

2021-2022 APPORTIONMENT ATTENDANCE REPORT

Period: Annual

District: West Valley-Mission

CERTIFICATION

I, the District Chief Executive Officer, hereby certify that, to the best of my knowledge and belief (1) this report is true and correct, and (2) all data have been reported and compiled in accordance with provisions of the Education Code and Title 5 regulations adopted by the Board of Governors and instructions on this form.

I further certify that I have determined through consultation with staff directly responsible that (1) FTES reported on this form for State apportionments includes only courses which had received individual prior approval or were part of programs with prior approval by the governing board of the district and the Chancellor's Office; (2) no attendance has been reported for: (a) courses which do not fully comply with Title 5 Section 58051.5 relative to open enrollment and participation by any person who is otherwise qualified and eligible for admission to the college, except for inmate education courses maintained pursuant to Title 5 Section 58051.6, or (b) courses excluded from State apportionments by Education Code Section 8538 or, (c) indentured apprentices in courses of related and supplemental instruction maintained pursuant to Section 3074 of the Labor Code; and (3) all FTES eligible for State support have been reported whether or not funding is available.

The original signature of the district Chief Executive Officer is required.

Chief Executive Officer: Bradley Davis

Signature: 

Signature Date: JULY 19, 2022

Electronic Certification Date: Thursday, July 14, 2022

District Contact Person: Ngoc Chim

Title: AVC Finance and Administration

Phone: (408) 741-2078

Email: ngoc.chim@wvm.edu

Please return completed form to:

**CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE
FISCAL SERVICES UNIT
1102 Q STREET, 4th Floor
SACRAMENTO, CA 95811-6511**

2021-2022 APPORTIONMENT ATTENDANCE REPORT

Period: Annual

District: West Valley-Mission

PART I. FULL-TIME EQUIVALENT STUDENTS

	State Residents (and Nonresidents Attending Noncredit Courses)	
	Attendance FTES	Factored FTES
Summer Intersession (Summer 2021 Only)		
1. Noncredit (Parts IV.A.1 + VII.A.3)	67.94	67.94
2. Credit (Parts III.A.1 + VI.A.1)	1,252.08	1,252.08
Summer Intersession Courses (Summer 2022 Prior to July 1, 2022)		
1. Noncredit (Parts IV.B.1 + VII.B.3)	2.28	2.28
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)	31.83	31.83
Primary Terms (Exclusive of Summer Intersession)		
1. Census Procedure Courses		
(a) Weekly Census Contact Hours (Part II)	3,501.21	3,501.21
(b) Daily Census Contact Hours (Part III)	188.88	188.88
2. Actual Hours of Attendance Procedure Courses		
(a) Noncredit (Part IV.C)	376.10	376.10
(b) Credit (Part IV.D)	50.75	50.75
3. Alternative Attendance Accounting Procedure Courses		
(a) Weekly Census Procedure Courses (Part V)(Credit)	3,154.22	3,154.22
(b) Daily Census Procedure Courses (Part V)(Credit)	1,210.58	1,210.58
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	59.26	59.26
Total FTES		
Total Credit FTES	9,389.55	9,389.55
Total Noncredit FTES	505.58	505.58
Total FTES	9,895.13	9,895.13

Supplemental Information	FTES
Inservice Training Courses	0.00
Basic Skills Courses and Immigrant Education (Noncredit)	33.43
Basic Skills Courses and Immigrant Education (Credit)	222.84

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District: West Valley-Mission

PART I. FULL-TIME EQUIVALENT STUDENTS

Nonresidents	
Attendance FTES	Factored FTES

Summer Intersession (Summer 2021 Only)

1. Noncredit (Parts IV.A.1 + VII.A.3)	0.00	0.00
2. Credit (Parts III.A.1 + VI.A.1)	21.02	21.02

Summer Intersession Courses (Summer 2022 Prior to July 1, 2022)

1. Noncredit (Parts IV.B.1 + VII.B.3)	0.00	0.00
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)	1.21	1.21

Primary Terms (Exclusive of Summer Intersession)

