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# BAAS Student Handbook

Bachelor of Applied Arts and Sciences degree | Updated: Fall 2021



Department of Organization, Workforce, and Leadership Studies (OWLS)  
Texas State University  
San Marcos, Texas  
Round Rock, Texas

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Use this handbook to navigate your Bachelor of Applied Arts and Sciences (BAAS) degree program. Click the table of contents link to go directly to that section of the handbook.

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## Department of Organization, Workforce, and Leadership Studies (OWLS)

### Mission Statement

The Department of Organization, Workforce, and Leadership Studies (OWLS) prepares students for workplace success.

We accomplish this mission through an accelerated, applied, undergraduate degree-completion program and graduate programs, including working with students who seek a non-traditional approach in completing a degree. In addition, we value discovery and understanding and accomplish this mission through research and service.

### Bachelor of Applied Arts and Sciences degree

The Bachelor of Applied Arts and Sciences (BAAS) degree is designed for mature adults who need individualized academic programs that award credit for nontraditional forms of learning. It is designed to give working adults an accelerated route to a bachelor's degree by earning credit for work experience, non-collegiate instruction, and test scores.

You may receive:

- ❑ up to 24 semester hours for work/life experience;<sup>1</sup>
- ❑ up to 30 semester hours for training conducted by business or industry if recognized by the American Council on Education;<sup>2</sup>
- ❑ an unlimited number of hours from the College Level Examination Program (CLEP) and DSSTs (formerly DANTEs).<sup>3</sup>

To earn the remaining credits needed for a BAAS, you will be able to select courses from multiple academic disciplines to meet your goals. This program's focus is on developing broad skills that are applicable to a wide range of occupations.

Online and distance learning courses are available, including hybrid courses. Evening courses are offered at the Round Rock Campus (RRC) and on campus in San Marcos.

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<sup>1</sup> Students must enroll in OCED 4111 and submit a portfolio of competency statements in order to earn work/life credit.

<sup>2</sup> Students must enroll in OCED 4111 and submit course transcripts/competency certifications in order to earn this credit.

<sup>3</sup> CLEP/DSST exams do not count toward residency hours. Work closely with an academic advisor on how many and what type of exams you should pursue.

## Program Requirements

Requirements for graduating with a Bachelor of Applied Arts and Sciences degree include:

- ❑ Minimum of 120 semester hours of undergraduate work for degree completion.
- ❑ Minimum of 30 semester hours must be completed with Texas State.
- ❑ 24 of the last 30 must also be completed with Texas State.
- ❑ Minimum of 36 advanced hours must be completed.
- ❑ A cumulative Texas State GPA of 2.00 required for graduation.
- ❑ Students must enroll in OCED 3350 (1st eight weeks), OCED 4350 (2nd eight weeks) and OCED 4111 to be eligible for nontraditional learning credit.
- ❑ 72 semester hours can be transferred from junior colleges.
- ❑ A cumulative GPA of 2.25 is required in the professional development module for graduation.
- ❑ Maximum of six years is allowed to finish the degree.
- ❑ Minimum of nine hours of writing intensive courses.
- ❑ Minimum of 24 advanced (junior/senior hours) must be from Texas State.

The program is normally a minimum of three semesters.

## Degree Modules Overview

The BAAS degree is made up of four modules: Core Curriculum, Occupational Emphasis (OE) module, Professional Development (PD) module, and Capstone. More detailed information about each module is available in later chapters in this handbook.

### Core Curriculum

In order to acquire the fundamental skills and cultural background that are the marks of an educated person, all undergraduate students at Texas State complete a 42-semester credit hour program of general education core curriculum courses, which serves as the common foundation for all majors and accounts for about 35 percent of the approximately 120 semester credit hours required for a bachelor's degree.

At the end of the bachelor's program, the student is prepared not only in a departmental field of study, but also in the general abilities of critical thinking, communication, empirical and quantitative skills, teamwork, personal responsibility and social responsibilities that remain universally useful skills in a rapidly changing world.

Texas State graduates have the raw materials to build solutions as they fulfill career and civic responsibilities.

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More detailed information about the Core Curriculum is available in the Core Curriculum section of this handbook.

### Occupational Emphasis (OE) module

This module may be satisfied through a number of options including traditional coursework from Texas State University and transfer credit from accredited institutions of higher education plus limited numbers of hours from non-traditional methods including correspondence, extension, and forms of testing including CLEP and DSST.

Required courses for this module include OCED 3350 and OCED 4350. If a student wishes to pursue work/life credit through the Prior Learning Assessment process, they must enroll in OCED 4111 and submit a portfolio of competency statements.

More detailed information about the OE module is available in the OE section of this handbook. The OE section includes information about OCED 4111, the Prior Learning Assessment (PLA) process.

### Professional Development (PD) module

Students choose courses from at least three different disciplines. Courses will be chosen in OCED 3350 and should be verified with an academic advisor prior to registration.<sup>4</sup> This module of 24 advanced semester credit hours constitutes the major for GPA calculation purposes.

More detailed information about the PD module is available in the PD section of this handbook.

### Capstone

This capstone experience is completed during the student's last semester. The capstone courses are Writing Intensive and project-based. All other degree requirements must be completed prior to enrollment in the capstone courses. Students gain registration access to the BAAS capstone courses via their academic advisor.

Required courses for this module include OCED 4360 and OCED 4361.

More detailed information about the BAAS Capstone is available in the capstone section of this handbook.

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<sup>4</sup> It is the student's responsibility to meet with an academic advisor to verify course appropriateness.

## Core Curriculum Requirements

### General Education Core Curriculum

General Education Core Curriculum for the Fall 2014 and later catalog (42 minimum) - prior catalogs require 7 hours of Natural Science and 2 hours of Physical Education.

English	(010)	(6 hours)	ENG 1310 and ENG 1320
Mathematics	(020)	(3 hours)	MATH 1312, 1315, 1316, 1317, 1319, 1329, 2321, 2417, or 2471
Natural Science	(030)	(6 hours)	ANTH 2414; BIO 1320, 1330, 1331, 1421; CHEM 1310, 1341, 1342, 1430; GEO 1305; GEOL 1410 1420; and/or PHYS 1310, 1320, 1340, 1350, 1315, 1325, 1430, 2425
Philosophy	(040)	(3 hours)	PHIL 1305, or 1320
Creative Arts	(050)	(3 hours)	ART, MU, DAN, or TH 2313
History	(060)	(6 hours)	HIST 1310 and HIST 1320
Political Science	(070)	(6 hours)	POSI 2310 and POSI 2320
Social Science	(080)	(3 hours)	ANTH 1312; ECO 2301, 2314; GEO 1310; PSY 1300; or SOCI 1310
Literature	(090)	(3 hours)	ENG 2310, 2320, 2330, 2340, 2359, or 2360
Speech	(090)	(3 hours)	COMM 1310
University Seminar		(1 hour)	US 1100 (Entering Freshman Only)

### Foreign Language Requirement

You must complete six to eight hours of the same foreign language unless you completed two years of the same language in high school. If two years of the same foreign language was completed in high school, your high school transcripts must be sent to Texas State University.

The following foreign language options are available: American Sign Language; Arabic; Chinese; French; German; Italian; Japanese; Spanish\*

\*NOTE: Because of the occupational usefulness of the Spanish language, credits in Spanish can also be used in your Occupational Emphasis module. Other foreign languages will be considered for inclusion in the Occupational Emphasis module if proof of workplace usage is provided.



