

# CERTIFICATES

## Overview

Certificate programs at Mt. Hood Community College provide focused **career and technical education designed to prepare students for employment, skill development, career advancement, or continued study** in a related degree program. Some certificates are embedded within Associate of Applied Science (AAS) degree pathways, while others are designed as standalone programs.

Certificate programs vary in length and requirements depending on the field of study and intended career outcomes. **Many certificates can be completed in less than two years** and are designed to help students quickly gain industry-relevant knowledge and technical skills.

Certificates that are fewer than three terms and less than 45 credits typically do not include general education requirements. Certificates that are three or more terms and 45 or more credits include general education coursework as required by college and state guidelines.

### Certificate programs offered at MHCC:

- Business Management: Accounting Assistant (<https://catalog.mhcc.edu/programs-majors/business-management-accounting-assistant-certificate/>)
- Business Management: Accounting Clerk (<https://catalog.mhcc.edu/programs-majors/business-management-accounting-clerk-certificate/>)
- Business Management: Entrepreneurship and Small Business Management (<https://catalog.mhcc.edu/programs-majors/business-management-entrepreneurship-small-business-certificate/>)
- Computer Game and Mobile Applications Programmer (<https://catalog.mhcc.edu/programs-majors/computer-game-mobile-applications-programmer-certificate/>)
- Cybersecurity: Secure Network Technician (<https://catalog.mhcc.edu/programs-majors/cybersecurity-secure-network-technician-certificate/>)
- Early Childhood Education and Family Services: Child Development (<https://catalog.mhcc.edu/programs-majors/early-childhood-education-and-family-studies-child-development-certificate/#text>)
- Early Childhood Education and Family Studies (<https://catalog.mhcc.edu/programs-majors/early-childhood-and-family-studies-one-year-certificate/>)
- Fitness Professional (<https://catalog.mhcc.edu/programs-majors/fitness-professional-certificate/>)
- Integrated Media: Photography Digital Assistant (<https://catalog.mhcc.edu/programs-majors/integrated-media-photography-digital-assistant-certificate/>)
- Integrated Media: Graphic Design Digital Assistant (<https://catalog.mhcc.edu/programs-majors/integrated-media-graphic-design-digital-assistant-certificate/>)
- Integrated Media: Video Digital Assistant (<https://catalog.mhcc.edu/programs-majors/integrated-media-video-digital-assistant-certificate/>)
- Integrated Metals: Accelerated Welding Technology (VESL) (<https://catalog.mhcc.edu/programs-majors/integrated-metals-accelerated-welding-technology-certificate/>)
- Integrated Metals: Advanced Welding Technology (<https://catalog.mhcc.edu/programs-majors/integrated-metals-advanced-welding-technology/>)
- Integrated Metals: Certified Welder (<https://catalog.mhcc.edu/programs-majors/integrated-metals-certified-welder-certificate/>)
- Integrated Metals: Gas Tungsten Arc Welder (<https://catalog.mhcc.edu/programs-majors/integrated-metals-gas-tungsten-arc-welder-certificate/>)
- Integrated Metals: Shielded Metal Arc Welder (<https://catalog.mhcc.edu/programs-majors/integrated-metals-shielded-metal-arc-welder-certificate/>)
- Integrated Metals: Welding Technology (<https://catalog.mhcc.edu/programs-majors/integrated-metals-welding-technology-certificate/>)
- Mechatronics: Certified Maintenance Technician (<https://catalog.mhcc.edu/programs-majors/mechatronics-certified-maintenance-technician-certificate/>)
- Mechatronics: Industrial Automation (<https://catalog.mhcc.edu/programs-majors/mechatronics-industrial-automation-certificate/>)
- Medical Assistant (<https://catalog.mhcc.edu/programs-majors/medical-assistant-certificate/>)
- Medical Office: Billing and Coding (<https://catalog.mhcc.edu/programs-majors/medical-office-billing-coding-certificate/>)
- Medical Office: Customer Service Representative (<https://catalog.mhcc.edu/programs-majors/medical-office-customer-service-representative-certificate/>)
- Medical Office: Receptionist (<https://catalog.mhcc.edu/programs-majors/medical-office-receptionist-certificate/>)
- Mental Health, Social Service and Addiction Counseling: Behavioral Health Care Specialist (<https://catalog.mhcc.edu/programs-majors/mental-health-social-service-addiction-counseling-behavioral-health-care-specialist-certificate/>)
- Mental Health, Social Service and Addiction Counseling: Youth Worker (<https://catalog.mhcc.edu/programs-majors/mental-health-social-service-addiction-counseling-youth-worker-certificate/>)
- Natural Resources Technology (<https://catalog.mhcc.edu/programs-majors/natural-resources-technology-certificate/>)
- Physical Therapist Aide (<https://catalog.mhcc.edu/programs-majors/physical-therapist-aide-certificate/>)
- Theatre Arts: Technical Theatre (<https://catalog.mhcc.edu/programs-majors/theatre-arts-technical-certificate/>)

