

## SOCIAL SERVICES SUPPORT

### Human Services Technology (A45380)

The Human Services Technology curriculum prepares students for entry-level positions in institutions and agencies which provide social, community, and educational services. Along with core courses, students take courses which prepare them for specialization in specific human service areas.

Students will take courses from a variety of disciplines. Emphasis in core courses is placed on development of relevant knowledge, skills, and attitudes in human services. Fieldwork experience will provide opportunities for application of knowledge and skills learned in the classroom.

Graduates should qualify for positions in mental health, child care, family services, social services, rehabilitation, correction, and educational agencies. Graduates choosing to continue their education may select from a variety of transfer programs at senior public and private institutions.

### COURSE REQUIREMENTS

Richmond Community College provides day and evening course sequences for selected programs to enable students to better plan what courses to take to reach their educational goals. However, given the continued increase in the use of technology in instruction and increasing student demand for distance learning courses, the College may offer hybrid, online, web-based and information highway courses in place of traditional courses in any course sequence that is listed. Therefore, students should be aware of this possibility and prepare themselves to successfully function in a hybrid, online, web-based, or information highway course.

	Class	Lab	Work/ Clinical	Credit	
<b>A. General Education Courses</b>					
1. Required Courses					
ENG 111	Writing and Inquiry	3	0	0	3
ENG 112	Writing/Research in the Disciplines	3	0	0	3
MAT 143	Quantitative Literacy	2	2	0	3
SOC 210	Introduction to Sociology	3	0	0	3
	Humanities/Fine Arts Elective*	3	0	0	3
<b>B. Major Courses</b>					
1. Core Courses					
<i>To receive a degree, diploma or certificate from RCC, a student must have a grade of "C" or better in all core courses for the program of study.</i>					
HSE 110	Introduction to Human Services	2	2	0	3
HSE 112	Group Process I	1	2	0	2
HSE 123	Interviewing Techniques	2	2	0	3
HSE 125	Counseling	2	2	0	3
HSE 210	Human Services Issues	2	0	0	2
HSE 225	Crisis Intervention	3	0	0	3
PSY 150	General Psychology	3	0	0	3
PSY 241	Developmental Psychology	3	0	0	3
SOC 213	Sociology of the Family	3	0	0	3
2. Other Major Courses					

CIS	110	Introduction to Computers	2	2	0	3
HSE	155	Community Resources Management	2	0	0	2
HSE	220	Case Management	2	2	0	3
HSE	227	Children & Adolescents in Crisis	3	0	0	3
SWK	113	Working with Diversity	3	0	0	3
WBL	111	Work-Based Learning I	0	0	10	1
WBL	115	Work-Based Learning Seminar I	1	0	0	1
3. Elective Courses (Select three of the following)**						
GRO	120	Gerontology	3	0	0	3
HSE	127	Conflict Resolution	2	2	0	3
HSE	242	Family Systems	3	0	0	3
HSE	250	Financial Services	2	0	0	2
HSE	251	Activities Planning	3	0	0	3
HSE	255	Health Problems and Prevention	3	0	0	3
SAB	110	Substance Abuse Overview	3	0	0	3
SAB	135	Addictive Processes	3	0	0	3
SOC	225	Social Diversity	3	0	0	3
SWK	110	Introduction to Social Work	3	0	0	3
<b>C. Other Required Courses</b>						
ACA	122	College Transfer Success	0	2	0	1

**Total Credit Hours****65-66**

\*Approved Electives are listed on the page before the Course Descriptions.

**SEMESTER SCHEDULE  
HUMAN SERVICES TECHNOLOGY (DAY)**

			Class	Lab	Work/ Clinical	Credit
<b>First Year – Fall Semester</b>						
ACA	122	College Transfer Success	0	2	0	1
ENG	111	Writing and Inquiry	3	0	0	3
HSE	110	Introduction to Human Services	2	2	0	3
HSE	123	Interviewing Techniques	2	2	0	3
HSE	155	Community Resources Management	2	0	0	2
PSY	150	General Psychology	3	0	0	3
SOC	210	Introduction to Sociology	3	0	0	3
			15	6	0	18
<b>First Year – Spring Semester</b>						
CIS	110	Introduction to Computers	2	2	0	3
ENG	112	Writing/Research in the Disciplines	3	0	0	3
HSE	112	Group Process I	1	2	0	2
HSE	125	Counseling	2	2	0	3
MAT	143	Quantitative Literacy	2	2	0	3
		Elective Course I**	2-3	0-2	0	2-3

		12-13	8-10	0	16-17	
<b>Second Year – Fall Semester</b>						
HSE	227	Children & Adolescents in Crisis	3	0	0	3
PSY	241	Developmental Psychology	3	0	0	3
SOC	213	Sociology of the Family	3	0	0	3
SWK	113	Working with Diversity	3	0	0	3
		Elective Course II**	2-3	0-2	0	2-3
		—	—	—	—	—
		14-15	0-2	10	14-15	
<b>Second Year – Spring Semester</b>						
HSE	210	Human Services Issues	2	0	0	2
HSE	220	Case Management	2	2	0	3
HSE	225	Crisis Intervention	3	0	0	3
WBL	111	Work-Based Learning I	0	0	10	1
WBL	115	Work-Based Learning Seminar I	1	0	0	1
		Humanities/Fine Arts Elective*	3	0	0	3
		Elective Course III**	2-3	0-2	0	2-3
		—	—	—	—	—
		13-14	2-4	10	15-16	
<b>Total Credit Hours</b>				<b>65-66</b>		

\*Approved Electives are listed on the page before the Course Descriptions.