In most cases, students must take at least 2 courses of the same foreign language. Classes are available in traditional classroom settings, online via correspondence, and may be satisfied by CLEP exams if you already possess high-level language skills other than English.

## Occupational Emphasis (OE) Module

### OE Requirements

This module requires 47-48 credit hours.<sup>5</sup> Credits can be upper division (3000 or 400 level) or lower division (1000 or 2000 level). Credit hours must relate to a past or present occupation.

This module relates to your prior career or college work. It can be completed with academic or technical/vocational transfer work or credit awarded for prior learning, training, or examinations.

To complete the credit hours required for the Occupational Emphasis module you can earn:

- Up to 24 semester hours for your work/life experience (must enroll in OCED 4111)
- Up to 30 semester hours for non-collegiate sponsored instruction or training in business situations (must enroll in OCED 4111)
- An unlimited number of hours for CLEP or DSSTs (formerly DAN TES) exams<sup>6</sup>

In addition to the above credit options, additional credits needed for the module can be fulfilled by transfer coursework and/or new coursework.

All coursework – whether transfer, credit by exam, or new courses – in this module must relate to your past occupation and/or your O\*NET code used in OCED 4111 for work/life or non-collegiate credits.

### Required OE Courses

The following Occupational Emphasis module courses are required for all BAAS majors.

#### OCED 3350 – Introduction to Interdisciplinary Studies

Introduction to an individualized degree and interdisciplinary studies, reflection on past and future career directions, critical thinking, professional communication, role of information technology in the workplace, leadership development concepts, writing across

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<sup>5</sup> The number of credits needed in the module is dependent on whether the student needs US 1100 credit.

<sup>6</sup> CLEP/DSST exams do not count toward residency hours. Work closely with an academic advisor on how many and what type of exams you should pursue.

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disciplines, planning for nontraditional options to earn college credit, including prior learning assessment (PLA), and proposing capstone experience. Co-requisite: OCED 4350.

### OCED 4350 – Adult Development and Career Exploration

This course introduces students to human development, learning theory, transition theory, interdisciplinary studies, career planning and assessment, and goal setting relevant to developing a professional growth plan. Prerequisite: OCED 3350. (Writing Intensive course)

#### Important Information About Required OE Courses

- ❑ Both OCED 3350 and OCED 4350 must be taken in the same semester. OCED 3350 is taken in the first 8-weeks of the semester, OCED 4350 is taken in the second 8-weeks.
- ❑ Students must successfully pass OCED 3350 in order to remain enrolled in OCED 4350.
- ❑ In order to enroll in OCED 3350, OCED 4350, and OCED 4111, you must have an overall transfer GPA of 2.25 and if you have Texas State University coursework, a Texas State GPA of 2.25 is required.
- ❑ Students enrolling in OCED 3350, OCED 4350, and OCED 4111 are strongly encouraged to have completed English 1310 and 1320 due to the writing-intensive nature of the courses

### Prior Learning Assessment (PLA)

Texas State University recognizes the value of life experience gained through workplace, military, public service or community experience. In the Bachelor of Applied Arts and Sciences (BAAS) degree program, you can earn up to 24 semester hours based on your work experience, reducing the length of time and amount of coursework needed to complete your degree.

### OCED 4111 – Independent Study (Prior Learning Assessment; optional class, but required in order to earn work/life or non-collegiate credit)

Students who have documented work experience may elect to apply for credits during OCED 4111 (prerequisites/co-requisites: OCED 3350 and OCED 4350). During this course, you will build a portfolio that demonstrates your work history and shows the competencies you have acquired. The instructor will guide you through the process of documenting your history and skills. You may also document non-collegiate or training credit in the course. Students submitting their portfolios for credit may receive up to 24 hours of college credit.

#### Important Information About OCED 4111

- ❑ This course is Writing Intensive! The better you write about your competencies, the more PLA credit you will earn.

- ❑ This course utilizes a type of technical writing. View the three competency examples on the following pages to get an idea of the type of writing required in the course.
- ❑ OCED 4111 is repeatable until the maximum credits are reached.
- ❑ If a student repeats the course for PLA credit, they must use a new O\*NET code.
- ❑ Credits earned through the PLA process are only applicable to the OE module.
- ❑ PLA credits may not be used in the PD module, nor in the graduate degrees offered by the OWLS department.
- ❑ You have the option of taking the course via the internet or as a hybrid class. (See page 25 for more information on course delivery methods.)

## Professional Development (PD) Module

### PD Requirements

This module requires 24 credit hours. Courses must relate to your future career goals and to your capstone project.

The purpose of the professional development (PD) module is to:

- 1) meet your individual career goals; and
- 2) relate to the capstone project which will be developed in OCED 4360/4361 taken in the semester you graduate.

The Fall 2019 and future catalogs require 24 credit hours (8 courses) in the professional development module.

- ❑ The eight classes should be taken from three academic departments.
  - ❑ BAAS graduates need three subjects represented in their degree – if you have three in your OE, your PD does not also need three. Talk to your advisor about this requirement.
  - ❑ No more than 18 hours should be taken from one area.
  - ❑ A sample combination may be SOCI, PSY, CTE.
- ❑ The classes must be 3000/4000 level, preferably without a prerequisite.
- ❑ Classes at the 1000/2000/5000 level cannot be used.
- ❑ Some classes may be available only to majors or minors in a specific degree program such as Nursing or Business.
- ❑ Classes may be delivered live, internet/hybrid, Office of Correspondence Self-Paced Studies, or extension such as Certified Public Manager (CPM).

See “Sample Course Sheets” section for more information on possible career concentrations.

## Common Questions and Answers about the PD

### When are the professional development classes selected?

- During enrollment in OCED 3350/OCED 4350, or in consultation with your academic advisor and/or the BAAS undergraduate coordinator.

### Who selects the classes?

- The student. The academic advisors do not choose them, but the classes should be discussed with your academic advisor.

### Can I take classes in San Marcos and Round Rock?

- Yes, most classes in San Marcos are offered during the day. Most classes in Round Rock are offered during the evenings.

### Are there any special concerns when considering classes from Correspondence Studies?

- Financial aid loans normally do not pay.
- There is a separate registration process which can be done at any time; course enrollment is for 9 months.
- The combination of Correspondence and extension cannot exceed 30 hours.
- If 21 hours of CPM are used, only 9 hours of Correspondence can be used toward the degree.
- If CPM is not used, students can take 18 hours of Correspondence courses.

### Do classes taken from the Office of Distance and Extended Learning such as Certified Public Manager (CPM) count toward the 30-hour residency requirement?

- Yes.

### How can the Certified Public Manager (CPM) certificate be incorporated into the BAAS?

- The classes can be used in the professional development module.
- To start the registration process, go to [www.txstate.edu/cpm](http://www.txstate.edu/cpm) and open the link "Application for Academic Course Credit" and follow the directions.

### How can I become a public school teacher with the BAAS degree?

- Many BAAS graduates become public school teachers! Talk to your academic advisor about alternative teacher certification programs to earn the certification needed. The BAAS degree DOES NOT have teacher certification built into the program.

### The class does not specify a prerequisite but the system will not let me register.

- Some classes are available only to majors and minors in a particular degree program such as Education, Business, or Nursing.
- Some classes may require prior approval from the OWLS Department.
- For classes designated for OWLS students only, you may need to navigate to the Course Override form on the OWLS website or check with your academic advisor.

