

University of Phoenix - Prior Learning Assessment Center - Corporate Articulation

United States Postal Service

Credit Recommendation Guide (CRG)

The following courses have been evaluated by Prior Learning Assessment to meet General Education and Elective credits of a Bachelor's Degree. In order to receive credits recommended below:

Submit portfolio including documentation showing completion of coursework. NOTE: When a portfolio is submitted for evaluation, certification of the course title, course number and/or clock hours will need to be submitted.

Submission and Evaluation: Fees are applicable for credits evaluated. For more information regarding fees, restrictive regulations, and/or submission process call 800- 224-0690 for assistance.

The credits described below can be awarded provided they do not duplicate any of the following:

- Program Coursework
- Transfer Credit
- Assessed Credit
- National Testing Program Credit

Recommended Semester Credit Conversion - The standard formula for determining credit value is as follows:

- 15.0 hours of classroom learning is equivalent to 1.0 semester credit
- 30.0 hours of Lab, Clinical or Self-Paced hours is equivalent to 1.0 semester credit

Note: Only the college level content of a course is converted to credit. The non-academic portion is not converted to credit.

Combinable: Courses may only be combined with courses of similar content. Combined courses of differing General Education areas will not be awarded a General Education discipline. Classroom learning that is less than 15 clock hours may be combined with similar course work in 7.5 hour increments which is equivalent to 0.5 credit hours. Lab, Clinical or Self-Paced course hours less than 30 clock hours may be combined with similar course work in increments of 15 hours which is equivalent to 0.5 credit hours.

University of Phoenix Equivalency: General Education or Elective category to which credit can be applied.

Basic Computer Applications courses: These courses are limited to a combined total of four (4) semester credits.

Non-Academic: Lack of college level theory and/or principle necessary for credit recognition.

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
Courses Offered by U.S. Postal Service (USPS) Corporate Training and Development						
13560	Administrative Management for Postmasters (AM/PM) (13560)	Classroom	1998	40	2.5 LD	Interdisciplinary/Elective
17533	Automation (17533-08)	Classroom	1998	12	Non-transferable	Non-Academic
44506	Delivery Encyclopedia (44506)	Classroom	1998	40	Non-transferable	Non-Academic
31263	Finance Management (31263)	Classroom	1998	72	4.5 LD	Interdisciplinary/Elective
21505	Job Instructor Training (21505)	Classroom	1998	16	1.0 UD	Interdisciplinary/Elective

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
31546	Mailing Requirements for Business Mail Acceptance Personnel (31546)	Classroom	1998	24	Non-transferable	Non-Academic
10291	Postmaster Training - Level 18 and above (10291)	Classroom	1998	29	1.5 LD	Interdisciplinary/Elective
41517-01	Retail Business Supervisor Training (41517-01)	Classroom	1998	32	2.0 LD	Interdisciplinary/Elective
41517	Retail Sales Associate Training (41517)	Classroom	1998	32	2.0 LD	Interdisciplinary/Elective
31545	Standard Mail Classification Training Program (31545)	Classroom	1998	104	Non-transferable	Non-Academic
41520	Standard Training Program for Window Clerks (41520)	Classroom	1998	71	Non-transferable	Non-Academic
Courses Offered by U.S. Postal Service (USPS) Training Academies - CLD & NCLD						
55624	2.2L LLV Maintenance and diagnostics (55624 -13)	Classroom	2000	36	Non-transferable	Non-Academic
21281	7 Habits of Highly Effective People (21281)	Classroom	2000	28	1.5 LD	Interdisciplinary/Elective
21263	Accident Investigation for AD Hoc Investigator (21263)	Classroom	2000	16	Non-transferable	Non-Academic
17601	Accident Investigation Resident Training (17601)	Classroom	2000	24	1.5 LD	Interdisciplinary/Elective
40268	Account Representative (40268) <i>(Note: Credit will be reduced to 2.0 LD If students have already completed Sales Skills [40273])</i>	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
44266	Address Info Systems/Units Operations (44266)	Classroom	2000	80	Non-transferable	Non-Academic
17203	Administrative Basics for Supervisors (17203)	Classroom	2000	32	2.0 LD	Interdisciplinary/Elective
17203-99	Administrative Basics for Supervisors TTT (17203-99)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
40269	Advanced Account Representative (40269)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
34280	Advanced Contract Administrative (34280)	Classroom	2000	40	2.5 UD	Interdisciplinary/Elective
55271	Advanced Facer Canceler System TTT (55271)	Classroom	2000	40	2.5 UD	Science/Technology
21262-01	Advanced Injury Compensation Program Management (21262-01)	Classroom	2000	80	5.0 UD	Interdisciplinary/Elective
22223	Advanced Labor Relations (22223)	Classroom	2000	40	2.5 UD	Interdisciplinary/Elective
31260	Advanced Mailing Requirements (31260)	Classroom	2000	80	1.5 LD	Interdisciplinary/Elective
54252-17	Advanced NTMS (54252-17)	Classroom	2000	32	2.0 LD	Science/Technology
55606-02	Advanced Security Equipment (55606-02)	Classroom	1994	80	Non-transferable	Non-Academic
55606-09	Advanced security Equipment (55606-09)	Classroom	94-00	80	Non-transferable	Non-Academic
11256	Advanced Supervisory Skills (11256)	Classroom	2000	0	Non-transferable	Need Syllabus
54252-14	Advanced Times Application (54252-14)	Classroom	2000	32	2.0 LD	Interdisciplinary/Elective
50263	Advanced Transportation (50263)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
Courses Offered by U.S. Postal Service (USPS) Training Academies - CLD & NCLD cont.						

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
32270-02	Advanced Word for Widows (32270-02)	Classroom	2000	8	Non-transferable	Non-Academic
21270	Affirmative Action/EEO Program Coordinator (21270)	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
55601-51	AFMS 100 System Maintenance Update PSTN (55601-51)	Classroom	2000	40	Non-transferable	Non-Academic
55601-15	AFSM 100 System Maintenance w/OCR/VCS (55601-15)	Classroom	2000	156	6.0 LD	Science/Technology
55619-10	Air Brakes (55619-10)	Classroom	2000	40	Non-transferable	Non-Academic
44266-01	AIS Products and Programs (44266-01)	Classroom	2000	40	Non-transferable	Non-Academic
55601-26	Allen-Bradley SLC 5/04 Software Programming (55601-26)	Classroom	2000	40	2.5 LD	Science/Technology
50284-04	Alpha Key Sort Plans System (50284-04)	Classroom	2000	12	Non-transferable	Non-Academic
54252-19	AMC/AFM Operations (Basic) (54252-19)	Classroom	2000	32	2.0 LD	Interdisciplinary/Elective
54252-08	AMC/AFM/Processing Advanced (54252-08)	Classroom	2000	32	2.0 LD	Interdisciplinary/Elective
55256-01	AMT: Manager of Managers: Plant Maintenance (55256-01)	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
11255	Analytical Skills Managerial Leadership (11255) (Note: Credit will be reduced to 2.0 LD If students have already completed Managerial Leadership General Management [11268])	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
19652	Asbestos Inspector/Management Planner (19652)	Classroom	2000	40	Non-transferable	Non-Academic
19650-02	Asbestos Overview (19650-02) (Note: Students may not receive credit for this course and Western Area Asbestos/Lead Training [19650-01])	Classroom	2000	6	Combinable with other Lower Division coursework	Interdisciplinary/Elective
21280	Asbestos-Containing Building Material (21280)	Classroom	2000	40	Non-transferable	Non-Academic
50220	ASRMS (50220)	Classroom	2000	40	2.5 LD	Science/Technology
34283	Asset Inventory Management (AIM) (34283)	Classroom	2000	80	2.0 LD	Interdisciplinary/Elective
31266	Associate Office Coordinator (31266)	Classroom	2000	80	3.0 LD	Interdisciplinary/Elective
17205-01	Associate Office Supervisors STS II (17205-01)	Classroom	1996-2000	40	2.5 LD	Interdisciplinary/Elective
17590	Associate Supervisor Program (17590) ACE	Classroom	2000	40	3.0 LD	Interdisciplinary/Elective
55601-01	Automated Flats Sorting Machine 100 MPE (55601-01)	Classroom	2000	120	Non-transferable	Non-Academic
55601-31	Automated Flats Sorting Machine Model 100 (55601-31)	Classroom	2000	120	Non-transferable	Non-Academic
55201-01	Automatic Airline Assignment (AAA) Maintenance Training (55201-01)	Classroom	2000	24	Non-transferable	Non-Academic
22601-55	Automatic Tray Sleever (ATS) Maintenance Training (55601-55)	Classroom	2000	24	Non-transferable	Non-Academic