### SEMESTER SCHEDULE HUMAN SERVICES TECHNOLOGY (EVENING)

		Class	Lab	Work/ Clinical	Credit	
<b>First Year – Fall Semester</b>						
ACA	122	College Transfer Success	0	2	0	1
CIS	110	Introduction to Computers	2	2	0	3
ENG	111	Writing and Inquiry	3	0	0	3
HSE	110	Introduction to Human Services	2	2	0	3
		—	—	—	—	—
		7	6	0	10	
<b>First Year – Spring Semester</b>						
ENG	112	Writing/Research in the Disciplines	3	0	0	3
HSE	123	Interviewing Techniques	2	2	0	3
PSY	150	General Psychology	3	0	0	3
SOC	210	Introduction to Sociology	3	0	0	3
		—	—	—	—	—
		11	2	0	12	
<b>Even Years – Fall Semester</b>						
HSE	227	Children & Adolescents in Crisis	3	0	0	3
SWK	113	Working with Diversity	3	0	0	3

		Elective Course I**	2-3	0-2	0	2-3
		Elective Course II**	2-3	0-2	0	2-3
			—	—	—	—
			10-12	0-4	0	11-12
<b>Odd Years – Spring Semester</b>						
HSE	210	Human Services Issues	2	0	0	2
HSE	220	Case Management	2	2	0	3
MAT	143	Quantitative Literacy	2	2	0	3
SOC	213	Sociology of the Family	3	0	0	3
WBL	111	Work-Based Learning I	0	0	10	1
WBL	115	Work-Based Learning Seminar I	1	0	0	1
			—	—	—	—
			11	2	10	13
<b>Odd Years – Fall Semester</b>						
HSE	112	Group Process I	1	2	0	2
HSE	125	Counseling	2	2	0	3
HSE	225	Crisis Intervention	3	0	0	3
		Humanities/Fine Arts Elective*	3	0	0	3
			—	—	—	—
			9	4	0	11
<b>Even Years – Spring Semester</b>						
HSE	155	Community Resources Management	2	0	0	2
PSY	241	Developmental Psychology	3	0	0	3
		Elective Course III**	2-3	0-2	0	2-3
			—	—	—	—
			7-8	0-2	0	7-8

**Total Credit Hours****65-66**

\*Approved Electives are listed on the page before the Course Descriptions.

**HST: SOCIAL GERONTOLOGY (CERTIFICATE) (C45380G)  
COURSE REQUIREMENTS**

			<b>Work/</b>			
			<b>Class</b>	<b>Lab</b>	<b>Clinical</b>	<b>Credit</b>
GRO	120	Gerontology	3	0	0	3
HSE	110	Introduction to Human Services	2	2	0	3
HSE	123	Interviewing Techniques	2	2	0	3
HSE	225	Crisis Intervention	3	0	0	3
HSE	251	Activities Planning	3	0	0	3
PSY	150	General Psychology	3	0	0	3
		or				
SOC	213	Sociology of the Family	3	0	0	3
			—	—	—	—
			16	4	0	18

**Total Credit Hours** **18**

**HST: AT-RISK YOUTH TECHNICIAN (CERTIFICATE) (C45380Y)  
COURSE REQUIREMENTS**

			<b>Class</b>	<b>Lab</b>	<b>Work/ Clinical</b>	<b>Credit</b>
HSE	110	Introduction to Human Services	2	2	0	3
HSE	123	Interviewing Techniques	2	2	0	3
HSE	225	Crisis Intervention	3	0	0	3
HSE	227	Children & Adolescents in Crisis	3	0	0	3
PSY	150	General Psychology	3	0	0	3
	or					
SOC	213	Sociology of the Family	3	0	0	3
SAB	110	Substance Abuse Overview	3	0	0	3
			—	—	—	—
			16	4	0	18

**Total Credit Hours** **18**

Program Completion Guide  
**ASSOCIATE IN APPLIED SCIENCE - HUMAN SERVICES TECHNOLOGY (A45380)**  
**Social Services Support**

Student Name: \_\_\_\_\_ ID #: \_\_\_\_\_ Date of Enrollment: \_\_\_\_\_

**Section I: Developmental Courses (if needed)**

Courses	Scores	Cr.	Prerequisites/ Corequisites	Grade	Notes/Semester
DMA 010 Operations with Integers	<7 on DAP	1	Pre: None		
DMA 020 Fractions and Decimals	<7 on DAP	1	Pre: DMA 010		
DMA 030 Propor/Ratio/Rate/Percent	<7 on DAP	1	Pre: DMA 010-020		
DMA 040 Express/Lin Equat/Inequal	<7 on DAP	1	Pre: DMA 010-030 or MAT 060		
DMA 050 Graphs/Equations of Lines	<7 on DAP	1	Pre: DMA 010-040 or DMA 040 and MAT 060		
DRE 096 Integrated Reading and Writing	104-116	3	Pre: None Co: CIS 070		
DRE 097 Integrated Reading Writing II	117-135	3	Pre: DRE 096 Co: CIS 070		
DRE 098 Integrated Reading Writing III	136-150	3	Pre: DRE 097 Co: CIS 070		

**Section II:**

**A. Social Gerontology Certificate (C45380G) Course Requirements 18 credit hours:**

Courses	Cr.	Recommended Semester	Prerequisites/ Corequisites	Semester Registered/ Planned	Semester Completed/ Grade
GRO 120 Gerontology	3		None		
HSE 110 Introduction to Human Services *	3		Pre: DRE 097 Co: DRE 098		
HSE 123 Interviewing Techniques*	3		Pre: DRE 097 Co: DRE 098		
HSE 225 Crisis Interventions*	3		Pre: DRE 098 or ENG 090 and RED 090		
HSE 251 Activities Planning	3		Pre: DRE 098 or ENG 090 and RED 090		
PSY 150 General Psychology* or SOC 213 Sociology of the Family*	3		Pre: DRE 098 or ENG 090 and RED 090		

**B. At-Risk Youth Technician Certificate (C45380Y) Course Requirements 18 credit hours:**

Courses	Cr.	Recommended Semester	Prerequisites/ Corequisites	Semester Registered/ Planned	Semester Completed/ Grade
HSE 110 Introduction to Human Services*	3		Pre: DRE 097 Co: DRE 098		
HSE 123 Interviewing Techniques*	3		Pre: DRE 097 Co: DRE 098		
HSE 225 Crisis Intervention*	3		Pre: DRE 098 or ENG 090 and RED 090		
HSE 227 Children & Adolescents in Crisis	3		Pre: DRE 098 or ENG 090 and RED 090		
PSY 150 General Psychology* or SOC 213 Sociology of the Family*	3		Pre: DRE 098 or ENG 090 and RED 090		
SAB 110 Substance Abuse Overview	3		None		

**C. Human Services Technology Associate in Applied Science Degree (A45380) Course Requirements 65-66 credit hours:  
 Complete Sections I (as required), and II, C.**