### Can I use advanced CLEPs?

- Yes, there are 3 advanced level CLEPs: MGT 3303, MKT 3343, PSY 3300.
- CLEPs do not count as residency credit.
- Lower level CLEPs cannot be used in PD but may be used in the OE.
- CLEP/DSST exams must be appropriate to the student's degree plan in order to be included on the degree audit. Check with your academic advisor prior to taking exams.

### Do CLEP and DSST exams count toward the 30-hour residency requirement?

- No.

### What services does the Testing Center provide?

- It is possible to take some CLEP, DSST, and departmental exams.
- Students may complete CLEPs at any university which is a designated CLEP center and have the scores sent to the Texas State Testing Center.

### Can I look in the catalog for a degree plan?

- No, the ability to individualize the degree is a unique feature of the BAAS.
- The BAAS degree is module based: core, occupational emphasis, professional development, capstone.
- Utilize the sample course sheets in this handbook to determine if the classes are appropriate to your chosen degree plan.

### Are there any special considerations if I am planning to pursue a master's degree?

- Yes, try to include 3000/4000 level courses in that subject as one area in PD.
- Make sure the BAAS degree will satisfy graduate entrance requirements.

### Could I have some advice about course delivery systems?

- Yes, consider a combination of live, Internet, Correspondence, advanced CLEP, and Certified Public Manager to complete the PD module.
- Careful consideration must be given because there may be classes you prefer but they are only taught in San Marcos during the day or at times not convenient to your schedule or your financial aid package may not pay for some options such as Correspondence.
- When in doubt, check with your academic advisor.

### What if I still do not know which classes to choose?

- Use the office of Career Services to help you identify career pathways.

### Should I wait until an advisor tells me what classes to use for PD?

- No, BAAS students should make sure they can identify 8 classes to be used in the PD as part of the critical thinking skills needed to determine if the BAAS will meet individual career goals.

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### How can I get more information about what is taught in each class?

- Consult the Texas State Undergraduate Catalog online for class descriptions. They are also provided in “Look up Classes” through self-serve login.
- Use the search feature on the Texas State home page to search for HB 2504. Once on the HB 3504 webpage, you can search by instructor or course and find past syllabi as well as student perception survey results for past courses.

### With a BAAS degree, how will prospective employers know which classes were completed in PD and what the individual capstone was?

- This information can be included on your resume.
- For example, if you take courses off the Business-related sample course sheet, you can say you earned a BAAS degree with major coursework in Business-related studies or with an emphasis in Business.

### Do the classes in PD have to relate to the area of the work award (PLA)?

- No, the PD module relates to future career goals.

### How many semesters are there?

- Fall (1st 8-weeks, 2nd 8-weeks, or full term), Spring (1st 8-weeks, 2nd 8-weeks, or full term), Summer I, Summer II
- Many classes are offered in a 1st or 2nd 8-week accelerated format; summer sessions are 5-weeks long.
- BAAS required courses – OCED 3350, 4350, 4360, and 4361 – are not offered in the summer. OCED 4111 is available in the summer term.

### Why do some online classes require special permission from OWLS?

- If OWLS pays a department to teach an online section of a class for BAAS majors, students must contact the San Marcos office for special priority registration approval.

### Can I use transfer courses in PD?

- Yes, it may be possible to use three transfer courses as long as residency and the required advanced hours are met.

### Is it possible to complete the PD requirement with all distance learning classes?

- Yes, as long as you can find classes that relate to your career goals.

### Are there any special concerns for military students who take distance learning and/or 8-week classes?

- Yes, consult with advisors in the Veteran’s Office and Financial Aid offices.

### I transferred from another Texas State major, can I still do the same job I had planned to after I graduate?

- It depends. The BAAS degree does not have professional certifications or licensures (other than the CPM program) attached to it. However, there are many alternative

ways to earn the credentials you need. For example, many BAAS graduates enter alternative teacher certification programs immediately following completion of their BAAS degree. Talk to your academic advisor or the BAAS Coordinator about the best options for your situation.

## Capstone Requirements

During your last semester, you will take OCED 4360, BAAS Capstone Part I and OCED 4361, BAAS Capstone Part II. Capstone courses are only available in the fall and spring semesters. Capstone courses do not run in the summer semester.

### Overview

This BAAS capstone is a two-part course in which you will create two separate but related projects:

- 1) You will evaluate your educational attainment by creating a project management-style assessment of how well you managed the project of obtaining your bachelor's degree
- 2) You will work with a group of your peers to investigate a common workplace problem, devise potential solutions to the problem, and present your research and recommendations

### Capstone Courses Overview

#### OCED 4360 - Capstone Part One

- You will evaluate yourself and your management of your undergraduate degree by completing many assessments and self-reflections focused on project management.
- You will also begin researching a workplace problem and will create a comprehensive literature review to be used as the basis for your group project in OCED 4361.
- The Literature Review serves as the final for the course.

#### OCED 4361 - Capstone Part Two

- You will continue your personal assessment of the project management of your BAAS degree.
- You will work with your group to assess the chosen workplace problem and develop a comprehensive plan to solve the problem.
- You and your group will present your group's solution at the end of the course.
- The group presentation serves as the final for the course.

You take both classes from the same instructor and you work with the same group of students in both classes.

### Capstone Structure

- ❑ Your Capstone courses are considered condensed courses: each capstone course is 16-weeks of instruction condensed into 7.5 weeks. This means that each week you will complete the same amount of work that you would over two weeks' time in a traditionally structured course. Be prepared to spend at least 15-20 hours per week on coursework.
- ❑ Both BAAS Capstone courses have 3 required online course meetings
- ❑ You will meet a total of 6 times – 3 times in OCED 4360 and 3 times in OCED 4361
- ❑ Each course is laid out in Modules – you will complete one module per week

BAAS Capstone course assignments include quizzes, discussion board posts and comments to others, self-assessments and workbook exercises, written self-reflections, peer review processes, annotated bibliographies, literature reviews, progress reports, and presentations.

### Capstone Academic Expectations

- ❑ Both BAAS Capstone courses are designated as Writing Intensive (WI).
- ❑ WI courses base at least 60% of the course grade on written assignments.
- ❑ College capstone courses are the final requirement to earn an undergraduate degree and as such, you are expected to produce work that is of a high quality, is academically and structurally sound, and is commensurate with college-level critical thinking skills.
- ❑ You are expected to utilize APA formatting and writing standards.
- ❑ You are expected to meet all deadlines and collaborate in a productive and meaningful way with the course and your group.

### Registering for your Capstone Courses

The College of Applied Arts Academic Advising Center has an online form you will fill out when you are ready to register for your capstone courses.

- ❑ As long as you will be in your final semester when you begin the courses and you have met all other degree requirements, the advising center will email you the necessary codes to register for OCED 4360 and 4361.
- ❑ If you have outstanding requirements, the advising center will inform you of what needs to be completed before you can receive the necessary codes to register for the courses.

## **Graduation Requirements**

- ❑ Minimum of 120 semester hours of undergraduate work for degree completion.
- ❑ Core curriculum and foreign language requirements must be complete.
- ❑ Occupational Emphasis and Professional Development modules must be complete.



- ❑ Minimum of 30 semester hours must be completed with Texas State.
- ❑ 24 of the last 30 semester hours must also be completed with Texas State.
- ❑ Minimum of 36 advanced hours must be completed.
- ❑ A cumulative Texas State GPA of 2.00.
- ❑ A cumulative GPA of 2.25 in the Professional Development module.
- ❑ Minimum of nine (9) hours of writing intensive courses.
- ❑ Minimum of 24 advanced (junior/senior-level) hours must be from Texas State.
- ❑ Six (6) semester hours of capstone (OCED 4360 and OCED 4361).