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
50275-01	Automation Readability Specialist (50275-01)	Classroom	2000	120	Non-transferable	Non-Academic
50275-03	Automation Systems and Programs (50275-03)	Classroom	2000	40	Non-transferable	Non-Academic
55625-02	Automotive Electrical Systems (55625-02)- version 1 & 2 ACE	Classroom	7/70-12/99	80	Non-transferable	Non-Academic
53203-01	Basic AutoCAD (53203-01)	Classroom	2000	40	2.5 LD	Science/Technology
11101-24	Basic Communication Skills (11101-24)	Classroom	2000	40	2.5 LD	Communication Arts
54252-06	Basic Computes for Logistics (54252-06)	Classroom	2000	32	2.0 LD	Interdisciplinary/Elective
34264	Basic Contract Administrative (34264)	Classroom	2000	40	2.5 UD	Interdisciplinary/Elective
44240	Basic Delivery Skills (44240)	Classroom	2000	20	1.0 LD	Interdisciplinary/Elective
56545	Basic Electronic (56545) (formerly Electronics I [56517]) – version 1 & 2 ACE	Classroom	4/77-12/99	39-40	2.5 LD	Science/Technology
19660-01	Basic Environmental Laws and Regulations (19660- 01)	Classroom	2000	20	1.0 LD	Interdisciplinary/Elective
Courses Offered by U.S. Postal Service (USPS) Training Academies - CLD & NCLD cont.						
19660	Basic Environmental Laws and Regulations Update (19660)	Classroom	2000	20	1.0 LD	Interdisciplinary/Elective
34287	Basic Material Accountability (34287)	Classroom	2000	4	Non-transferable	Non-Academic
55671-04	BMC Mail Processing Mechanics (55671-04) (formerly 55671) – version 1, 2, & 3 ACE	Classroom	1/76-12/99	160-200	3.0 LD	Science/Technology
55602-06	Building Services Maintenance/Administration Seminar (55602-06)	Classroom	95	16	1.0 LD	Interdisciplinary/Elective
55602-09	Building Services Training Guidelines (55602-09)	Classroom	1995	36	Non-transferable	Non-Academic
55601-29	Building Systems for Supervisors (55601-29)	Classroom	2000	36	2.0 LD	Science/Technology
55501	Bulk Conveyors (55501)	Classroom	1992	36	Non-transferable	Non-Academic
55501-01	Bulk Conveyors (55501-01)	Classroom	1993	28	Non-transferable	Non-Academic
50518-01	Carr Seq Bar Code Sorter TTT, Phase II (50518-01)	Classroom	2000	40	Non-transferable	Non-Academic
50518-11	Carr Seq Bar Code Sorter T-T-T, Phase I (50518-11)	Classroom	2000	40	1.0 LD	Communication Arts
53202-13	CDB/Focus (53202-13)	Classroom	2000	40	1.0 LD	Interdisciplinary/Elective
55601-27	Central Plant Operation Control System Maintenance (55601-27)	Classroom	2000	108	3.0 LD	Science/Technology
50650-02	CFT for DBCS Operator Training (50650-02)	Classroom	2000	16	1.0 LD	Interdisciplinary/Elective
17511	City Delivery Basics (17511)	Classroom	2000	24	1.5 LD	Interdisciplinary/Elective
19661-01	Clean Air Act Applications (19661-01)	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
19661-02	Clean Air Act/Indoor Air Quality (19661-02)	Classroom	2000	28	1.5 LD	Interdisciplinary/Elective
11252	Coaching for Improved Work Performance (11252)	Classroom	2000	12	0.5 LD	Interdisciplinary/Elective

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
11275	Communication Skills for Managers (11278) <i>(Note: Students may not receive credit for this course and Communication Skills for Supervisors [11281] or Modern Management Practices [11251])</i>	Classroom	2000	40	2.5 LD	Communication Arts
11281	Communication Skills for Supervisors (11281) <i>(Note: Students may not receive credit for this course and Communication Skills for Managers [11278] or Modern Management Practices [11251])</i>	Classroom	2000	40	2.5 LD	Communication Arts
55669-20	Computer Forwarding System Maintenance (55669-20) <i>(formerly 55669-03) – version 1 ACE</i>	Classroom	6/85-6/88	152	3.0 LD	Science/Technology
55669-20	Computer Forwarding System Maintenance (55669-20) <i>(formerly 55669-03) – version 2 ACE</i>	Classroom	7/88-12/99	69	2.0 LD	Science/Technology
11220	Constructive Conflict Resolution (11220) <i>version 1 & 2 ACE</i>	Classroom	9/85-12/99	24	1.5 LD	Interdisciplinary/Elective
34263	Contract Formation (34263)	Classroom	2000	80	3.0 UD	Interdisciplinary/Elective
32259	Corporate Data Base/FOCUS (32259)	Classroom	2000	12	0.5 LD	Interdisciplinary/Elective
55617-04	Cummins Diesel (55617-04)	Classroom	1996	40	Non-transferable	Non-Academic
55643-01	Data Communication Technology (55643-01)	Classroom	2000	112	5.0 LD	Science/Technology
50201-99	Data Integrity Train-the-Trainer (50201-99)	Classroom	2000	24	1.5 LD	Interdisciplinary/Elective
50519-01	DBCS (ECA) Train-the-Trainer (50519-01)	Classroom	2000	0	Non-transferable	Need Syllabus
50285-01	DBCS ACceptance Test Procedures (50285-01))	Classroom	2000	16	Non-transferable	Non-Academic
50285	DBCS Automation (50285)	Classroom	2000	40	Non-transferable	Non-Academic
Courses Offered by U.S. Postal Service (USPS) Training Academies - CLD & NCLD cont.						
50285-02	DBCS Division Coordinator Training (50285-02) <i>(Note: Credit will be reduced to 2.0 LD If students have already completed DBCS Train-the-Trainer [50285-05])</i>	Classroom	2000	60	4.0 LD	Science/Technology
20650-05	DBCS Management Training (50650-05)	Classroom	2000	8	Non-transferable	Non-Academic
50650-03	DBCS Senior Mail Processor Training (50650-03)	Classroom	2000	40	Non-transferable	Non-Academic
50284-02	DBCS Sort Plan System (50284-02)	Classroom	2000	12	Non-transferable	Non-Academic
55601-23	DBCS to DIOSS Conversion Training (55601-23)	Classroom	2000	108	Non-transferable	Non-Academic
50285-05	DBCS Train-the-Trainer (50285-05)	Classroom	2000	20	1.0 LD	Interdisciplinary/Elective
17210-99	Delivery Basic Train the Trainer (17210-99)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective

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44650	Delivery Point Sequencing (44650)	Classroom	2000	8 (4)	Combinable with other Lower Division coursework	Interdisciplinary/Elective
17210-01	Delivery Services STS II (17210-01)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
32230	Delivery Unit Computer Systems (DUCS) (32230)	Classroom	2000	14	Non-transferable	Non-Academic
50215-02	Delivery Unit Secondary Quality (50215-02)	Classroom	2000	40	2.5 LD	Science/Technology
15255	Development Assessment and Planning (15255)	Classroom	2000	32	2.0 LD	Interdisciplinary/Elective
55601-21	DIOSS Maintenance Seminar (55601-21)	Classroom	2000	68	Non-transferable	Non-Academic
50276-02	Directory Analysis Specialist (DAS) Intermediate (50276-02)	Classroom	2000	40	1.0 LD	Interdisciplinary/Elective
50276-01	Directory Analysis Specialist (DAS) Basics Phase I (50276-01)	Classroom	2000	40	Non-transferable	Non-Academic
54246	Dispatch and Routing (54246)	Classroom	2000	40	1.5 LD	Science/Technology
50280	Division Transportation Planning/Administration (50280)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
50264	Domestic Express Mail (50264)	Classroom	2000	40	Non-transferable	Non-Academic
21269	EEO Counselor/Investigator (21269)	Classroom	2000	80	5.0 LD	Communication Arts
21278	EEO course for EAS Employees (21278)	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
11290	Effective Communication Skills (11290)	Classroom	2000	8	0.5 LD	Communication Arts
11204	Effective Meetings (11204)	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
11284	Effective Oral Presentation Skills (11284)	Classroom	2000	16	1.0 LD	Communication Arts
55524	Electrical Switchgear Maintenance Contract Admin (55524)	Classroom	2000	13	0.5 LD	Science/Technology
55689-08	Environmental Control IV: Advanced Air Conditioning (55689-08) (formerly 55689-06) – version 1 & 2 ACE	Classroom	10/80-12/99	38	Non-transferable	Non-Academic
19651	Environmental Executive Seminar (19651)	Classroom	2000	4	Combinable with other Lower Division coursework	Interdisciplinary/Elective
21283	Environmental Laws and Regulations (21283)	Classroom	2000	16	1.0 LD	Interdisciplinary/Elective
19663-02	Environmental Quality Assurance Review Skills/Tech (19663-02)	Classroom	2000	24	1.5 LD	Interdisciplinary/Elective
50269	Exchange Office Automation (Operations) (50269)	Classroom	2000	16	Non-transferable	Non-Academic
21284	Executive Briefing on Environmental Laws (21284)	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
21273	Facilitator/Coordinator Skills (21273)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
21258-99	Field Trainer Certification-TTT (21258-99)	Classroom	2000	32	2.0 LD	Communication Arts

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50284-01	Flat Sorter Sort Plan System/Mech Editor (50284-01)	Classroom	2000	16-20	Non-transferable	Non-Academic
50284-03	Flat Sorter Sort Plan System: BC Reader (50284-03)	Classroom	2000	12	Non-transferable	Non-Academic
51601	Flats and Parcels Equip for Supervisors (51601)	Classroom	2000	24	Non-transferable	Non-Academic
Courses Offered by U.S. Postal Service (USPS) Training Academies - CLD & NCLD cont.						
55601-30	Ford Carrier Route Vehicle (CVR) Maintenance & Diagnostics (55601-30)	Classroom	2000	40	Non-transferable	Non-Academic
17250	Forwarding Control System (FCS) Supervisor Transition Training (17250)	Classroom	2000	12	Non-transferable	Non-Academic
50267	Friable Asbestos-Containing Material (50267)	Classroom	2000	40	Non-transferable	Non-Academic
40275	Function 4 Management (PSTN) (40275)	Classroom	2000	4	Combinable with other Lower Division coursework	Interdisciplinary/Elective
40274-01	Function four Management Training (40274-01)	Classroom	2000	24	1.5 LD	Interdisciplinary/Elective
40274	Function four Management Training (TTT) (40274)	Classroom	2000	32	2.0 LD	Interdisciplinary/Elective
55601-28	Fundamentals & Maintenance of Allen-Bradley PLC (55601-28)	Classroom	2000	40	2.5 LD	Science/Technology
11101-22	Fundamentals of Writing (11101-22)	Classroom	2000	24	Non-transferable	Non-Academic
55639-07	General Motors (GM) Diesel (55639-07)	Classroom	1997	40	Non-transferable	Non-Academic
11255-10	General Supervisory Skills Training (11255-10)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
19L81	Hazard Communication (19L81) <i>(Note: Students may not receive credit for this course and any other Hazard Communication course)</i>	Classroom	2000	4	Combinable with other Lower Division coursework	Interdisciplinary/Elective
19680	Hazard Communication (Field) (19680-01) <i>(Note: Students may not receive credit for this course and any other Hazard Communication course)</i>	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
19682-04	Hazard Communication (PATN/OPTTEL) (19682-04) <i>(Note: Students may not receive credit for this course and any other Hazard Communication course)</i>	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
19680-01	Hazard Communication Implementation (PATN/OPTTEL) (19680-01)	Classroom	2000	4	Non-transferable	Non-Academic
19L80	Hazard Communication Implementation (PSTN) (19L80) <i>(Note: Students may not receive credit for this course and any other Hazard Communication course)</i>	Classroom	2000	4	Combinable with other Lower Division coursework	Interdisciplinary/Elective

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19L81-01	Hazard Communication OJT (PSTN) (19L81-01)	Classroom	2000	4	Non-transferable	Non-Academic
19681-14	Hazardous Waste Management (19681-14)	Classroom	2000	16	Non-transferable	Non-Academic
19601	Hazcom/Hazwoper Certified Field Trainer (19601)	Classroom	2000	36	Non-transferable	Non-Academic
19683-14	HAZWOPER 1st Responder-Specialist 09-15 (19683-14)	Classroom	2000	24	1.5 LD	Science/Technology
19L81-06	HAZWOPER 1st Responder Facilitator (19L81-06)	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
19683-05	HAZWOPER 1st Responder Operations (19683-05)	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
19L81-04	HAZWOPER 1st Responder Operations Level (19L81-04)	Classroom	2000	8	0.5 LD	Science/Technology
21211	Health/Safety Training Management of Hazardous Material (21211)	Classroom	2000	24	Non-transferable	Non-Academic
21275	Hearing Officers (21275)	Classroom	2000	24	1.5 LD	Interdisciplinary/Elective
54249	Highway Contract Support Systems (54249)	Classroom	2000	48	1.5 LD	Science/Technology
54252-15	Highway Management (54252-15)	Classroom	2000	32	2.0 LD	Interdisciplinary/Elective
21267	Hispanic Program Coordinator (21267)	Classroom	2000	80	3.0 LD	Interdisciplinary/Elective
55601-35	HVAC Seminar (55601-35)	Classroom	2000	36	Non-transferable	Non-Academic
55602-08	Improving Building Services Operations (PSTN) (55602-08)	Classroom	2000	40	1.0 LD	Interdisciplinary/Elective
11222	Improving Group Performance (11222)	Classroom	2000	16	1.0 LD	Social Science
11280	Improving Workplace Communications (11280)	Classroom	2000	16	1.0 LD	Communication Arts
55608	IMPS/MIDAS Equipment Training Seminar (55608)	Classroom	1999	24	Non-transferable	Non-Academic
Courses Offered by U.S. Postal Service (USPS) Training Academies - CLD & NCLD cont.						
55687-03	Industrial Electrical Services (55687-03) (formerly 55687, 55687-01, or 55687-02) – version 1, 2, & 3 ACE	Classroom	1999	120	2.0 LD	Science/Technology
11207	Influencing Change (11207)	Classroom	2000	12	0.5 LD	Interdisciplinary/Elective
21262	Injury Compensation Program Admin (21262)	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
54244	Intermediate Transportation Procurement (54244)	Classroom	2000	40	1.5 LD	Interdisciplinary/Elective
50207	International Mail (50207)	Classroom	2000	80	1.5 LD	Interdisciplinary/Elective
11285	Interpersonal Communication Skills (11285)	Classroom	2000	24	1.5 LD	Communication Arts
55601-39	Intro to Mail Processing Bar Code Sorter (55601-39)	Classroom	2000	16	Non-transferable	Non-Academic
53202-02	Intro to the IBM Personal Computer (53202-02)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
34267	Intro: Procurement for Project Officers (34267)	Classroom	2000	40	2.5 UD	Interdisciplinary/Elective
32240	Introduction to Computers/Windows (32240)	Classroom	2000	6	Combinable with other Lower Division coursework	Interdisciplinary/Elective

