NICOLET COLLEGE

Professional Communication

The Professional Communication certificate develops the communication skills desired by employers, including writing, speaking, nonverbal communication, and listening. Through successful completion of four communication courses, students will be able to produce a variety of accurate and effective written reports and oral presentations. Students will also practice communications skills to lead and participate in effective groups.

Program Outline

COURSE #	COURSE TITLE	CREDITS
2080121900 OR 1080119500	English Composition I OR Written Communication	3.00
	Develops expository writing and critical thinking skills, including clarity, concision, concreteness, and completeness of expression, supported by reasoning, organization, and language conventions. Lecture.	
	Or students may take 10-801-195-00 Written Communication.	
2081020100 OR 1080119600	Fundamentals of Speech OR Oral Interpersonal Communication	3.00
	Examines theory and process of communication, the role of speech in self- development, the art of persuasion, topic selection, the use of research-based evidence, and audience analysis. Includes organizing speech content, speech delivery, and critique via presentation of informative and persuasive speeches and development of effective extemporaneous speaking style. Students gain self-confidence, proficiency, and poise.	
	Or students may take 10-801-196-00 Oral Interpersonal Communication.	
2080122300 OR 1080119700	English Composition II OR Technical Reporting	3.00
	Advances composition skills, emphasizing well-reasoned argumentative research papers. Lecture. Credits: 3. Prerequisite(s): 2080121900 English Composition I (D- or better) or 1080119500 Written Communication (B or better).	
	Or students may take 10-801-197-00 Technical Reporting.	
2080123400	Grant Writing and Community Funding	3.00
	Introduction to the theory and practice of preparing and analyzing reports and proposals intended for businesses, governmental agencies, and/ or private and corporate foundations. Individual assignments and group projects include text documents and oral presentations. Lecture. Prerequisite(s): 1080119500 Written Communication (D- or better) or 2080121900 English Composition I (D- or better).	

Total Credits: 12.00

Talk with a Success Coach about the program outline. Together, you will determine if credits you've already earned satisfy any requirements, discuss possible alternative courses, and choose the best classes if you're thinking of transferring.

At A Glance

How You'll Learn

Next Academic Start Dates

11
JAN

Spring 2027 Term Starts

15
MAR

Additional Spring 2027 Start for Select Courses

VIEW FULL CALENDAR

Program Tuition*

$2,073

*Total cost for degree completion is estimated by current course requirements, books, and supplies. Tuition and fees are set by the Wisconsin Technical College System and subject to change.

Not Eligible for Financial Aid

▸ Potential Indirect Costs

What You'll Learn

- Apply the writing process in the production of print materials
- Analyze and confirm accuracy of written documents
- Develop speaking, nonverbal communication, and listening skills
- Develop skills to prepare technical reports, proposals, and grants
- Develop small group communication skills

Get Started

Your application can be submitted online, it takes just a few minutes to complete.

APPLY NOW