## Participant Policy

Texas State University's commencement ceremonies, held each fall, spring and summer semester, are intended to recognize students who will complete all graduation requirements by the end of that semester. In some cases, students ask to participate ("walk") in commencement although they will not complete all graduation requirements in that semester.

Effective with the spring 2016 semester, students are only eligible to participate in commencement if they will:

- 1) complete all degree requirements by/in the same semester they apply to graduate, or
- 2) complete all degree requirements within the next adjoining semester with no more than one academic requirement remaining.

Examples of one academic requirement include one course, an internship, or any other singular requirement as approved by college deans and/or advising centers. For example, a student with two classes to take over the summer would not be eligible to participate in spring commencement. As another example, a student with an internship to complete in the upcoming fall semester would not be eligible to participate in the previous spring commencement.

Students who would like to request to participate in a ceremony outside of their actual graduation semester should complete the graduation application and contact their college's academic advising center for eligibility and approval.

## The Difference Between Participating in Commencement and Graduating

"Graduating [receiving a diploma]" and "participating [walking across the stage]" in the commencement ceremony are two distinctly different things. Candidates will be considered "graduated" when they have officially met all of the following:

- 1) have applied for graduation online by the posted semester deadline

- 2) have had their application approved by their respective Advising Center or The Graduate College
- 3) have completed all degree requirements
- 4) have had final semester grades posted to their Texas State transcript
- 5) have paid any outstanding fees owed to the University
- 6) the Dean of the respective College, or Graduate College Dean, has certified candidates as graduates

Participating in the ceremony does not mean that a candidate has completed the requirements for graduation. "Walking/participating" at a commencement ceremony is not synonymous with "graduation;" yet the act of obtaining public recognition may provide a false impression that a candidate has met all requirements and has therefore "graduated" with a diploma in hand.

Ultimately, the final awarding of degrees, honors, and mailing of the diplomas is contingent upon the satisfactory completion of the appropriate requirements by each candidate and the Dean's final certification.

## Academic Advising

### Contact Information

Academic advisors are available on the San Marcos and Round Rock campuses. Advisors can meet in-person, by telephone, and by video conferencing.

#### San Marcos campus

College of Applied Arts Advising Center  
Agriculture Building, Room 201  
Phone: (512) 245-1490

#### Round Rock campus

Student Services One-Stop Center  
Avery Building, Suite 201  
Phone: (512) 716-4001

### Advising Advice

- It is highly recommended that you meet with a BAAS academic advisor at least once per semester to make sure you are on track to graduate.
- Advising appointments can fill up very fast, especially when registration for the next semester begins.
- Because this is an interdisciplinary, personalized degree program, your academic advisor's role is to help you navigate the Texas State system and complete the requirements to graduate. You chose your own courses, not your academic advisor. Instead, your academic advisor can give you advice and guidance on those choice.
- Ultimately, the degree you create is entirely up to you and is unique to your specific needs.

## Sample Course Sheets

During OCED 3350 students will identify the classes to be used for the professional development module and may choose one of the following sample course sheets OR customize their own with the assistance of an OWLS academic advisor or the BAAS Coordinator.

In general, BAAS students will need EIGHT (8) professional development courses. Courses should be selected from THREE (3) academic departments or areas (ex: CTE, PSY, SOCI, etc.) whenever possible.

Please review catalog course descriptions, delivery systems, class schedules, and prerequisites (if required) before making the selection. These sample sheets do not appear as a major on the degree audit and are simply areas of concentration.

If you choose to take courses that are not listed on one of the sample course sheets, please complete the [Degree Audit Update Request](#) on the OWLS website.\*

\*Requests must contain a reasonable justification of how the course content will help in your future career. It is strongly recommended to ask your academic advisor about the course in question *before* you complete the Degree Audit Update Request.

**Always double check with your academic advisor about the appropriateness of your course choices!**



## Athletics/Coaching-related courses

The following courses, offered by the OWLS department, are excellent choices to fulfill your Professional Development module requirements! These courses are available online almost every semester.

<b>CTE 3304</b>	Human Relations	<b>CTE 3323</b>	Technology Applications
<b>CTE 3313A</b>	Special Needs	<b>CTE 3324</b>	Entrepreneurship
<b>CTE 3313H</b>	Purposeful Life Planning	<b>CTE 3330</b>	STEM Literacy
<b>CTE 3313L</b>	Civic Engagement for Global Citizenship	<b>CTE 3340</b>	Occupational Skills for the 21st Century
<b>CTE 3315</b>	Leadership & Professional Development	<b>CTE 3370</b>	Introduction to Leadership
<b>CTE 3320</b>	Effective Methods of Teaching & Training	<b>OCED 3310</b>	Human Problems in the Workplace
<b>CTE 3321</b>	Work-based Learning	<b>OCED 4302</b>	Trends & Issues in OWLS
<b>CTE 3322</b>	Teaching & Training as a Profession	<b>OCED 4325</b>	Development & Change in Organizations

The following courses, offered by other Texas State academic departments, are also good choices for a PD module focused in Athletics/Coaching. Most of the courses are available in an online format, but they may not be offered every semester. WI = Writing Intensive.

<b>DVST 3301</b>	Intro to Diversity Studies	<b>PHIL 3326</b>	Phil and Sports (WI)
<b>ESS 3320</b>	Biomechanics	<b>PHIL 4327</b>	Bioethics (WI)
<b>ESS 3323</b>	Psychosocial Aspects of ESS	<b>PSY 3300</b>	Lifespan Development
<b>ESS 3329</b>	Motor Learning	<b>PSY 3312</b>	Adolescent Psychology
<b>ESS 3340</b>	Theories & Prins of Coaching	<b>PSY 3313</b>	Adulthood and Aging
<b>ESS 4324</b>	Adapted Physical Act (WI)	<b>PSY 3322</b>	Brain and Behavior
<b>ESS 4351</b>	Measurement & Eval in ESS	<b>PSY 3331</b>	Social Psychology
<b>HP 3321</b>	Health in the School Setting	<b>PSY 3332</b>	Psychology of Women (WI)
<b>HP 3348</b>	Prevention of Disease	<b>PSY 3336</b>	Sports Psychology
<b>HP 3350</b>	Consumer Health	<b>PSY 3350</b>	Cognitive Behav Therapies
<b>HP 3360</b>	Issues in Human Sexuality	<b>PSY 3361</b>	Health Psychology
<b>MC 3343</b>	Intro to Public Relations	<b>PSY 4350</b>	Reality Therapy Choice Theory
<b>MC 3367</b>	Advertising	<b>SOCI 3327</b>	Multicultural Relations
<b>MGT 3303</b>	Mgmt of Organizations	<b>SOCI 3340</b>	Soci of Sport & Leisure
<b>MGT 3360</b>	Studies in Entrepreneurship	<b>SOCI 3349</b>	Drugs and Society
<b>NUTR 3362</b>	Nutrition and Health	<b>SOCI 3363</b>	Medical Sociology
<b>PHIL 3322</b>	Professional Ethics (WI)	<b>SOCI 3372</b>	Food and Society

**Always double check with your academic advisor about the appropriateness of your course choices: SM advising – 512.245.1490 | RR advising – 512.716.4001**

Many of the non-OWLS courses (i.e., courses other than CTE and OCED) have required prerequisite courses and/or GPAs. It is the individual student's responsibility to ensure they have taken the proper prerequisite courses prior to attempting to enroll in the courses. See the current catalog for prerequisite and GPA course requirements.



