

Business Tech HIGHLINE

PATHWAY	CREDENTIAL	JOBS AND WAGES	CREDITS	# of QTRS	ENTRANCE TEST	ADMISSION REQUIREMENTS	PRE-REQUISITES	DEV-ED SEQUENCE TO REQUIRED MATH	DEV-ED SEQUENCE TO REQUIRED ENGLISH	START	SCHEDULE	STACKS WITH	CONTACT	COMMENTS
Accounting	Accounting Assistant I	Bookkeeping, Accounting, Auditing Clerks	15	1	CASAS ESL Level 4	I-BEST Course	None	None	None	Winter	9:30 AM - 1:30 PM	YES; see comment	RON SABADO rsabado@highline.edu (206) 878-3710 x 3561	Certificate aligns with all higher credentials in pathway
	Accounting Assistant II	Bookkeeping, Accounting, Auditing Clerks	15	1		I-BEST Course; Must complete Accounting Assistant I	Accounting Assistant I Certificate			Spring				
	Accounting Certificate	Bookkeeping, Accounting, Auditing Clerks	47	3	COMPASS RD:80	Keyboarding and 10-key Electronic Calculator	None	None	2 quarters Writing; 3 quarters Reading	Fall, Winter, Spring, Summer	AM and Online	See comment		Credits apply to AAS but not 100% aligned with other certificates
	Bookkeeping Certificate	Bookkeeping, Accounting, Auditing Clerks	59	4										
	Accounts Receivable/ Payable Clerk	Accounts Receivable/ Payable Clerk	69	5										
	Accounting AAS	Bookkeeping, Accounting, Auditing Clerks	100	6										
Office Administration	I-BEST Intro to Business Technology Certificate	Office Clerk	15	1	CASAS RD:236 MAT:226	High school diploma or GED strongly recommended	None	None	None	Winter, Summer	5 PM - 8:30 PM	With all higher level credentials in BUS TECH pathway	JAY HOPPER jhopper@highline.edu (206) 878-3710 x 6552	
	Administrative Assistant Certificate	Executive/ Administrative Assistant	47-53 (plus pre-req's)	3-4	COMPASS RD:61 COMPASS ESL:210	See Prerequisites	14 credits (5 courses)	None	2 quarters	Fall, Winter, Spring, Summer	Days and Online	With BUS TECH AAS degree	MARCIA WELCH mwelch@highline.edu (206) 878-3710 x 3896	
	Administrative Management AAS	Office Manager or Management Trainee	94-46 (plus pre-req's)	6								Terminal degree for BUS TECH pathway		

Business Tech NORTH SEATTLE COMMUNITY COLLEGE

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Accounting	Office Assistant I Certificate	Introductory course; not a job qualification without higher level credential	12	1	COMPASS RD+WR=40 (average)	Placement Test Attendance at information session strongly recommended	None	None	None	Spring; see comment	TBD; see comment	With all higher level credentials in accounting pathway	GARY GORLAND ggorland@sccd.ctc.edu (206) 528-4585	New program to begin in 2011
	Office Assistant II Certificate		12	1	or CASAS RD:230 LIST:220	Completion of Office Assistant I program				TBD; see comment	TBD; see comment			

Business Tech NORTH SEATTLE COMMUNITY COLLEGE, cont'd

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Accounting, cont'd	Accounting Achievement Certificate	Bookkeeping, Accounting, Auditing Clerks	15	1	COMPASS for placement only	None	None	None	None	Fall, Winter, Spring, Summer	Variable	YES; see comment	RON WOODS rwoods@sccd.ctc.edu (206) 527-5669	Credits earned apply to all higher level credentials in the pathway	
	Bookkeeping Certificate		43	3				None	None			WITH AAS			
	Computerized Accounting Technician Certificate		63	4	None			None	3 quarters			WITH AAS			
	Accounting AAS		98	6				3 quarters	2 quarters			Terminal degree			
Office Administration	Basic Customer Service Certificate	Customer Service Representative	21	2	COMPASS for placement only	Keyboarding 25 wpm	None	None	3 quarters	Fall, Winter, Spring, Summer	Mixed	YES; see comment	ANNETTE SCHLEY aschley@sccd.ctc.edu (206) 528-4530	Credits apply to all higher level credentials in pathway except Administrative Specialist Certificate	
	Advanced Customer Service Certificate		41	3				None	3 quarters						
	Administrative Specialist Certificate	Office Clerk	15	3		Certificate is intended for individuals who already work in an office environment to upgrade skills		2 quarters	3 quarters			NO; see comment		Certificate is a stand-alone credential for skill enhancement	
	Administrative Assistant Certificate	Executive/Administrative Assistant	62	4		Keyboarding 25 wpm		None	2 quarters			3 quarters		YES; see comment	Credits apply to AAS degree
	Administrative Assistant AAS Degree	Executive/Administrative Assistant	92-95	6				None	2 quarters			3 quarters		YES; see comment	Terminal

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Accounting	Accounting Clerk Certificate	Bookkeeping, Accounting, Auditing Clerks	39	2	COMPASS PA:30	Age 18; High school diploma or GED; interview with counselor	None	None	None	Fall, Winter, Spring	8 AM - 2:30 PM	YES; see comment	TED SCHWARZ tschwarz@rtc.edu (425) 235-2535	All credits apply to higher accounting credentials in pathway
	Accounting Para-professional Certificate	Bookkeeping, Accounting, Auditing Clerks	62	4				None	None					

