

**COMMUNICATION STUDIES CERTIFICATE REQUEST FORM  
FOOTHILL COLLEGE, DEPARTMENT OF COMMUNICATION STUDIES**

**CERTIFICATE OF ACHIEVEMENT:** Minimum of any three Communication Studies courses completed at Foothill College with a 2.0 or better. **(12 unit minimum)**

**CERTIFICATE OF COMPLETION:** Minimum of four Communication Studies courses completed at Foothill College with a 2.0 or better: two courses from both clusters **or** four courses from an area of recommended concentration. **See reverse side of this form for clusters and concentrations.** **(17 unit minimum)**

Please return this completed form to the Division Assistant in the Fine Arts & Communication Division Office (**Room 1701**) who will verify course completion with Foothill's Admissions & Records.

Course Number	Qtr & Year	Grade	Instructor	if applicable: Cluster (1 or 2)	if applicable: Concentration

**PRINT YOUR NAME CLEARLY,** exactly as you want it to appear on the certificate(s).

**Name:** \_\_\_\_\_

**Student ID #:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**E-mail address:** \_\_\_\_\_

**Check one:**

I will pick up my certificate(s) from the Division Assistant in the Fine Arts Division Office.

**OR:**

Please mail my certificate(s) to the following address:

\_\_\_\_\_

\_\_\_\_\_

With questions or concerns, please contact a Communication Studies faculty member:

- Carol Josselyn: (650) 949-7457, josselyncarol@foothill.edu
- Preston Ni: (650) 949-7440, nipreston@foothill.edu
- Shawn Townes: (650) 949-7347, townesshawn@foothill.edu
- Lauren Popell Velasco: (650) 949-7416, velascol Lauren@foothill.edu

## **CERTIFICATE OF COMPLETION (17 UNITS MINIMUM)**

### **CLUSTER OPTION:**

Take a minimum of two courses from each cluster (**17 UNITS MINIMUM**):

<b><u>Cluster 1</u></b>	<b><u>Cluster 2</u></b>
COMM 1A: Public Speaking COMM 2: Interpersonal Communication COMM 3: Fundamentals of Oral Communication COMM 4: Group Discussion COMM 10: Gender Communication COMM 12: Intercultural Communication	COMM 1B: Argumentation and Persuasion COMM 6: The Rhetoric of Political Speech COMM 30: Oral Interpretation of Literature COMM 46: Voice and Diction COMM 53/54: Speech/Debate

### **CONCENTRATION OPTION:**

Take a minimum of four courses in any one concentration (**17 UNITS MINIMUM**):

#### **Professional Career**

COMM 1A, COMM 1B, COMM 2, COMM 4, COMM 53/54, COMM 55

#### **Leadership Training**

COMM 1B, COMM 4, COMM 6, COMM 10, COMM 12, COMM 53/54

#### **Conversational Skills**

COMM 2, COMM 3, COMM 4, COMM 12, COMM 30, COMM 46

#### **Performance Skills**

COMM 1A, COMM 1B, COMM 3, COMM 30, COMM 46, COMM 53/54

#### **Intercultural Communication**

COMM 1A, COMM 1B, COMM 4, COMM 10, COMM 12, COMM 30

#### **Teacher Training**

COMM 1A, COMM 3, COMM 10, COMM 12, COMM 46, COMM 53/54

### **NOTE:**

Certificate of Achievement is automatically awarded to recipients of the Certificate of Completion.