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# General Information

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## History

The vision of a new community junior college in southwestern Kansas grew out of the Kansas Community Junior College Act of 1965 and the positive action of the board members of the Liberal Unified School District 480. On September 15, 1967, State Superintendent Kampschroeder gave his approval for Liberal's application for Seward County Community Junior College. The date of October 24, 1967 was set aside for a county wide election to determine whether the citizens wanted a community college. The final vote carried by a margin of 3.4 to 1.

The date of the Order of Establishment for Seward County Community Junior College was December 29, 1967. It was determined that classes could be offered after August 1, 1969. The college officially opened its doors to its first student body on September 2, 1969.

For 40 years, Seward County Community College (SCCC) and Southwest Kansas Area Technical School (SWKTS) operated separately. After legislative action directed technical schools to merge with a degree-granting institution, the USD 480 Board of Education and the SCCC Board of Trustees formally approved a consolidation agreement in February 2008. As stipulated in the agreement, SWKTS operations were consolidated with SCCC operations on July 1, 2008. From an initial enrollment of 331, the college has progressed to over 2,000 students.

## Board of Trustees

On December 19, 1967, the voters elected six people to serve on the first Board of Trustees. In 2020, the Board of Trustees voted to add a seventh member. The board meets regularly on the first Monday of every month at 7:30 p.m. in the Board Room of Seward County Community College. All regular and special meetings of the Board of Trustees are open to the public. Responsibilities of the trustees include the selection of a president, the establishment of an operational policy, and the overall welfare of the college.

## Location

Seward County Community College is a two-year public community college located in Liberal, Kansas, on the southern edge of Seward County. Liberal is served by the three federal U.S. Highways: 270, 83, and 54 and a regional airline.

## Accreditation

Seward County Community College is accredited by the Higher Learning Commission (HLC) and follows the Open Pathway. The Open Pathway is one of two options institutions have for maintaining their accreditation with HLC. It follows a 10-year cycle focused on quality assurance and institutional improvement. The Open Pathway is unique because its improvement component, the Quality Initiative, allows institutions to pursue improvement projects that meet their current needs and aspirations.

Seward County Community College welcomes evaluation of its programs and services. Comments may be shared directly with the college or with Higher Learning Commission, 230 N. LaSalle Street, Suite 7-500, Chicago, IL 60604-1411, (800) 621-7440; (312) 263-0456; Fax: (312) 263- 7462.

# Mission, Values, and Vision

## Mission:

Seward County Community College provides opportunities to enrich and improve each person's life and the advancement of the community and those we serve.

## Core Values:

Student and Community Centered, Collaboration, Competitive, and Commitment.

- **Student and Community Centered:** We place the needs and success of our students and community at the heart of all we do, fostering an environment that supports learning, growth, and engagement.
- **Collaboration:** We believe in working together-with partners and throughout our communities-to achieve shared foals and maximize impact.
- **Competitive:** We strive for excellence and continuous improvement, encouraging innovation and maintaining high standards to be a leader in education.
- **Commitment:** We are dedicated to integrity, accountability, and sustaining a supportive culture that empowers students, faculty, and staff alike.

## Vision:

Seward County Community College will be recognized for excellence as a national leader in academic achievement, student success, and the delivery of relevant, future-focused education that meets the evolving needs of students, communities, and the workforce.

# Institutional Purpose & Function

- Seward County Community College will offer:
- College/University Transfer that will assure a quality higher education curriculum to meet the needs of students who wish to transfer to other colleges and universities.
- Occupational and Technical Education that will assure programs that meet the occupational objectives and the needs of a changing work force;
- General Education Courses in each program of study that will contribute to the students' educational and cultural growth;
- Continuing Education/Community Services that will offer off-campus activities, adult basic education, continuing education, workforce development, use of facilities, and cultural opportunities;
- Student Services that will fulfill the financial needs of the students and enhance the educational, physical, social, and cultural qualities of the students through guidance services, housing and food services, academic advising, student government and other activities;
- Developmental Education that will assure that the institution identifies individual needs and offers appropriate courses and tutoring to help each student succeed;
- Economic Development that will provide institutional leadership in promoting economic development in the region;
- Assessment that will assure student educational achievement and growth through appropriate, systematic and periodic assessment; and
- Integrity that will assure institutional honesty in our practices and relationships