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56548	Introduction to Digital Computer Systems (formerly Digital Electronics [56548]) – version 1 & 2 ACE	Classroom	2/74-12/99	36-49	1.0 LD	Science/Technology
21218	Introduction to Health and Safety Management (21218) (formerly Introduction to Safety Management [21218]) – version 1 ACE	Classroom	2/87-7/89	80	Non-transferable	Non-Academic
21218	Introduction to Health and Safety Management (21218) (formerly Introduction to Safety Management [21218]) – version 2 ACE	Classroom	8/89-12/99	80	3.0 UD	Interdisciplinary/Elective
54252-10	Introduction to Postal Logistics (54252-10)	Classroom	2000	32	2.0 LD	Interdisciplinary/Elective
11561	Introduction to Postal Supervision (11561) Introduction to Postal Management – version 1 & 2 ACE	Classroom	2/79-12/99	30-40	2.0 LD	Interdisciplinary/Elective
21218	Introduction to Safety (21218)	Classroom	2000	80	3.0 UD	Interdisciplinary/Elective
2156	Introduction to the Training Function (2156)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
54252-07	Introduction to TIMES (54252-07)	Classroom	2000	32	2.0 LD	Interdisciplinary/Elective
22222	Labor Relations (22222)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
22224	Labor Relations I (22224)	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
22225	Labor Relations II (22225)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
11258	Leadership Follow-up Training (11258)	Classroom	2000	16	1.0 LD	Interdisciplinary/Elective
11101-25	Listening and Memory Development (11101-25)	Classroom	2000	16	Non-transferable	Non-Academic
55621-01	LLV Automatic Trans Diagnoses and Repair (55621-01)	Classroom	2000	32	Non-transferable	Non-Academic
32241	Local Area Network (LAN) Orientation (32241)	Classroom	2000	32	2.0 LD	Interdisciplinary/Elective
21595	Local Employee Training System (21595)	Classroom	2000	28	1.5 LD	Science/Technology
54252-18	Logistics and Automation (54252-18)	Classroom	2000	32	2.0 LD	Science/Technology
54252-16	Logistics Network (54252-16)	Classroom	2000	32	2.0 LD	Interdisciplinary/Elective
11260	The Looking Glass Workshop (11260)	Classroom	2000	32	2.0 LD	Interdisciplinary/Elective
55639-09	Mack Diesel (55639-11)	Classroom	2000	76	Non-transferable	Non-Academic
50262-99	Mack E7-300 Diesel Maintenance (55639-09)	Classroom	1995	32	Non-transferable	Non-Academic
50262-99	Mail Flow Management MLOCR Train the Trainer (50262-99)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
50262-08	Mail Flow Management Multiline OCR (50262-08)	Classroom	2000	40	2.5 LD	Science/Technology
Courses Offered by U.S. Postal Service (USPS) Training Academies - CLD & NCLD cont.						
17501	Mail Processing Basics (17501) ACE	Classroom	1/94-pres	37	Non-transferable	Non-Academic
17201-99	Mail Processing Basics Train the Trainer (TTT) (17201-99)	Classroom	2000	16	1.0 LD	Interdisciplinary/Elective
17201-01	Mail Processing STS II (17201-01)	Classroom	2000	40	0.5 LD	Science/Technology

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
19601-03	Maintenance Environment Awareness PATN/OPTTEL (19601-03)	Classroom	2000	8(4)	Combinable with other Lower Division coursework	Interdisciplinary/Elective
15214	Management Skills for Supervisors (15214)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
11223	Management Styles/Employee Motivation (11223)	Classroom	2000	16	1.0 LD	Social Science
50225	Manager of Supervisors: Mail Processing (50225)	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
44251	Manager of Supervisors: Delivery Services (44251)	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
55256	Manager of Supervisors: Plant Maintenance (55256)	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
13290	Manager of Supervisors: Postmaster 20/21 (13290)	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
43225	Manager of Supervisors-Vehicles (43225)	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
11268	Managerial Leadership General Management (11268) <i>(Note: Students may not receive credit for this course and Analytical Skills Managerial Leadership [11255])</i>	Classroom	2000	32	2.0 LD	Interdisciplinary/Elective
11257	Managerial Skills (11257)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
11221	Managing Personal Effectiveness (11221)	Classroom	2000	24	1.5 LD	Interdisciplinary/Elective
21255	Managing the Training Function (21255)	Classroom	2000	32	2.0 LD	Interdisciplinary/Elective
13210	Managing Work Performance (13210)	Classroom	2000	16	1.0 LD	Interdisciplinary/Elective
11101-23	Math Essentials (11101-23)	Classroom	2000	16	Non-transferable	Non-Academic
11210	Mediation Skills Training (11210)	Classroom	2000	24	1.5 LD	Interdisciplinary/Elective
40271	Merchandising and Promotion (40271)	Classroom	2000	80	5.0 UD	Interdisciplinary/Elective
55601-50	MERLIN Maintenance (55601-50)	Classroom	2000	40	Non-transferable	Non-Academic
32250-01	Microsoft Excel Level 1(32250-01)	Classroom	2000	8	0.5 LD	Basic Computer Applications
32235	Microsoft PowerPoint (32235)	Classroom	2000	8	0.5 LD	Basic Computer Applications
50273-01	MLOCR-A Train the Trainer (50273-01) <i>(Note: Students may not receive credit for this course and MLOCR-B TTT [50273-02])</i>	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
50215-04	MLOCR-B Acceptance Test Procedures (50215-04)	Classroom	2000	40	Non-transferable	Non-Academic
50273-02	MLOCR-B Train the Trainer (50273-02) <i>(Note: Students may not receive credit for this course and MLOCR-A TTT [50273-01])</i>	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
53201-07	Mod I Mail Processing/Scheduling Data Collection (53201-07)	Classroom	2000	40	2.5 LD	Science/Technology

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
11251	Modern Management Practices (11251) (<i>new title – Communication Skills for Managers</i>) (Note: Credit will be reduced to 1.0 LD if students have already completed Communication Skills for Managers [11278] or Communication Skills for Supervisors [11281])	Classroom	2000	40	2.5 LD	Communication Arts
52254	MPLSM Perform/Improve Train the Trainer (52254)	Classroom	2000	64	1.0 LD	Interdisciplinary/Elective
55601-02	MS-47 Staffing and Software Seminar (55601-02)	Classroom	2000	24	Non-transferable	Non-Academic
55601-25	MS-47 Staffing and Software Seminar (55601-25)	Classroom	2000	24	Non-transferable	Non-Academic
Courses Offered by U.S. Postal Service (USPS) Training Academies - CLD & NCLD cont.						
15251	Myers-Briggs Type Indicator (MBTI) (15251) (Note: Students may not receive credit for this course and Developmental Assessment and Planning [15255])	Classroom	2000	16	1.0 LD	Interdisciplinary/Elective
15252	Myers-Briggs Type Indicator Qualification Training (15252) (Note: Credit will be reduced to 1.5 LD If students have already completed Myers-Briggs Type Indicator (MBTI) [15251])	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
55624-21	Natural Gas Vehicles Maintenance (55624-21)	Classroom	2000	40	Non-transferable	Non-Academic
55624-22	Natural Gas Vehicles Maintenance-Field Training (55624-22)	Classroom	2000	40	Non-transferable	Non-Academic
11224	New Directions (11224)	Classroom	2000	28	1.5 LD	Interdisciplinary/Elective
55601-24	OCR to DIOSS Conversion Training (55601-24)	Classroom	2000	68	Non-transferable	Non-Academic
55601-17	Office 97 Survival Skills (55601-17)	Classroom	2000	48	3.0 LD	Interdisciplinary/Elective
54252-11	Operating Plan Systems (OPS) (54252-11)	Classroom	2000	32	2.0 LD	Science/Technology
22L50	Operations National Environment Policy Act (PSTN) (22L50)	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
50601	Operations Proficiency Improvement (50601)	Classroom	2000	8	Non-transferable	Non-Academic
11254	Organizational Negotiating Skills (11254)	Classroom	2000	24	1.5 LD	Interdisciplinary/Elective
50520	OSS Basics (50520)	Classroom	2000	24	Non-transferable	Non-Academic
55607-29	PBM-7 and PS-22 Facilitator Training (55607-29)	Classroom	1996	32	Non-transferable	Non-Academic
55607-30	PBM-7 and PS22B Operator Training (55607-30)	Classroom	2000	16	Non-transferable	Non-Academic
55607-37	PBM-7/PS-22 Operators Training (CFT) Field (55607-37)	Classroom	2000	16	Non-transferable	Non-Academic
55607-31	PBM-7/PS-22 Technician Training (PSTN) (55607-31)	Classroom	2000	24	Non-transferable	Non-Academic