Courses	Cr.	Recommended Semester	Prerequisites/ Corequisites	Semester Registered/ Planned	Semester Completed/ Grade
---------	-----	----------------------	--------------------------------	---------------------------------	------------------------------

				Planned	Grade
ACA 122 College Transfer Success	1	(D, E) 1 <sup>st</sup> year - fall	None		
ENG 111 Writing and Inquiry	3	(D, E) 1 <sup>st</sup> year - fall	Pre: DRE 098 or ENG 090 and RED 090 Co: ACA 122		
HSE 110 Introduction to Human Services*	3	(D, E) 1 <sup>st</sup> year - Fall	Pre: DRE 097 Co: DRE 098		
HSE 123 Interviewing Techniques*	3	(D) 1 <sup>st</sup> year - fall (E) 1 <sup>st</sup> year - spring	Pre: DRE 097 Co: DRE 098		
HSE 155 Community Resources Management	2	(D) 1 <sup>st</sup> year - fall (E) Even year - spring	Pre: DRE 097 Co: DRE 098		
PSY 150 General Psychology*	3	(D) 1 <sup>st</sup> year - fall (E) 1 <sup>st</sup> year - spring	Pre: DRE 098 or ENG 090 and RED 090		
SOC 210 Introduction to Sociology	3	(D) 1 <sup>st</sup> year - fall (E) 1 <sup>st</sup> year - spring	Pre: DRE 098 or ENG 090 and RED 090		
CIS 110 Introduction to Computers	3	(D) 1 <sup>st</sup> year - spring (E) 1 <sup>st</sup> year - fall	Pre: DRE 097 Co: DRE 098		
ENG 112 Writing/Research in the Disciplines	3	(D, E) 1 <sup>st</sup> year - spring	Pre: ENG 111		
HSE 112 Group Process I*	2	(D) 1 <sup>st</sup> year - spring (E) Odd year - fall	Pre: DRE 097, Enrollment in HSE program Co: DRE 098		
HSE 125 Counseling*	3	(D) 1 <sup>st</sup> year - spring (E) Odd year - fall	Pre: PSY 150		
MAT 143 Quantitative Literacy	3	(D) 1 <sup>st</sup> year - spring (E) Odd year - spring	Pre: DMA 010-050, DRE 098 Co: ACA 122		
HSE 227 Children & Adolescents in Crisis	3	(D) 2 <sup>nd</sup> year - fall (E) Even year - fall	Pre: DRE 098 or ENG 090 and RED 090		
PSY 241 Developmental Psychology*	3	(D) 2 <sup>nd</sup> year - fall (E) Even Year - spring	Pre: PSY 150		
SOC 213 Sociology of the Family*	3	(D) 2 <sup>nd</sup> year - fall (E) Odd year - spring	Pre: DRE 098 or ENG 090 and RED 090		
SWK 113 Working with Diversity	3	(D) 2 <sup>nd</sup> year - fall (E) Even year - fall	Pre: DRE 098 ENG 090 and RED 090		
HSE 210 Human Services Issues*	2	(D) 2 <sup>nd</sup> year - spring (E) Odd year - spring	Pre: Successful completion of 12 SHC in the HSE major courses		
HSE 220 Case Management	3	(D) 2 <sup>nd</sup> year - spring (E) Odd year - spring	Pre: HSE 110		
HSE 225 Crisis Intervention	3	(D) 2 <sup>nd</sup> year - spring (E) odd year - fall	Pre: DRE 098 or ENG 090 and RED 090		
WBL 111 Work-Based Learning I	1	(D) 2 <sup>nd</sup> year - spring (E) Odd year - spring	Pre: 9 or 14 SHC in the major core courses depending on program Co: WBL 115		
WBL 115 Work-Based Learning Seminar I	1	(D) 2 <sup>nd</sup> year - spring (E) Odd year - spring	Pre: 9 or 14 SHC in the major core courses depending on program Co: WBL 111		

**Must take any three of the following (9 credit hours) to complete degree requirements:**

GRO 120, HSE 127, HSE 242, HSE 250, HSE 251, HSE 255, SAB 110, SAB 135, SOC 225, SWK 110

Course	Recommended Semester	Semester Registered/Planned	Semester Completed/Grade
	(D) 1 <sup>st</sup> year - spring (E) Even year - fall		
	(D) 2 <sup>nd</sup> year - fall (E) Even year - fall		
	(D) 2 <sup>nd</sup> year - spring (E) Even year - spring		

**Electives: (All degree seeking students must take one Humanities/Fine Arts and elective from list below unless a specific course is required above.)**

**Humanities/Fine Arts Electives (3 credits)\*\*** Courses with the following prefixes will satisfy this requirement: ART, DRA, ENG (literature courses only), HUM, MUS, PHI, REL, and SPA (Intermediate Spanish I only).

Courses offered at RCC:

ART 111, DRA 111, ENG 131, ENG 231, ENG 232, MUS 110, PHI 240, REL 211, REL 212, SPA 211

Course	Recommended Semester	Semester Registered/Planned	Semester Completed/Grade
--------	----------------------	-----------------------------	--------------------------

	(D) 2 <sup>nd</sup> year - spring (E) Odd year - fall	
--	--	--

**NOTES:** \*All courses must be completed with a grade of "C" or better.  
 \*\*See course catalog for prerequisite and/or corequisite requirements.

**Students please read the following and sign below.**

I understand that as an RCC student, I am ultimately responsible for my schedule. I understand that I must complete each course with a grade of "C" or better and follow the established course sequence or my ability to graduate on time may be affected.

My advisor has information regarding other colleges and transfer opportunities that I can investigate after completing my degree/diploma/certificate, and I understand that if I would like more information I can schedule an appointment with him/her.

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Name: \_\_\_\_\_ Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Name: \_\_\_\_\_ Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Name: \_\_\_\_\_ Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Name: \_\_\_\_\_ Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## HUMAN SERVICES TECHNOLOGY: SOCIAL SERVICES (A4538D)

The Human Services Technology/Social Services concentration prepares students for direct service delivery work in social service agencies. The curriculum enables students to link theory and practice through interactive classroom activities developing a skill-based academic foundation.

Course work includes the history of the social service movement, ethical issues, case management, diversity issues, law in the practice of social work, and community resources. Students also gain skills in interviewing and counseling techniques.

