

SDSU Leadership Certificate Check-list

This check-list is an optional tool for you to track your progress throughout your journey in the SDSU Leadership Certificate program.

1. Leadership Learning

Five (5) Required Workshops

- Introduction to Leadership Theory
Date completed:
- Leadership Values
Date completed:
- True Colors
Date completed:
- Conflict Styles
Date completed:
- Attend a One SDSU Community event
(events found here: one.sdsu.edu)
Date completed:

Two (2) Self-Selected Workshops

- Etiquette
Date completed:
- Time Management
Date completed:
- Relational Leadership
Date completed:
- A workshop in the Leadership Lunch Series
Date completed:
- Student Organization Conflict and Identity Awareness (SOCIA) Training (*Must attend both Session A & Session B to receive credit; counted as one workshop*)
Date completed Session A:
Date completed Session B:
- Other on-campus leadership related workshop
Workshop name: _____
Date: _____

(Must be approved in advance by the Leadership Certificate Advisor)

2. Experiential Leadership

Participate in **two (2)** of the following:

- Aztec CORE Leadership Retreat *or* Greek Life Team Retreat
Date completed:
- SDSU Leadership Summit Conference
Date completed:
- Freshman Leadership Connection (freshman only, fall semester)
Date completed:
- Volunteer as a tutor for the Casa Azteca/Aztec Freshman Connection commuter program for 20 hours (one semester)
Date completed:
- Participate in the MLK Jr. Day Parade as a volunteer for the University Planning Committee
Date completed:
- Participate in the San Diego LGBT Pride Parade as a volunteer with the University Planning Committee
Date completed:
- Other experiential program
Program Name: _____
Date: _____

(Must be approved in advance by the Leadership Certificate Advisor)

3. Leadership Service

Participate in **ten (10)** hours of community service and report online at http://go.sdsu.edu/student_affairs/sll/leadership-service-forms.aspx

- Service: _____ Number of hours: _____
Date completed: _____
- Service: _____ Number of hours: _____
Date completed: _____
- Service: _____ Number of hours: _____
Date completed: _____
- Service: _____ Number of hours: _____
Date completed: _____

4. Leadership Role

Participate in a current leadership role on campus for a minimum of **twenty (20)** hours with major responsibilities:

- **Prior:** Submitted a detailed description of the position and 3 personal leadership goals that you hope to achieve through this role to the Leadership Certificate Advisor

Date completed:

3 goals submitted:

A.

B.

C.

- **After completion of the leadership role:** Have your leadership role faculty/staff advisor submit a Letter of Verification to the Leadership Certificate Advisor (*can be submitted via email or intercampus mail*)

Date completed:

5. Leadership & Mentoring

- Participate in the SDSU Career Services Aztec Mentor Program (amp.sdsu.edu)
Complete eight to twelve (8-12) hours of commitment

Semester completed:

6. Critical Thinking & Reflection Capstone

After completing all the specified requirements of the certificate above, you will be asked produce a “Capstone Reflection Paper/Video/Online Portfolio.”

(We formally award the Leadership Certificates once a year in the Spring. However, for students graduating in mid-year, we will grant their certificate at that time.)

- Set up an advising appointment with Chelsea Winer at cwiner@mail.sdsu.edu for further information.

For more information regarding the SDSU Leadership Certificate program, please visit:

<http://studentaffairs.sdsu.edu/SLL/leadership/leadership-certificate.html>

Notes: _____



SAN DIEGO STATE
UNIVERSITY

Jeffrey W. Glazer
Center for Leadership & Service
Division of Student Affairs