## Business/Public Relations-related courses

The following courses, offered by the OWLS department, are excellent choices to fulfill your Professional Development module requirements! These courses are available online almost every semester.

<b>CTE 3304</b>	Human Relations	<b>CTE 3323</b>	Technology Applications
<b>CTE 3313A</b>	Special Needs	<b>CTE 3324</b>	Entrepreneurship
<b>CTE 3313H</b>	Purposeful Life Planning	<b>CTE 3330</b>	STEM Literacy
<b>CTE 3313L</b>	Civic Engagement for Global Citizenship	<b>CTE 3340</b>	Occupational Skills for the 21st Century
<b>CTE 3315</b>	Leadership & Professional Development	<b>CTE 3370</b>	Introduction to Leadership
<b>CTE 3320</b>	Effective Methods of Teaching & Training	<b>OCED 3310</b>	Human Problems in the Workplace
<b>CTE 3321</b>	Work-based Learning	<b>OCED 4302</b>	Trends & Issues in OWLS Development & Change in Organizations
<b>CTE 3322</b>	Teaching & Training as a Profession	<b>OCED 4325</b>	

The following courses, offered by other Texas State academic departments, are also good choices for a PD module focused on Business/Public Relations. Most of the courses are available in an online format, but they may not be offered every semester. WI = Writing Intensive.

<b>CIS 3317</b>	E-Business	<b>MKT 3343</b>	Principles of Marketing
<b>CJ 4321</b>	Occupational Crime	<b>PHIL 3322</b>	Professional Ethics (WI) (prereq: PHIL 1305, 1320, or 3301)
<b>CJ 4330</b>	Cybercrime	<b>PA 3301</b>	Political Institutions & Public Service (WI)
<b>ENG 3303</b>	Technical Writing (WI)	<b>PA 3340</b>	Administrative Law (WI) (coreq: PA 3300)
<b>ENG 3311</b>	Practices in Writing and Rhetoric (WI)	<b>PA 4362</b>	Government and American Business (coreq: PA 3300)
<b>FIN 3325</b>	Personal Financial Mgmt	<b>SOCI 3330</b>	Globalization and Development
<b>MC 3343</b>	Introduction to Public Relations	<b>SOCI 3327</b>	Multicultural Relations
<b>MC 3355</b>	Mass Media and Society	<b>SOCI 3328</b>	Complex Organizations
<b>MC 3367</b>	Advertising	<b>SOCI 3358</b>	Work and Society
<b>MC 4303</b>	International Advertising		
<b>MGT 3303</b>	Management of Organizations		
<b>MGT 3360</b>	Studies in Entrepreneurship		

**Always double check with your academic advisor about the appropriateness of your course choices: SM advising - 512.245.1490 | RR advising - 512.716.4001**

Many of the non-OWLS courses (i.e., courses other than CTE and OCED) have required prerequisite courses and/or GPAs. It is the individual student's responsibility to ensure they have taken the proper prerequisite courses prior to attempting to enroll in the courses. See the current catalog for prerequisite and GPA course requirements.



## Criminal Justice-related courses

The following courses, offered by the OWLS department, are excellent choices to fulfill your Professional Development module requirements! These courses are available online almost every semester.

<b>CTE 3304</b>	Human Relations	<b>CTE 3323</b>	Technology Applications
<b>CTE 3313A</b>	Special Needs	<b>CTE 3324</b>	Entrepreneurship
<b>CTE 3313H</b>	Purposeful Life Planning	<b>CTE 3330</b>	STEM Literacy
<b>CTE 3313L</b>	Civic Engagement for Global Citizenship	<b>CTE 3340</b>	Occupational Skills for the 21st Century
<b>CTE 3315</b>	Leadership & Professional Development	<b>CTE 3370</b>	Introduction to Leadership
<b>CTE 3320</b>	Effective Methods of Teaching & Training	<b>OCED 3310</b>	Human Problems in the Workplace
<b>CTE 3321</b>	Work-based Learning	<b>OCED 4302</b>	Trends & Issues in OWLS
<b>CTE 3322</b>	Teaching & Training as a Profession	<b>OCED 4325</b>	Development & Change in Organizations

The following courses, offered by other Texas State academic departments, are also good choices for a PD module focused in Criminal Justice. Most of the courses are available in an online format, but they may not be offered every semester. WI = Writing Intensive.

<b>CJ 3300</b>	Juvenile Justice	<b>CJ 4340</b>	Crime Theory & Victimization (WI)
<b>CJ 3322</b>	Race, Ethnicity, & CJ	<b>CJ 4350</b>	Contemporary Legal Issues in Law Enforcement (WI)
<b>CJ 3323</b>	Mid-Level Mgmt in CJ Agencies	<b>PHIL 3322</b>	Professional Ethics (WI)
<b>CJ 3325</b>	Penology	<b>PS 4334</b>	Legal Theories and Research
<b>CJ 3329</b>	Forensic Evidence	<b>PS 4340</b>	Issues in Law and Public Policy
<b>CJ 3347</b>	Statistics for Criminal Justice	<b>PSY 3312</b>	Adolescent Psychology
<b>CJ 4309G</b>	Media and Crime	<b>PSY 3315</b>	Abnormal Psychology
<b>CJ 4314</b>	Terrorism in the United States	<b>PSY 3316</b>	Personality Psychology
<b>CJ 4316</b>	Treatment in Community and Institutional Corrections	<b>PSY 3331</b>	Social Psychology
<b>CJ 4321</b>	Occupational Crime	<b>SOCI 3325</b>	Social Deviance
<b>CJ 4323</b>	Special Operation Units in Law Enforcement and Corrections	<b>SOCI 3327</b>	Multicultural Relations
<b>CJ 4326</b>	Women & Criminal Justice (WI)	<b>SOCI 3338</b>	Family Problems
<b>CJ 4327</b>	Ethics of Social Control (WI)	<b>SOCI 3343</b>	Criminology
<b>CJ 4330</b>	Cybercrime	<b>SOCI 3347</b>	Juvenile Delinquency
<b>CJ 4332</b>	Advanced CJ Management	<b>SOCI 3348</b>	Social Control
<b>CJ 4335</b>	The Psych of Antisocial Behavior	<b>SOCI 3349</b>	Drugs and Society

**Always double check with your academic advisor about the appropriateness of your course choices: SM advising – 512.245.1490 | RR advising – 512.716.4001**

Many of the non-OWLS courses (i.e., courses other than CTE and OCED) have required prerequisite courses and/or GPAs. It is the individual student's responsibility to ensure they have taken the proper prerequisite courses prior to attempting to enroll in the courses. See the current catalog for prerequisite and GPA course requirements.



## Certified Public Manager (CPM)

The CPM is a series of seven tracks, or courses, designed to enhance the skills, knowledge, and abilities of public and nonprofit managers. Students may sign up for individual courses or for the entire program. Courses can be completed in any order with the exception of Track 7. The CPM certification can be included in the BAAS degree, and classes are available in San Marcos and Round Rock. All 7 tracks must be completed to earn the CPM certification designation. For more information visit [www.txstate.edu/cpm/](http://www.txstate.edu/cpm/)

<b>CPM Track:</b>		<b>Transcribed on TXST transcript as:</b>	
<b>Track 1</b>	Public Personnel Administration	<b>PA 3330</b>	Public Personnel Administration
<b>Track 2</b>	Managing for Quality	<b>PA 3300</b>	Intro to Public Admin
<b>Track 3</b>	Organizational Communication	<b>PHIL 4388</b>	Problems in Philosophy
<b>Track 4</b>	Public Finance and Budgeting	<b>PA 3310</b>	Public Finance Administration
<b>Track 5</b>	Productivity and Program Evaluation	<b>PA 3350</b>	Analytical Techniques
<b>Track 6</b>	Information Systems for Managers	<b>CTE 4310</b>	Independent Study in CTE
<b>Track 7</b>	Applied Projects Practicum	<b>POSI 4398</b>	Independent Study

Since the CPM program is a total of 21 credits, but your PD module requires 24 credits, we recommend the following supplemental courses to fulfill your PD module.

