

2019-2020

## 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
<b>COMM 1 or COMM 1H</b>	Public Speaking or Honors Public Speaking	<b>3</b>			

#### Select three courses:

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

#### Comments: