***Certificate in Writing (12 hours)***

This certificate program will complement any major and will help students develop the written-communication proficiency so valued across the professions.  To obtain a Certificate in Writing, students will complete 12 hours of coursework, as outlined below, and submit the “Intent to Complete a Certificate in Writing” form on the right side of this page.

**Required Course:**

**ENG 446 – Advanced Composition**

***Choose three of the following:***

**ENG 121 – Language Skills in the Profession
ENG 146 – Introduction to Creative Writing
ENG 346 – Advanced Creative Writing
ENG 385 – Professional Editing
ENG 448 – Writing Internship
ENG 449 – Writing for Publication
ENG 602 – Topics in Writing (may be taken multiple times)
ENG 603 – Technical and Professional Writing
ENG 630 – Nature Writing
ENG 675 – Playwriting/Screenwriting**
 ***(Students must pass courses with a grade of C or higher. All courses applied toward the certificate must be taken for credit, and none can be counted toward more than one certificate.)***Upon completing the 12 hours of coursework and submitting the “Intent to Complete a Certificate in Writing” form, you should receive your certificate in the mail approximately 2-4 weeks from the date of approval.

**FORT HAYS STATE UNIVERSITY**

**DEPARTMENT OF ENGLISH**

**Intent to Complete a Certificate in Writing**

**Student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 *(Last Name) (First Name) (Middle Name)*

**Student ID# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Major \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**List the address where the certificate should be mailed:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 *(Street Address) (Apt. #)*

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*\_\_***

 *(City) (State) (Zip Code)*

Please indicate the semester, year, and grade for each of the following classes you completed:

 ***Semester Year Grade***

**\_\_\_\_\_\_\_\_\_\_\_\_** **\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_** ENG 446 Advanced Composition

**\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_** Additional Course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_** Additional Course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_** Additional Course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Certificate Approval \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 *(Certificate Coordinator’s Signature) (Date)*

***Submit form to Dr. Cheryl Duffy* • *357 Rarick Hall* • *600 Park Street* • *Hays, KS 67601-4099***

*chduffy@fhsu.edu* • *(785) 628-5317* • *FAX (785) 628-4087* • *www.fhsu.edu/English*