1. Census Procedure Courses

(a) Weekly Census Contact Hours (Part II)	115.36	115.36
(b) Daily Census Contact Hours (Part III)	6.46	6.46

2. Actual Hours of Attendance Procedure Courses

(a) Noncredit (Part IV.C)	0.00	0.00
(b) Credit (Part IV.D)	0.61	0.61

3. Alternative Attendance Accounting Procedure Courses

(a) Weekly Census Procedure Courses (Part V)(Credit)	95.79	95.79
(b) Daily Census Procedure Courses (Part V)(Credit)	31.77	31.77
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	0.00	0.00

Total FTES

Total Credit FTES	272.22	272.22
Total Noncredit FTES	0.00	0.00
Total FTES	272.22	272.22

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College: Mission College

PART I. FULL-TIME EQUIVALENT STUDENTS

	State Residents (and Nonresidents Attending Noncredit Courses)	
	Attendance FTES	Factored FTES
Summer Intersession (Summer 2021 Only)		
1. Noncredit (Parts IV.A.1 + VII.A.3)	18.52	18.52
2. Credit (Parts III.A.1 + VI.A.1)	713.24	713.24
Summer Intersession Courses (Summer 2022 Prior to July 1, 2022)		
1. Noncredit (Parts IV.B.1 + VII.B.3)	0.00	0.00
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)	13.22	13.22
Primary Terms (Exclusive of Summer Intersession)		
1. Census Procedure Courses		
(a) Weekly Census Contact Hours (Part II)	1,357.83	1,357.83
(b) Daily Census Contact Hours (Part III)	91.91	91.91
2. Actual Hours of Attendance Procedure Courses		
(a) Noncredit (Part IV.C)	73.44	73.44
(b) Credit (Part IV.D)	33.08	33.08
3. Alternative Attendance Accounting Procedure Courses		
(a) Weekly Census Procedure Courses (Part V)(Credit)	1,731.05	1,731.05
(b) Daily Census Procedure Courses (Part V)(Credit)	553.65	553.65
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	58.13	58.13
Total FTES		
Total Credit FTES	4,493.98	4,493.98
Total Noncredit FTES	150.09	150.09
Total FTES	4,644.07	4,644.07

Supplemental Information	FTES
Inservice Training Courses	0.00
Basic Skills Courses and Immigrant Education (Noncredit)	23.18
Basic Skills Courses and Immigrant Education (Credit)	165.49

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College: Mission College

PART I. FULL-TIME EQUIVALENT STUDENTS

Nonresidents	
Attendance FTES	Factored FTES

Summer Intersession (Summer 2021 Only)

1. Noncredit (Parts IV.A.1 + VII.A.3)	0.00	0.00
2. Credit (Parts III.A.1 + VI.A.1)	11.87	11.87

Summer Intersession Courses (Summer 2022 Prior to July 1, 2022)

1. Noncredit (Parts IV.B.1 + VII.B.3)	0.00	0.00
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)	0.00	0.00

Primary Terms (Exclusive of Summer Intersession)

1. Census Procedure Courses

(a) Weekly Census Contact Hours (Part II)	45.66	45.66
(b) Daily Census Contact Hours (Part III)	3.69	3.69

2. Actual Hours of Attendance Procedure Courses

(a) Noncredit (Part IV.C)	0.00	0.00
(b) Credit (Part IV.D)	0.48	0.48

3. Alternative Attendance Accounting Procedure Courses

(a) Weekly Census Procedure Courses (Part V)(Credit)	64.89	64.89
(b) Daily Census Procedure Courses (Part V)(Credit)	18.25	18.25
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	0.00	0.00

Total FTES

Total Credit FTES	144.84	144.84
Total Noncredit FTES	0.00	0.00
Total FTES	144.84	144.84

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College: Mission College

ADJUSTMENT TO FULL-TIME EQUIVALENT STUDENTS (FTES)

Reference: Education Code Section 84890 Title 5 Sections 55700ff, 55720ff	Total Faculty Contact Hours of Instruction Released for Flex-Time Activities (see Instructions 2 & 3)	Total Faculty Contact Hours of Instruction (Actual Teaching Hours) of All Instructors in the Academic Year Exclusive of any Intersession (see Instructions 5)	F Factor
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A. Credit Courses

