

# Equivalency Process and Materials

Name: \_\_\_\_\_

Discipline: \_\_\_\_\_

## Equivalency Procedure:

Step 1) Equivalence initiated by whom: \_\_\_\_\_

Date of initiation: \_\_\_\_\_

Step 2) Dept. Chair Reviews application, and Designates Discipline Experts (2- 3)

Dept. Chair \_\_\_\_\_ Ext. \_\_\_\_\_

Step 3) once designated the Experts will complete their review, approve or deny the application and provided rationale on the Discipline Faculty Review For Equivalency Form

Request sent: \_\_\_\_\_

1) \_\_\_\_\_ Date completed \_\_\_\_\_

2) \_\_\_\_\_ Date completed \_\_\_\_\_

3) \_\_\_\_\_ Date completed \_\_\_\_\_

Step 4) The Equivalency Committee will review the information and complete the Equivalency Committee Review Form. Date Committee notified \_\_\_\_\_

### **\*\*\*Give all:**

#### **All Discipline Faculty Review for Equivalency forms**

#### **Application Packet**

#### **Equivalency Committee Review form (member only. Do not give other peer forms)**

Request Sent: \_\_\_\_\_

Steve Rogers - Date Completed \_\_\_\_\_

Karee Hamilton - Date Completed \_\_\_\_\_

David Villicana – Date Completed \_\_\_\_\_

Lucila Gonzalez-Cire - Date Completed \_\_\_\_\_

Step 5) Equivalency Committee Chair, Matt Crow, will review all forms for process, and to confirm equivalency. Request Sent: \_\_\_\_\_

Signed Off \_\_\_\_\_

Step 6) Academic Senate President, Yvonne Mills, will review all documents and complete the Certification of Equivalency. Request Sent: \_\_\_\_\_

Signed Off \_\_\_\_\_





*Instructions: Check the appropriate box. Add rationale if equivalency criterion 2 or 3 is selected or candidate is deemed not equivalent. Sign and date. Return to Human Resources.*

Candidate Name

---

Field Service Area Requested for Equivalency

---

Approved for equivalency for the following reason(s):

**(1) Formal education equivalent to the Degree**

A. Formal education equivalent to the Master's Degree:

- A Master's Degree in teaching in the discipline
- A Master's Degree in Education, with substantial graduate units in the discipline
- Bachelor's Degree and a combination of thirty (30) semester graduate units in education and the discipline

B. Formal education equivalent to the Bachelor's Degree:

- At least one hundred twenty (120) semester units, including general education and forty (40) units in a discipline, at least thirty (30) of which are upper division or graduate

C. Formal education equivalent to the Associate Degree:

- At least sixty (60) approved units, including general education, as defined in the following guides published by the American Council on Education: The Guide to the Evaluation of Educational Experience in the Armed Services. The National Guide to Educational Credit for Training Programs.

**(2) Non-Formal Education Equivalencies to the Degree**

- A.  Substantial work experience equivalent to the degree, e.g., in computers, engineering, or journalism
- B.  Substantial academic experience and/or accomplishment equivalent to the degree, e.g., teaching at the upper division or graduate level, scholarly publications

- C.  Substantial artistic experience and/or accomplishments equivalent to the degree, e.g., performances, shows, exhibitions, compositions, or books

Rationale:

- (3)  **Equivalencies to required experience could include appropriate collegiate education or other training programs that indicate a mastery of the skills of the discipline and knowledge of the working environment of the discipline.**

Rationale:

---

Not approved for equivalency

Rationale:

---

I/we have reviewed all documentation submitted by the candidate, including that pertaining to general education requirements and/or experience as appropriate.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

---

The Equivalency Committee has reviewed the decision by the discipline faculty and the documentation submitted by the candidate and verifies the equivalency process was followed consistently and fairly.

Date of Review \_\_\_\_\_ Approve  Disapprove

Equivalency Committee Chair \_\_\_\_\_ Date \_\_\_\_\_





## EQUIVALENCY COMMITTEE REVIEW

Job Announcement Title: \_\_\_\_\_

Applicant Name: (please print ) \_\_\_\_\_  
Last First M.I.

Discipline: \_\_\_\_\_

After having reviewed the Discipline Faculty Review for Equivalency and the accompanying documentation, I

- Confirm the discipline faculty decision to approve.
  
- Confirm the discipline faculty decision to disapprove

Print Name: \_\_\_\_\_

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

## FOREIGN TRANSCRIPT EVALUATION

---

Individuals who have completed college or university course work at an institution in a country other than the United States must obtain a complete evaluation of foreign transcripts, degrees\*, and other relevant documents prior to applying to the Commission for a California credential, permit, or certificate. A detailed, course-by-course, foreign transcript evaluation is required any time foreign course work is used to meet any credential requirement, even if the foreign course work has been accepted by a college or university in the United States. The only exception to this is for those individuals applying for an Emergency 30-Day Substitute Permit, for which a general report is sufficient.

Foreign transcripts must be evaluated by one of the approved organizations listed on this leaflet in order to be accepted by the Commission. These organizations are private enterprises who charge a fee for their services. Individuals seeking a foreign transcript evaluation must follow the procedures outlined by the organization providing the evaluation. **In all instances, original, official documentation will be required when requesting the evaluation.**

\*The bachelor's degree requirement for California certification refers to the equivalent of a four-year (or more) college-level program. Individuals who obtained a credential or teaching certificate in a jurisdiction outside of the United States should also submit a photocopy of that document to the evaluating agency

### AGENCIES APPROVED BY THE COMMISSION FOR FOREIGN TRANSCRIPT EVALUATION

#### **Academic & Professional International Evaluations, Inc. (APIE)**

P.O. Box 5787  
Los Alamitos, CA 90721-5787  
(562) 594-6498  
Website: <http://www.apie.org>

#### **Academic Credentials Evaluation Institute (ACEI)**

P.O. Box 6908  
Beverly Hills, CA 90212  
Toll Free: (800) 234-1597 (USA Only)  
(310) 275-3530  
Fax: (310) 275-3528  
Email: [acei@acei.com](mailto:acei@acei.com)  
Website: <http://www.acei.com>

