



**PART TIME**  
**10-520-3 HUMAN SERVICES ASSOCIATE**  
**30-550-1 SUBSTANCE ABUSE EDUCATION**  
**2024-25 REQUIRED COURSES**  
**NORTHWOOD TECHNICAL COLLEGE**  
**NEW RICHMOND**  
**FALL START - HYBRID INSTRUCTION**



Name/ID \_\_\_\_\_

Date \_\_\_\_\_

CATALOG NUMBER	COURSE TITLE	HOURS PER WEEK	CREDITS	SUBSTANCE ABUSE EDUCATION TECHNICAL DIPLOMA (Financial Aid Eligible)	HUMAN SERVICES ASSOCIATE ASSOCIATE DEGREE (Financial Aid Eligible)	DATE COMPLETED	TRANSFER OR GRADE
<b>FIRST TERM - FALL 2024</b>							
<b>16 Weeks</b>							
10520101	Introduction to Human Services	3 hours per week	3 credits		Human Services Associate		
10520102	Interviewing	>	3 credits	Substance Abuse Education	Human Services Associate		
<b>1st 8 Weeks</b>							
10520103	Ethics in Human Services#	>	3 credits	Substance Abuse Education	Human Services Associate		
<b>FIRST TERM TOTAL</b>				6 Credits Substance Abuse Education	9 Credits Human Services Associate		
<b>SECOND TERM - SPRING 2025</b>							
<b>16 Weeks</b>							
10520105	Introduction to Counseling Corequisite: 10520106 Methods of Social Casework	>	3 credits	Substance Abuse Education	Human Services Associate		
10520106	Methods of Social Casework	>	3 credits	Substance Abuse Education	Human Services Associate		
<b>2nd 8 Weeks</b>							
10520112	Family Systems	>	3 credits	Substance Abuse Education	Human Services Associate		
<b>SECOND TERM TOTAL</b>				9 Credits Substance Abuse Education	9 Credits Human Services Associate		

All prerequisite/corequisite courses must be completed with a grade point of 2.0 or better.

Revised 8.27.24

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<b>THIRD TERM - FALL 2025</b>							
<b>16 Weeks</b>							
10520110	Group Facilitation Corequisite: 10520102 Interviewing	>	3 credits	Substance Abuse Education	Human Services Associate		
<b>1st 8 Weeks</b>							
10520104	Issues in Alcohol and Other Drug Abuse	>	3 credits	Substance Abuse Education	Human Services Associate		
<b>2nd 8 Weeks</b>							
10520115	Substance Abuse Assessment and Treatment COREQUISITES: 10520104 Issues in Alcohol and Other Drug Abuse, 10520110 Group Facilitation and 10520106 Methods of Social Casework	>	3 credits	Substance Abuse Education	Human Services Associate		
<b>THIRD TERM TOTAL</b>				9 Credits Substance Abuse Education	9 Credits Human Services Associate		

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<b>FOURTH TERM - SPRING 2026</b>							
<b>16 Weeks</b>							
10520113	Field Experience 1# PREREQUISITES: 10520102 Interviewing, 10520103 Ethics in Human Services, 10520104 Issues in Alcohol and Other Drug Abuse, 10520106 Methods of Social Casework and COREQUISITES: 10520101 Introduction to Human Services, 10520105 Introduction to Counseling and 10520115 Substance Abuse Assessment and Treatment.	9 hours per week	3 credits		Human Services Associate		
10809198	Introduction to Psychology	3 hours per week	3 credits		Human Services Associate		
<b>1st 8 Weeks or 2nd 8 Weeks</b>							
10520108 OR 10520107	Child and Adolescent Behavior (1st 8 weeks) OR Gerontology (2nd 8 weeks)	6 hours per week	3 credits		Human Services Associate		
<b>2nd 8 Weeks</b>							
10520116	Psychopharmacology in Human Services	6 hours per week	3 credits		Human Services Associate		
<b>FOURTH TERM TOTAL</b>					12 Credits Human Services Associate		