Graduates should qualify for employment with local, county, state, and federal government social service agencies. Employment includes family and child assistance, rehabilitation health services, medical assistance, youth services, aging, and developmentally disabled programs public and private settings.

### COURSE REQUIREMENTS

Richmond Community College provides day and evening course sequences for selected programs to enable students to better plan what courses to take to reach their educational goals. However, given the continued increase in the use of technology in instruction and increasing student demand for distance learning courses, the College may offer hybrid, online, web-based and information highway courses in place of traditional courses in any course sequence that is listed. Therefore, students should be aware of this possibility and prepare themselves to successfully function in a hybrid, online, web-based, or information highway course.

				Class	Lab	Work/ Clinical	Credit
<b>A. General Education Courses</b>							
1. Required Courses							
ENG	111	Writing and Inquiry		3	0	0	3
ENG	112	Writing/Research in the Disciplines		3	0	0	3
MAT	143	Quantitative Literacy		2	2	0	3
SOC	210	Introduction to Sociology		3	0	0	3
		Humanities/Fine Arts Elective*		3	0	0	3
<b>B. Major Courses</b>							
1. Core Courses							
<i>To receive a degree, diploma or certificate from RCC, a student must have a grade of "C" or better in all core courses for the program of study.</i>							
HSE	110	Introduction to Human Services		2	2	0	3
HSE	112	Group Process I		1	2	0	2
HSE	123	Interviewing Techniques		2	2	0	3
HSE	125	Counseling		2	2	0	3
HSE	210	Human Services Issues		2	0	0	2
HSE	225	Crisis Intervention		3	0	0	3
PSY	150	General Psychology		3	0	0	3
PSY	241	Developmental Psychology		3	0	0	3
SOC	213	Sociology of the Family		3	0	0	3
2. Concentration Courses							

	SWK	110	Introduction to Social Work	3	0	0	3
	SWK	113	Working with Diversity	3	0	0	3
	SWK	115	Community Resources	2	2	0	3
	SWK	214	Social Work Law	3	0	0	3
	SWK	220	Social Work Issues in Client Services	3	0	0	3
3.	Other Major Courses						
	ACA	122	College Transfer Success	0	2	0	1
	WBL	111	Work-Based Learning I	0	0	10	1
	WBL	115	Work-Based Learning Seminar I	1	0	0	1
4.	Elective Courses (Select three of the following)**						
	CIS	110	Introduction to Computers	2	2	0	3
	GRO	120	Gerontology	3	0	0	3
	HSE	127	Conflict Resolution	2	2	0	3
	HSE	155	Community Resources Management	2	0	0	2
	HSE	220	Case Management	2	2	0	3
	HSE	227	Children & Adolescents in Crisis	3	0	0	3
	HSE	242	Family Systems	3	0	0	3
	HSE	250	Financial Services	2	0	0	2
	HSE	251	Activities Planning	2	2	0	3
	HSE	255	Health Problems and Prevention	3	0	0	3
	SAB	110	Substance Abuse Overview	3	0	0	3
	SAB	135	Addictive Processes	3	0	0	3

**Total Credit Hours****65-67**

\*Approved Electives are listed on the page before the Course Descriptions.

## SEMESTER SCHEDULE

### HST: SOCIAL SERVICES (DAY)

				Class	Lab	Work/ Clinical	Credit
<b>First Year – Fall Semester</b>							
ACA	122	College Transfer Success		0	2	0	1
ENG	111	Writing and Inquiry		3	0	0	3
HSE	110	Introduction to Human Services		2	2	0	3
HSE	123	Interviewing Techniques		2	2	0	3
SOC	210	Introduction to Sociology		3	0	0	3
SWK	110	Introduction to Social Work		3	0	0	3
		Elective Course I**		2-3	0-2	0	2-3
				—	—	—	—
				15-16	6-8	0	18-19
<b>First Year – Spring Semester</b>							
ENG	112	Writing/Research in the Disciplines		3	0	0	3
HSE	112	Group Process I		1	2	0	2
HSE	125	Counseling		2	2	0	3
MAT	143	Quantitative Literacy		2	2	0	3

PSY	150	General Psychology	3	0	0	3
SWK	113	Working with Diversity	3	0	0	3
			—	—	—	—
			14	6	0	17
<b>Second Year – Fall Semester</b>						
PSY	241	Developmental Psychology	3	0	0	3
SOC	213	Sociology of the Family	3	0	0	3
SWK	115	Community Resources	2	2	0	3
SWK	214	Social Work Law	3	0	0	3
		Elective Course II**	2-3	0-2	0	2-3
			—	—	—	—
			13-14	2-4	0	14-15
<b>Second Year – Spring Semester</b>						
HSE	210	Human Services Issues	2	0	0	2
HSE	225	Crisis Intervention	3	0	0	3
SWK	220	Social Work Issues in Client Services	3	0	0	3
WBL	111	Work-Based Learning I	0	0	10	1
WBL	115	Work-Based Learning Seminar I	1	0	0	1
		Humanities/Fine Arts Elective*	3	0	0	3
		Elective Course III**	2-3	0-2	0	2-3
			—	—	—	—
			14-15	0-2	10	15-16

**Total Credit Hours****65-67**

\*Approved Electives are listed on the page before the Course Descriptions.

## SEMESTER SCHEDULE

### HST: SOCIAL SERVICES (EVENING)

			Work/ ClinicalCredit			
			Class	Lab		
<b>First Year – Fall Semester</b>						
ACA	122	College Transfer Success	0	2	0	1
ENG	111	Writing and Inquiry	3	0	0	3
HSE	110	Introduction to Human Services	2	2	0	3
SWK	110	Introduction to Social Work	3	0	0	3
		Elective Course I**	2-3	0-2	0	2-3
			—	—	—	—
			10-11	4-6	0	12-13
<b>First Year – Spring Semester</b>						
ENG	112	Writing/Research in the Disciplines	3	0	0	3
HSE	123	Interviewing Techniques	2	2	0	3
PSY	150	General Psychology	3	0	0	3
SOC	210	Introduction to Sociology	3	0	0	3
			—	—	—	—
			11	2	0	12

