

APPLIED PROFESSIONAL WRITING, CERTIFICATE

Certificate in Applied Professional Writing

This certificate, involving a minimum of 12 credit hours, will help students to apply such skills to pragmatic workplace scenarios.

Program Contact

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The following information has official approval of **The Buchtel College of Arts & Sciences**, but is intended only as a guide. Completion of this certificate is contingent upon many factors, including but not limited to: class availability, total number of required credits, work schedule, finances, family, course drops/withdrawals, successfully passing courses, prerequisites, among others.

The following courses constitute a "Certificate in Applied Professional Writing" and must be completed with a minimum grade point average of 2.5 overall for the certificate to be noted on the student's record. The granting of this certificate does not require the completion of a degree. At least 6 of the 12 credit hours must be taken through the Department of Applied General and Technical Studies.

Summary

Code	Title	Hours
Required Courses		12
Total Hours		12

Required Courses

Code	Title	Hours
Complete 12 credits from the following courses:		12
ENGL 120	Writing and Editing	
ENGL 123	Writing for Presentations	
ENGL 216	Collaborative Writing	
ENGL 220	Writing and Research	
ENGL 227	Writing for the World Wide Web	
ENGL 290	Special Topics: Associate Studies	
ENGL 325	Signs of Professional Writing	
ENGL 222	Technical Report Writing	
200/300/400-level Writing Intensive Courses ¹		
Total Hours		12

¹ Must be writing-intensive courses approved by the English area faculty of the Department of Applied General and Technical Studies.