# Strategic Directions

## **Strategic Direction I: Student Success**

*Supporting themes include academic opportunities, employee recruitment/retention, and student resources.*

- Academic opportunities – expansion of academic programs, course offerings – schedule and modality, ensuring transfer of courses/degrees
- Employee recruitment/retention – salary, benefits, valuing employees

- Student resources – housing, technology, cafeteria, academic support, mental health support, improved social media, additional sports (soccer), additional student clubs and organizations.

### **Strategic Direction II: Institutional Advancement**

*Supporting themes include moving forward, affordability, facilities, funding, and technology.*

- Moving forward – improved technology, expanded partnerships – unified school districts, other higher education institutions, industry, communities
- Affordability – funding for the college, financial resources for students,
- Facilities – renovate/update buildings on campus, student housing
- Funding – external (state and national), foundations (gifts and grants), and local (tax, fundraising)
- Technology – all area

### **Strategic Direction III: Communication**

*Supporting themes include internal communication, marketing, public relations, social media.*

- Internal communication – improving communication between and among all departments on campus.
- Marketing – external communication and advertising
- Public Relations – increasing methods of communication to campus and the community, telling our story, increasing use of social media, expand platforms used for social media, increased number of press releases for program promotion – relational aspects of communication
- Social media – increasing social media presence, use of QR codes, expand platforms

### **Strategic Direction IV: Community**

*Supporting themes include social and societal issues.*

- Societal issues - violence in community, politics, economy
- Community involvement
- Community engagement

### **Strategic Direction Dashboard**

## **Student Achievement**

### **Student Achievement:**

The Higher Learning Commission (HLC) requires institutions to provide student achievement data that addresses a variety of its programs available to the public. The information must include student retention and completion rates, or other information appropriate for the mission of the institution and its goals for students. Read the policy here: <https://www.hlcommission.org/Policies/public-information.html>

### **Retention Rates:**

Fall to fall retention rates are an important measure of the college's strategic goals, since students who return are more likely to complete their program of study on time. The summary below is for the fall 2022 cohort who returned or completed their program by fall 2023.

