

Associate of Science

English Emphasis: Technical Communication Option

AS 1501

Instructions: Use this Worksheet to track your progress toward graduation. You must be able to check off all the boxes on each page to receive this degree. The college catalog and your advisor are two resources you can turn to if you need help. When you are within two terms of completion, meet with your advisor and have him or her sign this form. You should apply for graduation one term prior to the term you and your advisor determine you will meet all the requirements for completion. **When you apply for graduation you must attach this form to your application. Your application is incomplete without this form signed by your advisor.**

General Education Requirements are Approved by the Admissions & Records Office

WRITING I	Credits
WR 121 English Composition	3 <input type="checkbox"/> _____
WRITING II (select one)	
JN 216 News Reporting & Writing	
WR 122 English Composition: Argumentation	
WR 123 English Composition: Research	
WR 185 Understanding Grammar	
WR 214 Business Communications	
WR 227 Technical Writing	
WR 228 Technical Writing II	
WR 241 Creative Writing: Fiction	
WR 242 Creative Writing: Poetry	
WR 243 Creative Writing: Script Writing	
WR 244 Advanced Creative Writing: Fiction	3 <input type="checkbox"/> _____
SPEECH (select one)	
SP 111 Fundamentals of Speech	
SP 112 Introduction to Persuasion	
SP 218 Interpersonal Communication.....	3 <input type="checkbox"/> _____
MATHEMATICS	
MTH 105 Intro to Contemporary Math (or higher level)	4 <input type="checkbox"/> _____
HEALTH & PE	
PE 231 Lifetime Health & Fitness.....	3 <input type="checkbox"/> _____
PERSPECTIVES (no more than two courses with the same prefix may be used by a student to satisfy the Perspectives category)	
Physical Science (see catalog page 174)	4 <input type="checkbox"/> _____
Biological Science (see catalog page 174).....	4 <input type="checkbox"/> _____
Biological or Physical Science (see catalog page 174)	4 <input type="checkbox"/> _____
Cultural Diversity (see catalog page 174-175).....	3 <input type="checkbox"/> _____
Dif, Power & Discrimination (see catalog page 175).....	3 <input type="checkbox"/> _____
Literature and the Arts (see catalog page 175)	3 <input type="checkbox"/> _____
Social Processes and Institutions (see catalog page 175).....	3 <input type="checkbox"/> _____
Western Culture (see catalog page 175).....	3 <input type="checkbox"/> _____

Even though the theme of a Biology Course may be different, a Biology Course number may only be used once to satisfy the graduation requirements.

Degree Evaluator _____

Date _____

FOR OFFICE USE ONLY			
Credit Toward This Degree			
Total Cr. _____	LBCC Cr _____	GPA _____	Approved <input type="checkbox"/> Denied <input type="checkbox"/>
Registrar _____	Date _____	AS 1501 AC _____	

PROGRAM REQUIREMENTS

Advisor Instructions: This is the student's official record of their progress. The student must present this form to the Admissions Office when they apply for graduation. Please address each requirement by checking off completed courses, indicating which courses the student plans to take, and clearly documenting substitutions or waivers.

PROGRAM REQUIREMENTS ARE APPROVED BY THE DEPARTMENT & ADVISOR

Courses may not be used to meet more than one requirement unless a specified under the particular option.

Liberal Arts Core Requirements

Select 15 credits from the core requirement options listed on page 177 in the catalog (3 credits from each category)

	Credits	Waivers/ Substitutions	Advisor Initials	Date Approved
Category I	3	<input type="checkbox"/>	_____	_____
Category II.....	3	<input type="checkbox"/>	_____	_____
Category III.....	3	<input type="checkbox"/>	_____	_____
Category IV.....	3	<input type="checkbox"/>	_____	_____
Category V.....	3	<input type="checkbox"/>	_____	_____

Technical Communication

WR 185	Understanding English Grammar.....	3	<input type="checkbox"/>	_____
WR 227	Technical Writing	3	<input type="checkbox"/>	_____
WR 240	Creative Writing: Nonfiction	3	<input type="checkbox"/>	_____
WR 246	Editing & Publishing.....	3	<input type="checkbox"/>	_____
WR 247	Literary Publications	3	<input type="checkbox"/>	_____

Select 6 credits from the following:

JN 134	Intro to Photojournalism	3	<input type="checkbox"/>	_____
SP 219	Small Group Communication.....	3	<input type="checkbox"/>	_____
WR 228	Technical Writing II	3	<input type="checkbox"/>	_____
WR 280	CWE English/Writing.....	3	<input type="checkbox"/>	_____

See your advisor 12 _____
(select 12 additional elective credits in a specific field)

CHANGES MUST ALSO BE APPROVED BY DIVISION DIRECTOR OR DEAN

Admissions & Records will perform a final evaluation to ensure all courses have been completed with appropriate grades before this degree is awarded to the student. Requirements such as general education, total credits and grade point average must be approved by the Registrar.

DEPARTMENT ADVISOR

Program requirements/proposed substitutions and waivers meet with my approval. Reasons for any changes are indicated on the appropriate line above.

DIVISION DIRECTOR or DEAN

Changes and/or substitutions in the program requirements have my approval.

 Program Advisor Signature Date

 Division Director or Dean Signature Date