sales-certificate-of-achievement/)
- Wine Production (Certificate of Achievement) (http://catalog.napavalley.edu/areas-of-study/vineyard-and-winery-technology/wine-production-coa/)

Local and Skills Certificates

Skills Certificates and Local Certificates are not transcriptable, but usually give students a specific skillset or are achieved while working towards a degree. After successful completion of the required courses with a "C" or better, students must complete the petition form with their respective program coordinator to receive their local or skills certificate.

Requirements

1. Complete major courses (with a grade of "C" or better, unless otherwise specified) as outlined in the catalog for a program approved as a Local or Skills Certificate. Work with your Program Coordinator to certify that all requirements are met.
2. Complete the petition form (https://powerforms.docusign.net/de62282b-1da2-4e6c-8c5b-d66243c26704/?env=na3&acct=9893b2f3-fedb-4d6b-963d-0d86c0324582&accountId=9893b2f3-fedb-4d6b-963d-0d86c0324582) (Program Coordinator's signature is required) on the Admissions and Records website, and submit this form to the *Office of Instruction, Room 1532- Building 1500 Administration Building.*

- Business-Entrepreneurship: Local Certificate (https://catalog.napavalley.edu/areas-of-study/business-and-entrepreneurship/business-entrepreneurship-local-certificate/)
- Child and Family Studies-Assistant: Local Certificate (https://catalog.napavalley.edu/areas-of-study/child-and-family-studies-and-education/child-and-family-studies-assistant-local-certificate/)
- Child and Family Studies-Master Teacher Specialization: Local Certificate (https://catalog.napavalley.edu/areas-of-study/child-and-family-studies-and-education/child-and-family-studies-master-teacher-specialization-local-certificate/)
- Intermediate Basic Culinary Skills: Skills Certificate (https://catalog.napavalley.edu/areas-of-study/hospitality-culinary-and-tourism-management/intermediate-basic-culinary-skills-certificate/)
- Introductory Basic Culinary Skills: Skills Certificate (https://catalog.napavalley.edu/areas-of-study/hospitality-culinary-and-tourism-management/introductory-basic-culinary-skills-certificate/)
- Machine Tool Technology One-Year: Local Certificate (https://catalog.napavalley.edu/areas-of-study/machine-tool-technology/machine-tool-technology-one-year-local-certificate/)
- Marketing: Local Certificate (https://catalog.napavalley.edu/areas-of-study/business-and-entrepreneurship/marketing-local-certificate/)
- Specialization in Administration and Mentoring: Skills Certificate (https://catalog.napavalley.edu/areas-of-study/child-and-family-studies-and-education/specialization-administration-and-mentoring-skills-certificate/)
- Vineyard Management (Local Certificate) (http://catalog.napavalley.edu/areas-of-study/vineyard-and-winery-technology/vineyard-management-local-cert/)
- Vineyard Pest Scout (Local Certificate) (http://catalog.napavalley.edu/areas-of-study/vineyard-and-winery-technology/vineyard-pest-scout-local-cert/)
- Vineyard Pruning (Local Certificate) (http://catalog.napavalley.edu/areas-of-study/vineyard-and-winery-technology/vineyard-pruning-local-cert/)
- Viticulture Operations (Local Certificate) (http://catalog.napavalley.edu/areas-of-study/vineyard-and-winery-technology/viticulture-operations-local-cert/)
- Welder's Assistant: Local Certificate (https://catalog.napavalley.edu/areas-of-study/welding-technology/welders-assistant-local-certificate/)
- Wine Laboratory Technician (Local Certificate) (http://catalog.napavalley.edu/areas-of-study/vineyard-and-winery-technology/wine-laboratory-technician-local-cert/)

- Winery Management (Local Certificate) (http://catalog.napavalley.edu/areas-of-study/vineyard-and-winery-technology/winery-management-local-cert/)
- Winery Operations (Local Certificate) (http://catalog.napavalley.edu/areas-of-study/vineyard-and-winery-technology/winery-operations-local-cert/)