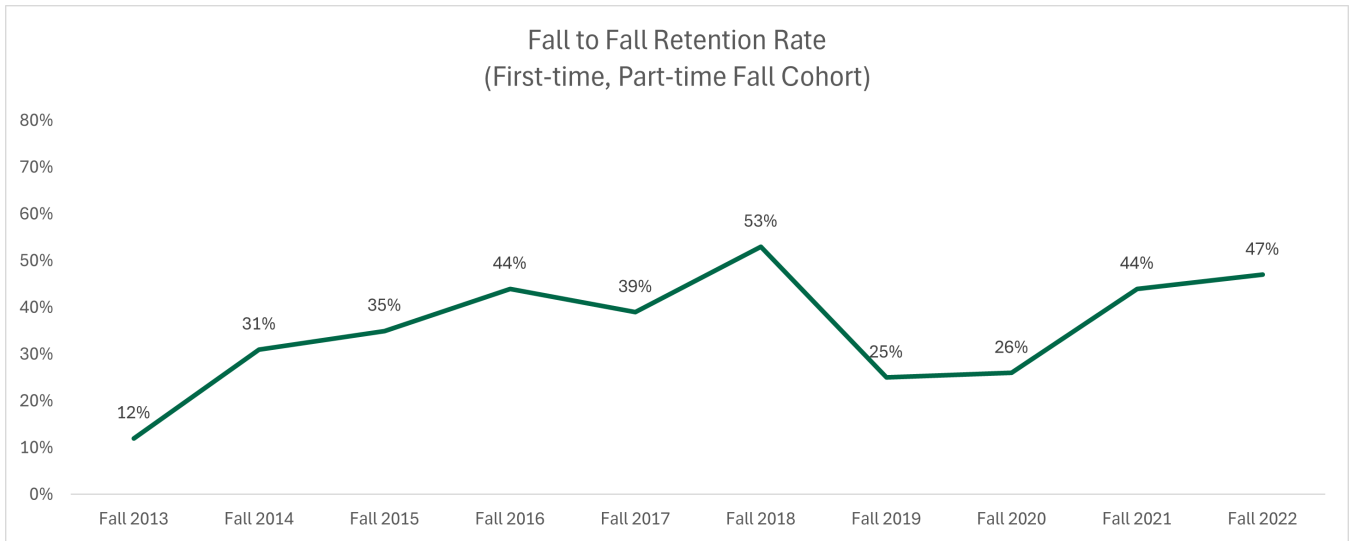
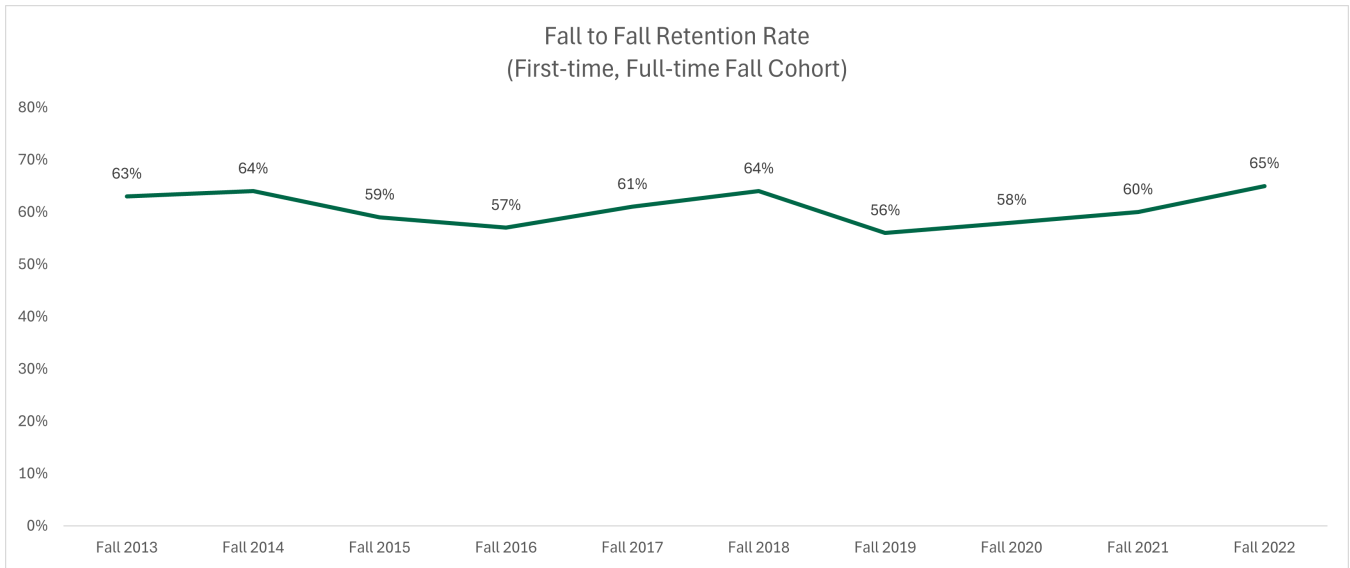
Full-time, first-time Fall cohort degree/certificate-seeking cohort: **251**

Exclusions from the Fall cohort: **0**

Inclusions to the Fall cohort: **0**

Students from Fall cohort who are **still enrolled** + students from Fall cohort who **completed their program** as of the next fall term: **166**  
 Full-time, first-time Fall cohort retention rate: **65%**

