CAREER AND COMMUNITY STUDIES (CCS)

CCS 00005  COLLEGE ORIENTATION  1 Credit Hour
This course introduces students to the expectations and responsibilities of being a college student. Students will be provided with valuable information of the resources and activities available at Kent State. Students will explore personal values, skills, abilities, and beliefs, and learn how to set academic goals that will guide them throughout their college experience. Satisfactory/unsatisfactory (S/U) graded.
Prerequisite: Career and Community Studies major; and special approval.
Schedule Type: Lecture
Contact Hours: 1 lecture
Grade Mode: Satisfactory/Unsatisfactory

CCS 00010  PERSONAL EXPLORATION I: NUTRITION AND PHYSICAL FITNESS  3 Credit Hours
This course focuses on the importance of nutrition and physical exercise in order to take care of and to improve upon one’s personal health needs.
Prerequisite: Career and Community Studies major.
Schedule Type: Lecture
Contact Hours: 3 lecture
Grade Mode: Standard Letter

CCS 00015  ACADEMIC EXPERIENCE I: DISABILITY AWARENESS  3 Credit Hours
This course promotes development of self-awareness through identifying personal strengths and needs, and self-advocacy skills through various methods of communication. Students will learn of their rights, responsibilities, and of the disabilities laws that help them to advocate for necessary supports.
Prerequisite: Career and Community Studies major.
Schedule Type: Lecture
Contact Hours: 3 lecture
Grade Mode: Standard Letter

CCS 00020  TECHNOLOGY LABORATORY I  1 Credit Hour
This course is an introduction to the uses of Flashline, BlackBoard Learn, and Microsoft Word to enhance student academic performance.
Prerequisite: Career and Community Studies major.
Schedule Type: Laboratory
Contact Hours: 2 lab
Grade Mode: Standard Letter

CCS 00025  FINANCIAL LITERACY I  1 Credit Hour
This introductory course will provide the student with an opportunity to develop attitudes and skills to achieve personal financial wellness and satisfaction. Topics include setting up a budget, identifying where one might save money in daily living, calculating wages and understanding federal, state, and local taxes.
Prerequisite: Career and Community Studies major.
Schedule Type: Lecture
Contact Hours: 1 lecture
Grade Mode: Standard Letter

CCS 00030  PHYSICAL EDUCATION I  1 Credit Hour
Students will participate in a sport or physical fitness activity in order to learn more about the topic of interest and to increase personal health. Students will practice appropriate personal and social skills, and demonstrate abilities to manage course responsibilities.
Prerequisite: Career and Community Studies major.
Schedule Type: Laboratory
Contact Hours: 2 lab
Grade Mode: Satisfactory/Unsatisfactory

CCS 00035  HEALTH AND WELLNESS I: PERSONAL SOCIAL SKILLS  3 Credit Hours
Effective communication enhances personal, family, and community health. Select personal and social skills are presented in order to improve the health of the student. The student will participate in activities that allow them to practice and perform skills both in and outside of the classroom. The student creates a portfolio of course assignments for evaluation.
Prerequisite: Career and Community Studies major.
Schedule Type: Lecture
Contact Hours: 3 lecture
Grade Mode: Standard Letter

CCS 00105  INTRODUCTION TO CAREER EXPLORATION  1 Credit Hour
Students begin the exploration process that helps them to become aware of their specific abilities, interests, and needs, and how these relate to their future life work.
Prerequisite: Career and Community Studies major.
Schedule Type: Lecture
Contact Hours: 1 lecture
Grade Mode: Standard Letter

CCS 00110  PERSONAL EXPLORATION II: INDEPENDENT LIVING AND LEISURE EDUCATION  3 Credit Hours
This course focuses on two different but related topics. The first half of the semester is designed to provide college students with the opportunity to explore and develop personal leisure values, and expand their leisure interests. During the second half of the semester, students will practice various independent living skills in order to become more responsible adults.
Prerequisite: Career and Community Studies major.
Schedule Type: Lecture
Contact Hours: 3 lecture
Grade Mode: Standard Letter

CCS 00115  ACADEMIC EXPERIENCE II: SELF-DETERMINATION  3 Credit Hours
This course will provide students with opportunities to recognize and develop skills that can help them to increase success in all areas of their lives. Persons who are more self-determined often experience academic, employment, community living and personal satisfaction.
Prerequisite: Career and Community Studies major.
Schedule Type: Lecture
Contact Hours: 3 lecture
Grade Mode: Standard Letter