				<b>Even Years – Fall Semester</b>			
SWK	113	Working with Diversity	3	0	0	3	
SWK	115	Community Resources	2	2	0	3	
		Elective Course II**	2-3	0-2	0	2-3	
			—	—	—	—	
			7-8	2-4	0	8-9	
				<b>Odd Years – Spring Semester</b>			
HSE	210	Human Services Issues	2	0	0	2	
MAT	143	Quantitative Literacy	2	2	0	3	
SOC	213	Sociology of the Family	3	0	0	3	
SWK	214	Social Work Law	3	0	0	3	
WBL	111	Work-Based Learning I	0	0	10	1	
WBL	115	Work-Based Learning Seminar I	1	0	0	1	
			—	—	—	—	
			11	2	10	13	
				<b>Odd Years – Fall Semester</b>			
HSE	112	Group Process I	1	2	0	2	
HSE	125	Counseling	2	2	0	3	
HSE	225	Crisis Intervention	3	0	0	3	
		Humanities/Fine Arts Elective*	3	0	0	3	
			—	—	—	—	
			9	4	0	11	
				<b>Even Years – Spring Semester</b>			
PSY	241	Developmental Psychology	3	0	0	3	
SWK	220	Social Work Issues in Client Services	3	0	0	3	
		Elective Course III**	2-3	0-2	0	2-3	
			—	—	—	—	
			8-9	0-2	0	8-9	

**Total Credit Hours****65-67**

\*Approved Electives are listed on the page before the Course Descriptions.

**HST: SOCIAL SERVICES (CERTIFICATE) (C45380SC)  
COURSE REQUIREMENTS**

			<b>Class</b>	<b>Lab</b>	<b>Work/ Clinical</b>	<b>Credit</b>
HSE	110	Introduction to Human Services	2	2	0	3
HSE	123	Interviewing Techniques	2	2	0	3
HSE	225	Crisis Intervention	3	0	0	3
PSY	150	General Psychology	3	0	0	3
		or				
SOC	213	Sociology of the Family	3	0	0	3
SWK	110	Introduction to Social Work	3	0	0	3
SWK	113	Working with Diversity	3	0	0	3

—	—	—	—
16	4	0	18

**Total Credit Hours**

**18**

## Program Completion Guide

**ASSOCIATE IN APPLIED SCIENCE - HUMAN SERVICES TECHNOLOGY: SOCIAL SERVICES (A4538D)**

Student Name: \_\_\_\_\_ ID #: \_\_\_\_\_ Date of Enrollment: \_\_\_\_\_

**Section I: Developmental Courses (if needed)**

Courses	Scores	Cr.	Prerequisites/ Corequisites	Grade	Notes/Semester
DMA 010 Operations with Integers	<7 on DAP	1	Pre: None		
DMA 020 Fractions and Decimals	<7 on DAP	1	Pre: DMA 010		
DMA 030 Propor/Ratio/Rate/Percent	<7 on DAP	1	Pre: DMA 010-020		
DMA 040 Express/Lin Equat/Inequal	<7 on DAP	1	Pre: DMA 010-030 or MAT 060		
DMA 050 Graphs/Equations of Lines	<7 on DAP	1	Pre: DMA 010-040 or DMA 040 and MAT 060		
DRE 096 Integrated Reading and Writing	104-116	3	Pre: None Co: CIS 070		
DRE 097 Integrated Reading Writing II	117-135	3	Pre: DRE 096 Co: CIS 070		
DRE 098 Integrated Reading Writing III	136-150	3	Pre: DRE 097 Co: CIS 070		

**Section II:****A. Social Services Certificate (C45380SC) Course Requirements 18 credit hours: Complete Sections I (as required) and II, A.**

Courses	Cr.	Recommended Semester	Prerequisites/ Corequisites	Semester Registered/ Planned	Semester Completed/ Grade
HSE 110 Introduction to Human Services*	3	(D, E) 1 <sup>st</sup> year - fall	Pre: DRE 097 Co: DRE 098		
HSE 123 Interviewing Techniques*	3	(D) 1 <sup>st</sup> year - fall (E) 1 <sup>st</sup> year - spring	Pre: DRE 097 Co: DRE 098		
HSE 225 Crisis Intervention*	3	(D) 2 <sup>nd</sup> year - spring (E) odd year - fall	Pre: DRE 098 or ENG 090 and RED 090		
PSY 150 General Psychology* or SOC 213 Sociology of the Family* <i>Note: Both are required for degree.</i>	3	(D) 1 <sup>st</sup> year - spring (E) 1 <sup>st</sup> year - spring  (D) 2 <sup>nd</sup> year - fall (E) Odd year - spring	Pre: DRE 098 or ENG 090 and RED 090		
SWK 110 Introduction to Social Work	3	(D) 1 <sup>st</sup> year - fall (E) 1 <sup>st</sup> year - fall	None		
SWK 113 Working with Diversity	3	(D) 1 <sup>st</sup> year - spring (E) Even year - fall	Pre: DRE 098 ENG 090 and RED 090		

**B. Human Services Technology: Social Services Associate in Applied Science Degree (A4538D) Course Requirements 65-67 credit hours: Complete Sections I (as required) and II, A and B.**

Courses	Cr.	Recommended Semester	Prerequisites/ Corequisites	Semester Registered/ Planned	Semester Completed/ Grade
ACA 122 College Transfer Success	1	(D, E) 1 <sup>st</sup> year - fall	None		
ENG 111 Writing and Inquiry	3	(D, E) 1 <sup>st</sup> year - fall	Pre: DRE 098 or ENG 090 and RED 090 Co: ACA 122		
SOC 210 Introduction to Sociology	3	(D) 1 <sup>st</sup> year - fall (E) 1 <sup>st</sup> year - spring	Pre: DRE 098 or ENG 090 and RED 090		
ENG 112 Writing/Research in the Disciplines	3	(D, E) 1 <sup>st</sup> year - spring	Pre: ENG 111		
HSE 112 Group Process I*	2	(D) 1 <sup>st</sup> year - spring (E) Odd year - fall	Pre: DRE 097, Enrollment in HSE program Co: DRE 098		
HSE 125 Counseling*	3	(D) 1 <sup>st</sup> year - spring (E) Odd year - fall	Pre: PSY 150		
MAT 143 Quantitative Literacy	3	(D) 1 <sup>st</sup> year - spring (E) Odd year - spring	Pre: DMA 010-050, DRE 098 Co: ACA 122		
PSY 241 Developmental Psychology*	3	(D) 2 <sup>nd</sup> year - fall (E) Even year - spring	Pre: PSY 150		

