

Human Services Associate Program Western Technical College

Supplemental Information

- **Course Sequence and Delivery.** The Human Services Associate (HSA) program is offered over four or five terms, which includes the General Studies courses, one summer term, and two Field Study courses where you will practice your skills within the community. You may choose a daytime class cohort, or an evening class cohort. We ask that you stay within your chosen day or evening cohorts as the class sequences vary between the two. You may choose to take General Studies courses prior to formal entry into the program. While this results in extending the length of time to complete your degree, it will decrease the workload while taking the Human Services Associate-specific courses.

Program core courses that can be taken ahead include:

- DisAbilities (10520118)
 - Intro to Addiction and Substance Use Disorders (10520107)
 - Intro to Gerontology (10520150)
- **Reliable Transportation.** You will need reliable transportation to complete the requirements of fieldwork courses. The program utilizes fieldwork sites in the La Crosse and surrounding areas. Students are responsible for their own expenses for transportation related to fieldwork site assignments.
 - **Fieldwork.** Fieldwork is an integral part of the curriculum of the Human Services Associate Program at Western Technical College. It is during the fieldwork component of the program that the student is given the opportunity to apply knowledge and skills learned in the classroom/laboratory settings to actual clients. This is completed under the supervision of a fieldwork preceptor who is employed by the fieldwork site. Through field study experiences, students have an opportunity to work with a variety of client types.
 - **Positive Background Check.** Background checks will be completed at the field site. It is very important that you be honest when completing the background check form. Some facilities may automatically refuse a student they perceive to be less than truthful on the form. If you have convictions of any kind, it is strongly recommended that you connect with faculty during your first term. Some field agencies are okay with positive background checks, but some are not. We do not want to send you some place that will reject you automatically. Fieldwork sites have the right to refuse clinical placement to any student based on the background check results. If you are unable to secure a placement, you will not be able to graduate from the program. It will be your decision as to whether or not you will begin/continue in the program. Please contact Keith Lease or one of the instructors listed below as soon as possible to go over options if you have background check concerns.

- **Arrests and Charges after Background Check Completed.** If you are arrested or have new charges following the completion of your background check, you must report them to Nicole Cooksey, Dean of the Human Service Associate program (608-789-6239), within five (5) working days. Failure to do so may result in dismissal from the program.
- **Program Faculty.** If you have specific questions about the program or your particular situation, please contact the HSA program faculty directly.

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