## Template for Related Instruction in Certificates

| 45 to 60 credits   |                  | Entrepreneurship                     |                       |       | Related instruction<br>Hours in: |               |                    |          |
|--|------------------|--------------------------------------|-----------------------|-------|----------------------------------|---------------|--------------------|----------|
| Enter course information in light yellow areas (totals will be autom |                  |                                      | natically calculated) |       |                                  |               |                    |          |
| Subject<br>Code  | Course<br>Number | Course Title                         | Credits               | Hours | Computation                      | Communication | Human<br>Relations | Total RI |
| Example: BKT   | 101              | Basket Weaving Basics                | 4                     | 120   | 6                                | 12            | 8                  | 26       |
| courses used for embedded related instruction                        |                  |                                      |                       |       |                                  |               |                    |          |
|  |                  |                                      |                       | 0     |                                  |               |                    | No RI    |
|  |                  |                                      |                       | 0     |                                  |               |                    | No RI    |
|  |                  |                                      |                       | 0     |                                  |               |                    | No RI    |
|  |                  |                                      |                       | 0     |                                  |               |                    | No RI    |
|  |                  |                                      |                       | 0     |                                  |               |                    | No RI    |
|  |                  |                                      |                       | 0     |                                  |               |                    | No RI    |
|  |                  |                                      |                       | 0     |                                  |               |                    | No RI    |
|  |                  |                                      |                       | 0     |                                  |               |                    | No RI    |
| courses used for stand-alone related instruction                     |                  |                                      |                       |       |                                  |               |                    |          |
| BA   | 205              | Business Communication               | 4                     | 120   |                                  | 120.00        |                    | 120.00   |
| WR   | 121Z             | Composition I                        | 4                     | 120   |                                  | 120.00        |                    | 120.00   |
| BA   | 111              | Introduction to Accounting & Finance | 3                     | 90    | 90.00                            |               |                    | 90.00    |
| BA   | 285              | Human Relations in Organizations     | 3                     | 90    |                                  |               | 90.00              | 90.00    |
| Totals   |                  |                                      | 14                    | 420   | 90.00                            | 240.00        | 90.00              | 420.00   |
| Minimum for 1 yr certificate:  |                  |                                      |                       |       | 48.00                            | 48.00         | 48.00              | 240.00   |
| Remaining to meet Min. Requirement:                                  |                  |                                      |                       |       | 0.00                             | 0.00          | 0.00               | 0.00     |

|   | YES | NO |
|---|-----|----|
| All courses identified as embedded related instruction are approved by the curriculum committee for RI?         |     |    |
| Related instruction instructor qualification forms are filed with the Vice President of Instructional Services? |     |    |