1. Weekly Census Procedure Courses			
2. Daily Census Procedure Courses	0.00	0.00	1.0000
3. Positive Attendance Credit Courses	0.00	0.00	1.0000
4. Alternative Attendance Accounting Procedure			
a. Weekly Census Procedure Courses			
b. Daily Census Procedure Courses	0.00	0.00	1.0000

B. Noncredit Courses

1. Positive Attendance	0.00	0.00	1.0000
2. Noncredit Distance Education	0.00	0.00	1.0000

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College: West Valley College

PART I. FULL-TIME EQUIVALENT STUDENTS

State Residents (and Nonresidents Attending Noncredit Courses)	
Attendance FTES	Factored FTES

Summer Intersession (Summer 2021 Only)

1. Noncredit (Parts IV.A.1 + VII.A.3)	49.42	49.42
2. Credit (Parts III.A.1 + VI.A.1)	538.84	538.84

Summer Intersession Courses (Summer 2022 Prior to July 1, 2022)

1. Noncredit (Parts IV.B.1 + VII.B.3)	2.28	2.28
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)	18.61	18.61

Primary Terms (Exclusive of Summer Intersession)

1. Census Procedure Courses

(a) Weekly Census Contact Hours (Part II)	2,143.38	2,143.38
(b) Daily Census Contact Hours (Part III)	96.97	96.97

2. Actual Hours of Attendance Procedure Courses

(a) Noncredit (Part IV.C)	302.66	302.66
(b) Credit (Part IV.D)	17.67	17.67

3. Alternative Attendance Accounting Procedure Courses

(a) Weekly Census Procedure Courses (Part V)(Credit)	1,423.17	1,423.17
(b) Daily Census Procedure Courses (Part V)(Credit)	656.93	656.93
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	1.13	1.13

Total FTES

Total Credit FTES	4,895.57	4,895.57
Total Noncredit FTES	355.49	355.49
Total FTES	5,251.06	5,251.06

Supplemental Information	FTES
Inservice Training Courses	0.00
Basic Skills Courses and Immigrant Education (Noncredit)	10.25
Basic Skills Courses and Immigrant Education (Credit)	57.35

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College: West Valley College

PART I. FULL-TIME EQUIVALENT STUDENTS

	Nonresidents	
	Attendance FTES	Factored FTES
Summer Intersession (Summer 2021 Only)		
1. Noncredit (Parts IV.A.1 + VII.A.3)	0.00	0.00
2. Credit (Parts III.A.1 + VI.A.1)	9.15	9.15
Summer Intersession Courses (Summer 2022 Prior to July 1, 2022)		
1. Noncredit (Parts IV.B.1 + VII.B.3)	0.00	0.00
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)	1.21	1.21
Primary Terms (Exclusive of Summer Intersession)		
1. Census Procedure Courses		
(a) Weekly Census Contact Hours (Part II)	69.70	69.70
(b) Daily Census Contact Hours (Part III)	2.77	2.77
2. Actual Hours of Attendance Procedure Courses		
(a) Noncredit (Part IV.C)	0.00	0.00
(b) Credit (Part IV.D)	0.13	0.13
3. Alternative Attendance Accounting Procedure Courses		
(a) Weekly Census Procedure Courses (Part V)(Credit)	30.90	30.90
(b) Daily Census Procedure Courses (Part V)(Credit)	13.52	13.52
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	0.00	0.00
Total FTES		
Total Credit FTES	127.38	127.38
Total Noncredit FTES	0.00	0.00
Total FTES	127.38	127.38

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College: West Valley College

ADJUSTMENT TO FULL-TIME EQUIVALENT STUDENTS (FTES)

Reference: Education Code Section 84890 Title 5 Sections 55700ff, 55720ff	Total Faculty Contact Hours of Instruction Released for Flex-Time Activities (see Instructions 2 & 3)	Total Faculty Contact Hours of Instruction (Actual Teaching Hours) of All Instructors in the Academic Year Exclusive of any Intersession (see Instructions 5)	F Factor
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A. Credit Courses