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
55607-23	PBSM-624 Facilitator Training (PSTN) (55607-23)	Classroom	1994	36	Non-transferable	Non-Academic
55607-36	PBSM-624 Operator Training (CFT) Field (55607-36)	Classroom	2000	16	Non-transferable	Non-Academic
55607-33	PBSM-624 Operator Training Field (55607-33)	Classroom	1998	16	Non-transferable	Non-Academic
55607-24	PBSM-624 Operator Training (PSTN) (55607-24)	Classroom	2000	16	Non-transferable	Non-Academic
55607-25	PBSM-624 Technician Training (PSTN) (55607-25)	Classroom	1995	24	Non-transferable	Non-Academic
11601	Performance Management 2000/NY Metro (11601) <i>(Note: Students may not receive credit for this course and Performance Management-Manager, Maintenance [11650])</i>	Classroom	2000	60	4.0 LD	Interdisciplinary/Elective
11232	Performance Management for Supervisors & Managers(11232) (Note: Students may not receive credit for this course and Performance Management [11650])	Classroom	2000	16	1.0 LD	Interdisciplinary/Elective
31549-01	Performance Management Training for BMEU Managers/Supervisors (31549-01)	Classroom	2000	16	1.0 LD	Interdisciplinary/Elective
11231-99	Performance Management TTT (11231-99) (Note: Credit will be reduced to 1.5 LD If students have already completed Performance Management for Supervisors & Managers [11232])	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
11650	Performance Management -Manager, Maintenance (11650) (Note: Students may not receive credit for this course and Performance Management 2000/NY Metro [11601])	Classroom	2000	80	3.0 LD	Interdisciplinary/Elective
Courses Offered by U.S. Postal Service (USPS) Training Academies - CLD & NCLD cont.						
55638	Perimeter Office Fleet Maintenance (55638) <i>(formerly 55638, 55638-10, & 55638-05) – version 1 & 2 ACE</i>	Classroom	2/70-12-99	80	Non-transferable	Non-Academic
55638-12	Perimeter Office Fleet Maintenance (POFM) (55638-12)	Classroom	1995	36	Non-transferable	Non-Academic
31554	Periodicals Postage Review Training (31554)	Classroom	2000	20	Non-transferable	Non-Academic
11651	Personal/Individual Management Techniques (11651)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
53201-01	POSKED-Post Office Scheduler (53201-01)	Classroom	2000	80	5.0 LD	Science/Technology
53260	Postal Facility Activation (53260)	Classroom	2000	40	0.5 LD	Interdisciplinary/Elective

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
19201-99	Postal Maintenance Supervisor OSHA Train (19201-99)	Classroom	2000	36	2.0 LD	Interdisciplinary/Elective
53250-01	PostalCAD 14 Layout Class (53250-01)	Classroom	2000		3.0 LD	Science/Technology
53250-02	PostalCAD 14 Layout Update Class (53250-02)	Classroom	2000	20	1.0 LD	Science/Technology
53203-02	PostalCAD Mapping (53203-02)	Classroom	2000	40	2.5 LD	Science/Technology
13561	Postmaster Train the Trainer (13561)	Classroom	2000	24	1.5 LD	Interdisciplinary/Elective
13650	Postmasters Managers Environmental Training (13650) <i>(Note: Students may not receive credit for this course and Postmasters/Managers Environmental Training [13651])</i>	Classroom	2000	6	Combinable with other Lower Division coursework	Interdisciplinary/Elective
13651	Postmasters/Managers Environmental Training (13651)	Classroom	2000	20	1.0 LD	Interdisciplinary/Elective
34260	Principles of Purchasing (34260)	Classroom	2000	40	2.5 UD	Interdisciplinary/Elective
34260-01	Principles /Simplified Purchasing (COMBO) (34260-01)	Classroom	2000	60	4.0 UD	Interdisciplinary/Elective
50215-08	Q I Automation (50215-08)	Classroom	2000	40	2.5 LD	Science/Technology
54252-20	Rail Management (54252-20)	Classroom	2000	32	2.0 LD	Interdisciplinary/Elective
50286-04	RBCS Acceptance Test (50286-04)	Classroom	2000	40	Non-transferable	Non-Academic
50276-04	RBCS for DAS (50276-04)	Classroom	2000	40	Non-transferable	Non-Academic
50286-08	RBCS Mailflow (50286-08)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
53201-11	RBCS POSKED: Build and Validate (53201-11)	Classroom	2000	40	2.5 LD	Science/Technology
53201-10	RBCS POSKED: Data Collection (53201-10)	Classroom	2000	16	1.0 LD	Science/Technology
53201-13	RBCS POSKED: Update and Schedule (53201-13)	Classroom	2000	40	2.5 LD	Science/Technology
50286-03	RBCS System Management (50286-03)	Classroom	2000	12	Non-transferable	Non-Academic
50286-25	RBCS Site Training (50286-25)	Classroom	2000	40	1.5 LD	Interdisciplinary/Elective
50286-01	RBCS Train-the-Trainer (50286-01)	Classroom	2000	40	2.5 LD	Science/Technology
19685	RCRA Hazardous Waste Management (19685)	Classroom	2000	16	1.0 LD	Interdisciplinary/Elective
21558-10	REC Workplace Environment Training (21558-10)	Classroom	2000	12	Non-transferable	Non-Academic
11210-01	Redress Overview (11210-01)	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
19601-08	Refrigerant Training/Certification Test (19601-08)	Classroom	2000	8	Non-transferable	Non-Academic
19601-09	Release Reporting Procedures (19601-09)	Classroom	2000	8	Non-transferable	Non-Academic
50284-05	Remote Bar Code Sorter/Sort Plan Systems (502-84-05)	Classroom	2000	12	Non-transferable	Non-Academic
55601-36	Robotics Containerization System Maintenance Training (RCS) (55601-36)	Classroom	2000	76	3.0 LD	Science/Technology
53201-12	RPCS POSKED:Modify for RBCS (53201-12)	Classroom	2000	40	2.5 LD	Science/Technology
17513	Rural Delivery Basics (17513)	Classroom	2000	16	Non-transferable	Non-Academic
Courses Offered by U.S. Postal Service (USPS) Training Academies - CLD & NCLD cont.						
44255	Rural Delivery Management (44255)	Classroom	2000	20	Non-transferable	Non-Academic

