

**TROY UNIVERSITY**  
**Graduate Certificate in Adult Education**  
**Leadership Studies**  
**Certificate Plan and Progress Record**  
**12 Semester-Hours**

Name  Student ID#  Campus   
 Address  Email

**DEGREE REQUIREMENTS:**

- |  |  |
|--|--|
| <ol style="list-style-type: none"> <li>1. Admission to the Graduate School AND MS in Adult Education</li> <li>2. Official transcripts of all academic work</li> <li>3. Unconditional Admission</li> <li>4. 12 semester hours of credit</li> <li>5. No more than two grade below "B"</li> </ol> | <ol style="list-style-type: none"> <li>6. All credit earned within 8 years of completion</li> <li>7. Completion of exit survey</li> <li>8. Complete Certification Intent form</li> </ol> |
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**REQUIRED CORE COURSES:** (9 Semester Hours)

| COURSE NO. | TITLE                                      | HRS | GRADE | TERM/YR | TRANSFER CREDIT |
|------------|--|-----|-------|---------|-----------------|
| EAL 6633   | Leadership                                 | 3   |       |         |                 |
| ADE 6641   | Organizational Behavior and Group Dynamics | 3   |       |         |                 |
| COM 6600   | Communication and Influence                | 3   |       |         |                 |

Select ONE of the following: (3 Semester Hours)

|          |  |   |  |  |  |
|----------|--|---|--|--|--|
| ADE 6617 | Methods and Strategies for Teaching Adults | 3 |  |  |  |
| COM 6610 | Distance Learning Strategies               | 3 |  |  |  |
| EAL 6653 | Evaluation and Organizational Improvement  | 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         |      |          |