#### **ACEI - Application Mail Processing Centers**

**Los Angeles:** 9854 National Blvd, Box 186, Los Angeles, CA 90034

**Monterey Park:** 333 W. Garvey Street, Box 254-B, Monterey Park, CA 91754

**West Los Angeles:** 9461 Charleville Blvd., Box 188, Beverly Hills, CA 90212

**Academic & Credential Records, Evaluation & Verification Services (ACREVS)**

1776 Clear Lake Avenue  
Milpitas, California 95035-7014  
(866) 583-4834 Toll Free  
(408) 719-0015  
Email: [info@acrevs.com](mailto:info@acrevs.com)  
Website: <http://www.acrevs.com>

**American Education Research Corporation (AERC)**

P.O. Box 996  
West Covina, CA 91793-0996  
(626) 339-4404  
Fax: (626) 339-9081  
Website: <http://www.aerc-eval.com>

**Educational Credential Evaluators, Inc. (ECE)**

P.O. Box 514070  
Milwaukee, WI 53203-3470  
(414) 289-3400  
Fax: (414) 289-3411  
Email: [eval@ece.org](mailto:eval@ece.org)  
Website: <http://www.ece.org>

**Educational Records Evaluation Service (ERES)**

601 University Avenue, Suite 127  
Sacramento, CA 95825  
(866) 411-3737  
(916) 921-0790  
Fax: (916) 921-0793  
Email: [edu@eres.com](mailto:edu@eres.com)  
Website: <http://www.eres.com>

**Foreign Credential Services of America (FCSA)**

Contact: Lydia Hancock  
1910 Justin Lane  
Austin, TX 78757  
Phone: [\(512\) 459-8428](tel:(512)459-8428)  
Fax: [\(512\) 459-4565](tel:(512)459-4565)  
Email: [info@foreigncredentials.org](mailto:info@foreigncredentials.org)  
Website: [www.foreigncredentials.org](http://www.foreigncredentials.org)

**Foreign Credential Services of America West, Monterey, CA (FCSA-WEST)**

Phone: [\(831\) 372-1466](tel:(831)372-1466)  
Fax: [\(831\) 372-1441](tel:(831)372-1441)  
Website: [www.foreigncredentials.org](http://www.foreigncredentials.org)

Human Resources  
2100 Chester Avenue  
Bakersfield, CA 93301  
661-336-5140



Bakersfield College  
Cerro Coso Community College  
Porterville College

**APPLICATION FOR EQUIVALENCE**

Any applicant who requests consideration based on equivalence because they do not meet specified minimum qualifications must submit this form prior to the job announcement's closing date.

Job Announcement Title: Public Health Science Instructor, Part-Time Adjunct Pool

Applicant Name: (please print) [Redacted] Last First M.I.

Discipline: Allied Health

I am applying for equivalence based on one or more of the following categories:

- DEGREE EQUIVALENCE:** same as listed in job announcement.
  - Transcript
- ACADEMIC BACKGROUND EQUIVALENCE:** meet all minimum requirements for qualification in a related field and possess thirty (30) semester units of graduate work in the academic field specified in the job announcement.
  - Transcript
  - Academic, artistic or vocational portfolio
- PROFESSIONAL ACHIEVEMENT EQUIVALENCE:** outstanding professional achievement or substantial training in the field specified in the job announcement. Preparation, experience, and ability must be equivalent to those expected from any candidate who meets minimum qualifications.
  - Artistic or vocational portfolio
  - Certificates, transcripts, and/or other documents
  - Detailed work history with references

**Supporting documents (transcripts, evaluations, portfolios, certificates, licenses, employer verification, publications, or other relevant materials) MUST be included with this completed form.**

I certify that all the information attached pertaining to this Application for Equivalence is accurate. Providing false information is grounds for elimination from the selection process or dismissal if subsequently employed.

Applicant Signature: [Redacted] Date: 4/24/24



## FY22-2300629 - Health Careers Instructor, Part-time Adjunct Pool (Tehachapi)

**Contact Information -- Person ID:** [REDACTED]

Name: [REDACTED]

Address: [REDACTED]

Home Phone: [REDACTED]

Alternate Phone:

Email: [REDACTED]

**Education****High School***Arvin High School*

-

Arvin , California

Did you graduate: Yes

Highest Level Completed: 12

Did you receive a GED? No

Degree Received: High School Diploma

**College/University***Maric College*

-

Bakersfield, California

Did you graduate: Yes

Major/Minor: Medical Assistant

Degree Received: Vocational

**College/University***Bakersfield College*

-

Bakersfield, California

Did you graduate: No

Major/Minor: Liberal Studies

Degree Received: No Degree

**College/University***California State University, Bakersfield*

-

Bakersfield, California

Did you graduate: No

Major/Minor: Undecided

Degree Received: No Degree

**Work Experience****CTE Teacher**

8/2022 - 6/2024

Arvin High School

900 Varsity Rd

Arvin, California

6618545561

Name of Supervisor: [REDACTED]

Assistant Principal

May we contact this employer? Yes

**Duties**

- Teach Medical Terminology Class
- Teach Introduction to Medicine
- Health Career Academy coordinator
- HOSA advisor

**Reason for Leaving**

Currently employed. Applying for dual enrollment courses

**Registration Clerk**

3/2018 - 8/2022

Arvin High School/ Kern High School District

900 Varsity Rd

Arvin, California 93203

6618545561

Name of Supervisor: [REDACTED] Office Supervisor

May we contact this employer? Yes

**Duties**

- Input registration packets

- Register new students, Data Entry
- Request and send student records
- Print Diplomas, organize and keep record of distribution
- Double check graduation status, end of year status, and tagging students for graduation
- Filing student work in cumulative files
- Organizing cumulative files
- Read transcripts, transcribe transcripts.