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
21265	Safety Engineering Principles (21265)	Classroom	2000	80	5.0 LD	Science/Technology
21299	Safety Instrument and Industrial Hygiene (21299)	Classroom	2000	104	4.0 LD	Science/Technology
40270	Sales Manager (40270)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
40273	Sales Skills (40273) <i>(Note: Students may not receive credit for this course and Account Representative[40268])</i>	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
55606-01	Security Equipment (55606-01)	Classroom	1997	40	Non-transferable	Non-Academic
55606-08	Security Equipment (55606-08)	Classroom	97-00	40	Non-transferable	Non-Academic
55607-26	Self-Service Vending Equipment (SSVE) (55607-26)	Classroom	1996	76	Non-transferable	Non-Academic
55507-01	Servicing Postal Vending Equipment (55507-01)	Classroom	2000	12	Non-transferable	Non-Academic
34262	Simplified Purchasing (34262)	Classroom	2000	40	2.5 UD	Interdisciplinary/Elective
55652	Single-Position Letter-Sorter Machine (55652)- Version 1 & 2 ACE	Classroom	1/74-12/99	76-92	Non-transferable	Non-Academic
55601-52	Singulate-Scan Induction Unit (SSIU) Mechanic (55601-52)	Classroom	2000	24	Non-transferable	Non-Academic
55601-53	Singulate-Scan Induction Unit (SSIU) Technician (55601-53)	Classroom	2000	16	Non-transferable	Non-Academic
11291	Situational Conflict (11291)	Classroom	2000	16	1.0 LD	Interdisciplinary/Elective
50284	Sort Program Systems, SPS (50284)	Classroom	2000	40	Non-transferable	Non-Academic
19662-01	Southwest Stormwater Training (19662-01)	Classroom	2000	20	Non-transferable	Non-Academic
55607-35	SSVE Certified Field Trainer Program (55607-35)	Classroom	2000	36	Non-transferable	Non-Academic
55607-34	SSVE Maintenance (55607-34)	Classroom	96-00	76	Non-transferable	Non-Academic
11293	Strengthening Boss Relations (11293)	Classroom	2000	24	1.5 LD	Interdisciplinary/Elective
11205	Stress Management (11205)	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
11208	Stress Management (PSTN) (11208)	Classroom	2000	0	Non-transferable	Non-Academic
21254	Supervising the Training Function (21254)	Classroom	2000	32	2.0 LD	Interdisciplinary/Elective
21250	Supervisor Sessions (21250)	Classroom	2000	24	1.5 LD	Interdisciplinary/Elective
17505	Supervisory Basics: Associate Office Supervisor (17505)	Classroom	2000	40	0.5 LD	Interdisciplinary/Elective
17229-99	Supervisory Basics: BMC Mail Processing TTT (17229-99)	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
17515	Supervisory Basics: BMC Maintenance (17515)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
17215-99	Supervisory Basics: BMC Maintenance TTT (17215- 99)	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
17217-99	Supervisory Basics: Building Equipment Maintenance TTT (17217-99)	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
17218-99	Supervisory Basics: Building Services Maintenance TTT (17218-99)	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
17512	Supervisory Basics: CFS (17512)	Classroom	2000	36	Non-transferable	Non-Academic
17510	Supervisory Basics: Delivery Services (17510)	Classroom	2000	40	1.5 LD	Interdisciplinary/Elective
17561	Supervisory Basics: Financial Management (17561) <i>(new title-Financial Management I)</i>	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
17563	Supervisory Basics: Mailing Requirements (17563)	Classroom	2000	40	Non-transferable	Non-Academic
17516	Supervisory Basics: MPE Maintenance (17516)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
17516-99	Supervisory Basics: MPE Maintenance TTT (17516-99)	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
17559	Supervisory Basics: Vehicle Maintenance (17559)	Classroom	2000	40	0.5 LD	Interdisciplinary/Elective
Courses Offered by U.S. Postal Service (USPS) Training Academies - CLD & NCLD cont.						
17552	Supervisory Basics: Vehicle Operations (17552)	Classroom	2000	40	0.5 LD	Interdisciplinary/Elective
17573	Supervisory Basics: Window Services (17573)	Classroom	2000	40	1.0 LD	Interdisciplinary/Elective
17224	Supervisory Leadership (17224) -version 1 ACE <i>(Note: Students may not receive credit for this course and Supervisory Leadership: General Management [11203])</i>	Classroom	1/86-7/89	40	2.5 LD	Interdisciplinary/Elective
17224	Supervisory Leadership (17224) -version 2 ACE <i>(Note: Students may not receive credit for this course and Supervisory Leadership: General Management [11203])</i>	Classroom	8/89-12/99	40	2.5 LD	Interdisciplinary/Elective
17224	Supervisory Leadership (17224) <i>(Note: Students may not receive credit for this course and Supervisory Leadership: General Management [11203])</i>	Classroom	2000	40	1.0 LD	Interdisciplinary/Elective
11203	Supervisory Leadership: General Management (11203) -version 1 ACE <i>(Note: Students may not receive credit for this course and Supervisory Leadership: [17224])</i>	Classroom	9/86-7/89	40	2.5 LD	Interdisciplinary/Elective
11203	Supervisory Leadership: General Management (11203) -version 2 ACE <i>(Note: Students may not receive credit for this course and Supervisory Leadership: [17224])</i>	Classroom	8/99-12/99	40	2.5 LD	Interdisciplinary/Elective

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
17205	Supervisory Skills Building: Associate Office Supervisory (17205) <i>(Note: Credit will be reduced to 2.0LD If students have already completed any other Supervisory Skills Building course except Financial Management [17261])</i>	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
17229	Supervisory Skills Building: BMC Mail Processing (17229) <i>(Note: Credit will be reduced to 2.0LD If students have already completed any other Supervisory Skills Building course except Financial Management [17261])</i>	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
17215	Supervisory Skills Building: BMC Maintenance (17215) <i>(Note: Credit will be reduced to 2.0LD If students have already completed any other Supervisory Skills Building course except Financial Management [17261])</i>	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
17217	Supervisory Skills Building: Building Equipment Maintenance (17217) <i>(Note: Credit will be reduced to 2.0LD If students have already completed any other Supervisory Skills Building course except Financial Management [17261])</i>	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
17218	Supervisory Skills Building: Building Services Maintenance (17218) <i>(Note: Credit will be reduced to 2.0LD If students have already completed any other Supervisory Skills Building course except Financial Management [17261])</i>	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
17212	Supervisory Skills Building: CFS II (17212) <i>(Note: Students may not receive credit for this course and any other Supervisory Skills Building course except Financial Management [17261])</i>	Classroom	2000	80	2.0 LD	Interdisciplinary/Elective

Courses Offered by U.S. Postal Service (USPS) Training Academies - CLD & NCLD cont.

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
17210	Supervisory Skills Building: Delivery Services (17210) <i>(Note: Students may not receive credit for this course and any other Supervisory Skills Building course except Financial Management [17261])</i>	Classroom	2000	80	2.0 LD	Interdisciplinary/Elective
17216	Supervisory Skills Building: Financial Management (17216) <i>(new title - Financial Management II)</i>	Classroom	2000	104	3.0 LD	Interdisciplinary/Elective
17201	Supervisory Skills Building: Mail Process (17201) <i>(Note: Credit will be reduced to 2.0LD If students have already completed any other Supervisory Skills Building course except Financial Management [17261])</i>	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
17263	Supervisory Skills Building: Mailing Requirements (17263)	Classroom	2000	120	Non-transferable	Non-Academic
17216	Supervisory Skills Building: MPE Maintenance (17216) <i>(Note: Credit will be reduced to 2.0LD If students have already completed any other Supervisory Skills Building course except Financial Management [17261])</i>	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
17259	Supervisory Skills Building: Vehicle Maintenance (17259) <i>(Note: Students may not receive credit for this course and any other Supervisory Skills Building course except Financial Management [17261])</i>	Classroom	2000	80	2.0 LD	Interdisciplinary/Elective
17252	Supervisory Skills Building: Vehicle Operations (17252) <i>(Note: Credit will be reduced to 2.0LD If students have already completed any other Supervisory Skills Building course except Financial Management [17261])</i>	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
17273	Supervisory Skills Building: Window Services (17273) <i>(Note: Credit will be reduced to 2.0LD If students have already completed any other Supervisory Skills Building course except Financial Management [17261])</i>	Classroom	2000	80	5.0 LD	Interdisciplinary/Elective
11206	Team-Building (11206)	Classroom	2000	24	1.5 LD	Interdisciplinary/Elective

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
40272	Technical Sales and Service (40272) <i>(Note: Credit will be reduced to 1.0 UD If students have already completed Merchandising and Promotion [40217])</i>	Classroom	2000	40	2.5 UD	Interdisciplinary/Elective
55643	Telecommunications & Networking Tech (55643-02)	Classroom	2000	72	3.0 LD	Science/Technology
16650	Time Mastery (16650)	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
21201	Timesaving Tips for Personnel Office (21201)	Classroom	2000	16	Non-transferable	Non-Academic
50287	TMSC Logistics Planning and Support (50287)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
54245	TMSC: Transportation Procurement Admin (54245)	Classroom	2000	40	Non-transferable	Non-Academic
34270	Total Systems Approach to Life Cycle Management (34270)	Classroom	2000	36	2.0 LD	Interdisciplinary/Elective
19686	Toxic Substance Control Act/IAQ (19686)	Classroom	2000	28	1.5 LD	Science/Technology
43506-99	Training & Certification for Driver Instructor T-T-T (43506-99)	Classroom	2000	7	Non-transferable	Non-Academic
13563	Training for PM Relief/Replacement A-15 (13563)	Classroom	2000	10	Non-transferable	Non-Academic
21260	The Training Function (21260)	Classroom	2000	36	2.0 LD	Interdisciplinary/Elective
13561-94	Training Newly Appointed PMs EAS 11-15 (13561-94)	Classroom	2000	24	Non-transferable	Non-Academic
13562	Training Newly Appointed PMs EAS A-E (13562)	Classroom	2000	10	Non-transferable	Non-Academic
54247	Transportation Negotiation Techniques (54247)	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
19687	UST/AST Tank Management Course (19687)	Classroom	2000	24	Non-transferable	Non-Academic
Courses Offered by U.S. Postal Service (USPS) Training Academies - CLD & NCLD cont.						
55616-01	Vehicle Collision Repair Techniques (55616-01)	Classroom	2000	36	Non-transferable	Non-Academic
55628	Vehicle Maintenance Analysis/Diagnosis (55628)	Classroom	2000	72	Non-transferable	Non-Academic
54252-09	VITAL (54252-09)	Classroom	2000	32	2.0 LD	Science/Technology
55630-03	VMF Admin Procedures Teletraining (55630-03)	Classroom	1994	32	Non-transferable	Non-Academic
55630-02	VMF Stockroom Procedures (55630-02)	Classroom	1999	72	Non-transferable	Non-Academic
19688	Waste Awareness (PATN/OPTTEL) (19688)	Classroom	2000	8	Non-transferable	Non-Academic
19688-01	Waste Reduction and Recycling (19688-01)	Classroom	2000	16	1.0 LD	Interdisciplinary/Elective
19650-01	Western Area Asbestos/Lead Training (19650-01)	Classroom	2000	28	0.5 LD	Interdisciplinary/Elective
21271	Women's Program Coordinator (21271)	Classroom	2000	80	3.0 LD	Interdisciplinary/Elective
11283	Writing Instructions, Reports, Letters, Memos (11283)	Classroom	2000	16	1.0 LD	Communication Arts
Courses Offered by U.S. Postal Service Purchasing & Materials						

