

PROGRAMS OF STUDY

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Human Services

PROGRAMS OF STUDY

HUMAN SERVICES

ADDICTIONS STUDIES 344

*Associate in Applied Science degree (A.A.S.)
64 Credit Hours (CH)*

The A.A.S. Degree in Addictions Studies is ideal for prospective mental health practitioners or those already working in the field who wish to receive training and credentials in Addictions Studies. Many Addictions Studies practitioners find employment in medical and non-medical detoxification centers, rehabilitation programs, community mental health centers and family service centers, halfway houses, therapeutic communities, business, or industry. Some combine counseling with such primary professions as nursing, social work, school guidance counseling, or the clergy.

The program is accredited by the Illinois Alcoholism and Other Drug Abuse Professional Certification Association (IAODAPCA).

General Education

15 CH

Students should meet with a college Academic Advisor for selection of specific course requirements for the 15.0 credit hour minimum general education portion of the A.A.S. degree.

See page 51 for A.A.S. general education degree requirements.

Required Program Core

43 CH

Child Development (090)

101 Human Growth & Development I 4
102 Human Growth & Development II 3

Mental Health (118)

223 Introduction to Addictions Studies 3
224 Principles and Practices of Addictions Studies 3
229 Practicum in Addictions Treatment* 6
230 Addictions and the Family: Treatment 3
231 Addictions Treatment of Special Populations 3

Psychology (087)

201 General Psychology 3
213 Abnormal Psychology 3

Social Service (091)

101 Introduction to Social Work 3
109 Report Writing for Social Service Aides 3
201 Principles of Social Work Practice 3
212 Introduction to Group Process 3

Electives

6 CH

Courses in such fields as Education, Gerontology, Nursing, Psychology, Sociology, and Speech/Communication are valuable to primary studies in alcoholism and substance abuse. Meet with a college Academic Advisor for elective course selection.

TOTAL PROGRAM MINIMUM CREDIT HOURS 64 CH

ADDICTIONS STUDIES 343

Advanced Certificate (A.C.) 37 Credit Hours (CH)

Required Program Core

37 CH

Child Development (090)

101 Human Growth and Development I 4
102 Human Growth and Development II 3

Mental Health (118)

223 Introduction to Addictions Studies 3
224 Principles & Practices of Addictions Treatment 3
229 Practicum in Addictions Treatment* 6
230 Addictions & the Family: Treatment 3
231 Addictions Treatment of Special Populations 3

Social Service (091)

101 Introduction to Social Work 3
109 Report Writing for Social Service Aides 3
201 Principles of Social Work Practice 3
212 Introduction to Group Process 3

TOTAL PROGRAM MINIMUM CREDIT HOURS 37 CH

ADDICTIONS STUDIES 345

Basic Certificate (B.C.) 18 Credit Hours (CH)

This program provides students with the academic requirements needed in the application for the Certified Alcohol and Other Drugs Counselor (CADC) examination.

Required Program Core

18 CH

Mental Health (118)

223 Introduction to Addictions Studies 3
224 Principles & Practices of Addictions Treatment 3
229 Practicum in Addictions Treatment* 6
230 Addictions & the Family: Treatment 3
231 Addictions Treatment of Special Populations 3

TOTAL PROGRAM MINIMUM CREDIT HOURS 18 CH

**This Practicum is targeted to students who have already completed social work and developmental psychology courses at another college, university, or are seeking additional clock hours towards certification.*

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COSMETOLOGY 349

Advanced Certificate (A.C.) 36 Credit Hours (CH)

The field of Cosmetology offers challenging and rewarding opportunities and is designed to give students thorough training in the art, skill and applied science used in the treatment of hair, nails, and skin. The program meets the standards of the Illinois Department of Finance and Professional Regulation (IDFPR) in total hours, teaching staff, equipment, facilities, libraries, and course content.

Students are required to complete a specific number of hours in the Technical Center Styling Salon. Once students have completed all coursework and laboratory hours, they are ready to sit for the licensure examination through the IDFPR. Students must be licensed in order to practice Cosmetology in Illinois.

Required Program Core 36 CH

Cosmetology (163)	
101 Introduction to Cosmetology/Cosmetic Art	5
102 Hair Shaping Technology	5
103 Basic Styling Technology	5
104 Hair Tinting Technology	3
105 Salon Technology I	5
106 Salon Technology II	5
201 Advanced Styling Technology	4
202 Summative Seminar	4

TOTAL PROGRAM MINIMUM CREDIT HOURS 36 CH

Note 1: Cosmetology 101, 102 and 103 are prerequisites for 104, 105, 106, 201 and 202 and must be taken in sequence or concurrently passing with a minimum of a C grade. Courses 101, 102 and 103 will be offered each new semester for incoming students.