<b>CTE 3304</b>	Human Relations	<b>CTE 3323</b>	Technology Applications
<b>CTE 3313A</b>	Special Needs	<b>CTE 3324</b>	Entrepreneurship
<b>CTE 3313H</b>	Purposeful Life Planning	<b>CTE 3330</b>	STEM Literacy
<b>CTE 3313L</b>	Civic Engagement for Global Citizenship	<b>CTE 3370</b>	Introduction to Leadership
<b>CTE 3315</b>	Leadership & Professional Development	<b>CTE 3340</b>	Occupational Skills for the 21st Century
<b>CTE 3320</b>	Effective Methods of Teaching & Training	<b>OCED 3310</b>	Human Problems in the Workplace
<b>CTE 3321</b>	Work-based Learning	<b>OCED 4302</b>	Trends & Issues in OWLS
<b>CTE 3322</b>	Teaching & Training as a Profession	<b>OCED 4325</b>	Development & Change in Organizations

CPM classes are offered by extension and count toward the residency requirement. A maximum of 30 semester hours for Texas State University credit may be completed through a combination of correspondence and extension courses. For example: if a student completes 21 hours of CPM courses, only 9 additional hours can be completed by correspondence or extension.

**Always double check with your academic advisor about the appropriateness of your course choices: SM advising - 512.245.1490 | RR advising - 512.716.4001**

Many of the non-OWLS courses (i.e., courses other than CTE and OCED) have required prerequisite courses and/or GPAs. It is the individual student's responsibility to ensure they have taken the proper prerequisite courses prior to attempting to enroll in the courses. See the current catalog for prerequisite and GPA course requirements.



## Healthcare-related courses

The following courses, offered by the OWLS department, are excellent choices to fulfill your Professional Development module requirements! These courses are available online almost every semester.

<b>CTE 3304</b>	Human Relations	<b>CTE 3323</b>	Technology Applications
<b>CTE 3313A</b>	Special Needs	<b>CTE 3324</b>	Entrepreneurship
<b>CTE 3313H</b>	Purposeful Life Planning	<b>CTE 3330</b>	STEM Literacy
<b>CTE 3313L</b>	Civic Engagement for Global Citizenship	<b>CTE 3340</b>	Occupational Skills for the 21st Century
<b>CTE 3315</b>	Leadership & Professional Development	<b>CTE 3370</b>	Introduction to Leadership
<b>CTE 3320</b>	Effective Methods of Teaching & Training	<b>OCED 3310</b>	Human Problems in the Workplace
<b>CTE 3321</b>	Work-based Learning	<b>OCED 4302</b>	Trends & Issues in OWLS
<b>CTE 3322</b>	Teaching & Training as a Profession	<b>OCED 4325</b>	Development & Change in Organizations

The following courses, offered by other Texas State academic departments, are also good choices for a PD module focused in Healthcare. Most of the courses are available in an online format, but they may not be offered every semester. WI = Writing Intensive.

<b>HA various</b>	See catalog for various Healthcare Admin courses	<b>PSY 3333</b>	Industrial Psychology
<b>HIM various</b>	See catalog for various Health Info Mgmt courses	<b>PSY 3352</b>	Group Processes
<b>NUTR 3362</b>	Nutrition and Health	<b>PSY 3361</b>	Health Psychology
<b>PH 3376</b>	Worksite Health Promotion	<b>PSY 4390N</b>	Psychopharmacology
<b>PHIL 3322</b>	Professional Ethics (WI)	<b>SOCI 3327</b>	Multicultural Relations
<b>PHIL 4327</b>	Bioethics (WI)	<b>SOCI 3328</b>	Complex Organizations
<b>PHIL 4360A</b>	Ethics and Dementia (WI)	<b>SOCI 3358</b>	Work and Society
<b>PSY 3313</b>	Adulthood and Aging	<b>SOCI 3363</b>	Medical Sociology (WI)
<b>PSY 3315</b>	Abnormal Psychology	<b>SOCI 3372</b>	Food and Society
<b>PSY 3316</b>	Personality Psychology	<b>SOCI 3383</b>	Aging and Society
<b>PSY 3321</b>	Sensation and Perception	<b>SOCI 3384</b>	Death and Dying
<b>PSY 3331</b>	Social Psychology	<b>SOWK 4318</b>	Social Work and Health Care

**Always double check with your academic advisor about the appropriateness of your course choices: SM advising – 512.245.1490 | RR advising – 512.716.4001**

Many of the non-OWLS courses (i.e., courses other than CTE and OCED) have required prerequisite courses and/or GPAs. It is the individual student's responsibility to ensure they have taken the proper prerequisite courses prior to attempting to enroll in the courses. See the current catalog for prerequisite and GPA course requirements.





## Law School Prep-related courses

The following courses, offered by the OWLS department, are excellent choices to fulfill your Professional Development module requirements! These courses are available online almost every semester.

<b>CTE 3304</b>	Human Relations	<b>CTE 3323</b>	Technology Applications
<b>CTE 3313A</b>	Special Needs	<b>CTE 3324</b>	Entrepreneurship
<b>CTE 3313H</b>	Purposeful Life Planning	<b>CTE 3330</b>	STEM Literacy
<b>CTE 3313L</b>	Civic Engagement for Global Citizenship	<b>CTE 3340</b>	Occupational Skills for the 21st Century
<b>CTE 3315</b>	Leadership & Professional Development	<b>CTE 3370</b>	Introduction to Leadership
<b>CTE 3320</b>	Effective Methods of Teaching & Training	<b>OCED 3310</b>	Human Problems in the Workplace
<b>CTE 3321</b>	Work-based Learning	<b>OCED 4302</b>	Trends & Issues in OWLS Development & Change in Organizations
<b>CTE 3322</b>	Teaching & Training as a Profession	<b>OCED 4325</b>	

The following courses, offered by other Texas State academic departments, are also good choices for a PD module focused on law school preparation. Most of the courses are available in an online format, but they may not be offered every semester. WI = Writing Intensive.