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
34280	Advanced Contract Administrative (34280) ACE	Classroom	1/87-11/96	36	1.0 UD	Interdisciplinary/Elective
31270	Advanced Purchasing (31270) <i>(Note: Students must complete either Principles of Purchasing [34260 or 34560] or Fundamentals of Purchasing [34268] to receive credit)</i>	Classroom	1/97-pres	36	3.0 UD	Interdisciplinary/Elective
34264	Basic Contract Administrative (34264)- <i>Version 1 ACE (Note: Students must complete Principles of Purchasing [34260 or 34560] to receive credit)</i>	Classroom	1/87-8/95	36	1.0 UD	Interdisciplinary/Elective
34264	Basic Contract Administrative (34264)- <i>Version 2 ACE (Note: Students must complete Principles of Purchasing [34260 or 34560] to receive credit)</i>	Classroom	9/95-11/96	36	2.0 UD	Interdisciplinary/Elective
34269	Commercial Purchasing (34269) ACE <i>(Note: Students must complete either Principles of Purchasing [34260 or 34560] or Fundamentals of Purchasing [34268] to receive credit)</i>	Classroom	12/96-pres	36	2.0 UD	Interdisciplinary/Elective
34266	Contract Administration (34266) <i>(Note: Students must complete Fundamentals of Purchasing [34268] and Commercial Purchasing [34269] to receive credit)</i>	Classroom	4/97-pres	36	3.0 UD	Interdisciplinary/Elective
	Contract Administration, Pricing & Claims ACE	Classroom	11/98-pres	36	3.0 UD	Interdisciplinary/Elective
34263	Contract Formation (34263) - <i>version 1 ACE</i>	Classroom	9/86-8/95	76	2.0 UD	Interdisciplinary/Elective
34263	Contract Formation (34263) - <i>version 2 ACE</i>	Classroom	9/95-11/96	80	3.0 UD	Interdisciplinary/Elective
34284	Contract Law (34284) - <i>version 1 ACE (Note: Students must complete Principles of Purchasing [34260 or 34560] and Contract Formation [34263] to receive credit)</i>	Classroom	1/87-8/95	36	1.0 UD	Interdisciplinary/Elective
34284	Contract Law (34284) - <i>version 2 ACE (Note: Students must complete Principles of Purchasing [34260 or 34560] or Fundamental of Purchasing [34268] to receive credit)</i>	Classroom	9/97-pres	44	3.0 UD	Interdisciplinary/Elective
	Contracting Officer's Representative ACE	Classroom	9/95-pres	28	1.0 UD	Interdisciplinary/Elective
Courses Offered by U.S. Postal Service Purchasing & Materials Contd.						
34285	Cost & Price Analysis (Price Analysis) (34285) <i>version 1 ACE (Note: Students must complete Principles of Purchasing [34260 or 34560] and Contract Formation [34263] to receive credit)</i>	Classroom	1/92-3/97	35	1.0 UD	Interdisciplinary/Elective

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
34285	Cost & Price Analysis (Price Analysis) (34285) <i>version 2 ACE (Note: Students must complete Fundamentals of Purchasing [34268], Commercial Purchasing [34269], & Contract Administration [34266] to receive credit)</i>	Classroom	4/97-pres	44	2.0 UD	Interdisciplinary/Elective
34268	Fundamentals of USPS Purchasing (<i>Fundamentals of Purchasing: Theory & Practice (34268) ACE</i>)	Classroom	1/97-pres	36	2.0 UD	Interdisciplinary/Elective
	Introduction to Facilities R&A Contracting ACE	Classroom	11/98-pres	36	3.0 UD	Interdisciplinary/Elective
34267	Introduction to Procurement for Project Officers (34267) ACE	Classroom	1/87-8/95	28	1.0 UD	Interdisciplinary/Elective
34273	Inventory Management (34273) - <i>version 1 & 2 Ace (Note: Students may not receive credit for this course and Inventory Management Self-Study [34556])</i>	Classroom	1/87-pres	68	2.0 UD	Interdisciplinary/Elective
34556	Inventory Management Self-Study (34556) <i>Ace (Note: Students may not receive credit for this course and Inventory Management [34273])</i>	Classroom	11/93-8/97	79	2.0 UD	Interdisciplinary/Elective
34282	Materiel Accountability & Control (34282) - <i>version 1 ACE</i>	Classroom	7/88-4/98	36	1.0 UD	Interdisciplinary/Elective
	Materiel Accountability & Control - <i>version 2 ACE</i>	Classroom	5/98-pres	35	3.0 UD	Interdisciplinary/Elective
34261	Materiel Management Principles & Practices (34261) - <i>version 1 ACE</i>	Classroom	2/87-12/99	76	2.0 UD	Interdisciplinary/Elective
	Materiel Management Principles & Practices - <i>version 2 ACE</i>	Classroom	1/00-pres	76	3.0 UD	Interdisciplinary/Elective
34281	Negotiation Strategies & Techniques (34281) - <i>version 1 ACE (Note: Students must complete Principles of Purchasing [34260 or 34560] and Contract Formation [34263] to receive credit)</i>	Classroom	1/87-9/95	36	1.0 UD	Interdisciplinary/Elective
34281	Negotiation Strategies & Techniques (34281) - <i>version 2 ACE (Note: Students must complete Principles of Purchasing [34260 or 34560] and Contract Formation [34263] to receive credit)</i>	Classroom	10/95-pres	44	2.0 UD	Interdisciplinary/Elective
34260	Principles of Purchasing (34260) ACE (<i>Note: Students may not receive credit for this course and Principles of Purchasing Self-Study [34560]</i>)	Classroom	1/87-11/96	36	1.0 UD	Interdisciplinary/Elective

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
34260	Principles of Purchasing Self-Study (34260) ACE (Note: Students may not receive credit for this course and Principles of Purchasing [34560])	Classroom	3/94-7/97	0	1.0 UD	Interdisciplinary/Elective
34262	Simplified Purchasing (34262) ACE (Note: Students may not receive credit for this course and Simplified Purchasing Self-Study [34562])	Classroom	1/87-11/96	36	1.0 UD	Interdisciplinary/Elective
34262	Simplified Purchasing Self-Study (34262) ACE (Note: Students may not receive credit for this course and Simplified Purchasing [34262])	Classroom	5/94-6/97	0	1.0 UD	Interdisciplinary/Elective
34274	Storage & Distribution (34274) - version 1 ACE (Note: Students may not receive credit for this course and Storage & Distribution Self-Study [34555])	Classroom	1/87-1/99	36	1.0 UD	Interdisciplinary/Elective
34274	Storage & Distribution (34274) - version 2 ACE (Note: Students may not receive credit for this course and Storage & Distribution Self-Study [34555])	Classroom	2/99-pres	36	2.0 UD	Interdisciplinary/Elective
34555	Storage & Distribution (34555) ACE (Note: Students may not receive credit for this course and Storage & Distribution [34274])	Classroom	5/92-8/97	0	1.0 UD	Interdisciplinary/Elective
34286	Strategic Issues in Purchasing & Materials (34286) (formerly Strategic Issues in Purchasing) - version 1,2, & 3 ACE	Classroom	6/92-pres	35-44	2.0 UD	Interdisciplinary/Elective
Courses Offered by PBS The Business & Technological Network & National Technological University						
Business Computer Skills Transferable courses may be combined with other courses in this section for credit awards, in increments of 0.5 semester credits per each 7.5 clock hours.						
	E-Business 2000	Classroom	2000	20	1.0 LD	Science/Technology
	Information Technology and the Law	Classroom	2000	6	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Microsoft Access 2000 Learning System	Classroom	2000	8	0.5 LD	Basic Computer Applications
	Microsoft Excel 2000 Learning System	Classroom	2000	4	Combinable with other Lower Division coursework	Basic Computer Applications
	Microsoft Outlook 2000 Learning System	Classroom	2000	2	Non-transferable	Non-Academic