Business Tech RENTON TECHNICAL COLLEGE, cont'd

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Accounting, cont'd	Accounting Para-professional AAS	Bookkeeping, Accounting, Auditing Clerks	97	6	COMPASS PA:30		None	None	None	Fall, Winter, Spring	8 AM - 2:30 PM	YES; see comment		All credits apply to higher accounting credentials in pathway
	Accounting Specialist AAS-T	Bookkeeping, Accounting, Auditing Clerks	109	6										With transfer to selected 4-year colleges
Administrative Office Management	Administrative Office Management Certificate	Office Manager or Management Trainee	74	4	COMPASS for placement only	High school diploma or GED	None	None	None	Fall, Winter, Spring, Summer	8 AM - 2:30 PM	With AAS degree	TED SCHWARZ tschwarz@rtc.edu (425) 235-2535	
	Administrative Office Management AAS Degree	Office Manager or Management Trainee	94	5				2 quarters	May require 1 quarter in basic skills program			Terminal degree		
	Office Management Entrepreneurship and Small Business Certificate	Office Manager or Management Trainee	77	4				None	None			With AAS degree		
	Office Management Entrepreneurship and Small Business AAS degree	Office Manager or Management Trainee	97	5				2 quarters	May require 1 quarter in basic skills program			Terminal degree		
Computer Applications	Basic Computer Applications Certificate	Office Clerk	13	1	COMPASS for placement only	High school diploma or GED	None	None	None	Fall, Winter, Spring, Summer	8 AM - 2:30 PM	YES; see comment	TED SCHWARZ tschwarz@rtc.edu (425) 235-2535	With higher credentials in pathway
	Computer Applications Certificate	Executive/Administrative Assistant	74	4		High school diploma or GED; Keyboarding 35 wpm	None	None	None			YES; see comment		With Computer Applications AAS
	Computer Applications AAS Degree	Executive/Administrative Assistant	94	5		2 quarters	May require 1 quarter in basic skills program	Terminal degree						
Executive Assistant	Office Support Specialist Certificate	Executive/Administrative Assistant	73	4	COMPASS for placement only	High school diploma or GED	None	None	None	Fall, Winter, Spring, Summer	8 AM - 2:30 PM	YES; see comment		With Executive Assistant AAS
	Executive Assistant AAS Degree	Executive/Administrative Assistant	104	5				2 quarters	May require 1 quarter in basic skills program			Terminal degree		
Legal Assistant	Legal Assistant Certificate	Legal Assistant	76	4	COMPASS for placement only	High school diploma or GED; Keyboarding 30 wpm	None	None	None	Fall, Winter	8 AM - 2:30 PM	With AAS degree		
	Legal Assistant AAS degree	Legal Assistant	96	5				2 quarters	May require 1 quarter in basic skills program			Terminal degree		

Business Tech SEATTLE CENTRAL COMMUNITY COLLEGE

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Office Administration	Business Information Technology Certificate	Executive/Administrative Assistant	60	4	COMPASS A:39 WR:46	Keyboarding 25 wpm	Developmental math and English if student does not achieve COMPASS entrance requirements	2 quarters	1 quarter	Fall, Winter, Spring, Summer	AM	With AAS Degree	DALE ZERETZKE dzeretzke@sccd.ctc.edu (206) 344.4337	
	Business Information Technology AAS Degree	Executive/Administrative Assistant	94	6				2 quarters	1 quarter			Terminal degree		

Business Tech SHORELINE COMMUNITY COLLEGE

PATHWAY	CREDENTIAL	JOB'S AND WAGES	CREDITS	# of QTRS	ENTRANCE TEST	ADMISSION REQUIREMENTS	PRE-REQUISITES	DEV-ED SEQUENCE TO REQUIRED MATH	DEV-ED SEQUENCE TO REQUIRED ENGLISH	START	SCHEDULE	STACKS WITH	CONTACT	COMMENTS
Accounting	Accounting Clerk	Bookkeeping, Accounting, Auditing Clerks	15	1	COMPASS RD:40 PA:50 OR ESL LEVEL 100	None	MATH 080	3 quarters	1 quarter	Fall, Winter, Spring, Summer	Online	YES, with all higher level credentials	CARLA HOGAN chogan@shoreline.edu (206) 546-4538 DAN KING dking@shoreline.edu (206) 546-4702	Accounting credentials can be earned entirely online. Not all classes offered every quarter so careful scheduling is important.
	Payroll Clerk	Payroll and Timekeeping Clerk	20	2 see comment				3 quarters	1 quarter					
	Accounts Receivable/Payable Clerk	Accounts Receivable/Payable Clerk	20	2 see comment				3 quarters	1 quarter					
	Certificate of Proficiency	Bookkeeping, Accounting, Auditing Clerks	55	4 see comment	COMPASS for placement only	Keyboarding and 10-Key Electronic Calculator proficiency assumed	BUSTC 100 (keyboarding) and BUSTC 107 (10-key calculator), if needed	1 quarter	4 quarters	Fall, Winter, Spring, Summer	Online	WITH AAS		
	Accounting AAS	Bookkeeping, Accounting, Auditing Clerks	90	6 see comment				1 quarter	4 quarters			Terminal degree		
Office Administration	Technology for Professional Careers Certificate	Office Clerk	19	2	None	Instructor Permission ESL Level 5	None	None	None	Fall, Winter, Spring	AM and Online	YES; see comment	MARCIA LIAW mliaw@shoreline.edu (206) 546-4539 KAREN TORESON ktoreson@shoreline.edu (206) 546-4539 RUTH DUFFY rduffy@shoreline.edu (206) 533-6624	Credits apply to certificate of proficiency and AAS degree
	Word Processing Certificate	Office Clerk	19	2	COMPASS WR:14 RD:50	Beginning Keyboarding Eligible for ESL 98								
	Business Software Applications	Office Clerk	19	2										
	Office Clerk Certificate	Office Clerk	16	1	COMPASS WR:47 RD:80	Beginning Keyboarding Must have completed ESL 99								

