

PETITION – For Certificate of Achievement

***** PROPERTY MANAGEMENT *****

Please complete this petition and return to: Academic Affairs in the Admin 1 Bungalow (818) 947-2326

NOTE: CERTIFICATE REQUESTS MAY TAKE UP TO 60 DAYS TO PROCESS.

NAME _____ ID # 88 _____

Address _____ Phone (H) _____ (W) _____

City _____ State _____ Zip Code _____

E-Mail Address _____

Date _____ Student's Signature _____

Gender (optional for Federal statistics) Female Male

All courses must be completed with a grade of "C" or better.

REQUIRED COURSES (must complete all below):		Units	Grade	Course taken at:		Verified by:
				LAVC	College Name:	
REAL ES 1	Real Estate Principles	3				<input type="checkbox"/>
REAL ES 5	Legal Aspects of Real Estate I	3				<input type="checkbox"/>
REAL ES 7*	Real Estate Finance 1	3				<input type="checkbox"/>
REAL ES 14	Property Management	3				<input type="checkbox"/>
REQUIRED UNITS SUBTOTAL		12				

ELECTIVE COURSES (must complete 2 courses below):		Units	Grade	Course taken at:		Verified by:
				LAVC	College Name:	
ACCT 1	Introductory Accounting I	(5)				<input type="checkbox"/>
ACCT 21	Bookkeeping & Accounting I	(3)				<input type="checkbox"/>
ACCT 22*	Bookkeeping & Accounting II	(3)				<input type="checkbox"/>
BUS 1	Introduction to Business	(3)				<input type="checkbox"/>
MGMT 1	Principles of Management	(3)				<input type="checkbox"/>
REAL ES 21*	Real Estate Economics	(3)				<input type="checkbox"/>
ELECTIVE UNITS SUBTOTAL		6-8				
MINIMAL NUMBER OF UNITS REQUIRED =		18-20		= TOTAL REQ'D & ELECTIVE UNITS COMPLETED		

*This course has a prerequisite.

RESIDENCY REQUIREMENT: 1/5th or 20% of the units required for an occupational certificate be taken (in residence) at LAVC. Less than .5 units are rounded down to the nearest unit, .5 and more are rounded up. For classes completed at colleges other than LAVC an official sealed transcript must be submitted with this petition.

Approved Denied FOR OFFICIAL USE ONLY

Reason _____

Dept. Chair Signature

Date

Dean Academic Affairs

Date