1. Weekly Census Procedure Courses	0.00	0.00	1.0000
2. Daily Census Procedure Courses	0.00	0.00	1.0000
3. Positive Attendance Credit Courses	0.00	0.00	1.0000
4. Alternative Attendance Accounting Procedure a. Weekly Census Procedure Courses b. Daily Census Procedure Courses	0.00	0.00	1.0000

B. Noncredit Courses

1. Positive Attendance	0.00	0.00	1.0000
2. Noncredit Distance Education	0.00	0.00	1.0000

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District: West Valley-Mission

PART IX. AB 540 Headcount, Special Admit FTES, Inmate FTES, and Apprenticeship FTES

AB 540 Headcount Report

In the space provided below, for the District as a whole, please provide the total number of students who received the Nonresident tuition fee exemption under AB 540 for the Fiscal Year. This total should include any student that was considered to be an AB 540 student during any part of a term/session and should be an unduplicated student headcount (e.g. please count each student only once, regardless of how many terms/sessions they attended). This data collection will be considered to be a limited survey instrument and not tied or associated with FTES counts. Supporting documentation does not need to be submitted with this report.

Headcount	288
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Special Admit (Full-Time and Part-Time) P.E. Credit FTES Report

In the spaces provided below, please provide the requested districtwide Fiscal Year FTES information of special "admit" part-time and full-time students eligible to attend the Colleges of the District pursuant to Education Code Section 48800 or 48800.5. Please refer to Legal Advisory 05-01 and the Contracted District Audit Manual for the Fiscal Year, State Compliance Item No. 427.

Credit FTES of Special Part-time and Full-time Students (Column 1)	Noncredit FTES of Special Part-time and Full-time Students (Column 2)	Total FTES of Special Part-Time and Full-Time Students (Column 3)	Total FTES of Special Part-Time and Full-Time Students in P.E. Courses (Column 4)	Total Reported* FTES of Special Part-Time and Full-Time Students in P.E. Courses (Column 5)	Percent of Reported* FTES of Special Part-Time and Full-Time Students in P.E. Courses (Column 5/Column 3)
716.38	0.00	716.38	34.35	34.35	4.79 %

Inmates in Correctional Facilities FTES

In the spaces provided below, please provide the requested districtwide Fiscal Year FTES information of incarcerated students eligible to attend the Colleges of the District pursuant to Education Code Section 84810.5(a).

Credit FTES of Incarcerated Students (Column 1)	Noncredit FTES of Incarcerated Students (Column 2)	Total FTES of Incarcerated Students (Column 3)
2.61	0.00	2.61

Apprenticeship FTES

In the spaces provided below, please provide the total FTES generated by apprenticeship students enrolled in community college apprenticeship courses pursuant to Education Code section 79149.1.

Credit FTES of apprentices enrolled in apprenticeship courses (Column 1)	Noncredit FTES of apprentices enrolled in apprenticeship courses (Column 2)	Total FTES of apprentices enrolled in apprenticeship courses (Column 3)
39.22	0.00	39.22

* Reported FTES amounts should represent amounts that are subsets of FTES data certified and reported in the Annual CCFS-320 - Resident FTES, Part I, A through D. FTES shall be computed and rounded to two decimal places. Supporting documentation does not need to be submitted with this report, but should be retained by the District as records back to audit pursuant to Title 5 Section 59025.

California Community Colleges

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CAREER DEVELOPMENT AND COLLEGE PREPARATION Noncredit FTES