Business Tech SHORELINE COMMUNITY COLLEGE, cont'd

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Office Administration, cont'd	Customer Service Specialist	Customer Service Representative	19	1	COMPASS WR:47 RD:80	Beginning Keyboarding; must have completed ESL 99	None	None	None	Fall, Winter, Spring	AM and Online	YES; see comment	MARCIA LIAW mliaw@shoreline.edu (206) 546-4539	Credits apply to certificate of proficiency and AAS degree
	Business Information Technology Certificate of Proficiency	Executive/Administrative Assistant	47-50	3	COMPASS for placement only	Beginning Keyboarding	None	2 quarters	3 quarters	Fall, Winter, Spring	AM and Online	YES; see comment	KAREN TORESON ktoreson@shoreline.edu (206) 546-4539	Credits apply to AAS degree
	Business Information Technology AAS Degree	Executive/Administrative Assistant	90	6				2 quarters	3 quarters			Terminal degree	RUTH DUFFY rduffy@shoreline.edu (206) 533-6624	

Business Tech SOUTH SEATTLE COMMUNITY COLLEGE

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Accounting	Certificate of Proficiency	Bookkeeping, Accounting, Auditing Clerks	58-60	4	COMPASS WR:68 RD:81 PA:50	Keyboard 25 wpm	BUS 104 if required for keyboarding	3 quarters	3 quarters	Fall, Winter, Spring, Summer	AM	With AAS and AAST	TIM SOWELL tsowell@sccd.ctc.edu (206) 768-6789	
	Accounting AAS	Bookkeeping, Accounting, Auditing Clerks	96	6				4 quarters	4 quarters			With AAST		
	Accounting AAS-T	Bookkeeping, Accounting, Auditing Clerks	102-106	6-7				4 quarters	4 quarters			With select 4-year colleges		
Office Administration	Business Information Technology Certificate	Executive/Administrative Assistant	45-47	3	COMPASS WR:68 RD:81 PA:50	None	Developmental math and English if student does not achieve COMPASS entrance requirements	2 quarters	3 quarters	Fall, Winter, Spring, Summer	AM	With AAS degree	MARLA LOCKHART mlockhart@sccd.ctc.edu (206) 768-6802	
	Business Information Technology AAS Degree	Executive/Administrative Assistant	96-100	6	COMPASS WR:68 RD:81 PA:50			2 quarters	3 quarters			With AAS degree		
	Business Information Technology AAS-T Degree	Executive/Administrative Assistant	95	6	COMPASS WR=77 A=71			4 quarters	4 quarters			Limited Transfer		

Healthcare HIGHLINE COMMUNITY COLLEGE

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Medical Assistant	Medical Coding Certificate	Medical Records and Health Information Technicians	19	1	COMPASS RD:80 WR:65	Instructor permission; other medical experience required; keyboarding highly recommended	None	None	2 quarters Writing 3 quarters Reading	Fall, Winter, Spring, Summer	Self-Paced; Modular	With Medical Assistant AAS	KAT CHAPPELL kchappell@highline.edu (206) 878-3710 x 3494	Credential is for people already working in medical field; for stand-alone medical coding credential. See Renton Technical College.		
	Medical Transcriptionist Certificate	Medical Transcriptionist	48	3		Instructor permission; keyboarding highly recommended	None	None	2 quarters Writing 3 quarters Reading	Fall, Winter, Spring, Summer	Self-Paced; Modular; see comment	With Medical Assistant AAS		MA coursework is self-paced modular; related coursework is classroom or online		
	Patient Account Specialist Certificate	Medical Administrative Specialist (Billing/Coding)	51	3		None	None	2 quarters Writing 3 quarters Reading	With Medical Assistant AAS							
	Medical Assisting AAS degree	Medical Assistant	90	6		None	None	2 Quarters Writing 3 Quarters Reading (to enter program)	Terminal degree							
Nursing	Certified Nursing Assistant	Nursing Assistant Certified	12	1	COMPASS RD:88 WR:40	Non-I-BEST program; by application date; high school diploma or GED; age 18	None	None	3 quarters Reading 1 quarter Writing	Summer, Winter	Tuesday, Wednesday and Thursday 8:30 AM - 3 PM	RN	LINDA HARRIS lharris@highline.edu (206) 878-3710 x 6470		Non-I-BEST course	
	Certified Nursing Assistant	Nursing Assistant Certified	12	1	CASAS RD:229 MAT:229 COMPASS below RD:88 WR:40	I-BEST PROGRAM; places allocated by lottery; high school diploma or GED; age 18			None	None		Fall, Spring		RN		
	Registered Nurse	Registered Nurse	38-40	3	TEAS score 70%	Lottery system; Current LPN license; Minimum non-math grade=2.7; Minimum non-math GPA=2.7; Math GPA=2.5			40 credits	3 quarters	2 quarters Writing; 3 quarters Reading	Fall, Winter, Spring	Variable	AAS BSN	MARGARET HUNSPERGER mhunsper@highline.edu (206) 878-3710 x 3502 TERI TRILLO ttrillo@highline.edu (206) 878-3710 x 3646	
	Registered Nurse	Registered Nurse	74-76	6		Lottery system; Current CNA license; Minimum non-math grade=3.0; Minimum non-math GPA = 3.5; Math GPA = 2.5										
Polysomnography	Polysom Tech Certificate	Health Technologists/ Technicians (Polysomnographic Tech)	43	3	COMPASS PA:60 RD:80 WR:65		RC 130 AIDS (1 credit); BIOL 175 (5 credits); MED A 113 (2 credits)	2 quarters	2 quarters Writing 3 quarters Reading	Fall	Variable; see comments	With AAS	NICKI BLY nbly@highline.edu (206) 878-3710 x 3677	Schedule varies and includes online coursework; full-time only		
	Polysom Tech AAS	Health Technologists/ Technicians (Polysomnographic Tech)	103	6-7	COMPASS for placement in math and English	Application review; completion of prerequisites; relevant work experience	30 credits	3 quarters	2 quarters Writing 3 quarters Reading	Fall		Terminal degree				

Healthcare HIGHLINE COMMUNITY COLLEGE, cont'd

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Respiratory Care	Respiratory Care AAS Degree	Respiratory Tech	91	7	COMPASS for placement in math and English	Competitive; based on academic record and previous healthcare experience; completion of prerequisites	25 credits	None	2 quarters Writing 3 quarters Reading	Fall	Variable	Terminal degree	BOB BONNER bbonner@highline.edu (206) 878-3710 x 3469	