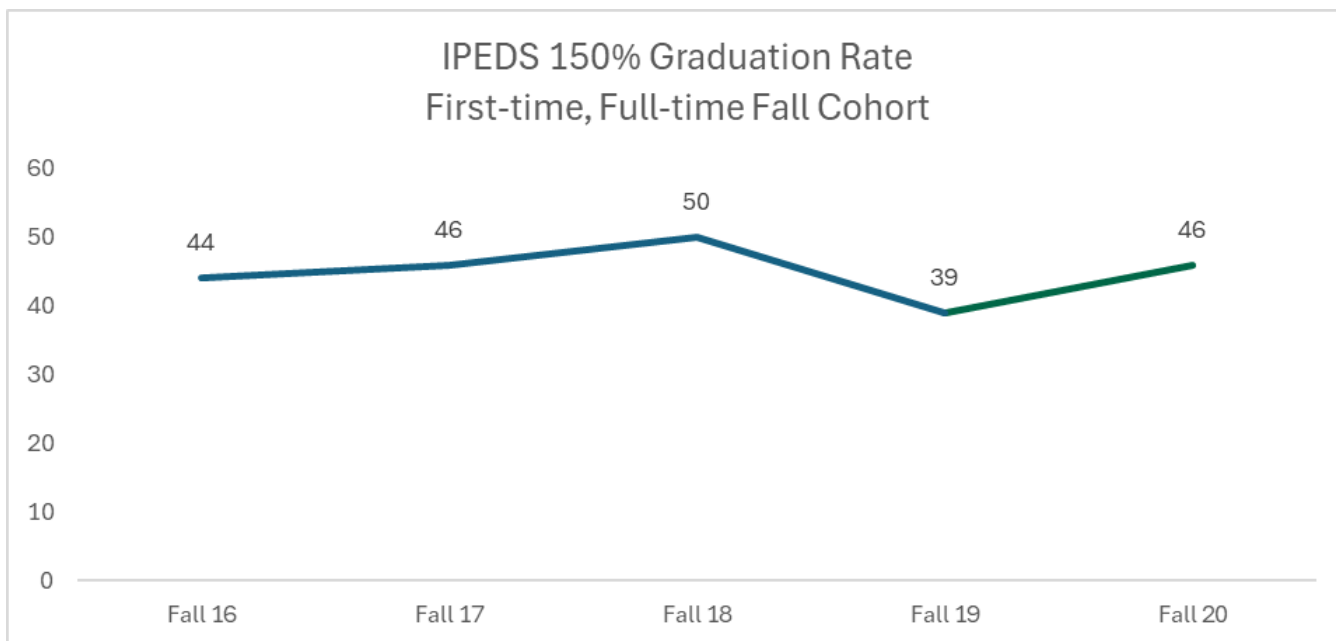
*Retention Rate Trends:*



**Graduation / Completion Rates:**

Graduation rates are an important student measure of success, and are part of the college's strategic goals. Students who complete their program of study have opportunities to advance their education by transferring to a four-year college or university, or to improve their career opportunities by earning a credential or certificate of completion in a high-demand, high-wage field. Traditional IPEDS graduation rates are calculated based on the number of degree or certificate-seeking full-time, first-time fall cohort who complete their program of study within 150% of normal time to degree completion.

*Graduation Rate Trends:*



The 4-year average **Student Right-to-Know** Completion Rate Calculation is 45%; total 4-year average Student Right-to-Know Transfer-out Rate Calculation is 10%.

#### Degrees and Certificates Awarded:

SCCC monitors degrees and certificates awarded each year. Award types include short-term programs that are typically less than one semester in length, certificates of 1 1/2 years or less, 2-year technical associate degrees and finally, 2-year associate degrees that are eligible for transfer to 4-year colleges and universities. The table below provides a 5-year trend by award type.

Award Type	Academ				
	AY2019	AY2020	AY2021	AY2022	AY2023
Short-term Certificate of Completion Programs	188	182	104	134	111
Less than 1 1/2 Year Certificate Programs	108	124	109	101	127
2 Year Technical Associate Degree Programs	81	72	73	60	67
2 Year Associate Degree Transfer Degrees	136	141	123	115	134
<b>Grand Total</b>	<b>513</b>	<b>519</b>	<b>409</b>	<b>410</b>	<b>439</b>

Data Source: Office of Research and Assessment; data as reported to IPEDS February and April 2024.