Note 2: Graduates of the Cosmetology Program may earn an Associate in General Studies Degree (A.G.S.) upon successful completion of additional college credit hours of which a specified number must be the general education requirements necessary for the A.G.S.. Students wishing to earn an AGS should consult a college Academic Advisor for a specific number of additional credit hours needed to earn the degree.

GERONTOLOGY SPECIALIST 340

*Associate in Applied Science degree (A.A.S.)
61 Credit Hours (CH)*

This degree program will prepare students for the entry level position of Gerontology Specialist, a human services position that qualifies the individual for work in federal, state, and local agencies, both private and public, that provide outreach services for the elderly.

General Education 19 CH

Biology (023)	
115 Human Biology	4
CIS (032)	
120 Introduction to Microcomputers	3
English (035)	
101 Composition	3
Psychology (087)	
201 Introduction to Psychology	3
Arts/Humanities <u>and</u> Social/Behavioral Sciences	6

See page 51 for A.A.S. general education degree requirements.

Required Program Core 36 CH

Psychology (087)	
222 Adult Development and Aging	3
223 Death, Dying and Bereavement	3
Social Service (091)	
102 Introduction to Gerontology	3
103 Aging and Social Policy	3
105 Physiology of Aging	3
106 Aging and the Family	3
107 Aging and Leisure	3
202 Aging and Human Services	3
203 Interpersonal Communication with Elderly	3
204 Cross-Cultural Studies in Gerontology	3
250 Practicum I	3
251 Practicum II	3

Electives 6 CH

Select a minimum of two Gerontology course electives recommended by a college Academic Advisor.

TOTAL PROGRAM MINIMUM CREDIT HOURS 61 CH

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GERONTOLOGY AIDE 339

Basic Certificate (B.C.) 12 Credit Hours (CH)

This Basic Certificate program is designed to create the credentials needed to become a Gerontology Aide, or provides extra credentialing for individuals already in a related field who wish to add Gerontology coursework to their credentials.

Note: Also, see A.A.S. Gerontology Specialist 340.

Required Program Core	12 CH
Psychology (087)	
222 Adult Development and Aging	3
Social Service (091)	
102 Introduction to Gerontology	3
105 Physiology of Aging	3
250 Practicum I	3
TOTAL PROGRAM MINIMUM CREDIT HOURS	12 CH

HIV/STI PREVENTION EDUCATION 195

Basic Certificate (B.C.) 24 Credit Hours (CH)

This Basic Certificate program will increase program participants' knowledge and skills regarding HIV/STI prevention, counselling, assessment, and case management. The objective of this program is to provide consistent up-to-date training to those individuals who provide services and case management to individuals with HIV/AIDS or Sexually Transmitted Infections (STI).

Required Program Core	24 CH
Social Science (088)	
115 Introduction to Health Education and Prevention	3
116 HIV/STI Prevention Education	3
117 HIV/STI and Special Populations	3
118 The ABCs of STIs	3
119 HIV/STI and GLBT Health	3
120 HIV/STI Outreach Skills	3
121 Case Management/Individual Intervention	3
201 Group Facilitation	3
TOTAL PROGRAM MINIMUM CREDIT HOURS	24 CH

HUMAN DEVELOPMENT & FAMILY SERVICES 391

Associate in Applied Science degree (A.A.S.) 60 Credit Hours (CH)

This A.A.S. degree program is based on the individual and family perspective, an interdisciplinary field that integrates several behavioral, social, and biological concepts to understand human interaction and development. Program graduates work in social service agencies, retirement communities and other geriatric facilities, non-profits, and education centers.

General Education	(minimum) 17 CH
English (035)	
101 Composition I	3
Speech (095)	
101 Fundamentals of Speech Communication	3
Math (045) HDFS (168)	
125 Introductory Statistics	4
Psychology (087)	
201 General Psychology	3
<i>Select one from the following:</i>	4

Select one from the following:

Biology (023)	
114/115 General Education Biology/Human Biology	
Chemistry (073)	
121 Basic Chemistry I	
201 General Chemistry I	
Physical Science (076)	
111/112 General Course I & II	

See page 51 for A.A.S. general education degree requirements.

Required Program Core	37 CH
Child Development (090)	
101 Human Growth and Development I	4
102 Human Growth and Development II	3
English (035)	
102 Composition II	3
HDFS (168)	
201 Human Development and Sexuality	3
202 Intimate Relationships	3
203 Family Development from a Cross Cultural Perspective	3
204 Family Life Education	3
205 Internship for Human Development	6
Philosophy (043)	
105 Logic	3
Psychology (087)	
211 Social Psychology	3
Sociology (089)	
201 Introduction to the Study of Society	3

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Electives

The Art, Child Development and Music disciplines listed below are recommended for elective credit.