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Medical Assistant	Medical Reception Certificate	Receptionist/ Information Clerk	21	1	COMPASS see comments	High school diploma or GED; or minimum age 18	AHE103, AHE100, ENGL230; BUS169 or IT101; Medical terminology course	1 quarter	3 quarters	Fall, Winter, Spring, Summer	Self-Paced Modular	With Medical Office Admin Certificate	MICHELANN ALLEN mallen@sccd.ctc.edu (206) 527-5667	COMPASS test is required for placement in math and English prerequisites
	Medical Office Administrator Certificate	Medical Administrative Specialist (Billing/Coding)	41	3				1 quarter	3 quarters		Self-Paced Modular	With Medical Assistant Certificate		
	Medical Assistant Certificate	Medical Assistant	70	6				1 quarter	3 quarters		Self-Paced Modular	With AAS degree		
	Medical Assistant AAS Degree	Medical Assistant	94	6				1 quarter	3 quarters		MA coursework is self-paced; additional coursework is flexible	Terminal degree		
Nursing	Certified Nursing Assistant	Nursing Assistant Certified	14	1	CASAS RD:22 WR:220	I-BEST PROGRAM; priority to ABE/ESL/ worker retraining students; remaining places filled by lottery	None	None	None	Fall, Winter, Spring	Days	None	JEANNIE BURGDORF jburgdorf@sccd.ctc.edu (206) 529-4627 GARY GORLAND ggorland@sccd.ctc.edu (206) 528-4585	Does not use CASAS ESL test for admission
	Licensed Practical Nurse	Licensed Practical Nurse	44	4	COMPASS A:71 or Math 98 or AHE 103 plus HESI A2	Competitive, based on GPA in all non-math prerequisites and score on HESI A2 test	20 credits plus math requirement	3 quarters	4 quarters	Fall, Winter	Days	RN	EDEL SHINE eshine@sccd.ctc.edu (206) 529-6028	Limited openings for non-North Seattle Community College LPN grads
	Registered Nurse	Registered Nurse	49	4	COMPASS A:71 or Math 98 or AHE 103	NSCC LPN grads must have 2.8 in non-math prerequisites, 2.0 in nursing courses and LPN license; Non-NSCC students compete by non-math GPA in nursing and prerequisites and HESI test score	LPN prerequisites plus 25 additional credits	3-4 quarters	4 quarters	Fall, Winter	Days	BSN	JEANNIE BURGDORF jburgdorf@sccd.ctc.edu 206.529.4627	

Healthcare NORTH SEATTLE COMMUNITY COLLEGE, cont'd

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Pharmacy	Pharmacy Tech AAS Degree	Pharmacy Tech	90	6	COMPASS for placement in math and English	High school diploma or GED; English Proficiency References; 35 wpm recommended	COMPASS score of RD/WR=81 (averaged) or completion of ENG 99 COMPASS score of A:51 or completion of MATH 85 or 97	2-3 quarters	3 quarters	Fall		Terminal degree	UYEN THORSTENSEN uthorstensen@sccd.ctc.edu (206) 529-6051	
	Pharmacy Tech Certificate	Pharmacy Tech	48-50	3				2-3 quarters	3 Quarters	Fall				

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Anesthesia	Anesthesia Tech AAS-T Degree	Anesthesia/Surgical Tech	100	5-6	COMPASS PA:40 R:56 WR:56	High school diploma or GED; English proficiency	None	None	None	Fall	8 AM - 2:30 PM	Limited Transfer	MOTOKO NAKAZAWA-HEWITT mnakazawa-hewitt@rtc.edu (425) 235-5840 x 5541	
	Anesthesia Tech AAS Degree	Anesthesia/Surgical Tech	100	5-6				None	None			Terminal degree		
	Anesthesia Tech Certificate	Anesthesia/Surgical Tech	80	4				None	None			With all higher level credentials in pathway		Very low scorers in math COMPASS may need to start in Basic Education
Dental Assisting	Dental Assistant AAS Degree	Dental Assistant	93	5-6	COMPASS no minimum score required for entrance	Age 18; High school diploma or GED	None	None; see comments	2 quarters	Fall, Winter	8 AM - 2:30 PM	Terminal degree	MOTOKO NAKAZAWA-HEWITT mnakazawa-hewitt@rtc.edu (425) 235-5840 x 5541	Very low scorers in math COMPASS may need to start in Basic Education
	Dental Assistant Certificate	Dental Assistant	73	4				None	None			With all higher level credentials in pathway		
Healthcare Technology/ Coding	Medical Office Skills Certificate	Medical Administrative Specialist (Billing/Coding)	19	1	COMPASS no minimum score required for entrance	Age 18; high school diploma or GED; basic computer, word processing and business writing skills; assessment by counselor	English 100 (if student does not have basic business writing skills)	None	None	Fall, Winter, Spring	8 AM - 2:30 PM	No See comment	MOTOKO NAKAZAWA-HEWITT mnakazawa-hewitt@rtc.edu (425) 235-5840 x 5541	Credits earned do not apply to other credentials
	Medical Reception Certificate	Medical Administrative Specialist (Billing/Coding)	39	2				None	3 quarters (to complete English 100)					
	Medical Reimbursement Clerk Specialist Certificate	Medical Administrative Specialist (Billing/Coding)	71	4				None	3 quarters (to complete English 100)			With all higher level credentials in pathway		
	Medical Coding Specialist Certificate	Medical Records and Health Information Technicians	105	6				None	3 quarters (to complete English 100)			Prepares student to take national coding certification exam		