SWK 115 Community Resources	3	(D) 2 <sup>nd</sup> year - fall (E) Even year - fall	Pre: DRE 098 ENG 090 and RED 090		
SWK 214 Social Work Law	3	(D) 2 <sup>nd</sup> year - fall (E) Odd year - spring	Pre: Pre: DRE 098 ENG 090, RED 090 and SWK 110		
HSE 210 Human Services Issues*	2	(D) 2 <sup>nd</sup> year - spring (E) Odd year - spring	Pre: Successful completion of 12 SHC in the HSE major courses		
SWK 220 Social Work Issues in Client Services	3	(D) 2 <sup>nd</sup> year - spring (E) Even year - spring	Pre: DRE 098 ENG 090 and RED 090		
WBL 111 Work Based Learning I	1	(D) 2 <sup>nd</sup> year - spring (E) Odd year - spring	Pre: 9 or 14 SHC in the major core courses depending on program Co: WBL 115		
WBL 115 Work Based Learning Seminar I	1	(D) 2 <sup>nd</sup> year - spring (E) Odd year - spring	Pre: 9 or 14 SHC in the major core courses depending on program Co: WBL 111		

**Must take any three of the following (7-9 credit hours) to complete degree requirements:**

CIS 110, GRO 120, HSE 127, HSE 155, HSE 220, HSE 227, HSE 242, HSE 250, HSE 251, HSE 255, SAB 110, SAB 120, SAB 125, SAB 135, SAB 240

Course	Recommended Semester	Semester Registered/Planned	Semester Completed/Grade
	(D, E) 1 <sup>st</sup> year - fall		
	(D) 2 <sup>nd</sup> year - fall (E) Even year - fall		
	(D) 2 <sup>nd</sup> year - spring (E) Even year - spring		

**Electives: (All degree seeking students must take one Humanities/Fine Arts and elective from list below unless a specific course is required above.)**

**Humanities/Fine Arts Electives (3 credits)\*\* Courses with the following prefixes will satisfy this requirement: ART, DRA, ENG (literature courses only), HUM, MUS, PHI, REL, and SPA (Intermediate Spanish I only).**

Courses offered at RCC:

ART 111, DRA 111, ENG 131, ENG 125, ENG 231, ENG 232, MUS 110, PHI 240, REL 211, REL 212, SPA 211

Course	Recommended Semester	Semester Registered/Planned	Semester Completed/Grade
	(D) 2 <sup>nd</sup> year - spring (E) Odd year - fall		

**NOTES:** \*All courses must be completed with a grade of "C" or better.

\*\*See course catalog for prerequisite and/or corequisite requirements.

**Students please read the following and sign below.**

I understand that as an RCC student, I am ultimately responsible for my schedule. I understand that I must complete each course with a grade of "C" or better and follow the established course sequence or my ability to graduate on time may be affected.

My advisor has information regarding other colleges and transfer opportunities that I can investigate after completing my degree/diploma/certificate, and I understand that if I would like more information I can schedule an appointment with him/her.

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Name: \_\_\_\_\_ Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Name: \_\_\_\_\_ Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Name: \_\_\_\_\_ Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Name: \_\_\_\_\_ Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## HUMAN SERVICES TECHNOLOGY: SUBSTANCE ABUSE (A4538E)

The Human Services Technology/Substance Abuse concentration prepares students to assist in drug and alcohol counseling, prevention-oriented educational activities, rehabilitation with recovering clients, managing community-based programs, counseling in residential facilities, and pursuit of four-year degrees.

Course work includes classroom and experiential activities oriented toward an overview of chemical dependency, psychological/sociological process, the twelve Core Functions, intervention techniques with individuals in groups, and follow-up activities with recovering clients.

Graduates should qualify for positions as substance abuse counselors, DUI counselors, halfway house workers, residential facility employees, and substance education specialists. With educational and clinical experiences, graduates can obtain certification by the North Carolina Substance Abuse Board.

### COURSE REQUIREMENTS

Richmond Community College provides day and evening course sequences for selected programs to enable students to better plan what courses to take to reach their educational goals. However, given the continued increase in the use of technology in instruction and increasing student demand for distance learning courses, the College may offer hybrid, online, web-based and information highway courses in place of traditional courses in any course sequence that is listed. Therefore, students should be aware of this possibility and prepare themselves to successfully function in a hybrid, online, web-based, or information highway course.

				Class	Lab	Work/ Clinical	Credit
<b>A. General Education Courses</b>							
1. Required Courses							
ENG	111	Writing and Inquiry		3	0	0	3
ENG	112	Writing/Research in the Disciplines		3	0	0	3
MAT	143	Quantitative Literacy		2	2	0	3
SOC	210	Introduction to Sociology		3	0	0	3
		Humanities/Fine Arts Elective*		3	0	0	3
<b>B. Major Courses</b>							
1. Core Courses							
<i>To receive a degree, diploma or certificate from RCC, a student must have a grade of "C" or better in all core courses for the program of study.</i>							
HSE	110	Introduction to Human Services		2	2	0	3
HSE	112	Group Process I		1	2	0	2
HSE	123	Interviewing Techniques		2	2	0	3
HSE	125	Counseling		2	2	0	3
HSE	210	Human Services Issues		2	0	0	2
HSE	225	Crisis Intervention		3	0	0	3
PSY	150	General Psychology		3	0	0	3
PSY	241	Developmental Psychology		3	0	0	3
SOC	213	Sociology of the Family		3	0	0	3



2. Concentration Courses						
SAB	110	Substance Abuse Overview	3	0	0	3
SAB	120	Intake and Assessment	3	0	0	3
SAB	125	Substance Abuse Case Management	2	2	0	3
SAB	135	Addictive Processes	3	0	0	3
SAB	240	Substance Abuse Issues in Client Services	3	0	0	3
WBL	111	Work-Based Learning I	0	0	10	1
WBL	115	Work-Based Learning Seminar I	1	0	0	1
3. Other Major Courses						
ACA	122	College Transfer Success	0	2	0	1
CIS	110	Introduction to Computers	2	2	0	3
HSE	227	Children & Adolescents in Crisis	3	0	0	3
SWK	113	Working with Diversity	3	0	0	3

**Total Credit Hours****67**

\*Approved Electives are listed on the page before the Course Descriptions.

