



Program Completion Guide
ASSOCIATE IN APPLIED SCIENCE - HUMAN SERVICES TECHNOLOGY (A45380)

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	72-91 +	3	Pre: None		
DRE 097 Integrated Reading Writing II	91-128 +	3	Pre: DRE 096		
DRE 098 Integrated Reading Writing III	129-165 +	3	Pre: DRE 097		
	+Reading Comprehension PLUS Sentence Skills Scores				

Section II:

A. Social Gerontology Certificate (C45380G) Course Requirements 15 credit hours: Complete Section I (as required) and Section II, A.

Courses	Cr.	Recommended Semester	Prerequisites/ Corequisites	Semester Registered/ Planned	Semester Completed/ Grade
HSE 110 Introduction to Human Services *	3	(D, E) 1 st year – fall	Pre: DRE 097 Co: DRE 098		
PSY 150 General Psychology*	3	(D) 1 st year – fall (E) 1 st year – spring	Pre: DRE 098 or ENG 090 and RED 090		
HSE 125 Counseling*	3	(D) 1 st year – spring (E) Odd year – fall	Pre: PSY 150		
SOC 213 Sociology of the Family* (course not required for At-Risk Youth certificate)	3	(D) 2 nd year – fall (E) Odd year – spring	Pre: DRE 098 or ENG 090 and RED 090		
GRO 120 Gerontology (course not required for At-Risk Youth certificate) (course is an elective for degree program)	3	(D) 2 nd year – spring (E) Even year – spring	Pre: PSY 150		

B. At-Risk Youth Technician Certificate (C45380Y) Course Requirements 18 credit hours: Complete Section I (as required) Section II, A and B.

Courses	Cr.	Recommended Semester	Prerequisites/ Corequisites	Semester Registered/ Planned	Semester Completed/ Grade
HSE 227 Children & Adolescents in Crisis	3	(D) 2 nd year – fall (E) Even year – fall	Pre: DRE 098 or ENG 090 and RED 090		
PSY 241 Developmental Psychology*	3	(D) 2 nd year – fall (E) Even year – spring	Pre: PSY 150		
HSE 225 Crisis Intervention*	3	(D) 2 nd year – spring (E) Odd year – fall	Pre: DRE 098 or ENG 090 and RED 090		

C. Social Services Certificate (C45380SC) Course Requirements 16 credit hours: Complete Section 1 (as required) and section II, C

Courses	Cr.	Recommended Semester	Prerequisites/ Corequisites	Semester Registered/ Planned	Semester Completed/ Grade
HSE 123 Interviewing Techniques*	3	(D) 1 st year - fall (E) 1 st year – spring	Pre: DRE 097 Co: DRE 098		
HSE 155 Community Resources Management	2	(D) 1 st year - fall (E) Even year – spring	Pre: DRE 097 Co: DRE 098		



HSE 210 Human Services Issues*	2	(D) 2 nd year - spring (E) Odd year – spring	Pre: Successful completion of 12 SHC in the HSE major courses		
HSE 225 Crisis Intervention*	3	(D) 2 nd year – spring (E) Odd year – fall	Pre: DRE 098 or ENG 090 and RED 090		
SWK 113 Working with Diversity	3	(D) 2 nd year – fall (E) Even year – fall	Pre: DRE 098 ENG 090 and RED 090		

D. Substance Abuse Certificate (C45380SA) Course Requirements 17 credit hours: Complete Section 1 (as required) and section II, D

Courses	Cr.	Recommended Semester	Prerequisites/ Corequisites	Semester Registered/ Planned	Semester Completed/ Grade
HSE 110 Introduction to Human Services *	3	(D, E) 1 st year – fall	Pre: DRE 097 Co: DRE 098		
HSE 112 Group Process I*	2	(D) 1 st year - spring (E) Odd year – fall	Pre: DRE 097, Enrollment in HSE program Co: DRE 098		
HSE 123 Interviewing Techniques*	3	(D) 1 st year - fall (E) 1 st year – spring	Pre: DRE 097 Co: DRE 098		
HSE 220 Case Management	3	(D) 2 nd year – spring (E) Odd year – spring	Pre: HSE 110		
SAB 110 Substance Abuse Overview	3	(D, E) 1 st year – Fall	Pre: None		
SAB 135 Addictive Processes	3	(D) 2 nd year-Fall (E) Odd year-Spring	Pre: None		

E. Human Services Technology Associate in Applied Science Degree (A45380) Course Requirements 66 credit hours: Complete Sections I (as required) and Section II, A, B and C.

Courses	Cr.	Recommended Semester	Prerequisites/ Corequisites	Semester Registered/ Planned	Semester Completed/ Grade
ACA 122 College Transfer Success	1	(D, E) 1 st year - fall	None		
ENG 111 Writing and Inquiry	3	(D, E) 1 st year - fall	Pre: DRE 098 or ENG 090 and RED 090 Co: ACA 115 or ACA 122		
HSE 123 Interviewing Techniques*	3	(D) 1 st year - fall (E) 1 st year – spring	Pre: DRE 097 Co: DRE 098		
HSE 155 Community Resources Management	2	(D) 1 st year - fall (E) Even year – spring	Pre: DRE 097 Co: DRE 098		
SOC 210 Introduction to Sociology	3	(D) 1 st year – fall (E) 1 st year – spring	Pre: DRE 098 or ENG 090 and RED 090		
CIS 110 Introduction to Computers	3	(D) 1 st year – spring (E) 1 st year – fall	Pre: CIS 070, DRE 097 Co: DRE 098		
ENG 112 Argument-Based Research	3	(D, E) 1 st year - spring	Pre: ENG 111		
HSE 112 Group Process I*	2	(D) 1 st year - spring (E) Odd year – fall	Pre: DRE 097, Enrollment in HSE program Co: DRE 098		
MAT 143 Quantitative Literacy	3	(D) 1 st year - spring (E) Odd year – spring	Pre: DMA 010-050, DRE 098 Co: ACA 115 or ACA 122		
SWK 113 Working with Diversity	3	(D) 2 nd year – fall (E) Even year – fall	Pre: DRE 098 ENG 090 and RED 090		
HSE 210 Human Services Issues*	2	(D) 2 nd year - spring (E) Odd year – spring	Pre: Successful completion of 12 SHC in the HSE major courses		
HSE 220 Case Management	3	(D) 2 nd year – spring (E) Odd year – spring	Pre: HSE 110		
WBL 121 Work-Based Learning II	1	(D) 2 nd year – spring (E) Odd year – spring	Pre: 14 SHC in the major core courses Co: WBL 125		
WBL 125 Work-Based Learning Seminar II	1	(D) 2 nd year – spring (E) Odd year – spring	Pre: 14 SHC in the major core courses Co: WBL 121		

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

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 nd year – spring (E) Odd year – fall		

NOTES: * Core Courses: Must have a grade of "C" or better D = Day E=Evening
** 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 do the following or it may affect my ability to graduate on time.

- Complete all core courses with a grade of C or better
- Successfully complete all courses.
- Follow the established course sequence.

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: _____