Control Number	Course ID	Course Title	Total FTES	Number of Sections
CCC000607955	CAP100	Learning the Keyboard Noncredit	0.00	0
CCC000607956	CAP101	Computers Simplified for Beginning Learners Noncredit	0.00	0
CCC000604324	NCBK001	Payroll Accounting and Bookkeeping	2.41	1
CCC000604325	NCBK002	Fundamentals of Accounting and Bookkeeping	0.00	0
CCC000604326	NCBK003	Financial Principles of Accounting and Bookkeeping	0.00	0
CCC000623215	NCBU001	Principles and Fundamentals of Accounting and Bookkeeping	6.51	3
CCC000623216	NCBU002	Payroll Accounting and Bookkeeping	5.37	2
CCC000622956	NCBU004	Excel for Accounting and Bookkeeping	4.07	3
CCC000622957	NCBU006	Quickbooks: Set-up and Services Business	2.56	3
CCC000628450	NCBU007	Quickbooks: Merchandising and Payroll	0.00	0
CCC000592420	NCBU015	The Entrepreneur Mind	0.73	2
CCC000628451	NCBU054	How to Start a Small Business	0.00	0
CCC000592480	NCBU054	Small Business Start-up	1.16	2
CCC000628452	NCBU056	How to Market your Small Business	0.00	0
CCC000592481	NCBU056	Marketing Basics	1.03	2
CCC000611325	NCCC001	Stenographic Machine Theory 1	7.06	3
CCC000611327	NCCC002	Stenographic Machine Theory 2	5.84	3
CCC000611328	NCCC003	Stenographic Machine Theory 3	5.34	3
CCC000611329	NCCC004	CAT Software Basics	0.72	2
CCC000615689	NCCC005	Voice Writing Theory	4.08	2
CCC000611330	NCCC007	Keyboarding and MS Word Basics	1.01	1
CCC000611331	NCCC008	80-100 WPM Speed Goal	8.97	4
CCC000611332	NCCC008M	80-100 WPM: Multi-Voice Focus	1.96	2
CCC000615690	NCCC012	120-140 WPM Speed Goal	11.21	4
CCC000615691	NCCC012M	120-140 WPM: Multi-Voice Focus	2.06	2
CCC000611333	NCCC016	160 WPM Speed Goal	6.63	2
CCC000611334	NCCC016M	160 WPM: Multi-Voice Focus	2.30	1

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CAREER DEVELOPMENT AND COLLEGE PREPARATION Noncredit FTES

Control Number	Course ID	Course Title	Total FTES	Number of Sections
CCC000611335	NCCC018	180 WPM Speed Goal	7.56	2
CCC000611336	NCCC018M	180 WPM: Multi-Voice Focus	1.66	1
CCC000611337	NCCC020	200-220 WPM Speed Goal	11.31	2
CCC000611338	NCCC020M	200-220 WPM: Multi-Voice Focus	1.64	1
CCC000611339	NCCC021	Legal Terminology	3.34	1
CCC000611340	NCCC024	English Vocabulary for Court Reporting and Captioning	0.00	0
CCC000611341	NCCC025	Basic English for Court Reporting and Captioning	0.00	0
CCC000611342	NCCC026	Advanced English and Office Practices for Court Reporting and Captio	0.00	0
CCC000611324	NCCC027	Computer-Aided Transcription 1	2.89	1
CCC000615692	NCCC028	Computer-Aided Transcription 2	2.48	1
CCC000615693	NCCC033	Medical Terminology	0.00	0
CCC000615694	NCCC034	Medical Dictation	0.00	0
CCC000611343	NCCC038	Court Reporting Codes and Procedures 1	2.71	1
CCC000611344	NCCC039	Court Reporting Codes and Procedures 2	2.21	1
CCC000611345	NCCC042	Certified Shorthand Reporter Exam Review	0.63	1
CCC000607957	NCE920EC	NC ESL for Child Care: Intro	1.77	1
CCC000607958	NCE920GW	Beginning Grammar and Writing	2.89	1
CCC000607959	NCE920PL	Beginning Pronunciation and Listening	2.84	1
CCC000608024	NCE924	Beginning ESL College Skills	0.00	0
CCC000607960	NCE930EC	NC ESL for Child Care: Health and Safety	2.69	1
CCC000616606	NCE930FD	English for Food Preparation	1.01	1
CCC000607961	NCE931	High Beginning Listening and Speaking	14.39	4
CCC000607962	NCE932	High Beginning Grammar and Writing	9.80	4
CCC000607963	NCE933	High Beginning Reading and Vocabulary	10.33	4
CCC000607964	NCE934	Bridge to ESL College Success	0.78	1
CCC000607965	NCE940EC	NC ESL for Child Care: Ages and Stages	3.11	1
CCC000616607	NCE940FD	English for Food Service	1.60	1
CCC000623079	NCE950EC	English for Child Development: Introduction	0.00	0
CCC000623080	NCE955EC	English for CHD: Factors in Child Development	2.71	1
CCC000623081	NCE960EC	English for CHD: Domains of Child Development, Part I	0.00	0

