



Program Completion Guide

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

Student Name: _____ ID #: _____ Date of Enrollment: _____

Advisor Name: _____ Contact Information: _____

Students must meet eligibility to take college-level coursework through placement tests or other measures. Please see the Student Handbook for further information.

A. Social Services Certificate (C4538DSC) Course Requirements 18 credit hours: Complete Section A.

Courses	Cr.	Recommended Semester	Semester Registered/ Planned	Semester Completed/ Grade
HSE 110 Introduction to Human Services*	3	1 st year - fall		
HSE 123 Interviewing Techniques*	3	1 st year - fall		
HSE 225 Crisis Intervention*	3	2 nd year - spring		
PSY 150 General Psychology* or SOC 213 Sociology of the Family* Note: Both are required for degree.	3	1 st year - spring 2 nd year - fall		
SWK 110 Introduction to Social Work*	3	1 st year - fall		
SWK 113 Working with Diversity*	3	1 st year - spring		

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

Courses	Cr.	Recommended Semester	Semester Registered/ Planned	Semester Completed/ Grade
ACA 122 College Transfer Success	1	1 st year - fall		
ENG 111 Writing and Inquiry	3	1 st year - fall		
SOC 210 Introduction to Sociology	3	1 st year - fall		
ENG 112 Writing/Research in the Disciplines	3	1 st year - spring		
HSE 112 Group Process I*	2	1 st year - spring		
HSE 125 Counseling*	3	1 st year - spring		
MAT 143 Quantitative Literacy	3	1 st year - spring		
PSY 241 Developmental Psychology*	3	2 nd year - fall		
SWK 115 Community Resources*	3	2 nd year - fall		
SWK 214 Social Work Law*	3	2 nd year - fall		
HSE 210 Human Services Issues*	2	2 nd year - spring		
SWK 220 Social Work Issues in Client Services*	3	2 nd year - spring		
WBL 111 Work Based Learning I	1	2 nd year - spring		
WBL 115 Work Based Learning Seminar I	1	2 nd year - spring		

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

CIS 110, GRO 120, HSE 155, HSE 220, HSE 227, HSE 242, HSE 250, HSE 251, HSE 255, SAB 110, SAB 135, SAB 210

Course	Recommended Semester	Semester Registered/Planned	Semester Completed/Grade
	1 st year - fall		
	2 nd year - fall		
	2 nd 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 credit hours)** 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			
Course	Recommended Semester	Semester Registered/Planned	Semester Completed/Grade
	2 nd year - spring		

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: _____

The courses listed on this program guide are the courses currently offered online through Richmond Community College. Please speak to your advisor if you have taken courses at another college or university.