



PORTERVILLE COLLEGE  
JOB SKILLS CERTIFICATE PETITION



*Job Skills Certificates, [less than 18 units] documents the satisfactory completion of training in a specific area of study. Job Skills Certificates are not posted to transcripts and are not approved for Title IV aid.*

**TO BE COMPLETED BY STUDENT (please print):**

FALL \_\_\_\_\_  SPRING \_\_\_\_\_  SUMMER \_\_\_\_\_

Name: \_\_\_\_\_ ID: @ \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Numbers: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
*(home) (work) (cell) (MM/DD/YYYY)*

Previous Names: \_\_\_\_\_

List Other Colleges Attended: \_\_\_\_\_

**ALL OFFICIAL TRANSCRIPTS FROM PREVIOUS COLLEGES MUST BE RECEIVED IN THE OFFICE OF ADMISSIONS & RECORDS PRIOR TO THE EVALUATION PROCESS. YOUR PETITION WILL BE REJECTED IF YOUR TRANSCRIPTS ARE NOT ON FILE.**

**JOB SKILLS PROGRAM COMPLETED:**

\_\_\_\_\_ EMT/Basic \_\_\_\_\_ Industrial Technology \_\_\_\_\_ Solar Sales \_\_\_\_\_ Wildland Firefighter

JOB SKILLS PROGRAM COMPLETED: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FORM MUST BE SUBMITTED TO THE OFFICE OF ADMISSIONS & RECORDS**

*Please note: If you would like to have a different name printed on your certificate other than what is listed in **Inside PC**, you will need to go to the Office of Admissions & Records to complete the name change process.*

**OFFICE USE ONLY:**

The Office of Admissions & Records has verified all courses to meet the requirements for the above-mentioned Job Skill Certificate.

\_\_\_\_\_ Denied \_\_\_\_\_ Comments: \_\_\_\_\_

\_\_\_\_\_  
*(A & R Staff Approval)*

\_\_\_\_\_  
*(Division Chair Approval)*

Recorded on student record: \_\_\_\_\_ By \_\_\_\_\_ Student Notified \_\_\_\_\_  
*(Date) (A & R Staff) (Date)*