**Reason for Leaving**

Received my CTE credential

**School Health Assistant**

4/2018 - 10/2018

Arvin High School  
Arvin, California 93203  
6618545561

Name of Supervisor: [REDACTED] - Office  
Supervisor  
May we contact this employer? Yes

**Duties**

- Ensure students are up to date on their immunizations
- Assist diabetic students with checking their blood sugars and taking appropriate dose of insulin
- Assist students with any injury or medical emergency
- Keep record of student's medical conditions and keeping them up to date
- Medication administration
- Help cover other clerical positions when needed
- Ensure Accident reports are filled out correctly and turned in to district in a timely manner
- Ensure Doctor notes are directed to the correct staff members.

**Reason for Leaving**

Moved positions in same school.

**Bilingual Instructional Aide**

2/2017 - 4/2018

Arvin High School  
Arvin, California  
6618545561

Name of Supervisor: [REDACTED] Office  
Supervisor  
May we contact this employer? Yes

**Duties**

- Work in the Special Ed department
- Assist student with work in class
- Translate I.E.P. Meetings
- Currently I am subbing for Special Ed secretary while she is out on maternity leave
- Tasks include answering phones, help manage IEP meetings, filing, mailing letters out to parents, delivering messages via email to case carriers, making copies, scanning and uploading documents, ordering office supplies

**Reason for Leaving**

Professional Growth

**Medical Assistant**

1/2015 - 2/2017

Kern Medical  
Bakersfield, California  
6613262000

Name of Supervisor: [REDACTED] -  
President of outpatient clinics  
May we contact this employer? Yes

**Duties**

- Work in the REACH Clinic, which follows a very specific PCMH model.
- Review medical history and medications
  - Assist patient's with scheduling specialist appointments
  - Answer multi-line phone calls, triage calls, return phone calls

- Call in prescriptions, refill prescriptions
- Call patients after appointment to ensure medication was picked up and instructions given at appointment were understood, and to answer any questions they may have.
- Ensure patients have transportation for future appointments whether at Kern Medical or other specialist
- Remind patients no less than 2 days before appointment to have any diagnostic testing done before attending their follow up
- Ensure patients were up to date on their annual screening exams
- Securely fax over patient medical records, prescription refills.

### Reason for Leaving

Change in career.

### Medical Assistant

5/2012 - 12/2014

Medical Associates of Bakersfield  
Bakersfield, California  
6613311121

Name of Supervisor: [REDACTED]

Office manager

May we contact this employer? Yes

### Duties

- Interview patients on their medical history and medication list
- Discharge patients after seeing provider
- Answer phone calls, triage phone calls, returned phone calls
- Assist with scheduling appointments, submitting referrals
- Assist patients with scheduling specialist appointments
- Remind patients no less than 2 days before appointment to have any diagnostic testing done before attending their follow up
- Ensure patients were up to date on their annual screening exams
- Assist providers with disability forms, transportation forms
- Obtain medical records from hospitals, laboratories, and radiology groups
- Chart prep a day or two before appointment to ensure provider's orders were completed
- Obtain authorization from insurance companies, which included knowledge of ICD and CPT codes for billing

### Reason for Leaving

Medical office closed its business.

### Clinical Supervisor

3/2010 - 5/2012

San Joaquin Valley Pulmonary  
Bakersfield, California  
6613273747

Name of Supervisor: [REDACTED]

Office manager

May we contact this employer? Yes

### Duties

- Supervise clinic and employees
- Create employee schedules
- Assign employees to specific tasks in operating clinic flow
- Hold and run employee meetings
- Problem solving
- Payroll
- Assist with Vitals and rooming patient, discharging patients (Suture removals, administer injections, wound care, medication administration), refilling medications
- Organize and make Hospitalist hospital rounding lists
- Obtain authorization for hospital procedures done by doctor, which included knowledge of CPT codes and ICD codes for billing
- Coordinate with different hospital surgery schedules and the doctor's schedule in order to schedule Bronchoscopies.
- Ensure prepping charts was completed the day before doctor appointments

### Reason for Leaving

Professional growth

**Medical Assistant**

12/2006 - 3/2010

The Heart Center  
Bakersfield, California  
6614435524

Name of Supervisor: [REDACTED]

Office Manager

May we contact this employer? Yes

**Duties**

- Interview patients to obtain medical histories, measure vital signs and record information on patients' charts
- Refer patients to Radiology offices
- Verbally and write orders for lab work
- Refer patients to other specialty or doctor offices
- Call in medication to pharmacies and write out prescriptions
- Properly fill out forms for patients (i.e. disability, transportation forms, etc.)
- Inventory Management
- Coordinate hospital procedures at different hospitals
- Effective schedule management of follow up appointments as well as multi diagnostic testing appointments.
- Accounts Receivable
- Operate Multi-line phones
- Operate fax and copy machines
- Obtain insurance authorization from major insurance carriers following communication of patient histories, includes practice of knowledge of billing codes (CPT) and diagnosis codes (ICD).

**Reason for Leaving**

Professional Growth

**Certificates and Licenses**

Type: Career Technical Education Teaching  
Credential-Preliminary

Number: 220161796

Issued by: Los Angeles County of Education

Date Issued: 7 /2022 Date Expires: 8 /2025

**Skills**

Office Skills

Typing: 55

Data Entry: 0

**Languages**

Spanish - Speak, Read, Write

**Additional Information****References**

Personal

[REDACTED]  
Teacher6613338431  
[REDACTED]

Professional

[REDACTED]  
AP of Instruction

900 Varsity Rd

Arvin , California 93203

6614315073

Professional

School Counselor  
Arvin, California  
6614967057

**Resume**

**Text Resume**

**Attachments**

Attachment	File Name	File Type	Created By
Resume.pdf	Resume.pdf	Resume	Job Seeker
Official Academic Transcript - .if	Official Academic Transcript - .if	Transcripts	Job Seeker

