College of the Sequoias
COLLEGE ASSOCIATE DEGREE COURSE OUTLINE

SUBJECT AREA AND COURSE NUMBER: COUN 115

COURSE TITLE: TRANSFER/CAREER READINESS

UNITS/HOURS
 Units: 2

 Hours:
 Lecture Hours Per Week: 2

 Lab Hours Per Week: 0

 Activity Hours Per Week: 0

 Total Hours Per Week: 2

TOP Code: 4930.10 - Guidance

Cross-Listed Courses:

CATALOG COURSE DESCRIPTION:

This course is designed to be the cornerstone of a successful transition into the next stage of a student’s academic goal. Students will gain an understanding of the psychological, sociological and academic demands of college and employment as well as learn how to utilize tools available to search for employment and/or to apply for transfer to a university. Upon course completion, students will have applied to universities and/or submitted an application for employment.

REQUISITES:

NONE

FIELD TRIP REQUIREMENTS: Not Required

GRADING: S - Standard Grading A-F

REPEATABLE:

TRANSFERABLE:
*Pending Approval* CSU BA Transferable (1-199 level)
YES

METHODS OF INSTRUCTION:

Methods of instruction may include, but are not limited to, the following:

* Lecture and/or Discussion

METHODS OF EVALUATION:
A student's grade will be based on multiple measures of performance unless the course requires no grade. Multiple measures may include, but are not limited to, the following:

- Skill demonstrations
- Written essays or extended papers
- Portfolio Evaluation
- Oral presentations
- Project

**COURSE TOPICS:**

**Outline Of Topics:**
The following topics are included in the framework of the course but are not intended as limits on content. The order of presentation and relative emphasis will vary with each instructor.

1. Careers and associated transfer plans
2. Careers and associated pathways to employment
3. Development of an education plan appropriate for transfer goal
4. Creation of career and/or transfer plan portfolio
5. Utilization of Internet for career/transfer resources
6. Development of personal statements for transfer applications/scholarships
7. Development of resume/cover letter for job applications
8. Job Industry/University Visits
9. Discussion of psychological, sociological and behavioral concerns that could derail success
10. Application time lines/deadlines for transfer
11. Discussion on financial independence, awareness and costs of education/living

**OUTCOMES:**

**Course Objectives**
The main concepts for this course will ask students to...

1. Develop an understanding of transfer requirements as it relates to the varying institutions.
2. Research and analyze the various universities as it relates to an academic goal.
3. Develop an understanding of the necessary skill set for obtaining and maintaining employment.
4. Research and analyze the various career opportunities as it relates to a student's occupational interest.
5. Develop an understanding of the psychological, sociological and academic aspects of college that may derail success
6. Complete an application for transfer and/or career internship/placement.

**Student Learning Outcomes**

Given that students will be able to understand the transfer requirements of various institutions, students will be able to identify and apply to appropriate and suitable universities as measured by their completed admissions portfolio with at least a 70% passing grade.

A. Portfolio Evaluation

Given that students will have a sound understanding of beneficial career preparation strategies, students will be able to create a marketable career portfolio for employment as measured by their completed employment portfolio with at least a 70% passing grade.

A. Portfolio Evaluation

**Institutional Outcomes**

1. Communicate effectively for a given purpose within the specific context of a communication event.
2. Write coherently and effectively, adjusting to a variety of audiences and purposes, while taking into account others' writings and ideas.
3. Locate, evaluate, and use information from a variety of sources to take action or make a decision.

Assignments
TEXTS AND SUPPLIES:
Textbooks may include, but are not limited to:

TEXTBOOKS:

MANUALS:

PERIODICALS:

MATERIALS FEE: $0

OTHER:

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