<b>BLAW 3360</b>	Business Org & Gov't Regs		(coreq: PS 3300 or 3301)
<b>BLAW 3363</b>	International Business Law	<b>PS 4334</b>	Legal Theories & Research (coreq: PS 3300 or 3301)
<b>BLAW 3364</b>	Commercial Law	<b>PS 4333</b>	Issues in Law & Public Policy (coreq: PS 3300 or 3301)
<b>CJ 4327</b>	Ethics of Social Control (WI)	<b>PS 3331</b>	The Supreme Court and the Judicial Process (WI) (coreq: PS 3300 or 3301)
<b>ENG 3303</b>	Technical Writing (WI)	<b>PS 4352</b>	International Law (WI) (coreq: PS 3300 or 3301)
<b>ENG 3304</b>	Professional Writing (WI)	<b>PA 3301</b>	Pol Inst & Pub Service (WI)
<b>ENG 3311</b>	Practices in Writing and Rhetoric (WI)	<b>PA 3340</b>	Administrative Law (WI) (coreq: PA 3301)
<b>PHIL 3322</b>	Professional Ethics (WI)	<b>PSY various</b>	talk to your advisor
<b>PHIL 3331</b>	Philosophy of Law (WI)	<b>SOCI various</b>	talk to your advisor
<b>PS 3300</b>	Basic Political Ideas (WI)		
<b>PS 3301</b>	Basic Polit Institutions (WI)		
<b>PS 3332</b>	Constitutional Law: Basic Structures and Principles (coreq: PS 3300 or 3301)		
<b>PS 3333</b>	Const Law: Individual Liberty		

**Always double check with your academic advisor about the appropriateness of your course choices: SM advising – 512.245.1490 | RR advising – 512.716.4001**

Many of the non-OWLS courses (i.e., courses other than CTE and OCED) have required prerequisite courses and/or GPAs. It is the individual student's responsibility to ensure they have taken the proper prerequisite courses prior to attempting to enroll in the courses. See the current catalog for prerequisite and GPA course requirements.



## Leadership-related courses

The following courses, offered by the OWLS department, are excellent choices to fulfill your Professional Development module requirements! These courses are available online almost every semester.

<b>CTE 3304</b>	Human Relations	<b>CTE 3323</b>	Technology Applications
<b>CTE 3313A</b>	Special Needs	<b>CTE 3324</b>	Entrepreneurship
<b>CTE 3313H</b>	Purposeful Life Planning	<b>CTE 3330</b>	STEM Literacy
<b>CTE 3313L</b>	Civic Engagement for Global Citizenship	<b>CTE 3340</b>	Occupational Skills for the 21st Century
<b>CTE 3315</b>	Leadership & Professional Development	<b>CTE 3370</b>	Introduction to Leadership
<b>CTE 3320</b>	Effective Methods of Teaching & Training	<b>OCED 3310</b>	Human Problems in the Workplace
<b>CTE 3321</b>	Work-based Learning	<b>OCED 4302</b>	Trends & Issues in OWLS
<b>CTE 3322</b>	Teaching & Training as a Profession	<b>OCED 4325</b>	Development & Change in Organizations

The following courses, offered by other Texas State academic departments, are also good choices for a PD module focused on Leadership. Most of the courses are available in an online format, but they may not be offered every semester. WI = Writing Intensive.

<b>CJ 4321</b>	Occupational Crime	<b>PA 4362</b>	Government and American Business (coreq: PA 3301)
<b>MGT 3303</b>	Management of Organizations	<b>PSY 3315</b>	Abnormal Psychology
<b>PH 3376</b>	Worksite Health Promotion	<b>PSY 3331</b>	Social Psychology
<b>PHIL 3321</b>	Contemporary Moral Problems (WI)	<b>PSY 3333</b>	Industrial Psychology
<b>PHIL 3322</b>	Professional Ethics (WI)	<b>PSY 3352</b>	Group Processes
<b>PA 3301</b>	Political Institutions & Public Service (WI)	<b>SOCI 3327</b>	Multicultural Relations
<b>PA 3330</b>	Public Personnel Admin (WI) (coreq: PA 3301)	<b>SOCI 3328</b>	Complex Organizations
<b>PA 3340</b>	Administrative Law (WI) (coreq: PA 3301)	<b>SOCI 3358</b>	Work and Society
		<b>SOCI 3328</b>	Complex Organizations
		<b>SOCI 3358</b>	Work and Society

**Always double check with your academic advisor about the appropriateness of your course choices: SM advising – 512.245.1490 | RR advising – 512.716.4001**

Many of the non-OWLS courses (i.e., courses other than CTE and OCED) have required prerequisite courses and/or GPAs. It is the individual student's responsibility to ensure they have taken the proper prerequisite courses prior to attempting to enroll in the courses. See the current catalog for prerequisite and GPA course requirements.



## Real Estate-related courses

The following courses, offered by the OWLS department, are excellent choices to fulfill your Professional Development module requirements! These courses are available online almost every semester.

<b>CTE 3304</b>	Human Relations	<b>CTE 3323</b>	Technology Applications
<b>CTE 3313A</b>	Special Needs	<b>CTE 3324</b>	Entrepreneurship
<b>CTE 3313H</b>	Purposeful Life Planning	<b>CTE 3330</b>	STEM Literacy
<b>OCED 4302</b>	Trends & Issues in OWLS	<b>CTE 3340</b>	Occupational Skills for the 21st Century
<b>CTE 3313L</b>	Civic Engagement for Global Citizenship	<b>CTE 3370</b>	Introduction to Leadership
<b>CTE 3315</b>	Leadership & Professional Development	<b>OCED 3310</b>	Human Problems in the Workplace
<b>CTE 3320</b>	Effective Methods of Teaching & Training	<b>OCED 4302</b>	Trends & Issues in OWLS
<b>CTE 3321</b>	Work-based Learning	<b>OCED 4325</b>	Development & Change in Organizations
<b>CTE 3322</b>	Teaching & Training as a Profession		

The following courses, offered by other Texas State academic departments, are also good choices for a PD module focused in Real Estate. Most of the courses are available in an online format, but they may not be offered every semester. WI = Writing Intensive.

<b>BLAW 3364</b>	Commercial Law	<b>MC 3367</b>	Advertising
<b>CIS 3317</b>	E-Business	<b>MGT 3303</b>	Management of Organizations
<b>ENG 3303</b>	Technical Writing (WI)	<b>MGT 3360</b>	Studies in Entrepreneurship
<b>ENG 3304</b>	Professional Writing (WI)	<b>MKT 3343</b>	Principles of Marketing
<b>GEO 3320</b>	Community and Regional Planning (WI)	<b>PHIL 3322</b>	Professional Ethics (WI)
<b>GEO 3323</b>	Location Analysis	<b>PSY 3333</b>	Industrial Psychology
<b>GEO 3329</b>	Geography of Texas	<b>SOCI 3327</b>	Multicultural Relations
<b>GEO various</b>	See catalog for various GEO/GIS courses	<b>SOCI 3328</b>	Complex Organizations
<b>MC 3343</b>	Introduction to Public Relations		



***IMPORTANT: These classes will not lead to a Texas Real Estate License. These courses are intended to supplement pre-existing real estate knowledge. For more information, contact [TREC](#).***



Always double check with your academic advisor about the appropriateness of your course choices: SM advising – 512.245.1490 | RR advising – 512.716.4001

Many of the non-OWLS courses (i.e., courses other than CTE and OCED) have required prerequisite courses and/or GPAs. It is the individual student's responsibility to ensure they have taken the proper prerequisite courses prior to attempting to enroll in the courses. See the current catalog for prerequisite and GPA course requirements.



## Social Services-related courses

The following courses, offered by the OWLS department, are excellent choices to fulfill your Professional Development module requirements! These courses are available online almost every semester.

