# Instructions to the student:

Students are encouraged to use this form to consult with their certificate advisor and to plan ahead for which courses to take in order to complete all certificate requirements. Students are expected to finalize this form with their certificate advisor during the final semester of their senior year, no later than **November1st** for fall/January graduates, and **April 1st** for spring/May graduates. [More information about program requirements](http://www.fivecolleges.edu/chs/certificate) can be found online at **fivecolleges.edu/chs/certificate**.

# Student Information:

|  |  |
| --- | --- |
| Student Name (as it would appear on the certificate):Click or tap here to enter text. | Institution:Click or tap here to enter text. |
| Student ID number:Click or tap here to enter text. | Expected date of graduation (month and year):Click or tap here to enter text. |
| Campus Email:  Click or tap here to enter text. | Major:Click or tap here to enter text. |
| Permanent Email (best way to contact you after graduation): Click or tap here to enter text. | CHS Program Advisor Name (print):Click or tap here to enter text.  |
| Phone:Click or tap here to enter text. |
| Permanent Address (certificate is mailed to the address provided, normally in July following the date of graduation):Click or tap here to enter text. |

#  **Certificate Requirements** (Check when completed):

[ ]  Student has taken a minimum of 7 courses from the approved certificate course list

[ ]  For students beginning their studies at a Five College institution in Fall 2015 or after, no more than 3 courses may be used to satisfy CHS requirements as well as to fulfill major requirements. (Students beginning their studies at a Five College institution prior to Fall 2015 may use up to 4 courses to satisfy CHS requirements as well as major requirements.)

[ ]  Student has taken at least one course from each of the 5 categories below

[ ]  No course has been used to satisfy more than one category

[ ]  Advisor has reviewed an unofficial copy of the student’s transcript

[ ]  **Project Requirement**: Student has completed a thesis, Division III project, course project, independent research project, or internship related to the themes of CHS that has been pre-approved by their campus advisor

[ ]  **Language Skills**: Suggested but not required: Student has taken (check one) [ ] 1[ ]  2 [ ] 3 [ ] 4 semesters of foreign language.

# **To be completed by the advisor:**

The aforementioned student has completed all of the certificate requirements. I recommend to the Five College Culture Health and Science Certificate Committee that this student be awarded the certificate.

Advisor Signature: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Date Submitted to Committee:Click or tap to enter a date.

The CHSCommittee reviewed this form on this date **\_\_\_\_\_\_\_\_\_\_\_\_** and agreed to award the certificate: **\_\_** Yes **\_\_** No

# Courses:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Institution | Course Title | Department | Course # | Semester/Year | Course on ever-approved list – Y or N(if no, add notes below) | Course counts toward student’s major – Y or N |
| Category I: Biocultural Approaches |
|   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |
| Category II: Mechanisms of Disease Transmission |
|   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |
| Category III: Population, Health and Disease |
|   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |
| Category IV: Engaged and Humanistic Approaches |
|   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |
| Category V: Research Design and Analysis |
|   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |

\*To make a request to fulfill a CHS Certificate requirement with a course not included on the [Ever Approved Course List](http://www.fivecolleges.edu/chs/courses/approved_courses) (**fivecolleges.edu/chs/courses/approved\_courses**) request approval from your advisor or submit a [Course Petition form](https://www.fivecolleges.edu/system/files/CHS%20course%20petition%20form.docx) (available at **fivecolleges.edu/chs/certificate/forms**) at least 3 months in advance of graduation.

# Advisor Notes Regarding Courses Not on Ever-Approved List:

Click or tap here to enter text.

# Required Independent Research Project:

Type of project (check all that apply):

Internship [ ]  Thesis [ ]  Division III Project [ ]  Course Project [ ]  Independent Study [ ]  Other [ ]

Objective(s):

Click or tap here to enter text.

Location and/or organization:

Click or tap here to enter text.

Date(s):

Click or tap here to enter text.

Briefly describe the final product.

Click or tap here to enter text.

# Reflection Statement:

Please describe how the unique course of study you have followed to complete the CHS requirements has influenced your understanding of the interconnections between culture, health, and science. Reflect on courses, project work, and any other learning experiences that you have engaged with in pursuing the certificate. (Suggested length: 1-2 pages double spaced.)

Click or tap here to enter text.

# Instructions to the program advisor for submitting certificate completion documents:

1. Meet with student to review requirements and ensure form is completed accurately.

**Note: Do not email student’s grades or transcripts, as electronic communications are not considered sufficiently secure.**

1. Sign and date the form to indicate your recommendation of this student for the certificate award.
2. Submit the form to **fcacademics@fivecolleges.edu** by **December 1** for fall graduates and by **April 10** for spring graduates. **Please remove the student’s transcript before submitting this form to Five College staff (to protect student’s privacy).**
3. The CHS Committee will review the form during one of their meetings at Five Colleges, Inc.
4. If the Committee agrees to award the certificate to the student, the documents should be submitted to **fcacademics@fivecolleges.edu** for final processing by **December 15** for fall graduates and by **April 30** for spring graduates.
5. The certificate award will be noted on the student’s transcript by the registrar at the student’s institution.