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<b>FIFTH TERM - FALL 2026</b>							
10520114	Field Experience 2# Prerequisite: 10520113 Field Experience 1	9 hours per week	3 credits		Human Services Associate		
10XXXXXX	Elective Course (Talk with your advisor to determine the best elective course for your situation)	3 hours per week	3 credits		Human Services Associate		
<b>FIFTH TERM TOTAL</b>					6 Credits Human Services Associate		
<b>SIXTH TERM - SPRING 2027</b>							
<b>GENERAL EDUCATION COURSES</b> (may be taken at any time; variety of instructional formats are available-available in any semester)							
10801136	English Composition 1	3 hours per week	3 credits		Human Services Associate		
10801196 OR 10801198	Oral/Interpersonal Communication OR Speech	3 hours per week	3 credits		Human Services Associate		
10806198	Human Biology	5 hours per week	4 credits		Human Services Associate		
10809159	Abnormal Psychology Prerequisite: 10809198 Introduction to Psychology	3 hours per week	3 credits		Human Services Associate		
10809172	Introduction to Diversity Studies	3 hours per week	3 credits		Human Services Associate		
<b>GENERAL EDUCATION TOTAL</b>					16 Credits Human Services Associate		
<b>TOTAL CREDITS</b>				<b>24 Credits</b> Substance Abuse Education	<b>61 Credits</b> Human Services Associate		

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Revised 8.27.24

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> Due to the course to clock hour conversion, this course meets the 45-clock hour requirement over the term (Scheduled 48 sessions at 50 minutes for 16 weeks; adjusted for 8 weeks)

# Credit for prior learning not applicable for these courses

Please be advised that low-enrollment class sections may be canceled. You will be contacted by Student Services with information on other class sections available in alternate formats.

NORTHWOOD TECH GENERAL EDUCATION COURSE OPTIONS FOR NORTHWOOD TECH ASSOCIATE DEGREE PROGRAMS

Co-enrollment in 99831900 Writing Essentials may be recommended in addition to English Composition 1.

Specific General Education courses are scheduled as requirements for this program. If you have completed General Education coursework at another Wisconsin technical college, please refer to the Acceptable Transfer Course document at the following link (find your program) to see if your previous coursework will transfer

[Acceptable Transfer Courses](#)

If you have completed General Education coursework at Northwood Tech in a prior term, the same options will apply for your program requirements. Pending Dean approval, technical diploma coursework (i.e. catalog number beginning with 30, 31, or 32) may also be allowed to meet General Education requirements. NOTE: Technical diploma level coursework may not transfer to a baccalaureate program.^

**ELECTIVE COURSES:** To meet the elective course requirements for this program, you will be required to take associate degree level coursework, i.e., catalog numbers beginning with a 10 (with the exception of General College courses 10831103, 10834109, 10835103, and 10838104). Pending program dean approval, technical diploma level coursework, i.e. catalog number beginning with 30, 31, or 32, may also be allowed to meet elective credit requirements for this program. NOTE: Technical diploma level coursework may not transfer to a baccalaureate program.^

**GRADUATION REQUIREMENTS:** *Although your academic advisor can provide guidance, you are ultimately responsible for selecting courses that meet a program's graduation requirements. If you do not take courses in the recommended sequence above, it may delay your completion of graduation requirements. A program plan GPA of 2.0 in a 4.0 grade system is required to graduate. You must earn a grade point of 2.0 or better in all 105XXXXX courses.*

**EARN CREDIT FOR WHAT YOU ALREADY KNOW:**

[Visit Credit for Prior Learning for more information](#)

If you have difficulty accessing this content or notice any accessibility problems, please contact the Northwood Tech Curriculum Office at [curriculum.office@NorthwoodTech.edu](mailto:curriculum.office@NorthwoodTech.edu) or 715.752.8128. You will receive a response within 5 business days.

^If considering transferring into a baccalaureate program, please work with the Transfer Coordinator at the college you are interested in transferring to verify status, including if technical diploma level coursework will transfer and if it will transfer, how the credits will be brought in to your future degree.