

Student Name: \_\_\_\_\_

ID#: \_\_\_\_\_

Advisor Name: \_\_\_\_\_

Anticipated Graduation Date: \_\_\_\_\_

## POST-DEGREE CERTIFICATE IN HUMAN SERVICES CHECKLIST (30 s.h.) 2016-17 ACADEMIC CALENDAR

THIS CHECKLIST IS INTENDED TO ASSIST STUDENTS AND ADVISORS IN ENSURING THAT ALL CERTIFICATE REQUIREMENTS ARE MET. IT IS THE RESPONSIBILITY OF THE STUDENT TO ENSURE THAT ALL REQUIREMENTS FOR THE GRANTING OF A DEGREE HAVE BEEN MET.

### HUMAN SERVICES CERTIFICATE (30 s.h.)

✓	COURSE	S.H.	NOTES	✓	COURSE	S.H.	NOTES
<input type="checkbox"/>	SOCI 101	3		<input type="checkbox"/>	SOCI 420	3	
<input type="checkbox"/>	SOCI 201	3		<input type="checkbox"/>	_____	3	Choose 4 courses from PSYC or SOCI electives. A minimum of two of these courses must be PSYC unless Psychology courses were taken as a part of the student's undergraduate degree.
<input type="checkbox"/>	SOCI 320	3		<input type="checkbox"/>	_____	3	
<input type="checkbox"/>	SOCI 400	3		<input type="checkbox"/>	_____	3	
<input type="checkbox"/>	SOCI 411	3		<input type="checkbox"/>	_____	3	

➤ **NOTE:** A total of 30 s.h. of credit, including a minimum of 12 s.h. of upper-level credit is required to complete a Post-Degree Certificate in Human Services. A minimum overall (cumulative) GPA of 2.00 is required for graduation.

➤ **NOTE:** In order to be eligible for graduation you must complete an Application for Graduation via the Student Portal and submit a completed checklist to the Office of the Registrar by April 30 of the year prior to your completion (there is no fee to apply for graduation). Once your complete application has been received, a degree audit will be completed for you. This audit will confirm which courses are still outstanding in order for you to complete your degree.