

## Life and Career Studies Program Structure

The Life and Career Studies program comprises a minimum of 96 audited credits designed to be completed over a period of four years. The 96 audited credits/semester hours are allocated across the following areas with students completing a minimum of 18 audited credits in each area:

Area	Example Audited Coursework
Inclusive Academic Course Work	<ul style="list-style-type: none"> <li>• GEN 180: <i>Special Topics in Interdisciplinary Studies: Thriving as a Muskie and Beyond</i> <ul style="list-style-type: none"> <li>○ This is a combination of two previously required classes, GEN 103: College Success Seminar and GEN 130: CORE I – Foundations of Critical Thinking</li> </ul> </li> <li>• GEN 310: <i>CORE II: Special Topic</i> or equivalent course</li> <li>• Academic certificate coursework (at least 4 courses / 12 semester hours required);</li> <li>• Electives (6 semester hours required, examples include:)           <ul style="list-style-type: none"> <li>○ COM 211: <i>Interpersonal Communication</i>;</li> <li>○ ART 101: <i>Drawing I</i>;</li> <li>○ THE 120: <i>Stagecraft</i>;</li> <li>○ DVS 150: <i>Diversity and Social Justice</i>;</li> <li>○ MUS 120: <i>Music in History and Culture</i>;</li> <li>○ SJS 100: <i>Justice, Community, and Service</i></li> <li>○ BUS 265: <i>Personal Finance</i></li> </ul> </li> </ul>
Experiential/Work-based Coursework (Cooperative Education)	<ul style="list-style-type: none"> <li>• EXP 100: <i>Professional Protocol</i> (1 semester hour);</li> <li>• EXP 290: <i>Cooperative Education Experience</i> (1-3 semester hours);</li> <li>• EXP 301: <i>Work, Ethics, and the Good Life</i> (1 semester hour);</li> <li>• EXP 395: <i>Cooperative Education Experience</i> (1-12 semester hours; may be elected multiple semesters);</li> <li>• XXX 390: <i>Cooperative Education Experience</i> (Academic Certificate Specific, 1-12 semester hours; may be elected multiple semesters).</li> </ul>
Independent Living Coursework	<ul style="list-style-type: none"> <li>• LAK 107: <i>Personal Development</i> (6 semester hours taken during year 1)</li> <li>• LAK 207: <i>Personal Development Special Topics</i> (1-3 semester hours taken each semester thereafter)</li> </ul>
Community Living Coursework	<ul style="list-style-type: none"> <li>• LAK 108: <i>Community Living and Engagement</i> (6 semester hours taken during year 1)</li> <li>• LAK 208: <i>Community Living and Engagement Special Topics</i> (1-3 semester hours taken each semester thereafter)</li> </ul>

## Example Course of Study

A sample course of study is presented below. This illustrates typical course selections by semester chosen from the academic catalog.

Year	Fall	Spring
First-year students	<ul style="list-style-type: none"> <li>• GEN 180 <i>Thriving as a Muskie and Beyond</i></li> <li>• Elective</li> <li>• LAK 107 <i>Personal Development</i></li> <li>• LAK 108 <i>Community Engagement</i></li> </ul>	<ul style="list-style-type: none"> <li>• Academic Certificate Coursework 1</li> <li>• Elective</li> <li>• LAK 107 <i>Personal Development</i></li> <li>• LAK 108 <i>Community Engagement</i></li> </ul>
Sophomore	<ul style="list-style-type: none"> <li>• Academic Certificate Coursework 2</li> <li>• Elective</li> <li>• EXP 100 <i>Professional Protocol</i></li> <li>• LAK 207 <i>Personal Development</i></li> <li>• LAK 208 <i>Community Engagement</i></li> </ul>	<ul style="list-style-type: none"> <li>• Academic Certificate Coursework 3</li> <li>• Elective</li> <li>• EXP 290 <i>Cooperative Education Experience</i></li> <li>• LAK 207 <i>Personal Development</i></li> <li>• LAK 208 <i>Community Engagement</i></li> </ul>
Junior	<ul style="list-style-type: none"> <li>• Academic Certificate Coursework 4</li> <li>• EXP 301 <i>Work, Ethics, and the Good Life</i></li> <li>• EXP 395 <i>Cooperative Education Experience</i></li> <li>• LAK 207 <i>Personal Development</i></li> <li>• LAK 208 <i>Community Engagement</i></li> </ul>	<ul style="list-style-type: none"> <li>• GEN 310 <i>CORE II – Special Topics</i></li> <li>• EXP 395 <i>Cooperative Education Experience</i></li> <li>• LAK 207 <i>Personal Development</i></li> <li>• LAK 208 <i>Community Engagement</i></li> </ul>
Senior	<ul style="list-style-type: none"> <li>• Capstone CoOp Education Placement: XXX 390 <i>Cooperative Education Experience</i></li> <li>• LAK 207 <i>Personal Development</i></li> <li>• LAK 208 <i>Community Engagement</i></li> </ul>	<ul style="list-style-type: none"> <li>• Capstone CoOp Education Placement: XXX 390 <i>Cooperative Education Experience</i></li> <li>• LAK 207 <i>Personal Development</i></li> <li>• LAK 208 <i>Community Engagement</i></li> </ul>

\* Elective course work and Academic Certificate Coursework will be selected based on schedule and appropriate progression of courses.