Art (3), Music (3)

(Consult with a college Academic Advisor for selection of Art and Music courses.) **OR**

Child Development (090)

107 Health, Safety, and Nutrition (3)

120 Introduction to Early Education/Group Care (3)

TOTAL PROGRAM MINIMUM CREDIT HOURS 60 CH

HUMAN RESOURCE MANAGEMENT 387

Advanced Certificate (A.C.) 30 Credit Hours (CH)

The program develops basic human resource management skills which can lead to employment as a human resource assistant, recruiting specialist, labor relations specialist, compensation/benefits specialist, or training specialist.

Required Program Core

18 CH

Business (030)

111 Introduction to Business 3

141 Business Mathematics or higher 3

214 The Legal & Social Environment of Business 3

271 Human Resources Management 3

278 Compensation & Benefits Administration 3

279 Human Resources Planning and Staffing 3

Electives

12 CH

Students should meet with a college Academic Advisor for selection of elective courses.

TOTAL PROGRAM MINIMUM CREDIT HOURS 30 CH

NURSING HOME ADMINISTRATION 341

Basic Certificate (B.C.) 12 Credit Hours (CH)

The Nursing Home Administration certificate program addresses the educational needs of managers who will work with the elderly population in health care settings. The program will prepare the student for employment in long-term care facilities, as well as to sit for the nursing home administrator licensure exam. Included are both gerontology and business coursework, based on the requirements of the nursing home administrator's job description.

Required Program Core

12 CH

Business (030)

271 Human Resources Management 3

Social Service (091)

102 Introduction to Gerontology 3

252 Nursing Home Administration 3

253 Accounting for Long Term Care 3

TOTAL PROGRAM MINIMUM CREDIT HOURS 12 CH

PROPERTY MANAGEMENT/DESK CLERK 368

Basic Certificate (B.C.) 12 credit Hours (CH)

This Basic Certificate program provides basic knowledge of the property management field and prepares students for entry-level positions in the area of affordable and supportive housing. Program includes computer skills training and an internship.

Required Program Core

12 CH

CIS (032)

120 Introduction to Microcomputers 3

Social Service (091)

110 Introduction to Property Management 3

111 Tenant Services & Communication 2

112 Desk Clerk Operations & Security 3

113 Internship Property Management Clerk 1

TOTAL PROGRAM MINIMUM CREDIT HOURS 12 CH

PROPERTY MANAGEMENT/LEASING SPECIALIST 369

Basic Certificate (B.C.) 12 Credit Hours (CH)

This Basic Certificate program is a continuation of the property management field to prepare students for entry-level jobs as occupancy and leasing specialists. It includes business math courses, as well as field training in an affordable or supportive housing building.

Required Program Core

12 CH

Business (030)

141 Business Math 3

Social Service (091)

114 Marketing & Leasing 3

115 Property Management Finance & Accounting 2

116 Property Maintenance & Risk Management 3

117 Internship Occupancy Specialist 1

TOTAL PROGRAM MINIMUM CREDIT HOURS 12 CH

PSYCHIATRIC REHABILITATION 258

Basic Certificate (B.C.) 14 Credit Hours (CH)

The Psychiatric Rehabilitation certificate program is comprised of course work and an internship which, when combined with two years experience in the field, entitles the graduate to work at the same level as those with bachelor's degrees. The program was developed in a cooperative effort between the University of Chicago Center for Psychiatric Rehabilitation and the Illinois Department of Mental Health.

Required Program Core

14 CH

Psychiatric Rehabilitation (134)

101 Survey of Psychiatric Rehabilitation 3

102 Psychiatric Rehabilitation Skills 3

103 Health Skills for Psychiatric Rehabilitation 3

104 Vocational & Community Living Skills 3

105 Internship/Psychiatric Rehabilitation Survey/Skills 1

106 Internship/Health Skills, Vocational Comm. Living 1

TOTAL PROGRAM MINIMUM CREDIT HOURS 14 CH

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SOCIAL WORK-GENERALIST 313

*Associate in Applied Science degree (A.A.S.)
66 Credit Hours (CH)*

The A.A.S. degree in Social Work includes the study of the generalist approach to working with the individual, family, group, and community. The degree can lead to employment as an aide to a social worker in government, community, or private social service agencies.

General Education 15 CH

Students should meet with a college academic advisor for selection of specific course requirements for the 15.0 credit hour minimum general education portion of the A.A.S. degree.

See page 51 for A.A.S. general education degree requirements.

