

Graduate Certificate in Career Counseling

Name _____ ID# _____
 Address _____ City _____ State _____ Zip _____
 Home Phone _____ Work Phone _____ Location _____

Undergraduate Degree Information:
 Institution _____ Degree _____ Date _____ GPA _____

Graduate Degree Information
 Institution _____ Degree _____ Date _____ GPA _____

GRADUATE ADMISSION INFORMATION:
 Regular _____ Exam _____ Score _____ Date _____

- This course work is also applicable to the master's program if the following requirements are met:
1. All certificate course work applied to the master's program must be completed with a grade of B or higher for each course.
 2. The prerequisite course must be completed.
 3. All master's degree requirements must be completed within a seven-year period.

REQUIRED COURSES

Dept	No.	Course Title	Credits	Grade	Completed
CCNU	572	Career Counseling Theories and Practices	3	_____	_____
CCNU	574	Career Information and Assessment	3	_____	_____
CCNU	596	Seminar in Career Counseling and Development	3	_____	_____
CCNU	652	Field Practice (or internship) Career Counseling (Higher Education) OR	3	_____	_____
CCNU	575	Field Practice (or internship) Career Counseling (Organizational and Private Practice)	3	_____	_____

**ONE ELECTIVE COURSE
IN AREA OF EMPHASIS.**

	3	_____	_____
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Total credits for Certificate Program: 15

Prepared by:

Program Chair	Date
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Updated by:

Graduate Evaluator	Date
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I have completed all requirements of the program. Please prepare an HR Certificate for me. Enclosed is the \$15.00 fee.

Receipt Number

Student Signature	Date
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Please complete this form when all requirements for the HR certificate **HAVE BEEN MET** and return to the Office of the Registrar.