*LAK 107 Personal Development* – This course focuses on personal growth and wellness of the individual. Students consider physical, intellectual, social/emotional, and/or spiritual dimensions of their lives and create and implement goals for further development. Emphasis is on experiential learning.

*LAK 108 Community Living and Engagement* – This course focuses on living successfully in community as a responsible, engaged, and contributing citizen. Emphasis is on experiential learning. Students set and apply goals aimed at enhancing essential understandings, abilities, and dispositions.

*LAK 207 Personal Development Special Topics:* The course covers a range of practical topics vital for personal development. Special topics may include personal finance, health and well-being, culinary skills, nutrition basics, household management, organization strategies, home maintenance, time management, goal setting, decision-making, problem-solving, effective communication, assertiveness, and conflict resolution, all aimed at empowering individuals for successful independent living.

*LAK 208 Community Living and Engagement Special Topics:* This course equips individuals with essential life skills for thriving in community living, emphasizing collaboration, responsibility, engagement, and societal contribution. Topics include interpersonal relationships, civic participation, community engagement, and community access to resources for independent living and leisure activities, housing, and transportation. Information is provided through theoretical knowledge, practical exercises, and real-life simulations. Emphasis is placed on diversity, inclusivity, cultural competence, effective collaboration, and ethical decision-making to foster healthy community dynamics and empower participants as contributing members of society.

## Examples of Academic Certificate Options / Coursework

Students who complete the prescribed 96 semester hour equivalent program are awarded the Life and Career Studies Diploma Certificate. They also have the opportunity to earn an institutionally endorsed audited certificate in an academic area of interest.

Audited certificates may be completed by any undergraduate student on campus. Alternative coursework to comprise certificates may be included to tailor certificates to the student's interests. Additional certificates can be created to best meet the interests and future employment needs of the student.

Audited Certificate	Audited Coursework
Classroom Assistant	<ul style="list-style-type: none"> <li>• EDU 100 Intro to Education (3 semester hours)</li> <li>• EDU 140 Intro to Educational Technology (3 semester hours)</li> <li>• EDU 230 Educational Psychology (3 semester hours)</li> <li>• EDU 330 Human Growth and Development (3 semester hours)</li> </ul>
Communication	<ul style="list-style-type: none"> <li>• COM 111 Fundamentals of Public Speaking (3 semester hours)</li> <li>• COM 130 Introduction to Mass Media (3 semester hours)</li> <li>• COM 211 Interpersonal Communication (3 semester hours)</li> <li>• COM 212 Team-Based and Group Communication (3 semester hours)</li> </ul>
History	<ul style="list-style-type: none"> <li>• HIS 101 World History I (3 semester hours)</li> <li>• HIS 111 United States History I (3 semester hours)</li> <li>• HIS 190 Introduction to History (3 semester hours)</li> <li>• HIS 265 History of Rock and Roll (3 semester hours)</li> </ul>
Hospitality Management	<ul style="list-style-type: none"> <li>• HSP 211 Introduction to Hospitality Management (3 semester hours)</li> <li>• HSP 312 Facilities Planning and Management (3 semester hours)</li> <li>• HSP 315 Food and Beverage Management (3 semester hours)</li> <li>• HSP 316 Accommodations Management (3 semester hours)</li> </ul>
Office Assistant	<ul style="list-style-type: none"> <li>• Com 211 Intrapersonal Communication (3 semester hours)</li> </ul> <p><i>and three from the following:</i></p> <ul style="list-style-type: none"> <li>• DVS 150 Diversity and Social Justice (3 semester hours)</li> <li>• BUS 150 Pathways to Success: An Introduction to Business (3 semester hours)</li> <li>• BUS 301 Management Information Systems (3 semester hours)</li> <li>• DAT 210 Database Basics (3 semester hours)</li> <li>• DAT 301 Introduction to Data Visualization Techniques (3 semester hours)</li> <li>• GDN 101 Graphic Design 1-Digital Illustration (3 semester hours)</li> <li>• WRT 335 Technical Writing</li> </ul>
Social Justice	<ul style="list-style-type: none"> <li>• SJS 100 Justice, Community, and Service (3 semester hours)</li> <li>• DVS 150 Diversity and Social Justice (3 semester hours)</li> <li>• SJS 390 Cooperative Education Experience (3 semester hours)</li> <li>• SJS 450 Working for a Just World (3 semester hours)</li> <li>• SJS 490 Social Justice Initiative (1 semester hours)</li> </ul>
Studio Art	<ul style="list-style-type: none"> <li>• ART 101: Drawing I (3 semester hours)</li> <li>• ART 151: Two-Dimensional Design (3 semester hours)</li> <li>• ART 246: Painting I (3 semester hours)</li> <li>• ART 251: Digital Photography I (3 semester hours)</li> </ul>