**Related Instruction Checklist**

**Programs of study for which applied or specialized associate degrees are granted, or programs of an academic year or more in length for which certificates are granted, must contain related instruction courses.**

**The Related Instruction Review Team will use this checklist to assist in determining if courses meet the criteria needed to be certified as a related instruction course. Each related instruction area has its own set of criteria that must be met for certification to be granted.**

**Check the box next to the criteria that the course meets. If all criteria are met within one area, the course meets the requirements for related instruction certification within that area.**

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| Communication |
| [ ]  College-Level Writing Course[ ]  Minimum of 3 credits[ ]  The course provides students with the effective written communication skills necessary for success in a field in which a degree or certificate is offered.[ ]  Upon successful completion of this course, students should be able to read actively, think critically, and write purposefully and capably for professional audiences. |
| Computation |
| [ ]  College-Level Course[ ]  Minimum of 3 credits[ ]  The course provides students with sufficient mathematical skills and knowledge for success in a field in which a degree or certificate is offered.[ ]  Upon successful completion of this course, students should be able to use appropriate mathematics to solve problems. |
| Human Relations |
| [ ]  College-Level Course[ ]  Minimum of 3 credits[ ]  The course covers interpersonal relationships and human relation skills in social and/or work contexts.[ ]  Upon successful completion of this course, students should be able to engage in ethical communication processes that accomplish goals. |
| PE/Health/Safety/First Aid |
| [ ]  College-Level Course[ ]  The course is MFG-107 or the course has HE, HPE, or PE as its prefix.[ ]  Upon successful completion of this course, students should be able to use effective life skills to improve and maintain mental and physical wellbeing. |