

**TROY UNIVERSITY**  
**Graduate Certificate in Adult Education**  
**Curriculum and Instructional Design**  
**Certificate Plan and Progress Record**  
**12 Semester-Hours**

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

1. Admission to the Graduate School AND MS in Adult Education
2. Official transcript(s)
3. Unconditional Admission
4. 12 semester hours of credit
5. No more than two grade below "B"
6. All credit earned within 8 years of completion
7. Completion of exit survey
8. Complete Certification Intent form

**REQUIRED CORE COURSES:** (9 Semester Hours)

COURSE NO.	TITLE	HRS	GRADE	TERM/YR	TRANSFER CREDIT
ADE 6670	Adult Learning and Development	3			
ADE 6680	Curriculum Development for Adult Education	3			
EDU 6613	Principles of Instructional Design	3			

Select ONE of the following: (3 Semester Hours)

ADE 6674	Methods and Strategies for Teaching Adults	3			
EDU 6616	Distance Learning Strategies	3			

**ITEMS TO BE DISCUSSED:**

- One term limit to have transcript(s) and test score on file.
- Temporary, Conditional, and Unconditional Admission
- Available faculty for academic advisement
- Petition for transfer credit once unconditionally admitted
- Class Attendance
- Drop & Withdrawal procedure, deadline and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation

**ADMISSION STATUS:**

Type	Date	Initials
Conditional		
Unconditional		
Residency		
Test Score		
Comps		