**Agency-Wide Questions**

- Q: Do you have any relatives (or anyone who resides in your home) currently employed in the district?  
A: No
- Q: If yes, employee's name:  
A: N/A
- Q: If yes, relationship:  
A: N/A
- Q: Are you a current KCCD employee?  
A: No
- Q: May we contact your current employer?  
A: Yes
- Q: If no, please explain:  
A: N/A
- Q: Upon employment will you be able to submit verification of your legal right to work in the United States?  
A: Yes
- Q: If no, please explain:  
A: N/A
- Q: Will you now or in the future, require visa sponsorship for employment at the Kern Community College District?  
A: No

**10. Q:** How did you learn about the position?

A: I was referred by a KCCD Employee  
Word of Mouth

---

**11. Q:** If you answered "Other" in the previous question, please specify where:

A: N/A

---

**12. Q:** What is your current position title?

A: Kern High School District CTE Teacher

---

**13. Q:** What is your employee ID number?

A: 157710

---

**14. Q:** Employee's Consent Approval (See contract language, Article 13.4, for definitions of voluntary transfer and reassignment.) I wish to be considered for a voluntary transfer or reassignment to a position of the same classification at:

A:

[REDACTED]

*Attentive and detail-oriented Bilingual registration clerk with 10 years of experience in Medical Assisting seeking a position as a CTE teacher. I have experience in both administrative and clinical duties and have a true passion for helping others*

## **EMPLOYMENT HISTORY**

**CTE Teacher/Health Career Academy Coordinator** 8/15/22 - Present

*Arvin High School, Arvin, CA*

- Taught Introduction to Medicine and Medical Terminology
- Curriculum development
- Lesson Planning
- Classroom Management
- Student Assessment
- Coordinated the Health Careers Academy, completing CAPAAR yearly forms and budgets.
- Advised HOSA Club on campus, visited numerous conferences for development and coordinating the HOSA club.

**Bilingual Registration Clerk** 10/15/18- 8/12/2022

*Arvin High School, Arvin, CA*

- Input registration packets
- Register new students, Data Entry
- Request and send student records
- Print Diplomas, organize and keep record of distribution
- Double check graduation status, end of year status, and tagging students for graduation
- Filing student work in cumulative files
- Organizing cumulative files
- Read transcripts, transcribe transcripts.

**School Health Assistant** 4/24/18 – 10/14/18

*Arvin High School, Arvin, CA*

- Ensure students are up to date on their immunizations
- Assist diabetic students with checking their blood sugars and taking appropriate dose of insulin
- Assist students with any injury or medical emergency
- Keep record of student's medical conditions and keeping them up to date
- Medication administration,
- Help cover other clerical positions when needed
- Ensure Accident reports are filled out correctly and turned in to district in a timely manner
- Ensure Doctor notes are directed to the correct staff members.

**Bilingual Instructional Aide, Kern High School District** 2/27/17 — 4/23/18

*Arvin High School, Arvin, CA*

- Work in the Special Ed department
- Assist student with work in class
- Translate I.E.P. Meetings
- Currently I am subbing for Special Ed secretary while she is out on maternity leave
- Tasks include answering phones, help manage IEP meetings, filing, mailing letters out to parents, delivering messages via email to case carriers, making copies, scanning and uploading documents, ordering office supplies

**Medical Assistant, Kern Medical** 1/26/2015 — 2/21/2017

*Bakersfield, CA*

- Work in the REACH Clinic, which follows a very specific PCMH model.
- Review medical history and medications
- Assist patient's with scheduling specialist appointments
- Answer multi-line phone calls, triage calls, return phone calls

- Call in prescriptions, refill prescriptions
- Call patients after appointment to ensure medication was picked up and instructions given at appointment were understood, and to answer any questions they may have.
- Ensure patients have transportation for future appointments whether at Kern Medical or other specialist
- Remind patients no less than 2 days before appointment to have any diagnostic testing done before attending their follow up
- Ensure patients were up to date on their annual screening exams
- Securely fax over patient medical records, prescription refills.

**Medical Assistant, Medical Associates of Bakersfield**

5/29/2012 — 12/19/2014

*Bakersfield, CA*

- Medical Assistant duties
- Interview patients on their medical history and medication list
- Discharge patients after seeing provider
- Answer phone calls, triage phone calls, returned phone calls
- Assist with scheduling appointments, submitting referrals
- Assist patients with scheduling specialist appointments
- Remind patients no less than 2 days before appointment to have any diagnostic testing done before attending their follow up
- Ensure patients were up to date on their annual screening exams
- Assist providers with disability forms, transportation forms
- Obtain medical records from hospitals, laboratories, and radiology groups
- Chart prep a day or two before appointment to ensure provider's orders were completed
- Obtain authorization from insurance companies, which included knowledge of ICD and CPT codes for billing

**Clinical Supervisor, San Joaquin Valley Pulmonary**

3/10/2010 — 5/14/2012

*Bakersfield, CA*

- Supervise clinic and employees
- Create employee schedules
- Assign employees to specific tasks in operating clinic flow
- Hold and run employee meetings
- Problem solving
- Payroll
- Assist with Vitals and rooming patient, discharging patients (Suture removals, administer injections, wound care, medication administration), refilling medications
- Organize and make Hospitalist hospital rounding lists
- Obtain authorization for hospital procedures done by doctor, which included knowledge of CPT codes and ICD codes for billing
- Coordinate with different hospital surgery schedules and the doctor's schedule in order to schedule Bronchoscopies.
- Ensure prepping charts was completed the day before doctor appointments

**Medical Assistant, The Heart Center**

12/1/2006 — 3/1/2010

*Bakersfield, CA*

- Interview patients to obtain medical histories, measure vital signs and record information on patients' charts
- Refer patients to Radiology offices
- Verbally and write orders for lab work
- Refer patients to other specialty or doctor offices
- Call in medication to pharmacies and write out prescriptions
- Properly fill out forms for patients (i.e. disability, transportation forms, etc.)
- Inventory Management
- Coordinate hospital procedures at different hospitals
- Effective schedule management of follow up appointments as well as multi diagnostic testing appointments.
- Accounts Receivable
- Operate Multi-line phones, fax machines, and copy machines
- Obtain insurance authorization from major insurance carriers following communication of patient histories, includes practice of knowledge of billing codes (CPT) and diagnosis codes (ICD).