Healthcare RENTON TECHNICAL COLLEGE, cont'd

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Healthcare Technology/ Coding	Medical Coding Specialist AAS Degree	Medical Records and Health Information Technicians	120	7	COMPASS no minimum score required for entrance	Age 18; high school diploma or GED; basic computer, word processing and business writing skills; assessment by counselor	English 100 (if student does not have basic business writing skills)	None	3 quarters (to complete English 100)	Fall, Winter, Spring	8 AM - 2:30 PM	Terminal Degree	DONNA L. MAHER dmaher@rtc.edu (425) 235-2352 x 7815 SHEILA MAY-FARLEY smayfarley@rtc.edu (425) 235-2352 x 5973	Prepares student to take national coding certification exam
Medical Assistant	Medical Assistant Certificate	Medical Assistant	85	4	COMPASS no minimum score required for entrance	Age 18; high school diploma or GED; background check; physical ability; read, write, and converse in English	None	See comments	See comments	Fall, Winter	8 AM - 2:30 PM	With AAS	MOTOKO NAKAZAWA-HEWITT mnakazawa-hewitt@rtc.edu (425) 235-5840 x 5541	Some math/English instruction is included in certificate. May require developmental preparation to complete math/English coursework required for degree.
	Medical Assistant AAS Degree	Medical Assistant	105	5				See comments	See comments			May convert to AAS-T and transfer to select 4-year, with additional coursework		
	Medical Assistant AAS-T Degree	Medical Assistant	105	5				See comments	See comments			With select 4-year colleges		
Nursing	Certified Nursing Assistant	Nursing Assistant Certified	14	1	COMPASS no fixed cut score	Age 16	None	NA	NA	Fall, Winter, Spring, Summer	Days	None	MOTOKO NAKAZAWA-HEWITT mnakazawa-hewitt@rtc.edu (425) 235-5840 x 5541	
	Licensed Practical Nurse	Licensed Practical Nurse	75	4	None	Lottery; current CNA license; minimum prerequisite grade 2.5; minimum GPA 2.5	48-50 credits	3 quarters	3 quarters		Days	RN		New program structure for 2011
	Registered Nurse	Registered Nurse	33	2	None	Lottery; minimum prerequisite grade 2.5; minimum GPA 2.5	48-50 credits	3 quarters	3 quarters		Days	BSN		
Ophthalmology	Ophthalmology Assistant AAS Degree	Health Technologists/Technicians (Ophthalmic Assistant)	106	5-6	COMPASS for entrance (no minimum)	Age 18; high school diploma or GED; completion of math prerequisite with minimum grade of 2.0; completion of College Success Course	Math for Health Sciences (Math 100); College Success Course	1 quarter in Basic Education or COMPASS PA:30	None	Winter	8 AM - 2:30 PM	Terminal degree	MOTOKO NAKAZAWA-HEWITT mnakazawa-hewitt@rtc.edu (425) 235-5840 x 5541	
	Ophthalmology Assistant AAS-T	Health Technologists/Technicians (Ophthalmic Assistant)	106	5-6					Limited Transfer					
	Ophthalmology Assistant Certificate	Health Technologists/Technicians (Ophthalmic Assistant)	76	4					With AAS and AAS-T degrees					

Healthcare RENTON TECHNICAL COLLEGE, cont'd

PATHWAY	CREDENTIAL	JOB'S AND WAGES	CREDITS	# of QTRS	ENTRANCE TEST	ADMISSION REQUIREMENTS	PRE-REQUISITES	DEV-ED SEQUENCE TO REQUIRED MATH	DEV-ED SEQUENCE TO REQUIRED ENGLISH	START	SCHEDULE	STACKS WITH	CONTACT	COMMENTS
Pharmacy	Pharmacy Tech AAS-T Degree	Pharmacy Tech	105	5-6	COMPASS for entrance (no minimum)	Age 18; high school diploma or GED; completion of math prerequisite; strong math and science background recommended; 30 WPM recommended	Math for Health Sciences (Math 100)	1 quarter in Basic Education or COMPASS PA:30	None	Winter	8 AM - 2:30 PM	Limited Transfer	MOTOKO NAKAZAWA-HEWITT mnakazawa-hewitt@rtc.edu (425) 235-5840 x 5541	
	Pharmacy Tech AAS Degree	Pharmacy Tech	105	5-6					None			Terminal degree		
	Pharmacy Tech Certificate	Pharmacy Tech	75	4					None			With AAS and AAS-T degrees		
Surgery Tech	Surgery Tech AAS Degree	Surgical Tech	102	5-6	COMPASS PA:40 R:56 WR:56		Math for Health Sciences (Math 100); 5 credits Anatomy/Physiology (minimum grade 2.0)	1 quarter in Basic Education or COMPASS PA:30	None	Fall, Winter	8 AM - 2:30 PM	Terminal degree		
	Surgery Tech Certificate	Surgical Tech	82	4					None			With AAS and AAS-T		
	Surgery Tech Certificate AAS-T Degree	Surgical Tech	102	5-6					None			Limited Transfer		

Healthcare SEATTLE CENTRAL COMMUNITY COLLEGE

PATHWAY	CREDENTIAL	JOB'S AND WAGES	CREDITS	# of QTRS	ENTRANCE TEST	ADMISSION REQUIREMENTS	PRE-REQUISITES	DEV-ED SEQUENCE TO REQUIRED MATH	DEV-ED SEQUENCE TO REQUIRED ENGLISH	START	SCHEDULE	STACKS WITH	CONTACT	COMMENTS
Dental Hygiene	Dental Hygiene AAS-T Degree	Dental Hygienist	122	7	COMPASS for placement in math and English	Completion of prerequisites with 2.5 in each class; interview; basic computer skills (recommended)	60 credits	4 quarters	2 quarters	Fall		Limited Transfer	WILLIAM SPENCE wspence@sccd.ctc.edu (206) 587-4188	Health and Human Services Department scccdh@sccd.ctc.edu (206) 587-4186
Opticianry	Optician AAS Degree	Dispensing Optician/Optical Sales	126-128	7		High school diploma or GED; eligible for Math 084 and Eng 101	COMPASS PA:54 or completion of Math 083 COMPASS WR:77 or completion of Eng 096	1 quarter	2 quarters		Terminal degree	MAUREEN WOOD MOTLEY mawood@sccd.ctc.edu (206) 587-6953		
Respiratory Care	Respiratory Care AAS Degree	Respiratory Tech	110.5	7		High school diploma or GED	20 credits	4 quarters	2 quarters		Terminal degree	WILLIAM SPENCE wspence@sccd.ctc.edu (206) 587-4188		
Nursing	Registered Nurse	Registered Nurse	78	6	TEAS score 75%	By application date; must have CNA license; complete prerequisites with 2.5 minimum; score 75% on test of academic skills	30 credits	4 quarters	3 quarters		Days	BSN	scccadn@sccd.ctc.edu (206) 587-4123	Apply early; generally begins accepting applications in February; no carryover from year to year

