CAREER SERVICES, CERTIFICATE (0468)

Program Coordinator
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The Certificate in Career Services (CCS) is designed to helping professionals with the advanced knowledge and skills needed to better serve students and clients within the context of a volatile and ever changing employment landscape. Graduates of this certificate program will be better prepared to assist students to be more engaged in the educational experience through appropriate academic major and career choice, which may lead to higher retention of current students and successful transition to the workforce. Moreover, the CCS program complements the master's degree programs in a wide variety of helping professions. The 15 hour certificate program includes 9 hours of required core courses and 6 hours of electives. The program requires an internship in career counseling. The program may be completed as a stand-alone program, or students admitted to related master's degree programs may incorporate 12 hours of the certificate program into their program of study (if appropriate). Admission to the CCS program is based on completion of a baccalaureate degree and adequate preparation in this or a related area of study. This certificate program welcomes applicants from all graduate programs at Western Kentucky University and elsewhere. However, students seeking admission to a University graduate degree program must apply to and meet admissions requirements of the program. Please note that admission to, or completion of, the CCS program will not guarantee admission to any graduate degree program.

Program Admission

In addition to Graduate Studies admission requirements, applicants are required to submit a statement describing their interest in the CCS and their employment goals.

Graduate Studies Admission

Please refer to the admission section (http://catalog.wku.edu/graduate/admission/) of this catalog for Graduate Studies admission requirements.

Program Requirements (15 hours)

Code	Title	Hours
Required Courses		
CNS 593	Career Development in Student Affairs and Higher Education	3
CNS 675	Advanced Career Counseling and Services Administration	3
CNS 595	Internship	3
Electives		
Select six hours from the following:		6
CNS 556	Developmental Career Counseling	
CNS 572	The College Student Experience	
CNS 574	Student Development in Higher Education	
CNS 577	Counseling Concepts and Applications for Student Affairs Professionals	
CNS 610	Assessment and Accountability in Student Affairs and Higher Education	
Total Hours		**15**