|  |  |
| --- | --- |
| JJC Logo Primary_black.jpg | **2022 2023 Completion Guide****Human Services Specialist, Certificate of Achievement, Program Code: SS221****ICCB Approved Total Program Hours: 39** |
| Date: 4/1/22 | *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.* |
| Program Prerequisites | *None* |

**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 | Appropriate placement score or minimum grade "C" in one of the following: ENG 021 and ENG 099 or the EAP course sequence ENG 079 and ENG 089; or ENG 096.  | FL, SP, SM |  |
| PSYC 101 | General Psychology | 3 | T,H,W | None | FL, SP, SM |  |
| HUS 101 | Introduction to Human Services | 3 | T,W | None | FL, SP, SM |  |
| HUS 102 | Cultural Awareness | 3 | T,W | None | FL, SP, SM |  |
| HUS 103 | Role of the Advocate | 3 | T | None | FL, SP, SM |  |
|  | **Total Semester Hours** | **15** |  |  |  |  |

|  |
| --- |
| **Second Semester** |
| Course | Title | Credit Hours | Mode of Delivery | Prerequisites | Terms offered | Notes |
| COMM 101 | Principles of Communication | 3 | T,H,W | Appropriate placement score or minimum grade "C" in one of the following: ENG 021 and ENG 099 or the EAP course sequence ENG 079 and ENG 089; or ENG 096.  | FL, SP, SM |  |
| PSYC 215 | Lifespan: A Survey of Human Development | 3 | T,H,W | Psyc-101 | FL, SP, SM |  |
| HUS 104 | Case Management | 3 | T | None | FL, SP, SM |  |
| HUS 105 | Advocacy Skills | 3 | T | None | FL, SP, SM |  |
| HUS 203 | Group Dynamics | 3 | T | None | FL, SP, SM |  |
|  | **Total Semester Hours** | **15** |  |  |  |  |

|  |
| --- |
| **Third Semester** |
| Course | Title | Credit Hours | Mode of Delivery | Prerequisites | Terms offered | Notes |
| PSYC 205 | Abnormal Psychology | 3 | T,H,W | Psyc-101 | FL, SP, SM |  |
| HUS 204 | Crisis Intervention | 3 | T | None | FL, SP, SM |  |
| HUS 205 | Ethics and Standards in Human Services | 3 | T | None | FL, SP, SM |  |
|  | **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. **A 2.75 gpa is required for the Human Services program.**

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. **A 2.75 gpa is required for the Human Services program.**

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.

|  |  |  |  |
| --- | --- | --- | --- |
| For more information: | **Department Chairperson** | **Program Coordinator** | **Program Advisor** |
| Name: Patricia Katralis | Name: Heidi Munsey | Name: Heidi Munsey |
| E-mail: pkatrali@jjc.edu | E-mail: hmunsey@jj.edu  | E-mail: hmunsey@jjc.edu |
| Phone: 815-280-2982 | Phone: 815-280-7705 | Phone: 815-280-7705 |