Healthcare SHORELINE COMMUNITY COLLEGE

PATHWAY	CREDENTIAL	JOB'S AND WAGES	CREDITS	# of QTRS	ENTRANCE TEST	ADMISSION REQUIREMENTS	PRE-REQUISITES	DEV-ED SEQUENCE TO REQUIRED MATH	DEV-ED SEQUENCE TO REQUIRED ENGLISH	START	SCHEDULE	STACKS WITH	CONTACT	COMMENTS
Bio Tech Lab	Bio Tech Lab Specialist AAS degree	Biological Technician	94.5	6	COMPASS for placement in math and English	High school diploma or GED	COMPASS score of A:60 or completion of Math 99	4 quarters	3 quarters	Fall		Terminal degree	GUY HAMILTON ghamilto@shoreline.edu (206) 546-4786	Certificate has some overlap with AAS degree
	Bio Tech Lab Specialist Certificate	Biological Technician	36-37	4		2.0 GPA in prerequisite coursework	38 credits	4 quarters	3 Quarters	Fall		See comment	JOYCE FAGEL jfagel@shoreline.edu (206) 546-6984	
Dental Assisting	Dental Assistant AAS-T Degree	Dental Assistant	93	5-6	COMPASS no minimum score required for entrance	Age 18; high school diploma or GED	None	3 quarters See comments	3 quarters	Fall, Winter	8 AM - 2:30 PM	With select 4-year colleges	MOTOKO NAKAZAWA-HEWITT mnakazawa-hewitt@rtc.edu (425) 235-5840 x 5541	Very low scorers in math COMPASS may need to start in Basic Education
Dental Hygiene	Dental Hygiene AAS Degree	Dental Hygienist	118	7	COMPASS for placement in math and English	Competitive point system and interview process; see comments	60-62 credits	4 quarters	3 quarters	Fall		With Eastern Washington 4-year program	206-546-0703 dentalhygiene@shoreline.edu	Rigorous program; point system prefers prior dental assistance experience
Healthcare Technology/ Coding	Medical Office Clerk	Medical Administrative Specialist (Billing/Coding)	66	5	COMPASS for placement in math and English	Keyboarding	None	2 quarters	3 quarters	Fall, Winter, Spring, Summer	AM	Stacks with other Business Technology credentials	(206) 764-5394	Rated highly by healthcare employee focus group
Healthcare Technology/ Coding	Healthcare Information Technology AAAS degree	Medical Records and Health Information Technicians	102-104	6	COMPASS RD:85 WR:79 A:60	Special admission process; program requires very high math and writing skills; computer skills								
	Coding/ Reimbursement	Medical Records and Health Information Technicians	74-77	5										
Medical Lab Technology	Med Lab Tech AAAS	Medical Lab Tech	117 (includes prereq's)	6	COMPASS for placement in math and English	Successful completion of prerequisites in first year of program; med lab tech courses are second year of program	50 credits (first year of program)	4 quarters	3 quarters	Fall (of second year)		Terminal degree	MOLLY MORSE mmorse@shoreline.edu SUE SEEGER sseeger@shoreline.edu	
Nursing	Certified Nursing Assistant	Nursing Assistant Certified	20	1	Custom test based on CASAS minimum score=220	I-BEST program; age 18; mandatory orientation; meet with advisor	None	None	None	Fall, Winter, Spring, Summer	Days	None	FIKRU DIRO fdiro@shoreline.edu (206) 546-4101 x 6957	
	Certified Nursing Assistant	Nursing Assistant Certified	12	1	CASAS RD:221 MTH:220	By application date	None	NA	NA				LYNNE COCHRAN lcochran@sccd.ctc.edu (206) 768-6889	
	Registered Nurse	Registered Nurse	70	10	COMPASS A:85 WR:79 RD:85	Point System	38-40 credits	4 quarters	4 quarters	Fall; every even-numbered year	Evenings and weekends	BSN	SHARON LOWENBORG slowenborg@shoreline.edu	Part-time option; no summer break
	Registered Nurse	Registered Nurse	70	6				4 quarters	4 quarters	Fall, Winter, Spring	Days	BSN		Full-time option