# Brightwood College

1914 Wible Road Bakersfield, CA 93304

## Official Transcript

Page 1 of 1

Student: [REDACTED]

Student ID: [REDACTED]

DOB: [REDACTED]

Student GPA: 2.89

Date: 12/18/2018

Course Code	Course Description	Credits Attempt	Credits Earned	Grade	Quality Points
<b>Medical Assistant - Graduate Attend Dates: 5/8/2006 - 12/20/2006</b>					
Term: 0605M70 May 2006 Medical		05/08/06		06/02/06	
MA03	Intro to Word Processing & Transcription	2.00	2.00	A	8.00
MA10	Pharmacology	3.50	3.50	A	14.00
Term GPA: 4.00	Cum GPA: 4.00	5.50	5.50		22.00
<hr/>					
Term: 0606M70 June 2006 Medical		06/05/06		06/30/06	
MA04	Medical Insurance	2.00	2.00	A	8.00
MA11	Speciman Collection & Analysis	3.50	3.50	A	14.00
Term GPA: 4.00	Cum GPA: 4.00	5.50	5.50		22.00
<hr/>					
Term: 060703M70 July 3rd 2006 Medical		07/03/06		07/27/06	
MA05	Fundamentals of Office Accounting	2.00	2.00	B	6.00
MA12	Office Emergencies & Cardiac Care	3.50	3.50	A	14.00
Term GPA: 3.64	Cum GPA: 3.88	5.50	5.50		20.00
<hr/>					
Term: 060731MA70 July 31 2006 Medical		07/31/06		08/24/06	
MA06	Computerized Finance Management	2.00	2.00	C+	4.60
MA13	Hematology & Phlebotomy	3.50	3.50	C+	8.05
Term GPA: 2.30	Cum GPA: 3.48	5.50	5.50		12.65
<hr/>					
Term: 060828M70 August 28 2006 Medical		08/28/06		09/21/06	
MA07	Professional Development	3.00	3.00	A-	11.10
MA14	Human Development	4.00	4.00	C	8.00
Term GPA: 2.73	Cum GPA: 3.30	7.00	7.00		19.10
<hr/>					
Term: 060925M70 September 25 2006 Medical		09/25/06		10/19/06	
MA01	Record Management & Ethics	2.50	2.50	C	5.00
MA08	Patient Care Concepts	3.50	3.50	C-	5.95

Course Code	Course Description	Credits Attempted	Credits Earned	Grade	Quality Points
Term GPA: 1.83		Cum GPA: 3.05		6.00	10.95
<hr/>					
Term: 061023M70 October 23 2006 Medical		10/23/06		11/16/06	
MA02	Office Management & Communication	2.50	2.50	C+	5.75
MA09	Minor Office Surgery	3.50	3.50	C-	5.95
Term GPA: 1.95	Cum GPA: 2.89	6.00	5.00		11.70
<hr/>					
Term: 061120EXT70 November 20 2006 Externship		11/20/06		01/19/07	
MA15	Externship	5.00	5.00	P	0.00
Term GPA: 0.00	Cum GPA: 2.89	5.00	5.00		0.00
<hr/>					
Medical Assistant - Graduate		GPA: 2.89		46.00	46.00

\*\*\* End of Transcript \*\*\*

Authorized Signature:

*Richard Sam Dillon*

Date: 12/18/2018

\*\* Indicates Retaken Course  
R\* Indicates Retaken Override

Not official without authorized signature.

# Indicates Pass/Fail Course  
" Indicates Associated Course

Record of: [REDACTED]  
Current Name: [REDACTED]

Issued To: [REDACTED]

Course Level: Bakersfield  
Student Type: Returning student  
High School: Arvin High 01-JUN-2001  
First Admit: Summer 2003  
Last Admit: Fall 2020

SUBJ NO. COURSE TITLE CRED GRD PTS R

Institution Information continued:  
Ehrs: 6.00 GPA-Hrs: 6.00 QPts: 18.00 GPA: 3.00  
Good Standing

Current Program  
College : Bakersfield College  
Major : Biology

Spring 2018  
HIST B17A History of the United States 0.00 W 0.00  
MATH B1B Precalculus II 0.00 W 0.00  
Ehrs: 0.00 GPA-Hrs: 0.00 QPts: 0.00 GPA: 0.00  
Good Standing

SUBJ NO. COURSE TITLE CRED GRD PTS R

TRANSFER CREDIT ACCEPTED BY THE INSTITUTION:

FA 01--FA 03 Calif State Univ, Bakersfield

Summer 2018  
HIST B17B History/United States, 1870 3.00 B 9.00 I  
Ehrs: 3.00 GPA-Hrs: 3.00 QPts: 9.00 GPA: 3.00  
Good Standing

ANTH B2 Cultural Anthropology 3.34 F  
ART B1 Art Appreciation 3.34 A  
COMM B1 Public Speaking 3.34 F  
ENGL B1A Expository Composition 3.34 B+  
GNST 140 ReEntry/Educ Women on Campus 1.34 A  
GNST 157 Advancing Academic Confidence 1.34 P  
GNST 171 Leadership & Public Speakg 1.34 A  
GNST 287A Occupational Opprt I 1.34 F  
MATH B1A Precalculus I 3.34 C  
MATH B22 Elem Probability/Statistics 3.34 D-  
MATH B70 Intern Algebra 3.34 B  
PHED B6WT Coed Activity/Weight Training 1.34 F  
PHIL B7 Introduction to Logic 3.34 F  
PSYC B1A General Psychology 3.34 D-  
SOC1 B1 Introduction to Sociology 3.34 F  
SPST 103 Funding Your Education 1.34 P  
SPST 165A CAMP Career Dev I 1.33 A-  
STDV 210 Succeeding in College 0.67 A  
STDV B1 Educational Planning 1.34 B  
THEA B2A Elements of Acting 3.34 D  
Ehrs: 25.40 GPA-Hrs: 32.08 QPts: 66.76 GPA: 2.08

