



## Certificate LIBRARY TECHNOLOGY

This program is designed to prepare you to pursue a degree for rewarding career opportunities in public school, academic, or special libraries.

### GENERAL EDUCATION REQUIREMENTS (6 crs)

**COMPLETED**      **Planned Timeline  
(By Semester)**

#### Communications (3 crs)

ENG 111 English Composition I (3)

*Pre-requisite: ENG 109 or adequate score on the Course Placement Evaluation*

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#### Mathematics (3 crs)

Choose **one** of the following two courses:

MATH 130 Intermediate Algebra (3)

*Pre-requisite: MATH 102 or adequate score on the Course Placement Evaluation*

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MATH 145 Introduction to Probability and Statistics (3)

*Pre-requisite: MATH 130 or adequate score on the Course Placement Evaluation*

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### PROGRAM REQUIREMENTS (28-30 crs)

BA 202 Principles of Management (3)

*Pre-requisite: ENG 109 or adequate score on the Course Placement Evaluation*

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ENG Choose either ENG 280 or 290 (3)

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LT 201 Technical Services – Cataloging (3)

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LT 202 Technical Services – Acquisition (3)

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LT 205 Library Public Services (3)

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LT 207 Basic Reference Mats (3)

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LT 209 Media Services (3)

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OA 104 Principles of Keyboarding (3)

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LT Electives: Choose **two** of the following four courses:

LT 213 Special Libraries (3)

*Pre-requisites: LT 201, 202, 205, and 207*

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LT 215 Public Libraries (3)

*Pre-requisites: LT 201, 202, 205, and 207*

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LT 217 School Libraries (3)

*Pre-requisite: acceptance into the Machinist Apprenticeship Program*

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LT 219 Academic Libraries (3)

*Pre-requisites: LT 201, 202, 205, and 207*

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**TOTAL CREDITS 35-37**

# Educational Planning Form (Semester)

Name \_\_\_\_\_ Date \_\_\_\_\_  
Major \_\_\_\_\_ Student ID \_\_\_\_\_

<b>Fall Semester</b>	<b>Spring Semester</b>	<b>Summer</b>
<b>Total Units</b>	<b>Total Units</b>	<b>Total Units</b>
<b>Fall Semester</b>	<b>Spring Semester</b>	<b>Summer</b>
<b>Total Units</b>	<b>Total Units</b>	<b>Total Units</b>
<b>Fall Semester</b>	<b>Spring Semester</b>	<b>Summer</b>
<b>Total Units</b>	<b>Total Units</b>	<b>Total Units</b>

**Advisor's Signature** \_\_\_\_\_

**Student Signature** \_\_\_\_\_