<b>CTE 3304</b>	Human Relations	<b>CTE 3323</b>	Technology Applications
<b>CTE 3313A</b>	Special Needs	<b>CTE 3324</b>	Entrepreneurship
<b>CTE 3313H</b>	Purposeful Life Planning	<b>CTE 3330</b>	STEM Literacy
<b>CTE 3313L</b>	Civic Engagement for Global Citizenship	<b>CTE 3340</b>	Occupational Skills for the 21st Century
<b>CTE 3315</b>	Leadership & Professional Development	<b>CTE 3370</b>	Introduction to Leadership
<b>CTE 3320</b>	Effective Methods of Teaching & Training	<b>OCED 3310</b>	Human Problems in the Workplace
<b>CTE 3321</b>	Work-based Learning	<b>OCED 4302</b>	Trends & Issues in OWLS
<b>CTE 3322</b>	Teaching & Training as a Profession	<b>OCED 4325</b>	Development & Change in Organizations

The following courses, offered by other Texas State academic departments, are also good choices for a PD module focused in Social Services. Most of the courses are available in an online format, but they may not be offered every semester. WI = Writing Intensive.

<b>CJ 3322</b>	Race, Ethnicity, & CJ	<b>PSY 4350</b>	Reality Therapy
<b>CJ 4335</b>	The Psych of Antisocial Behavior	<b>SOCI 3300</b>	Principles of Sociology
<b>COUN 3320</b>	Introduction to Counseling	<b>SOCI 3325</b>	Social Deviance
<b>HDFS 4358</b>	Latino Youth and Families	<b>SOCI 3327</b>	Multicultural Relations
<b>PH 3376</b>	Worksite Health Promotion	<b>SOCI 3328</b>	Complex Organizations
<b>PHIL 3321</b>	Contemporary Moral Problems (WI)	<b>SOCI 3337</b>	The Family
<b>PHIL 3322</b>	Professional Ethics (WI)	<b>SOCI 3338</b>	Family Problems
<b>PSY 3315</b>	Abnormal Psychology	<b>SOCI 3349</b>	Drugs and Society
<b>PSY 3316</b>	Personality Psychology	<b>SOCI 3358</b>	Work and Society
<b>PSY 3321</b>	Sensation and Perception	<b>SOCI 3375L</b>	Mind and Society
<b>PSY 3331</b>	Social Psychology	<b>SOWK 3312</b>	Alcoholism and Chemical Dependence
<b>PSY 3333</b>	Industrial Psychology	<b>SOWK 4315</b>	Child Welfare
<b>PSY 3350</b>	Behav Modi & Cog Ther (WI)	<b>SOWK 4318</b>	Social Work and Health Care
<b>PSY 3352</b>	Group Processes	<b>SOWK 4320</b>	Social Work and Older Adults

**Always double check with your academic advisor about the appropriateness of your course choices: SM advising – 512.245.1490 | RR advising – 512.716.4001**

Many of the non-OWLS courses (i.e., courses other than CTE and OCED) have required prerequisite courses and/or GPAs. It is the individual student's responsibility to ensure they have taken the proper prerequisite courses prior to attempting to enroll in the courses. See the current catalog for prerequisite and GPA course requirements.



## Teaching/Education-related courses

The following courses, offered by the OWLS department, are excellent choices to fulfill your Professional Development module requirements! These courses are available online almost every semester.

<b>CTE 3304</b>	Human Relations	<b>CTE 3323</b>	Technology Applications
<b>CTE 3313A</b>	Special Needs	<b>CTE 3324</b>	Entrepreneurship
<b>CTE 3313H</b>	Purposeful Life Planning	<b>CTE 3330</b>	STEM Literacy
<b>CTE 3313L</b>	Civic Engagement for Global Citizenship	<b>CTE 3340</b>	Occupational Skills for the 21st Century
<b>CTE 3315</b>	Leadership & Professional Development	<b>CTE 3370</b>	Introduction to Leadership
<b>CTE 3320</b>	Effective Methods of Teaching & Training	<b>OCED 3310</b>	Human Problems in the Workplace
<b>CTE 3321</b>	Work-based Learning	<b>OCED 4302</b>	Trends & Issues in OWLS
<b>CTE 3322</b>	Teaching & Training as a Profession	<b>OCED 4325</b>	Development & Change in Organizations

The following courses, offered by other Texas State academic departments, are also good choices for a PD module focused in Teaching and Education. Most of the courses are available in an online format, but they may not be offered every semester. WI = Writing Intensive.

<b>ESS 3321</b>	Teaching Elementary Children Physical Activity	<b>PSY 3333</b>	Industrial Psychology
<b>PH 3321</b>	Health in the School Setting	<b>SOCI 3327</b>	Multicultural Relations
<b>PHIL 3322</b>	Professional Ethics (WI)	<b>SOCI 3328</b>	Complex Organizations
<b>PHIL 4351</b>	Philosophy of Education (WI)	<b>SOCI 3337</b>	The Family
<b>PSY 3300</b>	Lifespan Development	<b>SOCI 3338</b>	Family Problems
<b>PSY 3312</b>	Adolescent Psychology	<b>SOCI 3347</b>	Juvenile Delinquency
<b>PSY 3315</b>	Abnormal Psychology	<b>SOWK 4300C</b>	School Social Work
<b>PSY 3331</b>	Social Psychology	<b>SOWK 4315</b>	Child Welfare



***IMPORTANT: The BAAS degree does not have a teacher certification track. BAAS students must enroll in an [alternative teaching certification program](#) in order to earn teaching certification.***



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## Workplace Training-related courses

The following courses, offered by the OWLS department, are excellent choices to fulfill your Professional Development module requirements! These courses are available online almost every semester.

<b>CTE 3304</b>	Human Relations	<b>CTE 3323</b>	Technology Applications
<b>CTE 3313A</b>	Special Needs	<b>CTE 3324</b>	Entrepreneurship
<b>CTE 3313H</b>	Purposeful Life Planning	<b>CTE 3330</b>	STEM Literacy
<b>CTE 3313L</b>	Civic Engagement for Global Citizenship	<b>CTE 3340</b>	Occupational Skills for the 21st Century
<b>CTE 3315</b>	Leadership & Professional Development	<b>CTE 3370</b>	Introduction to Leadership
<b>CTE 3320</b>	Effective Methods of Teaching & Training	<b>OCED 3310</b>	Human Problems in the Workplace
<b>CTE 3321</b>	Work-based Learning	<b>OCED 4302</b>	Trends & Issues in OWLS
<b>CTE 3322</b>	Teaching & Training as a Profession	<b>OCED 4325</b>	Development & Change in Organizations

The following courses, offered by other Texas State academic departments, are also good choices for a PD module focused in Workplace Training. Most of the courses are available in an online format, but they may not be offered every semester. WI = Writing Intensive.

<b>COMM 3310</b>	Communication Theory	<b>PHIL 3322</b>	Professional Ethics (WI)
<b>COMM 3330</b>	Nonverbal Communication	<b>PHIL 4351</b>	Philosophy of Educ (WI)
<b>ENG 3303</b>	Technical Writing (WI)	<b>PSY 3322</b>	Brain and Behavior
<b>ENG 3304</b>	Professional Writing (WI)	<b>PSY 3333</b>	Industrial Psychology
<b>ENG 3311</b>	Practices in Writing and Rhetoric (WI)	<b>PSY 3325</b>	Psychology of Persuasion
<b>MC 3319</b>	Visual Communication	<b>PSY 3331</b>	Social Psychology
<b>MC 3343</b>	Introduction to Public Relations	<b>PSY 3352</b>	Group Processes
<b>MC 3355</b>	Mass Media and Society	<b>SOCI 3327</b>	Multicultural Relations
<b>PH 3376</b>	Worksite Health Promotion	<b>SOCI 3328</b>	Complex Organizations
		<b>SOCI 3358</b>	Work and Society

**Always double check with your academic advisor about the appropriateness of your course choices: SM advising – 512.245.1490 | RR advising – 512.716.4001**

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