## Certificate Requirements

### AAS-related Certificates that are three (3) or more terms with 45 or more credits

Code	Title	Credits
<b>Career-Technical Program Courses</b>		<b>30</b>
<b>Written Communication, 1 course</b>		<b>3-4</b>
<b>Mathematics, 1 course</b>		<b>4-6</b>
<b>Human Relations, 1 course</b>		<b>3-4</b>
<b>Health and Physical Education, 3 credits</b>		<b>3</b>
<b>Total Credits</b>		<b>45</b>

\* Standalone certificates that are three or more terms with 45 or more credits also require general education requirements but may be embedded in the program curriculum.

## Written Communication

Complete one (1) course:

Code	Title	Credits
WR101	Workplace Communications I	3
WR121Z	Composition I	4
WR122Z	Composition II	4
WR227Z	Technical Writing	4

\* Some programs may require an additional writing course. Review specific program page for more details.

## Mathematics

Complete one (1) course:

Code	Title	Credits
MTH058	Quantitative Reasoning I	6
MTH065	Beginning Algebra II	4

\* Some programs may require a higher level of math. Review the specific program page for more details.

## Human Relations

Complete three (3) or more credits from the following options:

- One (1) Arts & Letters course, 3-4 credits (if taken summer 2015 or later).
- One (1) Social Science course, 3-4 credits (if taken summer 2015 or later).
- A minimum of three (3) credits from the following:

Code	Title	Credits
BA285	Leadership and Human Relations	3
HD130AT	Introduction to Careers: Applied Technology (taken summer 2020 or later) *	2
HD118	From Undecided to Decided: Navigating Careers, Majors, and College Success	3
HD204	Developing Emotional Intelligence	3
HD208	Career and Life Planning (taken summer 2020 or later)	3
HPE110	Teambuilding and Group Facilitation	3

\* Students may earn credit for a combination of HD130AT and HD130HC.

## Health and Physical Education

Complete three (3) credits in Physical Education (PE) and/or in Health Education (HE/HPE):

Code	Title	Credits
HE151	Drug Education: Stimulants and Performance Enhancing Drugs	3
HE152	Drug Education: Opioids, Cannabis, Depressants and Hallucinogens	3
HE202	Adult Development and Aging	1
HE204	Nutrition for Health	3
HE205	Diet Appraisal	1

HE207	Stress Control Through Activity Intervention	1
HE209	Sport and Exercise Nutrition	1
HE208	HIV and Other Sexually Transmitted Infections	1
HE/FN225	Nutrition (FN225, if taken summer 2021 or later)	4
HE242	Stress and the Human Body	3
HE250	Personal Health and Wellness	3
HE251	Wilderness First Aid	2
HE252	First Aid: Responding to Emergencies	3
HE255	Alcohol and the Family	3
HE261	CPR - Cardiopulmonary Resuscitation	1
HE262	Basic Life Support	1
HE265	Women's Health	3
HE289	Wilderness First Responder	4
HPE110	Teambuilding and Group Facilitation	3
HPE120	Introduction to Navigation	1
HPE170	Structure and Function of the Human Body	3
HPE172	Exercise Science	3
HPE174	Fitness Assessment and Programming	3
HPE260	Prevention and Care of Exercise-Related Injuries	3
HPE270	Introduction to Sport Psychology	3
HPE2850L	Wilderness Survival	3
HE289L	Wilderness First Responder Part- 2	2
HE289R	Wilderness First Responder - Recertification	2
HPE291	Lifeguard Training	2
HPE295	Health and Fitness for Life	3
PE131	Introduction to Exercise and Sports Science	3
PE185__	PE185 activity course <sup>1</sup>	1

<sup>1</sup> Three (3) credit hours of PE185 may be granted toward an associate degree at MHCC for completion of military basic training. A copy of the DD214 form or a Joint Services Transcript is required.