E Fall 2018  
PSYC B33 Psych of Personl/Soc Adjustmnt 0.00 W 0.00  
Ehrs: 0.00 GPA-Hrs: 0.00 QPts: 0.00 GPA: 0.00  
Good Standing

Spring 2021  
BSAD B53A Introduction to Accounting I 3.00 F 0.00 I  
E BSAD B64 Ten-Key Proficiency 0.50 A 2.00  
Ehrs: 0.50 GPA-Hrs: 3.50 QPts: 2.00 GPA: 0.57  
Good Standing

E Spring 2022  
E ART B2 Drawing I 3.00 A 12.00  
Ehrs: 3.00 GPA-Hrs: 3.00 QPts: 12.00 GPA: 4.00  
Good Standing

\*\*\*\*\* TRANSCRIPT TOTALS \*\*\*\*\*  
TOTAL INSTITUTION Earned Hrs GPA Hrs Points GPA  
31.50 34.50 94.00 2.72  
TOTAL TRANSFER 25.40 32.08 66.76 2.08

INSTITUTION CREDIT:

Spring 2006  
ACCT B53A Introduction to Accounting I 3.00 F 0.00 E  
Ehrs: 0.00 GPA-Hrs: 0.00 QPts: 0.00 GPA: 0.00  
Good Standing

Summer 2016  
PHIL B7 Introduction to Logic 3.00 B 9.00  
Ehrs: 3.00 GPA-Hrs: 3.00 QPts: 9.00 GPA: 3.00  
Not Eligible for Standing

Fall 2016  
COMM B1 Public Speaking 3.00 A 12.00 I  
POLS B1 Amer Government/Nat1,St,Local 3.00 A 12.00  
Ehrs: 6.00 GPA-Hrs: 6.00 QPts: 24.00 GPA: 4.00  
Good Standing

Spring 2017  
MATH B22 Elem Probability and Statistics 4.00 C 8.00 I  
PHIL B6A Introduction to Philosophy 3.00 C 6.00  
PSYC B1A General Psychology 3.00 C 6.00 I  
Ehrs: 10.00 GPA-Hrs: 10.00 QPts: 20.00 GPA: 2.00  
Good Standing

Fall 2017  
ENGL B1B Intro to Types of Literature 3.00 B 9.00  
HIST B17B History/United States, 1870 3.00 F 0.00 E  
SOC1 B1 Introduction to Sociology 3.00 B 9.00 I

\*\*\*\*\* CONTINUED ON NEXT COLUMN \*\*\*\*\*

OVERALL 56.90 66.58 160.76 2.41  
\*\*\*\*\* END OF TRANSCRIPT \*\*\*\*\*



# Certree

## CERTIFIED

Official Academic Transcript  
for [REDACTED]

To view and verify the authenticity of this document, **click on or scan** the QR code above to access on [certree.com](https://certree.com).

Alternatively, go to [certree.com/access-document](https://certree.com/access-document) and type in the access code below:

Access expires on  
May 16, 2024

If you have trouble to access the document, please contact [support@certree.com](mailto:support@certree.com)

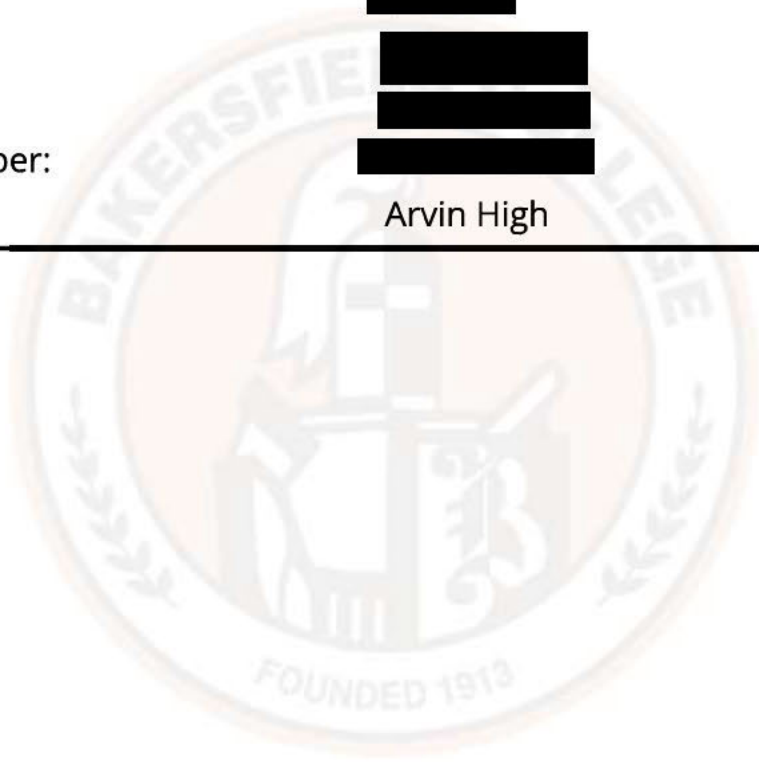


# BAKERSFIELD COLLEGE

1801 PANORAMA DR,  
Bakersfield, California 93305, US

## Official Academic Transcript

Student Information	
First Name:	[REDACTED]
Middle Name:	[REDACTED]
Last Name:	[REDACTED]
Student ID:	[REDACTED]
Date Of Birth:	[REDACTED]
Social Security Number:	[REDACTED]
High School:	Arvin High