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
	Microsoft PowerPoint 2000 learning System	Classroom	2000	4	Combinable with other Lower Division coursework	Basic Computer Applications
	Microsoft Windows 2000 Learning System	Classroom	2000	4	Combinable with other Lower Division coursework	Basic Computer Applications
	Microsoft Word 2000 Learning System	Classroom	2000	2	Non-transferable	Non-Academic
	Weaving the Web	Classroom	2000	1	Combinable with other Lower Division coursework	Interdisciplinary/Elective
Change & Innovation <i>Transferable courses may be combined with other courses in this section for credit awards, in increments of 0.5 semester credits per each 7.5 clock hours.</i>						
	Adversity Quotient	Classroom	2000	4	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Corporate Creativity	Classroom	2000	6	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Forget for Success	Classroom	2000	4	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Implementing Change	Classroom	2000	5	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Innovation: Dilemmas & Opportunities Series	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
	Leapfrogging the Competition: Five Giant Steps to Market Leadership	Classroom	2000	6	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Shall We Dance?	Classroom	2000	2	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	The Innovator's Dilemma	Classroom	2000	2	Combinable with other Lower Division coursework	Interdisciplinary/Elective
Human Resources & Risk Management <i>Transferable courses may be combined with other courses in this section for credit awards, in increments of 0.5 semester credits per each 7.5 clock hours.</i>						
	Accident Investigation	Classroom	2000	1	Combinable with other Lower Division coursework	Interdisciplinary/Elective

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
	Avoiding Slips, Trips, and Falls	Classroom	2000	0.25	Non-transferable	Non-Academic
	Back Safety	Classroom	2000	0.5	Non-transferable	Non-Academic
	Eradicating Sexual Harassment	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
	Fire Prevention and Safety	Classroom	2000	0.5	Non-transferable	Non-Academic
	General Workplace Series	Classroom	2000	3	Non-transferable	Non-Academic
	Hearing Conservation and Safety	Classroom	2000	0.25	Non-transferable	Non-Academic
	Human Energy at Work	Classroom	2000	10	0.5 LD	Interdisciplinary/Elective
	Leading a Diverse Workforce	Classroom	2000	3	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	No Excuse: Beat Bullying at Work	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
	OSHA Compliance	Classroom	2000	6	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Power Dead Even Rule	Classroom	2000	4	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Right to Know	Classroom	2000	1.5	Non-transferable	Non-Academic
	Successful Formulas for Managing Knowledge in the 21s Century (<i>Pizza Lunch Series</i>)	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
	The Legal Environment of Business	Classroom	2000	40	2.5 LD	Interdisciplinary/Elective
	The X Factor	Classroom	2000	5	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Valuing Diversity	Classroom	2000	10	0.5 LD	Social Science
	Valuing Relationships	Classroom	2000	6	Combinable with other Lower Division coursework	Social Science
	Women in Management	Classroom	2000	2	Combinable with other Lower Division coursework	Interdisciplinary/Elective
Individual & Group Effectiveness <i>Transferable courses may be combined with other courses in this section for credit awards, in increments of 0.5 semester credits per each 7.5 clock hours.</i>						
	Accounting Fundamentals	Classroom	2000	6	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Breaking Through the Four Barriers to Quality	Classroom	2000	4	Combinable with other Lower Division coursework	Interdisciplinary/Elective

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
	CPU 2000 (<i>Pizza Lunch Series</i>)	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
	Creating A Business Plan	Classroom	2000	1	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Effective Business Writing	Classroom	2000	2	Combinable with other Lower Division coursework	Communication Arts
	Effective Communication	Classroom	2000	5	Combinable with other Lower Division coursework	Communication Arts
	Everyone's a Winner	Classroom	2000	8	0.5 LD	Interdisciplinary/Elective
	Facilitation Skills for Team Leaders	Classroom	2000	1	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Influencing with Integrity	Classroom	2000	3	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Introduction to Business Communication	Classroom	2000	12	0.5 LD	Communication Arts
	Loud and Clear	Classroom	2000	3	Combinable with other Lower Division coursework	Communication Arts
	Managing Multiple Tasks	Classroom	2000	2	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Managing Personal Change	Classroom	2000	2	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Peak Performing Teams	Classroom	2000	5	Combinable with other Lower Division coursework	Interdisciplinary/Elective
Individual & Group Effectiveness						
	Professional Ethics for the New Millennium	Classroom	2000	3	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Project Management	Classroom	2000	1	Combinable with other Lower Division coursework	Interdisciplinary/Elective

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
	Since Stragglers Isn't an Option	Classroom	2000	2	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Speed Reading Skills	Classroom	2000	2	Non-transferable	Non-Academic
	Stanford Guide to Financial Statements	Classroom	2000	1.5	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Stanford Guide to Negotiating	Classroom	2000	1.5	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Team Problem Solving	Classroom	2000	1	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	The Editor, the Writer, and the Word	Classroom	2000	4	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Time Management	Classroom	2000	4	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	We Have to START Meeting Like This ...	Classroom	2000	2	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	You Can Manage	Classroom	2000	20	1.0 LD	Interdisciplinary/Elective
Leadership & Management <i>Transferable courses may be combined with other courses in this section for credit awards, in increments of 0.5 semester credits per each 7.5 clock hours.</i>						
	101 Ways to Increase Your Return on People	Classroom	2000	5	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Developing Effective Leadership Skills	Classroom	2000	4	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Effective Performance Appraisals	Classroom	2000	1	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Finding and Keeping Great Employees	Classroom	2000	4	Combinable with other Lower Division coursework	Interdisciplinary/Elective

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
	Goals and Goal Setting	Classroom	2000	1	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	High-Involvement Leadership Series	Classroom	2000	5	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Integrated Supply Chain Management	Classroom	2000	12	0.5 LD	Interdisciplinary/Elective
	Learning to Lead	Classroom	2000	7	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Love 'Em or Lose 'Em	Classroom	2000	4	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Managers as Mentors	Classroom	2000	5	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Partners in Performance	Classroom	2000	1	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Principles of Management	Classroom	2000	4	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	The Rookie Manager	Classroom	2000	2.5	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Visioneering: Creating Your Future	Classroom	2000	2	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Women in Leadership and Learning	Classroom	2000	2	Combinable with other Lower Division coursework	Interdisciplinary/Elective
Marketing, Sales, & Customer Sales <i>Transferable courses may be combined with other courses in this section for credit awards, in increments of 0.5 semester credits per each 7.5 clock hours.</i>						
	Branding	Classroom	2000	3	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Creating World Class Customer Service	Classroom	2000	4	Combinable with other Lower Division coursework	Interdisciplinary/Elective

Course Number	Course Title	Delivery Method (Classroom, Lab or Self-Paced)	Course Year	Course Hours	Semester Credits Recommended	University of Phoenix Equivalency
	Customer Satisfaction	Classroom	2000	1	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Dig Your Well Before You're Thirty	Classroom	2000	4	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Introduction to Marketing	Classroom	2000	30	2.0 LD	Interdisciplinary/Elective
	Nurture Selling	Classroom	2000	5	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Quality Customer Service	Classroom	2000	0.5	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Telephone Power	Classroom	2000	1	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	The One to One Future	Classroom	2000	5	Combinable with other Lower Division coursework	Interdisciplinary/Elective
Technical Management <i>Transferable courses may be combined with other courses in this section or with courses in the Individual & Group Effectiveness section for credit awards, in increments of 0.5 semester credits per each 7.5 clock hours.</i>						
	Internet Security and Hacking	Classroom	2000	2	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	Leading Technology-Based Project Teams	Classroom	2000	3	Combinable with other Lower Division coursework	Interdisciplinary/Elective
	The Oral Presentation of Technical Information	Classroom	2000	8	0.5 LD	Communication Arts