**SEMESTER SCHEDULE**  
**HST: SUBSTANCE ABUSE (DAY)**

			Class	Lab	Work/ Clinical	Credit
<b>First Year – Fall Semester</b>						
ACA	122	College Transfer Success	0	2	0	1
ENG	111	Writing and Inquiry	3	0	0	3
HSE	110	Introduction to Human Services	2	2	0	3
HSE	123	Interviewing Techniques	2	2	0	3
PSY	150	General Psychology	3	0	0	3
SAB	110	Substance Abuse Overview	3	0	0	3
			13	6	0	16
<b>First Year – Spring Semester</b>						
CIS	110	Introduction to Computers	2	2	0	3
ENG	112	Writing/Research in the Disciplines	3	0	0	3
HSE	112	Group Process I	1	2	0	2
HSE	125	Counseling	2	2	0	3
SAB	120	Intake and Assessment	3	0	0	3
SOC	210	Introduction to Sociology	3	0	0	3
			14	6	0	17
<b>Second Year – Fall Semester</b>						
HSE	227	Children & Adolescents in Crisis	3	0	0	3
PSY	241	Developmental Psychology	3	0	0	3
SAB	125	Substance Abuse Case Management	2	2	0	3
SAB	135	Addictive Processes	3	0	0	3
SOC	213	Sociology of the Family	3	0	0	3

SWK	113	Working with Diversity	3	0	0	3
			—	—	—	—
			17	2	0	18
<b>Second Year – Spring Semester</b>						
HSE	210	Human Services Issues	2	0	0	2
HSE	225	Crisis Intervention	3	0	0	3
MAT	143	Quantitative Literacy	2	2	0	3
SAB	240	Substance Abuse Issues in Client Services	3	0	0	3
WBL	111	Work-Based Learning I	0	0	10	1
WBL	115	Work-Based Learning Seminar I	1	0	0	1
		Humanities/Fine Arts Elective*	3	0	0	3
			—	—	—	—
			14	2	10	16

**Total Credit Hours****67**

\*Approved Electives are listed on the page before the Course Descriptions.

### SEMESTER SCHEDULE HST: SUBSTANCE ABUSE (EVENING)

					Work/ Clinical	
			Class	Lab		
			Credit			
<b>First Year – Fall Semester</b>						
ACA	122	College Transfer Success	0	2	0	1
CIS	110	Introduction to Computers	2	2	0	3
ENG	111	Writing and Inquiry	3	0	0	3
HSE	110	Introduction to Human Services	2	2	0	3
SAB	110	Substance Abuse Overview	3	0	0	3
			—	—	—	—
			10	6	0	13
<b>First Year – Spring Semester</b>						
ENG	112	Writing/Research in the Disciplines	3	0	0	3
HSE	123	Interviewing Techniques	2	2	0	3
PSY	150	General Psychology	3	0	0	3
SOC	210	Introduction to Sociology	3	0	0	3
			—	—	—	—
			11	2	0	12
<b>Even Years – Fall Semester</b>						
HSE	227	Children & Adolescents in Crisis	3	0	0	3
SAB	120	Intake and Assessment	3	0	0	3
SAB	125	Substance Abuse Case Management	2	2	0	3
SWK	113	Working with Diversity	3	0	0	3
			—	—	—	—
			11	2	0	12
<b>Odd Years – Spring Semester</b>						
HSE	210	Human Services Issues	2	0	0	2

MAT	143	Quantitative Literacy	2	2	0	3
SAB	135	Addictive Processes	3	0	0	3
SOC	213	Sociology of the Family	3	0	0	3
			—	—	—	—
			10	2	0	11
<b>Odd Years – Fall Semester</b>						
HSE	112	Group Process I	1	2	0	2
HSE	125	Counseling	2	2	0	3
HSE	225	Crisis Intervention	3	0	0	3
		Humanities/Fine Arts Elective*	3	0	0	3
			—	—	—	—
			9	4	0	11
<b>Even Years – Spring Semester</b>						
PSY	241	Developmental Psychology	3	0	0	3
SAB	240	Substance Abuse Issues in Client Services	3	0	0	3
WBL	111	Work-Based Learning I	0	0	10	1
WBL	115	Work-Based Learning Seminar I	1	0	0	1
			—	—	—	—
			7	0	10	8

**Total Credit Hours****67**

\*Approved Electives are listed on the page before the Course Descriptions.

**HST: SUBSTANCE ABUSE (CERTIFICATE) (C45380SA)  
COURSE REQUIREMENTS**

			<b>Work/</b>			
			<b>Class</b>	<b>Lab</b>	<b>Clinical</b>	<b>Credit</b>
HSE	110	Introduction to Human Services	2	2	0	3
HSE	112	Group Process I	1	2	0	2
HSE	123	Interviewing Techniques	2	2	0	3
HSE	225	Crisis Intervention	3	0	0	3
SAB	110	Substance Abuse Overview	3	0	0	3
SAB	135	Addictive Processes	3	0	0	3
			—	—	—	—
			14	6	0	17

**Total Credit Hours****17**

## Program Completion Guide

**ASSOCIATE IN APPLIED SCIENCE - HUMAN SERVICES TECHNOLOGY: SUBSTANCE ABUSE (A4538E)**

Student Name: \_\_\_\_\_ ID #: \_\_\_\_\_ Date of Enrollment: \_\_\_\_\_

**Section I: Developmental Courses (if needed)**

Courses	Scores	Cr.	Prerequisites/ Corequisites	Grade	Notes/Semester
DMA 010 Operations with Integers	<7 on DAP	1	Pre: None		
DMA 020 Fractions and Decimals	<7 on DAP	1	Pre: DMA 010		
DMA 030 Propor/Ratio/Rate/Percent	<7 on DAP	1	Pre: DMA 010-020		
DMA 040 Express/Lin Equat/Inequal	<7 on DAP	1	Pre: DMA 010-030 or MAT 060		
DMA 050 Graphs/Equations of Lines	<7 on DAP	1	Pre: DMA 010-040 or DMA 040 and MAT 060		
DRE 096 Integrated Reading and Writing	104-116	3	Pre: None Co: CIS 070		
DRE 097 Integrated Reading Writing II	117-135	3	Pre: DRE 096 Co: CIS 070		
DRE 098 Integrated Reading Writing III	136-150	3	Pre: DRE 097 Co: CIS 070		

