



2021-2022 Completion Guide
Human Services Specialist, Certificate of Achievement, SS221
ICCB Approved Total Program Hours: 39 Semester Hours

Date:	<i>The following schedule is based on full-time enrollment. Students planning to transfer to a senior institution should check with that institution for specific transfer requirements.</i>
Program Prerequisites	

T= Traditional H = Hybrid W = Web

First Semester						
Course	Title	Credit Hours	Mode of Delivery	Prerequisites	Terms offered	Notes
ENG 101	Rhetoric	3	T,H, W	ENG 101 Eligible	SP, SM, FL	
PSYC 101	General Psychology (intro to Psych)	3	T,H, W	None	SP, SM, FL	
HUS 101	Introduction to Human Services	3	T,H, W	None	SP, SM, FL	
HUS 102	Cultural Awareness	3	T,H, W	None	SP, SM, FL	
HUS 103	Role of the Advocate	3	T,H	None	SP, SM, FL	
Total Semester Hours		15				

Second Semester						
Course	Title	Credit Hours	Mode of Delivery	Prerequisites	Terms offered	Notes
COMM 101	Principle of Communication	3	T, H, W	ENG 101 Eligible	SP, SM, FL	
PSYC 205	Abnormal Psychology	3	T, H, W	PSYC 101	SP, SM, FL	
HUS 104	Case Management	3	T, H	None	SP, SM, FL	
HUS 105	Advocacy Skills	3	T, H	None	SP, SM, FL	
HUS 203	Group Dynamics	3	T, H	None	SP, SM, FL	
Total Semester Hours		15				

Third Semester						
Course	Title	Credit Hours	Mode of Delivery	Prerequisites	Terms offered	Notes
PSYC 215	Lifespan: A Survey of Human Development	3	T, H, W	PSYC 101	SP, SM, FL	
HUS 203	Crisis Intervention	3	T, H	None	SP, SM, FL	
HUS 204	Ethics and Standards in Human Services	3	T, H	None	SP, SM, FL	
Total Semester Hours		9				

Graduation Requirements

To be awarded an Associate degree at Joliet Junior College, each student must meet the following requirements:

1. Satisfy all admissions requirements.
2. Complete the courses required to earn the given degree. If the student is a transfer student with coursework taken elsewhere, he/she must complete a minimum of 60 credit hours of which 15 credit hours applicable to the degree are earned at JJC. Proficiency test, CLEP, and Advanced Placement does not meet this requirement.
3. Earn a cumulative grade point average of at least 2.0.
4. Discharge all financial obligations to the College and have no restrictions.
5. File an application for graduation. An application should be filed at the time of registration for the student's anticipated last semester.
6. Have all official transcripts from other college/universities on file in the Graduation Office by the graduation filing date for evaluation of credit. A delay in the process

may result in a later graduation date.

To be awarded a Certificate of Achievement or Certificate of Completion at JJC, each student must meet the following requirements:

1. Satisfy all admission requirements.
2. Complete the courses required to earn the chosen certificate. Complete a minimum of 4-29 credit hours (Certificate of Completion) or 30-50 credit hours (Certificate of Achievement). If the student is a transfer student with coursework taken elsewhere, he/she must complete a minimum of 25% of the total required credit hours applicable to the certificate at JJC. Proficiency test, CLEP, and Advanced Placement do not meet this requirement.
3. Earn a cumulative grade point average of at least 2.0 in the area of concentration.
4. Discharge all financial obligations to the college and have no restrictions.
5. File an application for graduation. An application should be filed at the time of registration for the student's anticipated last semester.
6. Have all official transcripts from other college/universities on file in the Graduation Office by the graduation filing date for evaluation of credit. A delay in the process may result in a later graduation date

	Department Chairperson	Program Coordinator	Program Advisor
For more information:	Name: Panagiota Katralis	Name: James (Doug) France	Name: Heidi Munsey
	E-mail: pkatrali@jjc.edu	E-mail: jfrance@jjc.edu	E-mail: hmunsey@jjc.edu
	Phone: 815-280-2982/6634	Phone: 815-280-2508	Phone: 815-280-7705