CCS 00120  TECHNOLOGY LABORATORY II  1 Credit Hour
Introduction to the uses of Microsoft Power Point, Publisher, and Excel in order to connect knowledge and learning experiences for student success.
Prerequisite: Career and Community Studies major.
Schedule Type: Laboratory
Contact Hours: 2 lab
Grade Mode: Standard Letter
CCS 00125 FINANCIAL LITERACY II 1 Credit Hour
This course will provide the student with a more detailed opportunity to reflect on one's desire and ability to save money. It will include a wide variety of ways to save, as well as, how finance institutions can help your savings grow.
Prerequisite: Career and Community Studies major.
Schedule Type: Lecture
Contact Hours: 1 lecture
Grade Mode: Standard Letter

CCS 00130 PHYSICAL EDUCATION II 1 Credit Hour
Students will participate in a sport or physical fitness activity in order to learn more about the topic of interest and to increase personal health. Students will advance appropriate personal and social skills, and demonstrate increased abilities to manage course responsibilities. Satisfactory/unsatisfactory (S/U) graded.
Prerequisite: Career and Community Studies major; and special approval.
Schedule Type: Laboratory
Contact Hours: 2 lab
Grade Mode: Satisfactory/Unsatisfactory

CCS 00135 HEALTH AND WELLNESS II: HUMAN SEXUALITY 3 Credit Hours
Focus of the course is to understand behaviors and issues related to human sexuality.
Prerequisite: Career and Community Studies major.
Schedule Type: Lecture
Contact Hours: 3 lecture
Grade Mode: Standard Letter

CCS 00196 FRESHMAN INDIVIDUAL STUDY 1-3 Credit Hours
(Repeatable for credit) Independent Study is a student-initiated experience in order to pursue an area of career interest not covered by a regular course offering; with the approval and guidance of a Career and Community Studies faculty member. In-progress (IP) mark permissible.
Prerequisite: Career and Community Studies major.
Schedule Type: Individual Investigation
Contact Hours: 3-9 other
Grade Mode: Standard Letter-IP

CCS 00205 CAREER EXPLORATION I 1 Credit Hour
This course promotes assessment of specific career skills, interests, and needs, and how these relate to future life work. The student develops career awareness through evaluation of past experiences that have influenced career development and uses person-centered planning tools to develop and implement meaningful future career goals.
Prerequisite: Career and Community Studies major.
Schedule Type: Lecture
Contact Hours: 1 lecture
Grade Mode: Standard Letter

CCS 00210 ACADEMIC SUCCESS I 4 Credit Hours
This introductory course is designed to teach many different literacy (e.g. reading, writing, speaking, and technology) skills that college students must develop in order to have academic and social success. The student will practice to communicate effectively through speaking and writing, and will complete coursework assignments in a laboratory setting using accurate grammar, capitalization, and punctuation.
Prerequisite: Career and Community Studies major.
Schedule Type: Combined Lecture and Lab
Contact Hours: 1 lecture, 9 lab
Grade Mode: Standard Letter

CCS 00215 INTRODUCTION TO COMMUNICATION SKILLS 3 Credit Hours
This course explores communication theories and practices in group, interpersonal, and public contexts. Students explore the processes of active listening, developing effective communication skills, and the processes of organizing thoughts into clear messages so that others may more easily understand.
Prerequisite: Career and Community Studies major.
Schedule Type: Lecture
Contact Hours: 3 lecture
Grade Mode: Satisfactory/Unsatisfactory

CCS 00225 FINANCIAL LITERACY III 1 Credit Hour
This course provides the student with real-life situations to practice basic math skills used in budgeting and managing money wisely. The student recognizes the hidden costs associated with many of the essentials and conveniences they use daily.
Prerequisite: Career and Community Studies major.
Schedule Type: Lecture
Contact Hours: 1 lecture
Grade Mode: Standard Letter

CCS 00235 HEALTH AND WELLNESS III: INJURY PREVENTION 3 Credit Hours
The focus of the course is to understand behaviors and issues related to personal injury and safety.
Prerequisite: Career and Community Studies major.
Schedule Type: Lecture
Contact Hours: 3 lecture
Grade Mode: Standard Letter

CCS 00292 SOPHOMORE PRACTICUM I 3 Credit Hours
(Repeatable for credit) This course provides the student with the opportunity to develop crucial work skills that are important in any employment positions. The student gains self-awareness of their work skills and habits and receives support as they prepare for the career that they ultimately desire. In-progress (IP) mark permissible.
Prerequisite: Career and Community Studies major; and special approval.
Schedule Type: Practicum or Internship
Contact Hours: 9 other
Grade Mode: Standard Letter-IP

