

Human Services Leadership  
A STUDENT'S GUIDE TO THE UNIVERSITY STUDIES PROGRAM (USP)

**IMPORTANT INFORMATION - HUMAN SERVICES LEADERSHIP MAJOR**

**HUMAN SERVICES LEADERSHIP PROGRAM ELIGIBILITY REQUIREMENTS:**

**\*\*\* As long as you meet all course prerequisites, you may enroll in our "Intro" courses. \*\*\***

1. Declared Human Services Leadership Major
2. Completion of at least 56 University recognized credits
3. Minimum Combined GPA: 2.5

**INTRO TO HUMAN SERVICES HS 203 REQUIREMENTS:**

1. Completion of request (including payment receipt) for Criminal Background Check. Form is available on HSL website: <https://goo.gl/Vx5EXk> Submission of CBC is due by the end of the 2<sup>nd</sup> week of the semester.
2. Plan for Program Completion (PPC) must be signed by a COEHS advisor in UARC (Student Success Center Suite 202) **before the end of the 2<sup>nd</sup> week of the semester** and turned in to the Human Services Leadership office ... N/E-320.
3. Purchase Tk20 (data management system required by COEHS) by the first day of the semester: <https://goo.gl/ngrfMq>

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**PLEASE NOTE:** Applications for both Internship and Advanced Internship forms are available on the Human Services Leadership Office of Field Placement website: <http://www.uwosh.edu/coehs/human-services/human-services/field%20placement>

**APPLICATION DEADLINES: October 1 for Spring registration and March 1 for Summer and Fall registration**

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**ADMISSION TO THE PROGRAM AND TO INTERNSHIP (HUMAN SV-325)**

**\*\*\* When all prerequisites have been met, you may enroll in HUMAN SV-325. \*\*\***

1. Completion of a minimum of three courses in the Human Services Leadership major, as follows:
  - HUMAN SV-203 Introduction to Human Services
  - HUMAN SV-310 Interpersonal Relations in the Helping Professions
  - HUMAN SV-385 Financial Sustainability in Non-Profit Organizations
2. Minimum Human Services Leadership GPA: 2.75
3. Minimum Combined GPA: 2.50
4. Completion of at least 65 University recognized credits.
5. Good Standing.

**ADMISSION TO ADVANCED INTERNSHIP (HUMAN SV-420/421/422)**

**\*\*\* When all prerequisites have been met, you may enroll in HUMAN SV-420/421/422. \*\*\***

1. Completion of all HSL **required program** courses except 440, which may be taken concurrently, and is offered in Fall and Spring semesters only.
2. Minimum Human Services Leadership GPA: 3.0
3. Minimum Combined GPA: 2.75
4. Completion of request (including payment receipt) for Criminal Background Check, which must be submitted by the application deadlines indicated: <https://goo.gl/Vx5EXk>
5. Good Standing

FOR STUDENTS WHO WISH TO COMPLETE AN OUT-OF-AREA ADVANCED INTERNSHIP: See HSL website: <http://www.uwosh.edu/coehs/human-services/human-services/field%20placement>

**GRADUATION INFORMATION:**

- Students should apply for graduation the semester prior to taking final credits for the degree. Additional information can be found here: <https://goo.gl/14V2kc>

**ACADEMIC ADVISING INFORMATION:**

- Students in the Human Services Leadership Program must see COEHS advisors in the UARC for assistance with academic planning. **You will not be allowed into the Human Services Leadership program without a UARC advisor's signature.** Please call 920-424-1268 to schedule an advising appointment.
- Application for graduation is due the semester prior to planned graduation. (See Registrar's website for form.)
- A request form to consider any program modification or decision is available here: <https://goo.gl/xgbWXQ>

**This document is available online at <http://www.uwosh.edu/advising/students/planning-sheets>**

**COLLEGE OF EDUCATION AND HUMAN SERVICES**  
**Bachelor of Science in Human Services Leadership**  
**HUMAN SERVICES LEADERSHIP**

*This planning guide is designed to help you understand your degree requirements for the Bachelor of Science in Human Services Leadership degree. It is your responsibility to understand these requirements.*  
*For an official statement of your individual progress to degree and for additional University requirements please use Titan Web to access your STAR (degree audit). Always select "get a new STAR" when printing your STAR. For assistance in understanding your STAR please contact the Undergraduate Advising Resource Center (424-1268).*  
***There are no additional degree requirements not met by the University Studies Program.***

Name \_\_\_\_\_ ID# \_\_\_\_\_ Date \_\_\_\_\_

Dept	Crs #	Course Name	Cr	Prerequisites/Notes	Sem.
HS	18-203	<b>Intro to Human Services</b> (see notes - on back of USP sheet for registration information)	3	Declared HSL Major. 56 credits completed. 2.5 Combined GPA. Concurrent enrollment in 310 is advised.	
HS	18-310	<b>Interpersonal Relationships</b>	3	Completion of or concurrent enrollment in 203.	
HS	18-385	Financial Sustainability in Non-Profit Organizations	3	Completion of or concurrent enrollment in 203/310.	
HS	18-325	<b>Internship (120 hours)</b>	3	<b>Completion of 203, 310, 385 AND completion of official application for Admission to Program. (See back of USP sheet for details and deadlines.)</b>	
HS	18-335	Globalization in Human Services	3	Completion of or concurrent enrollment in 203/310/385.	
HS	18-340	Social Issues, Solutions and Human Services	3	Completion of or concurrent enrollment in 203/310/385.	
HS	18-360**	Program Evaluation & Grant Writing	3	<b>Completion of 340.</b> And completion of or concurrent enrollment in 325.**	
HS	18-320**	Human Behavior & Strategies for Intervention	3	Completion of or concurrent enrollment in 325.**	
HS	18-415**	Legal & Ethical Aspects of HS	3	HSL Majors must have completion of or concurrent enrollment in 325.**	
HS	18-440*	Leadership & Decision-Making in Non-Profit Organizations	3	Completion of or concurrent enrollment in 325. MAY be taken concurrently with Advanced Internship (18-420/421/422.)	
HS	18-420 18-421 18-422	<b>Advanced Internship</b> <b>Advanced Internship (total of)</b> <b>Internship Seminar (280 hours)</b>	3 3 1	<b>Completion of or concurrent enrollment in 440 and official application for Admission II. You will be registered for the same section of 420/421/422. (See back of USP sheet for deadlines.)</b>	
HS		Approved HSL Elective (Can be taken anytime.)	3	12-235, 12-380, 55-310, 84-321, 86-305, 86-391, or any non-required 300 or 400 level HSL course	
HS	204***	Professional Career Skills in HSL	1	45 credits complete, declared HSL major	

\* 440 is the only HSL **required program** course that can be taken concurrently with Advanced Internship.

\*\* If 325 is taken in Summer these courses can be taken in the Spring prior to it.

\*\*\* Not a required course.

STUDENT SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

AUTHORIZED ADVISOR SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

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*Students will need to complete up to 40 credits of electives (in addition to USP and major courses) to reach 120 total credits required for the bachelor's degree. Electives can be taken at any time during the program.*

Name \_\_\_\_\_ ID# \_\_\_\_\_ Date \_\_\_\_\_

**ELECTIVE COURSES**

Dept	Course #	Credits	Upper Level?	Semester Taken
<b>TOTAL CREDITS EARNED:</b>				
<b>TOTAL CR. NEEDED:</b>				
<b>TOTAL UPPER LVL CR. TAKEN:</b>				
<b>TOTAL UPPER LVL CR. NEEDED:</b>				