## Policy of Nondiscrimination

Seward County Community College adheres to all federal, state, and local civil rights laws prohibiting discrimination in employment and education. SCCC does not discriminate in its admissions practices, in its employment practices, or in its educational programs or activities on the basis of sex/gender. As a recipient of federal financial assistance for education activities, SCCC is required by Title IX of the Education Amendments of 1972 to ensure that all of its education programs and activities do not discriminate on the basis of sex/gender. Sex includes sex, sex stereotypes, gender identity, gender expression, sexual orientation, and pregnancy or parenting status.

SCCC also prohibits retaliation against any person opposing discrimination or participating in any discrimination investigation or complaint process internal or external to the institution. Sexual harassment, sexual assault, dating and domestic violence, and stalking are forms of sex discrimination, which are prohibited under Title IX and by SCCC's policy.

Any member of the institutional community, guest, or visitor who acts to deny, deprive, or limit the educational, employment, residential, or social access, opportunities and/or benefits of any member of SCCC community on the basis of sex is in violation of the SCCC Sexual Misconduct Policy.

Any person may report sex discrimination (whether or not the person reporting is the person alleged to have experienced the conduct), in person, by mail, by telephone, by video, or by email, using the contact information listed for the Title IX Coordinator (below). A report can also be made at any time (including non-business hours) by filling out the form on the following link: [Report Sexual Misconduct](#) or by contacting our security office at 620-417-1180.

Questions regarding Title IX, including its application and/or concerns about noncompliance, should be directed to the Title IX Coordinator. For a complete copy of the policy or for more information, please visit [SCCC Title IX Policy](#) or contact the Title IX Coordinator.

Individuals who believe they have experienced sex discrimination, harassment, and/or retaliation in violation of SCCC's policy should contact the following:

**Dr. Amber Jones, Title IX Coordinator**

Industrial Technology Building, Office  
1801 N. Kansas Avenue, Liberal, KS 67901  
Office: 620-417-1651  
Cell: 620-655-2630  
amber.jones@sccc.edu

A person may also file a complaint with the appropriate federal, state, or local agency within the time frame required by law. Depending upon the nature of the complaint, the appropriate agency may be the federal Equal Employment Opportunity Commission (EEOC), the U.S. Department of Education Office for Civil Rights (OCR), and/or the Department of Justice.

**Office for Civil Rights (OCR)**

U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, D.C. 20202-1100  
Customer Service Hotline #: (800) 421-3481  
Facsimile: (202) 453-6012  
TDD#: (877) 521-2172  
Email: [OCR@ed.gov](mailto:OCR@ed.gov)  
Web: <http://www.ed.gov/ocr>

**Local Office for Civil Rights office contact information:**

Kansas City Office for Civil Rights  
U.S. Department of Education  
One Petticoat Lane  
1010 Walnut Street, 3<sup>rd</sup> floor, Suite 320  
Kansas City, MO 64106  
Telephone: 816-268-0550  
FAX: 816-268-0599; TTD: 800-877-8339

**For Sites Other than Kansas:**

<https://nrs.ed.gov>

For complaints involving employee-on-employee conduct: [Equal Employment Opportunity Commission \(EEOC\)\[1\]](#)

**EEOC Kansas City Office**

<https://www.eeoc.gov/field-office/kansascity/location>

Gateway Tower II  
400 State Ave., Suite 905  
Kansas City, KS 66105  
1-800-669-4000  
TTY 1-800-669-6820  
ASL Video Phone 844-234-5122

**Assistant Secretary for Civil Rights  
Office for Civil Rights, National Headquarters  
U.S. Department of Education**

Lyndon Baines Johnson Dept. of Education Building  
400 Maryland Avenue, SW  
Washington, DC 20202-1100  
Telephone: 800-421-3481  
Fax: 202-453-6012; TDD: 800-877-8339  
Email: OCR@ed.gov

Within any Resolution Process related to this Policy, SCCC provides reasonable accommodations to persons with disabilities and religious accommodations, when that accommodation is consistent with state and federal law.

