

**Certificate Opportunities
for ESOL students**

Presented by PCC Career Pathways,
ESOL, BA, and CAS Departments

<p>CASOL (Computer Applications for Speakers of Other Languages)</p> <ul style="list-style-type: none"> • Earn a 13 credit Basic Computer Applications Certificate (3 terms) • Improve English and workplace readiness skills • Prepare for a career in clerical/administrative support 	<p>VELAC (VESL Entry Level Accounting Clerk)</p> <ul style="list-style-type: none"> • Earn a 14 credit Entry-Level Accounting Clerk Certificate (3 terms) • Improve English and workplace readiness skills • Prepare for a career in accounting (accounting clerk, teller, data entry, etc.)
--	---

Upcoming Opportunities

• **Course Design: CASOL**

Pre-requisites:	Bridge Term	Term 1	Term 2
CASOL: ESOL Level 5 (placement into or previous enrollment through Level 4)	ESOL Support Class (Credit or non-option available) CASOL: Intro to Keyboarding	ESOL Support Class (Credit or non-option available) CASOL: Keyboarding; Basic Computer Skills/MS Office <i>Internship – begin or explore</i>	ESOL Support Class (Credit or non-option available) CASOL: Beginning Excel and Beginning Word <i>Internship</i>

Students attend academic courses in addition to an ESOL Support Course.

• Course Design: VELAC

Pre-requisites:	Term 1	Term 2	Term 3
VELAC: ESOL Level 6 (placement into or previous enrollment through Level 5); Math 20 or test into Math 60	ESOL Support Class (Credit or non-option available) BA 131 – Computers in Business	ESOL Support Class (Credit or non-option available) BA 111 – Intro to Accounting BA 228 – Computerized Accounting <i>Internship – begin or explore</i>	ESOL Support Class (Credit or non-option available) BA 101 – Intro to Business <i>Internship</i>

Students attend academic courses in addition to an ESOL Support Course.

Students participate in an on-the-job training opportunity to supplement their classroom learning:

- Typically unpaid work experience
- Chance to develop skills, professional relationships and references
- Recent experience in the US and in the career field

Internships

- You want to earn a certificate that can help you gain employment or count toward a degree
- You are looking for contextualized education
- You want to work in an office or the accounting industry
- You want job search assistance

Why Credit VESL opportunities?

• **Submit an application**

- Apply for financial aid if you have not yet done so (Career Pathways staff can assist with this process)

• **Contact Career Pathways Program Staff**

Sara Nelson Treadway, Education Coordinator
(971) 722-6284
sara.nelson1@pcc.edu

What next?

CASOL	VELAC
• Tuition	• Tuition
• Credit: \$3680.30	• Credit: \$3414.60
• Non-Credit (ESOL only): \$1743.50	• Non-credit (ESOL only): \$1642.50
• Books (estimated 3 terms): \$464.90	• Books (estimated 3 terms): \$608.45

What is the cost of the training?
