



Program Completion Guide

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

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

Advisor Name: _____ Contact Information: _____

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

A. Substance Abuse Certificate (C4538ESA) Course Requirements 17 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 112 Group Process I*	2	1 st year - spring		
HSE 123 Interviewing Techniques*	3	1 st year - fall		
HSE 225 Crisis Intervention*	3	2 nd year - spring		
SAB 110 Substance Abuse Overview*	3	1 st year - fall		
SAB 135 Addictive Processes*	3	2 nd year - fall		

B. Human Services Technology: Substance Abuse Associate in Applied Science Degree (A4538E) Course Requirements 68-70 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		
PSY 150 General Psychology*	3	1 st year - fall		
ENG 112 Writing/Research in the Disciplines	3	1 st year - spring		
HSE 125 Counseling*	3	1 st year - spring		
SAB 120 Intake and Assessment*	3	1 st year - spring		
SOC 210 Introduction to Sociology	3	1 st year - spring		
PSY 241 Developmental Psychology*	3	2 nd year - fall		
SAB 125 Substance Abuse Case Management*	3	2 nd year - fall		
SOC 213 Sociology of the Family*	3	2 nd year - fall		
MAT 143 Quantitative Literacy	3	2 nd year - spring		
HSE 210 Human Services Issues*	2	2 nd year - spring		
SAB 240 Substance Abuse 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		

Other Major Courses (Select four of the following)**

CIS 110, GRO 120, HSE 227, HSE 242, HSE 250, HSE 251, HSE 255, SAB 210, SWK 110, SWK 113

Course	Recommended Semester	Semester Registered/Planned	Semester Completed/Grade
	1 st year - spring		
	2 nd 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 125, ENG 131, 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.