



**4 YEAR COMPLETION PLAN**  
**10-196-1 LEADERSHIP DEVELOPMENT**  
**30-196-6 LEADERSHIP ESSENTIALS**  
**2023-24 PROGRAM CURRICULUM CHECKLIST**  
**NORTHWOOD TECHNICAL COLLEGE**  
**ASHLAND\*, NEW RICHMOND\*, RICE LAKE\*, SUPERIOR\*, ONLINE**  
**OUTREACH CENTERS: BALSAM LAKE\*, HAYWARD\*, LADYSMITH\***  
 \*Combination of Online, Your Choice or On Site instruction



Select courses are available at the Northwood Tech Outreach Centers. Please contact your local campus for specifics.

Name/ID

Date

CATALOG NUMBER	COURSE TITLE	HOURS PER WEEK	CREDITS	SUPERVISORY LEADERSHIP TECHNICAL CERTIFICATE (17-196-5)	LEADERSHIP ESSENTIALS TECHNICAL DIPLOMA	LEADERSHIP DEVELOPMENT (Associate Degree) (Financial Aid Eligible)	DATE COMPLETED	TRANSFER OR GRADE
<b>FIRST TERM (Fall 2023)</b>								
<b>16 Weeks</b>								
10103146	MS Word A	2 hours per week	1 credit			Leadership Development		
<b>2nd 12 Weeks</b>								
10196145	Contemporary Business for Supervisors	3 hours per week	2 credits	Optional Course^ Supervisory Leadership		Leadership Development		
<b>1st 4 Weeks</b>								
10106199	Business Technology and Success	4 hours per week	1 credit			Leadership Development		
<b>1st 8 Weeks</b>								
10116100	Human Resource Management	6 hours per week	3 credits			Leadership Development		
<b>FIRST TERM TOTAL</b>						<b>7 Credits</b> Leadership Development		
<b>SECOND TERM (Spring 2024)</b>								
<b>16 Weeks</b>								
10804123	Math with Business Applications	3 hours per week	3 credits			Leadership Development		
<b>1st 8 Weeks</b>								
10103151	MS Excel A	4 hours per week	1 credit			Leadership Development		
10196168	Organizational Development	6 hours per week	3 credits	Optional Course^ Supervisory Leadership		Leadership Development		
<b>SECOND TERM TOTAL</b>						<b>7 Credits</b> Leadership Development		
<b>THIRD TERM (Fall 2024)</b>								
<b>16 Weeks</b>								
10103106	MS PowerPoint	2 hours per week	1 credit			Leadership Development		
10801136	English Composition 1	3 hours per week	3 credits	Supervisory Leadership		Leadership Development		
<b>1st 8 Weeks</b>								
10196134	Legal Issues for Supervisors	6 hours per week	3 credits	Optional Course^ Supervisory Leadership		Leadership Development		
<b>THIRD TERM TOTAL</b>						<b>3 Credits</b> Supervisory Leadership	<b>7 Credits</b> Leadership Development	

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

Revised 6/15/2022



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<b>FOURTH TERM (Spring 2025)</b>								
<b>16 Weeks</b>								
10809188 or 10809198	Developmental Psychology or Introduction to Psychology	3 hours per week	3 credits	Introduction to Psychology only Supervisory Leadership		Leadership Development		
10801198 or 10801196	Speech or Oral/Interpersonal Communication (Online)	3 hours per week	3 credits	Supervisory Leadership		Leadership Development		
<b>2nd 8 Weeks</b>								
10196108	Customer Service (online)	2 hour per week	1 credit	Optional Course^ Supervisory Leadership		Leadership Development		
<b>FOURTH TERM TOTAL</b>				<b>6 Credits</b> Supervisory Leadership		<b>7 Credits</b> Leadership Development		
<b>FIFTH TERM (Fall 2025)</b>								
<b>16 Weeks</b>								
10809195	Economics	3 hours per week	3 credits			Leadership Development		
<b>1st 8 Weeks</b>								
10101176	Financial Accounting 1A	4 hours per week	2 credits			Leadership Development		
<b>2nd 8 Weeks</b>								
10196188	Project Management	6 hours per week	3 credits	Optional Course^ Supervisory Leadership		Leadership Development		
10196191	Supervision	6 hours per week	3 credits	Supervisory Leadership	Leadership Essentials	Leadership Development		
<b>FIFTH TERM TOTAL</b>				<b>3 Credits</b> Supervisory Leadership	<b>3 Credits</b> Leadership Essentials	<b>11 Credits</b> Leadership Development		
<b>SIXTH TERM (Spring 2026)</b>								
<b>2nd 8 Weeks</b>								
10196136	Safety in the Workplace	6 hours per week	3 credits	Optional Course^ Supervisory Leadership		Leadership Development		
10196189	Team Building and Problem Solving	6 hours per week	3 credits	Optional Course^ Supervisory Leadership	Leadership Essentials	Leadership Development		
<b>SIXTH TERM TOTAL</b>					<b>3 Credits</b> Leadership Essentials	<b>6 Credits</b> Leadership Development		

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<b>SEVENTH TERM (Fall 2026)</b>								
<b>16 Weeks</b>								
10809122 or 10809196	Introduction to American Government or Introduction to Sociology	3 hours per week	3 credits			Leadership Development		
<b>1st 8 Weeks</b>								
10196190	Leadership Development	6 hours per week	3 credits	Supervisory Leadership	Leadership Essentials	Leadership Development		
<b>Last 4 weeks</b>								
10196138	Conflict Resolution and Confrontation Skills	4 hour per week	1 credit	Optional Course^ Supervisory Leadership		Leadership Development		
<b>SEVENTH TERM TOTAL</b>				3 Credits Supervisory Leadership	3 Credits Leadership Essentials	7 Credits Leadership Development		
<b>EIGHTH TERM (Spring 2027)</b>								
<b>16 Weeks</b>								
10196170	Applied Supervision (This class is only offered in the Spring term-online) Prerequisite: students must be enrolled in the Leadership Development program and have completed 40 credits	5 hour per week	2 credits	Optional Course^ Supervisory Leadership		Leadership Development		
<b>1st 8 Weeks</b>								
10196164	Personal Skills for Supervisors	6 hours per week	3 credits	Optional Course^ Supervisory Leadership	Leadership Essentials	Leadership Development		
<b>2nd 8 Weeks</b>								
10196192	Managing for Quality (Your Choice)	6 hours per week	3 credits	Optional Course^ Supervisory Leadership		Leadership Development		
<b>EIGHTH TERM TOTAL</b>					3 Credits Leadership Essentials	8 Credits Leadership Development		
<b>PROGRAM REQUIREMENTS</b>				18 Credits Supervisory Leadership	12 Credits Leadership Essentials	60 Credits Leadership Development		

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^ Three (3) credits of 196 coursework are required for the Supervisory Leadership Certificate in addition to the other 15 credits of required curriculum. Select the curriculum checklist based on the academic year you begin enrollment in your program.

Students admitted mid-year (January) and/or any student who takes courses out of sequence are not guaranteed course availability in all terms of the program. Enrollment in additional terms may be required to complete graduation requirements.

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

**NORTHWOOD TECH GENERAL STUDIES 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 Studies courses are scheduled as requirements for this program. If you have completed General Studies 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 Studies coursework at Northwood Tech in a prior term, the same options will apply for your program requirements.

**ELECTIVE REQUIREMENTS:** To meet the elective credit 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).

**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 grade point average (GPA) of 2.0 in a 4.0 grade system is required to graduate.*

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

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

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or 715.752.8128. You will receive a response within 5 business days.