SCCC does not discriminate in its employment practices or in its educational programs or activities on the basis of sex/gender.<sup>[2]</sup> SCCC also prohibits retaliation against any person opposing discrimination or participating in any discrimination investigation or complaint process internally or externally. Reports of misconduct, questions regarding Title IX, and concerns about noncompliance should be directed to the Title IX Coordinator. For a complete copy of the policy or for more information, please contact the Title IX Coordinator or the Assistant Secretary of Education within the Office for Civil Rights (OCR0). <http://www.ed.gov/ocr>.

## Admissions Information

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### Admission

Admission to Seward County Community College (SCCC) may be granted to:

- A graduate of a high school that is accredited by the Kansas State Department of education or a recognized regional/state accrediting agency.
- A transfer student with earned credit from other regionally accredited higher educational institution(s). Official transcripts, sent directly from the school, are required from each institution attended. Credit is awarded on the basis of transcript evaluation by the Registrar. A student on academic probation from another institution may be accepted under probationary conditions.
- A graduate of a state registered non-accredited private school or home school.
- A successful completer of the General Education Development (GED) examination.

Individuals who have not graduated from an accredited high school or who have not successfully completed the GED examination may be granted Special Student Admissions status. Upon successful completion of 12 credit hours at SCCC, a high school diploma, or a GED certificate, the student will be accepted for regular admission.

As part of the application process, all students must complete a Tuberculosis screening form.

SCCC reserves the right to deny admission or re-admission to any individual when the admission could be considered detrimental to the best interests of the college community or if the college is unable to provide the services, courses or programs needed to assist any person in meeting his/her educational objectives.

# SCCC Admissions Procedures

## New Students

- Complete an Application for Admission.
- Submit an official high school transcript in a sealed envelope, an official copy of a GED transcript, or a transcript from registered home school to the Registrar's office.
- Submit official transcript from each college/university attended (an official transcript is one that comes directly from the college attended either in a sealed envelope or electronically) to the Registrar's office.
- Submit ACT, SAT or Accuplacer scores.
- Submit a completed TB Questionnaire.
- Complete a Scholarship Application and submit to the Financial Aid Office; April 1 for Fall Semester and November 1 for Spring Semester are priority dates although applications are accepted throughout the year.
- Complete a Free Application for Student Financial Aid (FAFSA) for Federal Aid (<http://www.studentaid.gov>).
- Schedule an appointment time for an All Saints Day and/or meet with an advisor.
- Complete the registration/enrollment process as instructed by the Admissions Office.
- For students wanting to live in the Student Living Center, complete Student Housing Contract and submit with required deposit.

## Returning Students

Students, who have previously attended SCCC, if not within the last academic year, will be required to submit a new Application for Admission. Official transcripts of all college credits earned since last attendance (for degree-seeking or certificate students) must be submitted to the Registrar's Office

## Transfer Students

A student wanting to transfer from a regionally accredited college/post-secondary institution is eligible for admission if the student is eligible to re-enter the institution last attended and meets the admission requirements of SCCC. Official transcripts from all previous institutions attended must be received and evaluated prior to being officially admitted and enrolled at SCCC.

- Take the SCCC course placement assessment.
- Students who have been placed on academic probation from another college/university or who have been dismissed based on academic performance must follow this procedure;
- Limit SCCC enrollment to 12 credit hours or less per Fall/Spring Term or 6 credit hours or less per Summer Term.
- Student is placed on Academic Probation Status and must maintain at least a 2.0 GPA each semester to continue SCCC enrollment.

## Current High School Student

High school sophomore, junior and senior students may be admitted and enroll concurrently in college courses with written permission of their high school principal and achievement of college placement scores. Students younger than high school sophomores enrolled in a recognized gifted program may be admitted and enroll in college courses after advisement with college staff, with permission of the school principal, and a copy of the student's Individual Education Plan (IEP), and course placement assessment scores are required.

## Personal Development Students

Individuals wanting to enroll in classes for self-improvement, not seeking a degree or certificate, may be admitted upon submission of an Application for Admission, Form E-Z. Students are not required to submit transcripts or take the course placement assessment and are not eligible for Federal Financial Aid

## International Students

An International Student seeking admission to Seward County Community College must meet all admission requirements and qualify for a Certificate of Eligibility (Form I-20) to be issued.