**Section II:****A. Substance Abuse Certificate (C45380SA) Course Requirements 17 credit hours: Complete Sections I (as required) and II, A.**

Courses	Cr.	Recommended Semester	Prerequisites/ Corequisites	Semester Registered/ Planned	Semester Completed/ Grade
HSE 110 Introduction to Human Services*	3	(D, E) 1 <sup>st</sup> year - fall	Pre: DRE 097 Co: DRE 098		
HSE 112 Group Process I*	2	(D) 1 <sup>st</sup> year - spring (E) Odd year - fall	Pre: DRE 097, Enrollment in HSE program Co: DRE 098		
HSE 123 Interviewing Techniques*	3	(D) 1 <sup>st</sup> year - fall (E) 1 <sup>st</sup> year - spring	Pre: DRE 097 Co: DRE 098		
HSE 225 Crisis Intervention*	3	(D) 2 <sup>nd</sup> year - spring (E) Odd year - fall	Pre: DRE 098 or ENG 090 and RED 090		
SAB 110 Substance Abuse Overview	3	(D) 1 <sup>st</sup> year - fall (E) 1 <sup>st</sup> year - fall	Pre: None		
SAB 135 Addictive Processes	3	(D) 2 <sup>nd</sup> year - fall (E) Odd year - spring	Pre: None		

**B. Human Services Technology: Substance Abuse Associate in Applied Science Degree (A4538E) Course Requirements 67 credit hours: Complete Sections I (as required) and II, A and B.**

Courses	Cr.	Recommended Semester	Prerequisites/ Corequisites	Semester Registered/ Planned	Semester Completed/ Grade
ACA 122 College Transfer Success	1	(D, E) 1 <sup>st</sup> year - fall	None		
ENG 111 Writing and Inquiry	3	(D, E) 1 <sup>st</sup> year - fall	Pre: DRE 098 or ENG 090 and RED 090 Co: ACA 122		
PSY 150 General Psychology*	3	(D) 1 <sup>st</sup> year - fall (E) 1 <sup>st</sup> year - spring	Pre: DRE 098 or ENG 090 and RED 090		
CIS 110 Introduction to Computers	3	(D) 1 <sup>st</sup> year - spring (E) 1 <sup>st</sup> year - fall	Pre: DRE 097 Co: DRE 098		
ENG 112 Writing/Research in the Disciplines	3	(D, E) 1 <sup>st</sup> year - spring	Pre: ENG 111		
HSE 125 Counseling*	3	(D) 1 <sup>st</sup> year - spring (E) Odd year - fall	Pre: PSY 150		
SAB 120 Intake and Assessment	3	(D) 1 <sup>st</sup> year - spring (E) Even year - fall	Pre: DRE 098 or ENG 090 and RED 090		
SOC 210 Introduction to Sociology	3	(D) 1 <sup>st</sup> year - spring (E) 1 <sup>st</sup> year - spring	Pre: DRE 098 or ENG 090 and RED 090		
HSE 227 Children & Adolescents in Crisis	3	(D) 2 <sup>nd</sup> year - fall (E) Even year - fall	Pre: DRE 098 or ENG 090 and RED 090		
PSY 241 Developmental Psychology*	3	(D) 2 <sup>nd</sup> year - fall (E) Even Year - spring	Pre: PSY 150		

SAB 125 Substance Abuse Case Management	3	(D) 2 <sup>nd</sup> year - fall (E) Even year - fall	Pre: DRE 098 or ENG 090 and RED 090		
SOC 213 Sociology of the Family*	3	(D) 2 <sup>nd</sup> year - fall (E) Odd year - spring	Pre: DRE 098 or ENG 090 and RED 090		
SWK 113 Working with Diversity	3	(D) 2 <sup>nd</sup> year - fall (E) Even year - fall	Pre: DRE 098 ENG 090 and RED 090		
MAT 143 Quantitative Literacy	3	(D) 2 <sup>nd</sup> year - spring (E) Odd year - spring	Pre: DMA 010-050, DRE 098 Co: ACA 122		
HSE 210 Human Services Issues*	2	(D) 2 <sup>nd</sup> year - spring (E) Odd year - spring	Pre: Successful completion of 12 SHC in the HSE major courses		
SAB 240 Substance Abuse Issues in Client Services	3	(D) 2 <sup>nd</sup> year - spring (E) Even year - spring	Pre: DRE 098 or ENG 090 and RED 090		
WBL 111 Work-Based Learning I	1	(D) 2 <sup>nd</sup> year - spring (E) Even year - spring	Pre: 9 or 14 SHC in the major core courses depending on program Co: WBL 115		
WBL 115 Work-Based Learning Seminar I	1	(D) 2 <sup>nd</sup> year - spring (E) Even year - spring	Pre: 9 or 14 SHC in the major core courses depending on program Co: WBL 111		

**Electives: (All degree seeking students must take one Humanities/Fine Arts and elective from list below unless a specific course is required above.)**

<b>Humanities/Fine Arts Electives (3 credits)** Courses with the following prefixes will satisfy this requirement: ART, DRA, ENG (literature courses only), HUM, MUS, PHI, REL, and SPA (Intermediate Spanish I only).</b>			
Courses offered at RCC: ART 111, DRA 111, ENG 125, ENG 131, ENG 231, ENG 232, MUS 110, PHI 240, REL 211, REL 212, SPA 211			
Course	Recommended Semester	Semester Registered/Planned	Semester Completed/Grade
	(D) 2 <sup>nd</sup> year - spring (E) Odd year - fall		

**NOTES:** \*All courses must be completed with a grade of "C" or better.

\*\*See course catalog for prerequisite and/or corequisite requirements.

**Students please read the following and sign below.**

I understand that as an RCC student, I am ultimately responsible for my schedule. I understand that I must complete each course with a grade of "C" or better and follow the established course sequence or my ability to graduate on time may be affected.

My advisor has information regarding other colleges and transfer opportunities that I can investigate after completing my degree/diploma/certificate, and I understand that if I would like more information I can schedule an appointment with him/her.

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Name: \_\_\_\_\_ Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Name: \_\_\_\_\_ Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Name: \_\_\_\_\_ Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Name: \_\_\_\_\_ Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_