Healthcare SHORELINE COMMUNITY COLLEGE, cont'd

PATHWAY	CREDENTIAL	JOB AND WAGES	CREDITS	# of QTRS	ENTRANCE TEST	ADMISSION REQUIREMENTS	PRE-REQUISITES	DEV-ED SEQUENCE TO REQUIRED MATH	DEV-ED SEQUENCE TO REQUIRED ENGLISH	START	SCHEDULE	STACKS WITH	CONTACT	COMMENTS
Nursing, cont'd	Registered Nurse	Registered Nurse	49	4	COMPASS A:85 WR:79 RD:85	Point system; program is for current LPNs only	38-40 credits	4 quarters	4 quarters	Fall, Winter, Spring	Days	BSN	SHARON LOWENBORG slowenborg@shoreline.edu	Limited openings; slot into vacancies in RN program
	Licensed Practical Nurse	Licensed Practical Nurse	48	4	None	Competitive point system; minimum GPA 2.5 in prerequisites; competitive experience in patient care (200 hours); one point per year for other medical experience; two letters of recommendation; call or attend orientation for further details	35 credits (including prerequisite for anatomy/physiology)	4 quarters	4 quarters	Fall, Summer	Evenings and weekends	RN	LYNNE COCHRAN lcochran@sccd.ctc.edu (206) 768-6889	ESL assistance for prerequisites; call (206) 764-5829 LPN grads must compete for entry to South Seattle Community College RN program
	Registered Nurse	Registered Nurse	36	3	KAPLAN Transitions	Competitive point system; current LPN license; minimum GPA 2.5 in prerequisites; competitive experience in patient care (200 hours); competitive test scores; One point per year for other medical experience; Two letters of recommendation; Call or attend orientation for further details		4 quarters	4 quarters	Fall	Evenings and weekends	BSN		ESL assistance for prerequisites; call (206) 764-5829 South Seattle Community College LPN grads must compete for entry to program

Manufacturing RENTON TECHNICAL COLLEGE

PATHWAY	CREDENTIAL	JOBS AND WAGES	CREDITS	# of QTRS	ENTRANCE TEST	ADMISSION REQUIREMENTS	PRE-REQUISITES	DEV-ED SEQUENCE TO REQUIRED MATH	DEV-ED SEQUENCE TO REQUIRED ENGLISH	START	SCHEDULE	STACKS WITH	CONTACT	COMMENTS
Machining	Basic Machining Certificate	Multi-Machine Tool Operators, Setters, and Tenders (Non-CNC)	83	4	COMPASS no minimum	Age 18; recommended: high school diploma or GED, high school courses in advanced math, advanced science, mechanical drawing or metal shop; counselor and instructor interview	None; see recommendations under Admission Requirements	None; see comments	None	Fall, Winter	8 AM - 2:30 PM	With precision machining credentials	DEBBIE RUNDLE drundle@rtc.edu (425) 235-5840 x 5714	Rigorous math instruction embedded in program curriculum
	Precisions Machining Certificate	CNC Technician	144	8								With higher credentials in pathway		
	Precisions Machining AAS Degree	CNC Technician	164	9										
Welding	Basic Welding Certificate	Entry level in gas, arc and MIG welding	36	2	COMPASS no minimum	Age 18; Recommended: High school diploma or GED, good eyesight, Counselor or instructor interview	None	None	None	Open See comment	8 AM - 2:30 PM	With all higher credentials in pathway	DEBBIE RUNDLE drundle@rtc.edu (425) 235-5840 x 5714	WABO certificate available; entry when space is available
	Welding Certificate	Welder	87	5								With AAS		Entry when space is available
	Welding AAS Degree	Welder	107	6								Terminal degree		Entry when space is available

Manufacturing SHORELINE COLLEGE

PATHWAY	CREDENTIAL	JOBS AND WAGES	CREDITS	# of QTRS	ENTRANCE TEST	ADMISSION REQUIREMENTS	PRE-REQUISITES	DEV-ED SEQUENCE TO REQUIRED MATH	DEV-ED SEQUENCE TO REQUIRED ENGLISH	START	SCHEDULE	STACKS WITH	CONTACT	COMMENTS
Machining	Basic Manufacturing Certificate	Entry-level workforce - not a goal for immediate employment	21	1	ESL Level 4	I-BEST Course First quarter of certificate and degree program	None	1 quarter	1 quarter	Fall, Winter, Spring, Summer	Two sections (each year): Mornings Evenings	With all higher level credentials; see comment	KEITH SMITH Instructor ksmith2@shoreline.edu (206) 546-6969 MICHELENE FELKER Navigator mfelker@shoreline.edu (206) 546-5845	Course work is first level of Certificate of Proficiency--not an end goal for employment
	Machinist Certificate of Proficiency	Entry-level Machinist	61	3		I-BEST Course First year of degree program		None	None	None	Two Sections each year; one in evening; one on weekend	Most students leave program for employment after completing this certificate		
	CNC Technology AAAS Degree	CNC Technician	110-112	6		Continuation of I-BEST course Second Year of Machinist Certificate of Proficiency		None	None	None	Two Sections each year; one in evening; one on weekend	Terminal degree		Very few students complete degree program

Manufacturing SOUTH SEATTLE COMMUNITY COLLEGE

PATHWAY	CREDENTIAL	JOBS AND WAGES	CREDITS	# of QTRS	ENTRANCE TEST	ADMISSION REQUIREMENTS	PRE-REQUISITES	DEV-ED SEQUENCE TO REQUIRED MATH	DEV-ED SEQUENCE TO REQUIRED ENGLISH	START	SCHEDULE	STACKS WITH	CONTACT	COMMENTS	
Welding	Welding Certificate	Basic Welder/ Welding Apprentice	20	1	CASAS MT/RD:220	Seattle Jobs Initiative cohort; age 18; low-income; Seattle resident	None	None	None	Fall, Winter, Spring, Summer	Afternoon	All higher credentials in welding pathway	TIM SOWELL tsowell@sccd.ctc.edu (206) 768-6789	Alternative entry point for low-income students	
	Level 1 Welding Certificate	Basic Welder/ Welding Apprentice	16	1		COMPASS scores or developmental education equivalent prerequisite for entry	Developmental math and English if student does not qualify through COMPASS scores	1 quarter	3 quarters					Entry point for non-low-income students	
	Level 2 Welding Certificate	Basic Welder/ Welding Apprentice	19	1	COMPASS WR:65 RD:75 PA:54	Level 1 Certificate	Level 1 Certificate	1 quarter	3 quarters	Fall, Winter, Spring, Summer	Two sections: Mornings Evenings			Continuation of program after completion of Level 1 Certificate	
	Level 3 Welding Certificate	Pipefitter/ Boiler Maker Apprentice Journeyman Grade 2/3	18	1		Level 2 Certificate	Level 1 Certificate	1 quarter	3 quarters					Continuation of program after completion of Level 2 Certificate	
	One-Year Welding Certificate	Arc Welder Tungsten Inert Welder Metal Inert Gas Welder	72	4	COMPASS WR:65 RD:75 PA:54	Level 3 Certificate	Level 1 Certificate	1 quarter	3 quarters	Fall, Winter, Spring, Summer	Two sections: Mornings Evenings			All higher credentials in welding pathway	Includes Levels 1, 2 and 3 certificates plus one additional quarter
	Two-Year Welding Certificate		104	7		One-Year Certificate	Level 1 Certificate	1 quarter	3 quarters						Includes One Year Certificate plus 2 additional quarters
	Technology for Professional Careers Certificate	Welding Technician Combination Welder Structural Metal Fabricator/Fitter	117	7	COMPASS WR:65 RD:75 PA:54	COMPASS scores or developmental education equivalent prerequisite for entry	Developmental math and English if student does not qualify through COMPASS scores	1 quarter	3 quarters						See comments
	Welding Fabrication Technology AAS-T Degree		129	8				1 quarter	3 quarters	With limited 4-year colleges					