CCS 00296 SOPHOMORE INDEPENDENT STUDY 1-3 Credit Hours
(Repeatable for credit) Independent Study is a student-initiated experience in order to pursue an area of career interest not covered by a regular course offering, with the approval and guidance of a Career and Community Studies faculty member. In-progress (IP) mark permissible.
Prerequisite: Career and Community Studies major.
Schedule Type: Individual Investigation
Contact Hours: 3-9 other
Grade Mode: Standard Letter-IP

CCS 00305 CAREER EXPLORATION II 1 Credit Hour
The purpose of this course is to help the student to narrow career possibilities and to identify the career of their choice. The student conducts research into an identified career field in order to list the necessary skills, to investigate local occupational opportunities, and to specify any training experiences that are available to advance knowledge and skills in this area.
Prerequisite: CCS 00205; and Career and Community Studies major.
Schedule Type: Lecture
Contact Hours: 1 lecture
Grade Mode: Standard Letter
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
<th>Program</th>
<th>Description</th>
<th>Prerequisite</th>
<th>Schedule Type</th>
<th>Contact Hours</th>
<th>Grade Mode</th>
</tr>
</thead>
<tbody>
<tr>
<td>CCS 00310</td>
<td>ACADEMIC SUCCESS II</td>
<td>4</td>
<td>CCS</td>
<td>This course supports the student as they advance skills in learning strategies and study skills, and as they apply them in coursework that prepares for a specific career interest. The student practices effective communicate through reading, writing, and speaking while completing coursework assignments using accurate grammar, capitalization, and punctuation.</td>
<td>Career and Community Studies major.</td>
<td>Combined Lecture and Lab</td>
<td>1 lecture, 9 lab</td>
<td>Standard Letter</td>
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<tr>
<td>CCS 00325</td>
<td>FINANCIAL LITERACY IV</td>
<td>1</td>
<td>CCS</td>
<td>The student will understand how credit card debt, personal loans for housing, leisure, or transportation needs, and investing in savings and bonds can have an effect on the lifestyle that one hopes to achieve. Making wise financial decisions and planning is important when becoming an independent adult.</td>
<td>Career and Community Studies major.</td>
<td>Lecture</td>
<td>1 lecture</td>
<td>Standard Letter</td>
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<tr>
<td>CCS 00335</td>
<td>HEALTH AND WELLNESS IV: HEALTHY LIVING AND SUBSTANCE ABUSE</td>
<td>3</td>
<td>CCS</td>
<td>This course will support behavior that encourages students to make responsible choices for lifelong health and wellness through instruction and active participation. Topics to be discussed include personal and social skills, nutrition and fitness, developing coping skills, sexuality education, substance use, and injury prevention.</td>
<td>Career and Community Studies major.</td>
<td>Lecture</td>
<td>3 lecture</td>
<td>Standard Letter</td>
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<tr>
<td>CCS 00392</td>
<td>SOPHOMORE PRACTICUM II</td>
<td>3</td>
<td>CCS</td>
<td>(Repeatable for credit) This course provides the student with additional opportunities to develop crucial work skills that are important in all employment positions. The student expands self-awareness of their work skills and habits and receives support as they prepare for the career that they ultimately desire. In-progress (IP) mark permissible.</td>
<td>Career and Community Studies major.</td>
<td>Practicum or Internship</td>
<td>9 other</td>
<td>Standard Letter-IP</td>
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<tr>
<td>CCS 00395</td>
<td>SPECIAL TOPICS</td>
<td>1-4</td>
<td>CCS</td>
<td>(Repeatable for credit) Course topic will vary depending upon individual career choices. The student will participate in courses with like-minded peers in order to gain knowledge and skills in the career field of interest. Students must get approval from their academic advisor and course faculty prior to taking this course. Satisfactory/unsatisfactory (S/U) graded.</td>
<td>Career and Community Studies major; and special approval.</td>
