

## Career Development Certificate- Program of Study Worksheet

Below are all of the requirements to complete the Career Development Certificate. Students must complete the below required courses and complete a minimum of 24 credit hours total over the course of 2 years.

**Required Courses:** (9 Credit Hours Required)

\_\_\_\_\_ UNIV 101: Orientation Seminar (2 credit hours) – Fall, Year 1

\_\_\_\_\_ EPSY 210: Career & Life Planning Decision-Making for College Students (3 credit hours) –  
Spring, Year 1

\_\_\_\_\_ C&T 598: Career Development Internship (2 credit hours total)  
(Enroll in 1 credit hour fall and spring semester of year 1)

\_\_\_\_\_ C&T 598: Work-Based Learning (2 credit hours total)  
(Enroll in 1 credit hour fall and spring semester of year 2)

**Communication Requirement:** (3 Credit Hours Required- choose 1 from approved courses below)

\_\_\_\_\_ COMS 130: Speaker-Audience Communication (3 credit hours)

\_\_\_\_\_ ENGL 101: Composition (3 credit hours)

\_\_\_\_\_ THR 120: Public Speaking as Performance (3 credit hours)

\_\_\_\_\_ ART 101: Drawing (3 credit hours)

\_\_\_\_\_ JOUR 101: Media & Society (3 credit hours)

\_\_\_\_\_ JOUR 150: Stand & Deliver (3 credit hours)

**Health & Wellness Requirement:** (3 Credit Hours Required- choose at least 1 from approved courses below)

\_\_\_\_\_ HSES 260: Personal & Community Health (3 credit hours)

\_\_\_\_\_ SW 303: Human Sexuality in Everyday Life (3 credit hours)  
(Only offered during Fall semester)

**4 Elective Courses - Aligned with career goals and pathways** (Minimum of 5 Credit Hours):

\_\_\_\_\_ Elective 1: \_\_\_\_\_ ( \_\_ credit hours)

\_\_\_\_\_ Elective 2: \_\_\_\_\_ ( \_\_ credit hours)

\_\_\_\_\_ Elective 3: \_\_\_\_\_ ( \_\_ credit hours)

\_\_\_\_\_ Elective 4: \_\_\_\_\_ ( \_\_ credit hours)

**Career Development Certificate Program of Study**

**Year 1 – Fall**

Fall Semester- minimum enrollment of 6 credit hours	Credit hours	Semester & Year Enrolled
<b>Required courses</b>		
C&T 598: Career Development Internship	1	
UNIV 101: Orientation seminar	2	
<b>Communication or Health &amp; Wellness Requirement courses (Choose 1 or skip to elective )</b>		
<b>Elective (any class of your choice as discussed with advisor)</b>		
<b>Total Credit Hours for Fall Semester</b>	<b>6</b>	

**Year 1 – Spring**

Spring Semester- minimum enrollment of 6 credit hours	Credit hours	Semester & Year Enrolled
<b>Required Courses</b>		
C&T 598: Career Development Internship	1	
EPSY 210: Career & Life Planning Decision-Making for College Students	3	
<b>Communication or Health &amp; wellness Requirement course (Pick 1 or skip to elective ):</b>		
<b>Elective (any class of your choice as discussed with advisor)</b>		
<b>Total Credit Hours for Spring Semester</b>		

**Year 2 – Fall**

Fall Semester – Minimum enrollment of 6 credit hours	Credit hours	Semester & Year Enrolled
Required courses		
C&T 598: Work-based learning	1	
<b>Communication or Health &amp; Wellness Requirement courses (Choose 1 or skip to elective )</b>		
<b>Elective (any class of your choice as discussed with advisor)</b>		
<b>Total Credit Hours for Fall Semester</b>		

**Year 2 – Spring**

Spring Semester- minimum enrollment of 6 credit hours	Credit hours	Semester & Year Enrolled
Required courses		
C&T 598: Work-based learning	1	
<b>Communication or Health &amp; Wellness Requirement courses (Choose 1 or skip to elective )</b>		
<b>Elective (any class of your choice as discussed with advisor)</b>		
<b>Total Credit Hours for Spring Semester</b>		