Transportation SHORELINE COMMUNITY COLLEGE

PATHWAY	CREDENTIAL	JOB AND WAGES	CREDITS	# of QTRS	ENTRANCE TEST	ADMISSION REQUIREMENTS	PRE-REQUISITES	DEV-ED SEQUENCE TO REQUIRED MATH	DEV-ED SEQUENCE TO REQUIRED ENGLISH	START	SCHEDULE	STACKS WITH	CONTACT	COMMENTS
Automotive	General Service Tech Certificate	General Service Technician	45	3	CASAS MAT:RD:210 ESL Level 3	Good driving record; 60% of class must be I-BEST	None	None	None	Varies; Call for start dates	1 PM - 7 PM	NA	BETSY BINNIAN bbinnian@shoreline.edu (206) 546-6959	Does not stack with auto degree programs
	Automotive Technician AAS degree	Automotive Technician	170-175; see comment	8 See comment	COMPASS RD:85 WR:79 PA:35	Instructor interview; driver's license; proof of insurability; dealer sponsorship - see comment; dealer may require drug test	Developmental math and English if student does not achieve COMPASS entrance requirements	1 quarter	3 quarters	Varies; Call for start dates	7 AM - 1 PM	NA	Each dealer's program has a different contact.	Dealer-specific training programs for Chrysler, GM, Toyota and Honda-alternate quarters for in-class instruction and for dealer internship; internships are paid

Transportation SOUTH SEATTLE COMMUNITY COLLEGE

PATHWAY	CREDENTIAL	JOB AND WAGES	CREDITS	# of QTRS	ENTRANCE TEST	ADMISSION REQUIREMENTS	PRE-REQUISITES	DEV-ED SEQUENCE TO REQUIRED MATH	DEV-ED SEQUENCE TO REQUIRED ENGLISH	START	SCHEDULE	STACKS WITH	CONTACT	COMMENTS
Automotive	Collision Repair Certificate	Collision Repair Technician	55	3	COMPASS WR:65 RD:65 PA:28	COMPASS scores or developmental education equivalent prerequisite for entry	Developmental math and English if student does not qualify through COMPASS scores	1 quarter in basic education or minimum PA=28	2 quarters	Fall, Winter, Spring	7 AM - 12 PM	With Collision Repair AAS and AAS-T	STEVE FORD sford@sccd.ctc.edu (206) 768-6832	AAS has less rigorous math/English requirements than AAAS-T
	Collision Repair AAS Degree	Collision Repair Technician	125	7				1 quarter in basic education or minimum PA=28	2 quarters			Terminal degree		
	General Service Tech Certificate	General Service Technician	30	2	CASAS RD:220 MATH:220	Seattle Jobs Initiative cohort; age 18; low-income; Seattle resident	None	None	None	Fall, Winter, Spring	7 AM - 12 PM	With all higher Auto Maintenance Credentials	TIM SOWELL tsowell@sccd.ctc.edu (206) 768-6789	Cohort limited to SJI clients; GST training is first two quarters of auto maintenance program
	General Service Tech Certificate	General Service Technician	30	2	COMPASS WR:41 RD:65 PA:28	COMPASS scores or developmental education equivalent prerequisite for entry	Developmental math and English if student does not qualify through COMPASS scores	1 quarter in basic education plus 1 developmental quarter or minimum PA:28	1 quarter in basic education plus 1 developmental quarter or minimum WR:41 RD:65					Open to all students; GST training is first two quarters of auto maintenance program

Transportation SOUTH SEATTLE COMMUNITY COLLEGE, cont'd

PATHWAY	CREDENTIAL	JOB AND WAGES	CREDITS	# of QTRS	ENTRANCE TEST	ADMISSION REQUIREMENTS	PRE-REQUISITES	DEV-ED SEQUENCE TO REQUIRED MATH	DEV-ED SEQUENCE TO REQUIRED ENGLISH	START	SCHEDULE	STACKS WITH	CONTACT	COMMENTS
Automotive	Auto Maintenance One-Year Certificate	Automotive Technician	62	4	COMPASS WR:41 RD:65 PA:28	GST Certificate or equivalent experience COMPASS scores or developmental education equivalent prerequisite for entry	Developmental math and English if student does not qualify through COMPASS scores	1 quarter in basic education plus 1 developmental quarter or minimum PA:28	1 quarter in basic education plus 1 developmental quarter or minimum WR:41 RD:65	Fall, Winter, Spring	7 AM - 12 PM	With all higher Auto Maintenance Credentials	TIM SOWELL tsowell@sccd.ctc.edu (206) 768-6789	Program is GST training plus two quarters
	Auto Maintenance Two-Year Certificate	Automotive Technician	93	6										Program is first year of full auto maintenance program
	Auto Maintenance AAS Degree	Automotive Technician	114	7										Program is Two-Year Certificate plus 21 general education credits