<td>Laboratory, Lecture</td>
<td>1-4 lecture, 2-8 lab</td>
<td>Satisfactory/Unsatisfactory</td>
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<tr>
<td>CCS 00396</td>
<td>JUNIOR INDEPENDENT STUDY</td>
<td>1-3</td>
<td>CCS</td>
<td>(Repeatable for credit) Independent Study is a student-initiated experience in order to pursue an area of career interest not covered by a regular course offering, with the approval and guidance of a Career and Community Studies faculty member. In-progress (IP) mark permissible.</td>
<td>Career and Community Studies major; and special approval.</td>
<td>Individual Investigation</td>
<td>3-9 other</td>
<td>Standard Letter-IP</td>
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<tr>
<td>CCS 00405</td>
<td>CAREER PREPARATION I: CHOOSING YOUR CAREER</td>
<td>3</td>
<td>CCS</td>
<td>This course prepares the student for entering the work force by creating a resume, practicing interviewing skills, and by developing networks of people who can help them to achieve their career goals. The student will participate in job shadowing opportunities in order to better understand the expectations and requirements of the career field of interest.</td>
<td>Career and Community Studies major.</td>
<td>Lecture</td>
<td>3 lecture</td>
<td>Standard Letter</td>
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<td>CCS 00420</td>
<td>ACADEMIC SUPPORT I</td>
<td>3</td>
<td>CCS</td>
<td>This course provides support to the student as they advance in goal setting and attainment skills. The student is supported as they increase critical thinking skills and monitors academic progress; and as they complete course assignments while working towards becoming an organized and self-determined student.</td>
<td>Career and Community Studies major.</td>
<td>Lecture</td>
<td>3 lecture</td>
<td>Standard Letter</td>
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<tr>
<td>CCS 00492</td>
<td>JUNIOR PRACTICUM III</td>
<td>4</td>
<td>CCS</td>
<td>(Repeatable for credit) Once a career has been initially identified, it is important early on for the student to be exposed to the requirements and environments of that field. Students will be provided opportunities to perform work relevant to their career choice. Evaluating the fit helps to ensure that they have chosen wisely. In-progress (IP) mark permissible.</td>
<td>Career and Community Studies major; and special approval.</td>
<td>Practicum or Internship</td>
<td>12 other</td>
<td>Standard Letter-IP</td>
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<tr>
<td>CCS 00495</td>
<td>SPECIAL TOPICS</td>
<td>1-4</td>
<td>CCS</td>
<td>(Repeatable for credit) Course topic will vary depending upon individual career choices. The student will participate in courses with like-minded peers in order to gain knowledge and skills in the career field of interest. Students must get approval from their academic advisor and course faculty prior to taking this course.</td>
<td>Career and Community Studies major; and special approval.</td>
<td>Laboratory, Lecture</td>
<td>1-4 lecture, 1-4 lab</td>
<td>Satisfactory/Unsatisfactory</td>
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<tr>
<td>CCS 00496</td>
<td>SENIOR INDEPENDENT STUDY</td>
<td>1-3</td>
<td>CCS</td>
<td>Independent Study is a student-initiated experience in order to pursue an area of career interest not covered by a regular course offering, with the approval and guidance of a Career and Community Studies faculty member. In-progress (IP) mark permissible.</td>
<td>Career and Community Studies major; and special approval.</td>
<td>Individual Investigation</td>
<td>3-9 other</td>
<td>Standard Letter-IP</td>
</tr>
</tbody>
</table>
CCS 00505  CAREER PREPARATION II   3 Credit Hours
This course is designed to continue to prepare the student for entering into the work force by expanding interview skills and by locating and utilizing resources such as state employment and vocational rehabilitation services to promote career decisions.
Prerequisite: CCS 00405; and Career and Community Studies major.
Schedule Type: Lecture
Contact Hours: 3 lecture
Grade Mode: Standard Letter