Required Program Core 37 CH

Child Development (090)

101 Human Growth and Development I*	4
102 Human Growth and Development II	3
107 Health, Safety, and Nutrition	3

Mental Health (118)

223 Introduction to Addictions Studies	3
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Social Services (091)

101 Introduction to Social Work	3
109 Report Writing for Social Service Aides	3
201 Principles of Social Work Practice	3
212 Introduction to Group Process	3
215 Social Problems & Social Action I	3
228 Methodology for Social Work	3
229 Practicum in Social Service	6

Electives 14 CH

Recommended Areas of Supporting Coursework:

Students are urged to take elective courses in Psychology, Sociology, Child Development, Anthropology, Criminal Justice, and Addiction Studies to become familiar with various approaches to individual, group, or societal problems. In addition, Computer Information Systems 120: Introduction to Microcomputers and English 102: Composition, are strongly recommended. Meet with a college Academic Advisor for course selection.

TOTAL PROGRAM MINIMUM CREDIT HOURS 66 CH

**Requires completion of clinical experience/observation hours.*

SOCIAL WORK-GENERALIST 317

Advanced Certificate (A.C.) 37 Credit Hours (CH)

Required Program Core 37 CH

Child Development (090)

101 Human Growth and Development I*	4
102 Human Growth and Development II	3
107 Health, Safety, and Nutrition	3

Mental Health (118)

223 Introduction to Addictions Studies <u>OR</u>	3
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228 Principles of Social Work Practice

Social Services (091)

101 Introduction to Social Work	3
109 Report Writing for Social Service Aides	3
201 Principles of Social Work Practice	3
212 Introduction to Group Process	3
215 Social Problems & Social Action I	3
228 Methodology for Social Work	3
229 Practicum in Social Service	6

TOTAL PROGRAM MINIMUM CREDIT HOURS 37 CH

**Requires completion of clinical experience/observation hours.*

SOCIAL WORK: YOUTH WORK 370

Associate in Applied Science (A.A.S.)

63 Credit Hours (CH)

The A.A.S. degree in Social Work: Youth Work can lead to employment in government, community, or private social service agencies. Enrollment in the program is open to anyone interested in working with youth during out-of-school time, e.g. after-school workers, school-age workers, grassroots youth workers, community activists, outreach workers, probation officers, prevention specialists, teen reach workers, managers and supervisors. As an option under Social Work, the academic program for the professional development worker includes basic and advanced certificates and an Associate in Applied Science degree. Where applicable, under this professional development option, college credit will be awarded for prior learning experiences up to a maximum of fifteen credit hours.

General Education 16 CH

English (035)

101 Composition	3
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Humanities (041)

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Mathematics (045)

118 General Education Mathematics	4
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Physical Science (076)

	3
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Social Science (088)

101 General Course I Social Science	3
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Students should meet with a college Academic Advisor for selection of remaining course requirements for the general education portion of the A.A.S. degree.

See page 51 for A.A.S. general education degree requirements.

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Required Program Core	37 CH
Business (030)	
269 Principles of Management	3
Child Development (090)	
101 Human Growth and Development I*	4
102 Human Growth and Development II	3
Mental Health (118)	
223 Introduction to Addictions Studies	3
228 Principles of Mental Health Practices	3
Psychology (087)	
211 Social Psychology	3
Social Service (091)	
109 Report Writing in Social Work	3
212 Introduction to Group Process	3
215 Social Problems and Social Action I	3
248 Principles of Youth and Group Work	3
249 Practicum in Youth Work	6
Electives	10 CH
<i>Students should meet with a college academic advisor for selection of elective courses.</i>	
TOTAL PROGRAM MINIMUM CREDIT HOURS	63 CH

SOCIAL WORK: YOUTH WORK 371

Advanced Certificate (A.C.) 31 Credit Hours (CH)

Required Program Core	31 CH
Child Development (090)	
101 Human Growth and Development I*	4
102 Human Growth and Development II	3
Mental Health (118)	
223 Introduction to Addictions Studies	3
228 Principles of Social Work Practice	3
Social Services (091)	
109 Report Writing for Social Service Aides	3
212 Introduction to Group Process	3
215 Social Problems & Social Action I	3
248 Principles of Youth and Group Work	3
249 Practicum in Youth Work	6
TOTAL PROGRAM MINIMUM CREDIT HOURS	31 CH

SOCIAL WORK: YOUTH WORK 372

Basic Certificate (B.C.) 15 Credit Hours (CH)

Required Program Core	15 CH
Social Services (091)	
109 Report Writing for Social Service Aides	3
215 Social Problems & Social Action I	3
248 Principles of Youth and Group Work	3
249 Practicum in Youth Work	6
TOTAL PROGRAM MINIMUM CREDIT HOURS	15 CH

**Requires completion of clinical experience/observation hours.*