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CAREER DEVELOPMENT AND COLLEGE PREPARATION Noncredit FTES

Control Number	Course ID	Course Title	Total FTES	Number of Sections
CCC000623082	NCE965EC	English for CHD: Domains of Child Development, Part II	0.00	0
CCC000554343	NCE910A	Foundations in ESL I	1.85	2
CCC000554342	NCE910B910	Foundations in ESL II	9.34	3
CCC000554341	NCE910L	Foundations in ESL Lab	0.00	0
CCC000554340	NCE920A	Beginning ESL I	5.30	3
CCC000554339	NCE920B	Beginning ESL II	9.31	4
CCC000554338	NCE920L	Beginning ESL Lab	0.00	0
CCC000554337	NCE925	Preparation for Academic ESL	0.00	0
CCC000622968	NCFM001	Facilities Maintenance Job Readiness	0.00	0
CCC000628453	NCFM001	Facilities Maintenance Job Readiness	0.00	0
CCC000628458	NCFM002	OSHA-10 Training	0.00	0
CCC000628454	NCFM003	Energy Auditing Fundamentals â€" Commercial Buildings	0.00	0
CCC000622969	NCFM003	Energy Auditing Fundamentals â€" Commercial Buildings	0.00	0
CCC000629312	NCFM004	Facilities Maintenance Technician Training	0.00	0
CCC000616673	NCH001CW	Introduction to Community Health Work	0.43	1
CCC000616674	NCH002CW	Introduction to Chronic Disease Management	0.36	1
CCC000616675	NCH003CW	Externship for Community Health Worker	0.27	1
CCC000623041	NCIE120	ESL for Careers in Early Childhood Education 1	0.00	0
CCC000625138	NCIE121	ESL for Careers in Early Childhood Education 2	2.29	1
CCC000625139	NCIE130	ESL for Careers in Healthcare 1	4.37	2
CCC000625140	NCIE131	ESL for Careers in Healthcare 2	2.54	1
CCC000628611	NCSP070A	Spanish for Medical Professionals - Beginners	0.00	0
CCC000628612	NCSP070B	Spanish for Medical Professionals - Intermediate	0.00	0
CCC000628459	NTH018A	Introduction to Stage Lighting	0.00	0
CCC000628460	NTH021A	Practical Theater (Scene & Stage) I	0.00	0
CCC000628461	NTH022A	Practical Theater (Costume & Makeup) I	0.00	0
CCC000628462	NTH045B	Stagecraft	0.00	0
CCC000628463	NCWP001	Communication for the Workplace	0.00	0
CCC000611223	NCWP001	Essential Communication Skills for the Workplace	0.61	2
CCC000611224	NCWP002	Digital Citizenship for the Workplace	0.43	2

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CAREER DEVELOPMENT AND COLLEGE PREPARATION Noncredit FTES

Control Number	Course ID	Course Title	Total FTES	Number of Sections
CCC000628464	NCWP002	Digital Skills for the Workplace	0.00	0
CCC000628465	NCWP003	Leadership for the Workplace	0.00	0
CCC000611225	NCWP003	Leadership Skills for the Workplace	0.34	2
CCC000628471	NCWP210	Microsoft Word	0.00	0
CCC000628472	NCWP212	Beginning Microsoft Excel	0.00	0
CCC000628473	NCWP214	Advanced Microsoft Excel	0.00	0
CCC000628467	NCWP216	Microsoft PowerPoint	0.00	0
CCC000628474	NCWP220	Introduction to Google Workspace	0.00	0
Total			208.81	105

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CENTERS FTES

Center	Credit FTES	Noncredit FTES	Total FTES
Total			