CCS 00520  ACADEMIC SUPPORT II   3 Credit Hours
This sequenced course continues to provide support to the student as they advance in goal setting and attainment skills. The student is supported as they increase critical thinking skills, monitors progress, and receives support as they complete course assignments pertaining to career goals while working towards becoming an organized and self-determined student.
Prerequisite: CCS 00420; and Career and Community Studies major.
Schedule Type: Lecture
Contact Hours: 3 lecture
Grade Mode: Standard Letter

CCS 00592  JUNIOR PRACTICUM IV   4 Credit Hours
(Repeatable for credit) This course provides additional opportunities for the student to be exposed to the requirements and environments of the career field to ensure the student's commitment to the career choice. Additionally, the student continues to develop appropriate work habits and behaviors while obtaining specific occupation skills. In-progress (IP) mark permissible.
Prerequisite: Career and Community Studies major; and special approval.
Schedule Type: Practicum or Internship
Contact Hours: 12 other
Grade Mode: Standard Letter-IP

CCS 00595  SPECIAL TOPICS   1-4 Credit Hours
(Repeatable for credit) Course topic will vary depending upon individual career choices. The student will participate in courses with like-minded peers in order to gain knowledge and skills in the career field of interest. Students must get approval from their academic advisor and course faculty prior to taking this course. Satisfactory/unsatisfactory (S/U) graded.
Prerequisite: Career and Community Studies major; and special approval.
Schedule Type: Laboratory, Lecture
Contact Hours: 2-8 lab
Grade Mode: Satisfactory/Unsatisfactory

CCS 00605  COMMUNITY LIFE I: LIFE AFTER COLLEGE   1 Credit Hour
This course guides the student as they plan for transitioning back to the community in which they will live after graduation. The student considers personal strengths, preferences, interests, and needs as they identify the various advantages and disadvantages of their chosen community.
Prerequisite: Career and Community Studies major.
Corequisite: CCS 00606.
Schedule Type: Lecture
Contact Hours: 1 lecture
Grade Mode: Standard Letter

CCS 00606  COMMUNITY LIFE I LABORATORY   3 Credit Hours
Using the Personal Profile created in a coexisting course, the student conducts a thorough investigation into their community by researching all of the advantages, disadvantages, resources, demographics, and necessary amenities available to community residents. The student will then develop a Community Life Plan.
Prerequisite: Career and Community Studies major.
Corequisite: CCS 00605.
Schedule Type: Laboratory
Contact Hours: 9 lab
Grade Mode: Standard Letter

CCS 00692  SENIOR INTERNSHIP I   1-12 Credit Hours
(Repeatable for credit) Internship courses are credit-bearing work experiences that are integrated with academic instruction and relate to an individual student's career goals. The internship occurs in a natural community setting and provides an environment and context to integrate specific career knowledge, skills, and professional behaviors. In-progress (IP) mark permissible.
Prerequisite: Career and Community Studies major; and special approval.
Schedule Type: Practicum or Internship
Contact Hours: 3-36 other
Grade Mode: Standard Letter-IP

CCS 00695  SPECIAL TOPICS   1-4 Credit Hours
(Repeatable for credit) Course topic will vary depending upon individual career choices. The student will participate in courses with like-minded peers in order to gain knowledge and skills in the career field of interest. Students must get approval from their academic advisor and course faculty prior to taking this course. Satisfactory/unsatisfactory (S/U) graded.
Prerequisite: Career and Community Studies major.
Schedule Type: Laboratory, Lecture
Contact Hours: 1-4 lecture, 2-8 lab
Grade Mode: Satisfactory/Unsatisfactory

CCS 00705  COMMUNITY LIFE II: MAKING COMMUNITY CONNECTIONS   1 Credit Hour
The student will develop strategies to implement the Community Life Plan. Steps will be generated to serve as a guide and checklist as students establish the necessary connections to resources such as service and medical providers, community organizations, employment, public transportation, and residential living.
Prerequisite: Career and Community Studies major.
Corequisite: CCS 00705.
Schedule Type: Lecture
Contact Hours: 1 lecture
Grade Mode: Standard Letter

CCS 00706  COMMUNITY LIFE II LABORATORY   3 Credit Hours
The student will implement the goals established in their Community Life Plan that was developed in a coexisting course. This is a hands-on course where the student will travel to each of the resources recorded in their Plan so that they become familiar with their community in order to increase confidence in abilities and to make crucial connections necessary for independent adult living.
Prerequisite: Career and Community Studies major.
Corequisite: CCS 00705.
Schedule Type: Laboratory
Contact Hours: 9 lab
Grade Mode: Standard Letter
CCS 00792  SENIOR INTERNSHIP II  1-12 Credit Hours
(Repeatable for credit) Internship courses are credit-bearing work experiences that are integrated with academic instruction and relate to an individual student's career goals. The internship occurs in a natural community setting and provides an environment and context to integrate specific career knowledge, skills, and professional behaviors. In-progress (IP) mark permissible.
Prerequisite: Career and Community Studies major; and special approval.
Schedule Type: Practicum or Internship
Contact Hours: 3-36 other
Grade Mode: Standard Letter-IP

CCS 00795  SPECIAL TOPICS  1-4 Credit Hours
(Repeatable for credit) Course topic will vary depending upon individual career choices. The student will participate in courses with like-minded peers in order to gain knowledge and skills in the career field of interest. Students must get approval from their academic advisor and course faculty prior to taking this course. Satisfactory/unsatisfactory (S/U) graded.
Prerequisite: Career and Community Studies (CCS) major; and special approval.
Schedule Type: Laboratory, Lecture
Contact Hours: 1-4 lecture, 2-8 lab
Grade Mode: Satisfactory/Unsatisfactory