Before Form I-20 will be issued to International Students the following items must be on file at Seward County Community College in Registrar's Office.:

- Proof of English Proficiency: In the last two years, (TOEFL Score of 500+ or paper-based test OR 61+ Internet-based test OR English Courses on Transcript), successful completion of an English course, IELTS score 5, Duolingo score of 90.
- Proof of financial support from Financial Institution/Sponsor (verification from Financial Institution).
- High school Transcript (certified copy translated in English).
- Application for Admission to SCCC completed along with a \$100 International Student Application Fee (non-refundable).
- Submit a completed TB Questionnaire.
- The student is required to contact the DSO within 15 days of the program start date listed on the I-20 Form.
- Copy of Passport
- Immunization Records
- An International Student attending another college on an F-1 Student Visa and who is maintaining status may transfer to Seward County Community College by following these procedures:
  - Notify SCCC of the intent to transfer.
  - Meet SCCC Admission Requirements.
  - Transfer I-20 from current school.
  - Provide official transcripts translated in English from all high schools and colleges attended

Students will be required to take the Accuplacer placement test to determine skill level for placement into college level classes.

## Specific Program Admission Requirements

Admission to SCCC does not guarantee enrollment in specific programs of study such as Nursing, Respiratory Therapy, Surgical Technology, Medical Laboratory Technology, Phlebotomy, or Cosmetology. Students seeking admission to one of these programs must meet additional requirements specific to that program. Prospective students are encouraged to contact the appropriate program director for admission information.

### Cosmetology Students

Students interested in participation in the Cosmetology Program should follow this process for admission to the program:

- Complete an Application for Admission
- Submit ACT scores and/or complete the course placement assessment.
- Interview with the Financial Aid Director regarding financial aid.
- Provide a cover letter stating information about yourself and why you are interested in the cosmetology program.
- Submit copy of driver's license or state issued ID.
- Submit all transcripts, 2 copies of official high school and previous college, for SCCC.
- Official high school transcript, in a sealed envelope, one for cosmetology program and one for Registrar's office.
- Submit certified copy of social security card.
- All procedures and documentation should be completed by the priority dates of November 1 for the spring semester start date and June 1 for the fall semester start date.
- The student will receive written notification of acceptance or non-acceptance within three (3) weeks of the priority date. If a student is accepted into the Cosmetology Program, a \$100 space reservation deposit must be paid by a date specified in the acceptance letter. The deposit will be credited to the student's account once the enrollment process is completed; the deposit will be forfeited if the student does not complete the enrollment process

## Registration & Enrollment

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### Registration

Registration consists of choosing a program of study and having it approved by an advisor and enrolling in individual courses. Registration and enrollment for classes is conducted according to dates published in semester schedules and academic calendars.

## Enrollment Procedures

After students have been admitted to SCCC and have completed either the Accuplacer placement assessment, ACT or SAT examinations, an advisor will be assigned. Advisors provide students information on programs of study, degree requirements, career pathways, and course information. Advisors also assist students with course schedules, enrollment steps, and semester timelines. Enrollment dates for specific semesters along with semester timelines are published each academic year; students are responsible for complying with these published timelines for enrolling, dropping and adding courses, withdrawing from the college, etc. Enrollment in classes can be conducted in person at the Registrar's Office or on the SCCC Portal. For students receiving financial aid, charges for tuition and fees, books, and campus housing may be deferred; students should check with the Financial Aid Office to ensure that financial aid files are complete.

## Audit Courses

Enrollment in a course for audit requires written approval from the Instructor, the VP of Academic Affairs, and the Registrar; an audit course is considered non-credit and a grade is not given. Since no grade is given, the student's grade point average is not affected, and the course will be recorded on a student's transcript as "audit" (AU). An audited course cannot be changed to credit status. The student must follow the college admissions and registration procedures, including payment of tuition and fees for the course.

