

CHIPPEWA VALLEY TECHNICAL COLLEGE

CERTIFICATE COMPLETION REQUEST

Name:

SS # or ID#:

Date of Birth:

Address/City/State/Zip:

Phone #:

E-Mail Address:

PLEASE CHECK THE CERTIFICATE(S) THAT YOU HAVE COMPLETED

BUSINESS CERTIFICATES: <ul style="list-style-type: none"><input type="checkbox"/> Construction Management (TC-410-1)<input type="checkbox"/> Customer Service Rep. (TC-106-6)<input type="checkbox"/> Insurance Claims Specialist (TC-162-2)<input type="checkbox"/> Marketing Management (TC-104-3)<input type="checkbox"/> Office Management (TC-106-12)<input type="checkbox"/> Professional Selling (TC-104-4)<input type="checkbox"/> Records & Information Mgmt. (TC-106-5)<input type="checkbox"/> Retail Merchandising (TC-104-2)<input type="checkbox"/> Small Business Accounting (TC-101-1)<input type="checkbox"/> Small Business Mrktg. (TC-104-1)<input type="checkbox"/> Software Solutions Expert (TC-106-11)<input type="checkbox"/> Software Specialist (TC-106-10)	COMPUTER CERTIFICATES: <ul style="list-style-type: none"><input type="checkbox"/> .NET-/ASP (TC-152-7)<input type="checkbox"/> 3 D Game/Simulation Prog. 1 (TC-152-5)<input type="checkbox"/> 3 D Game/Simulation Prog. 2 (TC-152-13)<input type="checkbox"/> Cisco Networking Academy (TC-150-1)<input type="checkbox"/> Computer Network Software Support (TC-150-2)<input type="checkbox"/> Database Analysis & Develop. (TC-152-11)<input type="checkbox"/> JAVA (TC-152-6)<input type="checkbox"/> Object-Oriented Appl. Programming (TC-152-3)<input type="checkbox"/> Network Hardware Support Specialist (TC-150-3)<input type="checkbox"/> Simulation Application Programming (TC-152-1)<input type="checkbox"/> Web Development 1 (TC-152-8)<input type="checkbox"/> Web Development 2 (TC-152-9)<input type="checkbox"/> Web Multimedia (TC-152-10)
LEADERSHIP/MFG./QUALITY CERTIFICATES: <ul style="list-style-type: none"><input type="checkbox"/> Human Resource Certificate (TC-196-2)<input type="checkbox"/> Leadership (TC-196-7)<input type="checkbox"/> Mechanical CAD Operator (TC-606-2)<input type="checkbox"/> Organizational Leadership (TC-196-1)<input type="checkbox"/> Production MIG Welding (Neillsville)<input type="checkbox"/> Supervisor's Certificate (AC-196-1)	HEALTH CERTIFICATES: <ul style="list-style-type: none"><input type="checkbox"/> Critical Care Nursing (TC-543-2)<input type="checkbox"/> Emergency Dept. Nursing (TC-543-3)<input type="checkbox"/> EMT (TC-531-1)<input type="checkbox"/> Geriatric Nursing (TC-543-4)<input type="checkbox"/> Health Information Clerk (TC-530-2)<input type="checkbox"/> Health Informatics for HIT Prof. (TC-530-5)<input type="checkbox"/> Perioperative Nursing (TC-543-1)<input type="checkbox"/> Phlebotomy (TC-513-1)

Students are eligible to receive the program certificate when they have fulfilled the following requirements:

Pay the **\$5.00** fee **per** certificate.

Attain passing grades in all required courses.

(Certificate requirements can be found on the public web site under Certificate Catalog)

Fulfilled all financial obligations to the college.

Completed all certificate courses with a cumulative GPA of 2.0 ("C" average) or better.

NO less than 50% of the required credits must be completed at CVTC.

Registration/Records Staff will review individual student records to determine certificate completion, order your certificate and mail it to the address listed above.

Please return this completed form with your certificate fee to the Eau Claire Business Center – Room 113 or mail to: CVTC, Records Office, 620 West Clairemont Avenue, Eau Claire, WI 54701.

Date Received:	Time:	Accepted by:
Fee collected - \$5 <input type="checkbox"/> Yes <input type="checkbox"/> No		