## Transfer Credit Accepted By Institution

### Calif State Univ,Bakersfield (FA 01--FA 03)

SUBJECT NO.	GRADE	CREDIT	COURSE TITLE		
ANTH-B2	F	3.34	Cultural Anthropology		
ART-B1	A	3.34	Art Appreciation		
ENGL-B1A	B+	3.34	Expository Composition		
SPST-103	P	1.34	Funding Your Education		
GNST-140	A	1.34	ReEntry/Educ Women on Campus		
GNST-157	P	1.34	Advancing Academic Confidence		
STDV-B1	B	1.34	Educational Planning		
SPST-165A	A-	1.33	CAMP Career Dev I		
GNST-171	A	1.34	Leadership & Public Speakg		
STDV-210	A	0.67	Succeeding in College		
GNST-287A	F	1.34	Occupatinal Opprt I		
MATH-B22	D-	3.34	Elem Probability/Statistics		
MATH-B70	B	3.34	Interm Algebra		
PHED-B6WT	F	1.34	Coed Activity/Weight Training		
PHIL-B7	F	3.34	Introduction to Logic		
PSYC-B1A	D-	3.34	General Psychology		
SOCI-B1	F	3.34	Introduction to Sociology		
THEA-B2A	D	3.34	Elements of Acting		
COMM-B1	F	3.34	Public Speaking		
MATH-B1A	C	3.34	Precalculus I		
<b>Units Attempted</b>		<b>Units Earned</b>	<b>GPA Points</b>	<b>GPA</b>	
48.12		25.4	66.763	2.63	

## Institution Credit

### Spring 2006

SUBJ NO.	GRD	CRED	PTS	R	COURSE TITLE		
ACCT-B53A	F	0	0	E	Introduction to Accounting I		
<b>Term Units Attempted</b>		<b>Term Units Earned</b>		<b>Term GPA Units</b>	<b>Term Grade Point</b>	<b>Term GPA</b>	
3		0		0	0	0	
Good Standing							

**Summer 2016**

SUBJ NO.	GRD	CRED	PTS	R	COURSE TITLE	
PHIL-B7	B	3	9		Introduction to Logic	
Term Units Attempted		Term Units Earned		Term GPA Units	Term Grade Point	Term GPA
3		3		3	9	3

Not Eligible for Standing

**Fall 2016**

SUBJ NO.	GRD	CRED	PTS	R	COURSE TITLE	
COMM-B1	A	3	12	I	Public Speaking	
POLS-B1	A	3	12		Amer Government/Natl,St,Local	
Term Units Attempted		Term Units Earned		Term GPA Units	Term Grade Point	Term GPA
6		6		6	24	4

Good Standing

**Spring 2017**

SUBJ NO.	GRD	CRED	PTS	R	COURSE TITLE	
MATH-B22	C	4	8	I	Elem Probability and Statstics	
PHIL-B6A	C	3	6		Introduction to Philosophy	
PSYC-B1A	C	3	6	I	General Psychology	
Term Units Attempted		Term Units Earned		Term GPA Units	Term Grade Point	Term GPA
10		10		10	20	2

Good Standing

**Fall 2017**

SUBJ NO.	GRD	CRED	PTS	R	COURSE TITLE	
ENGL-B1B	B	3	9		Intro to Types of Literature	
HIST-B17B	F	3	0	E	History/United States, 1870	
SOCI-B1	B	3	9	I	Introduction to Sociology	
Term Units Attempted		Term Units Earned		Term GPA Units	Term Grade Point	Term GPA
9		6		6	18	3

Good Standing

**Spring 2018**

SUBJ NO.	GRD	CRED	PTS	R	COURSE TITLE
HIST-B17A	W	3	0		History of the United States
MATH-B1B	W	4	0		Precalculus II

Term Units Attempted	Term Units Earned	Term GPA Units	Term Grade Point	Term GPA
7	0	7	0	0

Good Standing

**Summer 2018**

SUBJ NO.	GRD	CRED	PTS	R	COURSE TITLE
HIST-B17B	B	3	9	I	History/United States, 1870

Term Units Attempted	Term Units Earned	Term GPA Units	Term Grade Point	Term GPA
3	3	3	9	3

Good Standing

**Fall 2018**

SUBJ NO.	GRD	CRED	PTS	R	COURSE TITLE
PSYC-B33	W	3	0		Psych of Personl/Soc Adjustmnt

Term Units Attempted	Term Units Earned	Term GPA Units	Term Grade Point	Term GPA
3	0	3	0	0

Good Standing

**Spring 2021**

SUBJ NO.	GRD	CRED	PTS	R	COURSE TITLE
BSAD-B53A	F	3	0	I	Introduction to Accounting 1
BSAD-B64	A	0.5	2		Ten-Key Proficiency

Term Units Attempted	Term Units Earned	Term GPA Units	Term Grade Point	Term GPA
3.5	0.5	3.5	2	0.57

Good Standing

**Spring 2022**

SUBJ NO.	GRD	CRED	PTS	R	COURSE TITLE
ART-B2	A	3	12		Drawing I

Term Units Attempted	Term Units Earned	Term GPA Units	Term Grade Point	Term GPA
3	3	3	12	4

Good Standing

**Spring 2023**

SUBJ NO.	GRD	CRED	PTS	R	COURSE TITLE
SOCI-B2	F	3	0		Problems of Modern Society

Term Units Attempted	Term Units Earned	Term GPA Units	Term Grade Point	Term GPA
3	0	3	0	0

Good Standing

**Summer 2023**

SUBJ NO.	GRD	CRED	PTS	R	COURSE TITLE
ASTR-B3	A	3	12		Solar System
KINS-B21WJ	W	1	0		Fitness Walking and Jogging

Term Units Attempted	Term Units Earned	Term GPA Units	Term Grade Point	Term GPA
4	3	4	12	4

Good Standing

**Fall 2023**

SUBJ NO.	GRD	CRED	PTS	R	COURSE TITLE
BIOL-B11	B	4	12		Concepts of Biology
PHIL-B9	F	3	0		Critical Thinking/Adv Composit

Term Units Attempted	Term Units Earned	Term GPA Units	Term Grade Point	Term GPA
7	4	7	12	1.71

Good Standing



## Transcript Totals

	Total Units Attempted	Total Units Earned	Total Grade Points	Grade Points Average
All	112.62	63.9	184.763	2.32
Transfer Institution	48.12	25.4	66.763	2.08
	64.5	38.5	118	2.48

### Issued By:

Institution Name:

Bakersfield College

Website:

[www.bakersfieldcollege.edu](http://www.bakersfieldcollege.edu)

Issue Date:

04/15/2024 08:42 PM



## Bakersfield College Official Transcript Legend, 1801 Panorama Drive, Bakersfield, CA 93305

Bakersfield College is a two-year community college regionally accredited by the Western Association of Schools and Colleges. The College operates on a semester calendar of 18 weeks until August 2002. From that date the College operates on a 16-week semester, length of summer semester varies. One unit of credit represents 18 hours of lecture or 54 hours of laboratory work.

