

2017-2018

Certificate of Achievement in Communication Studies

Complete the following program of study (Major C.5343.CA). Major requirements (12 units minimum). Upon completion of this certificate students will have communication skills that are applicable in the workforce. Skills may include but are not limited to: gathering and organizing of information, analyzing the audience, presenting, discerning verbal and nonverbal communication signals, managing conflict, applying effective leadership characteristics, communicating inter-personally, and recognizing the role of diversity. The Certificate of Achievement in Communication Studies is designed to enhance a student's ability to communicate in social, professional, and relational contexts. This certificate is intended to enhance the communication skills for students of all majors and career paths. Coursework may be applied toward an AA degree.

Name: _____ Student ID: _____ Date: _____

Course Overview and Selection

Required Courses:

Course	Course Description	Units	Completed	In Progress	Planned
COMM 1 or COMM 1H	Public Speaking or Honors Public Speaking	3			

Select three courses:

Course	Course Description	Units	Completed	In Progress	Planned
COMM 2	Interpersonal Communication	3			
COMM 4	Persuasion	3			
COMM 8	Group Communication	3			
COMM 10	Intercultural Communication	3			
COMM 12	Fundamentals of Interpretation	3			
COMM 15	Computer-Mediated Communication	3			
COMM 25	Argumentation	3			

Comments: