

ACADEMIC CERTIFICATE (AC)
CGCC ADVISEMENT CHECKSHEET

NAME:	CREDITS REQUIRED: 30	MAJOR: Communication Competence in the Workplace (6219)
STUDENT ID:	PROGRAM G.P.A.: 2.00	REQUIREMENT TERM: 2009-2010

The Academic Certificate (AC) in Communication Competence in the Workplace is an interdisciplinary program of study that provides intensive study of written and oral communication skills in different contexts including interpersonal communication, small group interaction, team-building, problem solving, public speaking and presentation skills, conflict resolution, assertiveness, and leadership. Students develop skills to enhance their professional, social, and personal interactions, and become more competitive and effective in the workforce.

REQUIRED COURSES (21 CREDITS)			
	CRS	GRD	SEM
COM110	3		
COM225*	3		
COM230*	3		
COM282AC	3		
CRE101 or TEST EXEMPT	3		
ENG101 or ENG107	3		
ENG102 or ENG108	3		

RESTRICTED ELECTIVES (9 CREDITS)			
	CRS	GRD	SEM
If choosing BPC110 or CIS105 only one can be applied			
BPC110	3		
CIS105	3		
COM259*	3		
COM263	3		
GBS233*	3		
SWU292*	3		
ENG111*	3		
IBS109	3		

FREE ELECTIVES (3 CREDITS)			
	CRS	GRD	SEM
Any approved General Education course in the Cultural Awareness [C] value (3) OR COM+++ Any COM communication course (3)	3		

* Indicates course contains prerequisite and/or co-requisite.

NOTE: Students must earn a grade of "C" or better in all courses within the program.