Beginning with the Fall Semester 1987, Bakersfield College implemented an online-computer generated transcript system, however, existing student records were not converted to the new system. Therefore, transcripts of course work completed prior to Fall 1987 will be reproduced in a different format on a separate sheet. All grades are final and are not subject to change except as outlined within the California Education Code. Proficiency: Students must meet learning skills requirements before a certificate, Associate degree, and/or Bachelor's degree will be granted. Bakersfield College offers upper-division courses. Please see the college catalog for more details. Campus Designator: "B" in front of the course title signifies a Bakersfield College course.

**Academic Record Symbols and Grade Point Average:** (California Administrative Code, Title V, et.seq.) Grades from the grading scale shall be average based on the equivalencies to determine a student's grade point average listing using only the following symbols:

Symbol	Definitions	Grade Point
A	Excellent	4
B	Good	3
C	Satisfactory	2
D	Passing, less than satisfactory	1
F	Failing	0

Symbol	Not Counted in Grade Point Average
UG	College designated as ungraded
AU	Audit
SP	Satisfactory Progress
CR	Credit (issued until Spring 2009), at least satisfactory
NC	No Credit (issued until Spring 2009), less than satisfactory
P	Pass (issued beginning Spring 2009), at least satisfactory
NP	No Pass (issued beginning Spring 2009), less than satisfactory
TR	Transfer credit accepted, at least satisfactory
I	Incomplete. Academic work for unforeseeable emergencies and justifiable reasons. It is a temporary notation to be replaced by instructor's final grade.
IP	In Progress. Denotes class extends beyond end of the normal term and finals grades await course completion.
RD	Report Delayed. Assigned by Registrar to denote delay of grade report beyond control of student. It is a temporary notation to be replaced by instructor's final grade.
W	Withdrawal
EW	Extenuating Withdrawal
MW	Military Withdrawal
*	Not included in GPA calculation: course credit taken for High School credit or Academic Renewal policy has been applied
E	Repeated course excluded from GPA and credits earned, symbol found at the end of a course row
I	Repeated course included in GPA and credit earned, symbol found at the end of a course row
A	Repeated course included in GPA, excluded from credits earned, symbol found at the end of a course row
X	Repeated course from another institution, excluded from GPA and credits earned
@	Included in GPA, excluded from credit earned
P	Posted for nursing admission, excluded from GPA and credits earned

Academic Standing Notations	Scholars standing is indicated by one of the following:
Good Standing	Students maintain satisfactory academic and progress standards. Students are in good standing unless otherwise indicated.
Academic or Progress Probation	A student is below acceptable academic or progress standard of the college but is eligible to continue in attendance.
Disqualified	A student is dismissed for unsatisfactory academic or progress achievement.

This academic transcript from Bakersfield College located in Bakersfield, CA is being provided to you by Certree. Under the provisions of, and subject to, the Family Educational Rights and Privacy Act of 1974. Certree is acting on behalf of Bakersfield College in facilitating the delivery of academic transcripts from Bakersfield College to other colleges, universities, and third parties. This secure transcript has been delivered electronically by Certree. Any questions about the validity of the information you are receiving should be directed to: Office of Admissions and Records, Bakersfield College, 1801 Panorama Drive, Bakersfield, CA 93305. Tel: (661) 395-4301.

## **Institute for International Credentials Evaluations at California State University, Fresno (IICE)**

5150 North Maple Avenue, M/S JA56

At California State University, Fresno

Fresno, CA 93740-8026

(559) 278-7622

Fax: (559) 278-7879

Email: [credeval@iicecsufresno.net](mailto:credeval@iicecsufresno.net)

Website: <http://www.fresnostate.edu/studentaffairs/issp/iice/>

**NOTE:** IICE closed June 30, 2014. Individuals in need of reports that were completed before this date can consult the Fresno State web page at <http://www.fresnostate.edu/studentaffairs/issp/iice/> for directions.

## **International Education Research Foundation, Inc. Credentials Evaluation Service (IERF)**

P.O. Box 3665

Culver City, CA 90231-3665

(310) 258-9451

Fax: (310) 342-7086

Email: [info@ierf.org](mailto:info@ierf.org)

Website: <http://www.ierf.org>

*Request a Detailed Report. On an IERF's application, Section 2, please check the following:*

1. *Professional Licensing/Certification.*

*Field: **Teaching***

*State: **CA***

## **World Education Services (WES)**

P.O. Box 5087

Bowling Green Station

New York, NY 10274-5087

Telephone: (212) 966-6311

Fax: (212) 739-6239

Email: [info@wes.org](mailto:info@wes.org)

Website: <http://www.wes.org>

## **Additional Information**

All of the listed evaluation agencies offer rush services at an additional cost. Contact the agency for more information on fees and other requirements for the evaluation.

If you are seeking a credential to teach in the public schools of California, refer to the leaflets below for specific requirements for teachers prepared outside of the United States.

- Elementary Teaching (Multiple Subject Teaching Credential) ([CL-871](#))
- Secondary Teaching (Single Subject Teaching Credential) ([CL-870](#))
- Special Education Teaching (Education Specialist Instruction Teaching Credential) ([CL-872](#))
- Day-to-Day Substitute Teaching (Emergency 30-Day Substitute Teaching Permit) ([CL-505P](#))
- All Other Teaching – visit the Commission's website at <http://www.ctc.ca.gov>