## <u>Proposed Addition to District Board Policy</u> <u>Section Four – Students/Instructional Services</u>

Procedure 4D2B2

## **Certificates**

1) Procedure for completing Job Skills Certificate Approval Form:

- a) <u>Complete Approval Form for the Job Skills Certificate, adhering to</u> <u>instructions pertaining to specific levels (Appendix 4D2B2).</u>
- b) Obtain appropriate signatures.

Reviewed by Chancellor's Cabinet April 13, 2010

Reviewed by District Consultation Council April 13, 2010