

Student Name: _____ Student ID: _____

This planner guide is for program planning purposes only. Please refer to [myCap Schedule](#) for course schedules and course pre-requisites. It is the student's responsibility to always refer to the [Capilano University Calendar](#) for complete program requirements.

Program Requirements			
Course	Course Title	Course Credits	Grades
PADM 204	Leadership in Local Government Organizations	3.00	
PADM 307	Ethics and the Responsible Local Government Professional	3.00	
	<i>Select 3.00 credits from:</i> o CMNS 220 Advanced Business Writing and Editing (3.00) o PADM 205 Advanced Communication Skills - Local Govt Professionals (3.00)	3.00	
	<i>Select 3.00 credits from:</i> o PADM 210 Management Fundamentals for Local Govt Professionals (3.00) o PADM 305 Problem Solving and Decision-Making Skills: Policy Analysis for Local Govt Professionals (3.00) o PADM 306 Project Management Skills for Local Govt Professionals (3.00)	3.00	
	<i>Select 6.00 credits from:</i> o PADM 207 Managing People in Local Govt Organizations (3.00) o PADM 208 Community Planning for Non-Planners: Planning Skills for Local Govt Professionals (3.00) o PADM 209 Fundamentals of Local Govt Corporate Administration (3.00)	3.00	
	o PADM 210 Management Fundamentals for Local Govt Professionals (3.00) o PADM 305 Problem Solving and Decision Making Skills: Policy Analysis for Local Govt Professionals (3.00) o PADM 306 Project Management Skills for Local Govt Professionals (3.00) o PADM 308 The Successful CAO - Local Govt Advanced Management (3.00)	3.00	
Total <u>Certificate</u> program credits:		18.00	

Comments:

- Students starting this program from January 2019 onwards are able to use this program planner. If you started the program before this term, please contact Academic Advising for an appropriate program planner or you may refer to [Capilano University Academic Calendar](#) for your program profile requirements.
- **Residency Requirement:** Students transferring to Capilano University must complete a minimum of 50% of their program course credits at Capilano University, the majority of which will normally fulfill the requirements of their final years of study.
- **Graduation Requirement:** A *minimum CGPA of 2.00* (calculated on all program required courses) must be achieved to graduate from all Capilano University credentials. Programs may have additional graduation requirements as approved by the University Senate.