



CERTIFICATE OF COURSE COMPETENCY

The undersigned parties certify that _____ of _____ High School has completed the requirements for the following Basin Tech Prep Consortium competency based course with a grade of B (3.0) or better.

OFF 183 Introduction to Microsoft Office: Access **1 Credit**
Students will learn the basic functions of Microsoft Access.

The student is eligible to receive college credit for this course according to the provisions of the articulated Tech Prep agreement between the high school and college.

CTE Instructor Date

Mary R. Shannon

Mary R. Shannon, Tech Prep Director

Principal or CTE Director Date



October 2009

Competencies for this course are listed on the reverse side.