

## **AIAE 0106: Career Preparation and Internship II**

### **3 Credit Hours**

*Prerequisite: Students must be enrolled in the Academic, Social and Career Enrichment Certificate only and AIAE 0105*

This course will expand on skills developed in Career Preparation and Internship I. This course is designed to assist students in understanding the career development process in order to make informed and appropriate occupational and educational decisions. Internship hours are required.

## **AIAE 0201: Managing Personal Resources I**

### **3 Credit Hours**

*Prerequisite: Students must be enrolled in the Academic, Social and Career Enrichment Certificate only.*

This course explores how to use human, material, and community resources effectively, and how to make informed choices with respect to purchases, food, nutrition, housing, and transportation. Students will learn how to make responsible choices in their transition to independent living and strategies to enable them to manage time, talents, and money effectively.

## **AIAE 0202: Managing Personal Resources II**

### **3 Credit Hours**

*Prerequisite: Student must be enrolled in the Academic, Social and Career Enrichment Certificate only and AIAE 0201*

This course builds on the skills learned in Managing Personal Resources I with an emphasis on introducing students to skills used resource management. Student will identify the principles and techniques required for effective management of personal and family finances and identify the roles that responsible consumerism plays in independent and family living.

## **AIAE 0203: Intermediate Professional Communications I**

### **3 Credit Hours**

*Prerequisite: Student must be enrolled in the Academic, Social and Career Enrichment Certificate only.*

This course is designed to build on skills learned in year 1 of the ASCE program. The course concentrates on building speaking and delivery skills, as well as critical thinking and analytical skills that focus on presentation organization. Students will begin to make choices about the most effective and efficient way to communicate and deliver messages.