

AIAE 0305: Career Preparation and Internship V

3 Credit Hours

Prerequisite: Students must be enrolled in the Advanced Leadership and Career Development Certificate only.

This course will focus on the development of job skills including interviewing techniques, resume preparation, career exploration, and career preparation. Students will investigate the job search process and recognize the qualities, skills, and abilities that employers are seeking in job candidates. Internship hours are required.

AIAE 0306: Career Preparation and Internship VI

3 Credit Hours

Prerequisite: Students must be enrolled in the Advanced Leadership and Career Development Certificate only and AIAE 0305

This course will build on skills learned in Career Preparation and Internship V and identify key career development theories and learn how to integrate self-knowledge into occupational/life decisions, set goals, and devise strategies to attain these goals. Internship hours are required.

AIAE 0401: Advanced Professional Communications III

3 Credit Hours

Prerequisite: Students must be enrolled in the Advanced Leadership and Career Development Certificate only.

This course will explore communication in the global economy that requires individuals to be creative and have a strong background in computer and technology applications, a strong and solid academic foundation, and a proficiency in professional oral and written communication.

AIAE 0402: Advanced Professional Communications IV

3 Credit Hours

Prerequisite: Students must be enrolled in the Advanced Leadership and Career Development Certificate only and AIAE 0401

This course will expand on the skills learned in Advanced Professional Communications III and enable students to expand the ability to write, read, edit, speak, listen, and conduct Internet research in professional settings.