## Credit Hour Enrollments

One (1) hour of college credit is usually earned for each clock hour per week a student attends class during a semester, except laboratory type classes which require additional time under an instructor's supervision. A minimum of two (2) clock hours per week of independent study is recommended for one (1) hour of classroom activity. Sixteen (16) college credit hours are considered a standard semester load (Fall/Spring) at SCCC. A student must have prior written approval from their academic advisor and the VP of Academic Affairs to exceed nineteen (19) credit hours in a regular semester. Maximum summer semester enrollment is nine (9) credit hours; exceeding 9 credit hours in a summer semester requires the written approval from the advisor and the VP of Academic Affairs. To be considered a Full-Time Student for registration and federal financial aid purposes, a student must be enrolled in at least twelve (12) credit hours in a semester (Fall/Spring/Summer). Scholarship recipients at SCCC are required to be enrolled in at least fifteen (15) credit hours in a regular semester Fall/Spring to maintain eligibility to receive institutional scholarships.

## Enrollment Certification in Courses

Students must be enrolled in a course and attend classes through the published Certification Date each semester to officially be listed on the course roster. The Certification Date is calculated as approximately 25% of the regular semester length. The Certification Date for courses less than a regular semester length is calculated either as 25% of the semester or scheduled course duration. Courses dropped before the Certification Date will not be recorded on a student's transcript. A student who has attended class and is officially enrolled in a course on the Certification Date will receive the earned grade or a "W" (if the student officially withdraws by the published last date to drop a course for that semester). A student's official credit hour enrollment on the published Certification Date is considered in determining financial aid eligibility. It is important for students to be aware of the Certification Date. Official credit hour enrollment on the published date will affect a student's transcript and could affect a student's financial aid eligibility. Each semester the Certification Date is published on the academic calendar which is available on the SCCC website.

## Transfer Students

Students seeking AS, AA, AAS, or AGS degrees must complete at least 15 credit hours in residence at Seward County Community College.

## Residency

Residency status is determined by the SCCC Registrar according to the following guidelines:

### Resident Status (In-State)

Procedures consistent with the State of Kansas statutes will be utilized; in order to be classified as a resident student (In-State) for tuition purposes, a person enrolling at SCCC must have had six (6) months continuous legal residency in

the State of Kansas immediately prior to the first day of classes in a semester. The six (6) month residency requirement may be waived if the student (or parent of a dependent student) was transferred or recruited to Kansas by an employer as a full-time employee to work in the state. Proof of residency and employment verification is required.

## Border States

Students who are residents of the following states will be charged border state tuition rates: Colorado, New Mexico, Missouri, Nebraska, Oklahoma, and Texas.

## Non-Resident Status (Out-of-State or International)

Students not meeting the Kansas residency requirements will be classified as a non-resident student (Out-of-State or International) for tuition purposes and will be charged the appropriate tuition rate.

## International

A student who is a citizen of another country will be classified as International unless the student meets the Kansas six (6) month residency requirement. It is the responsibility of the student to initiate any request for change of residency; an Affidavit of Residency form may be obtained from the Registrar's Office.

A student who has been issued a Certificate of Eligibility (USCIS Form I-20 with an F-1 Visa) to attend college at SCCC cannot be considered a Kansas resident and will be classified as International. High school exchange students with a J-1 Visa who take SCCC classes concurrently will also be classified as international.

The Registrar may change a student's residency status immediately when such information becomes known and is verified

## Residency under Section 702 of the Veterans Access, Choice and Accountability Act of 2014 ("Choice Act")

Effective July 1, 2015, in order to maintain approval to offer programs of education for payment of benefits under the Post-9/11 GI Bill® and Montgomery GI Bill-Active Duty at public institutions of higher learning, schools must charge in-state tuition and fee amounts to "covered individuals." A "covered individual" is defined in the Choice Act as:

- A Veteran who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school within three years of discharge from a period of active duty service of 90 days or more.
- A spouse or child using transferred benefits who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school within 3 years of the transferor's discharge from a period of active duty service of 90 days or more.

A spouse or child using benefits under the Marine Gunnery Sergeant John David Fry Scholarship who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school within three years of the Service member's death in the line of duty following a period of active duty service of 90 days or more.

*GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Website at [www.benefits.va.gov/gibill](http://www.benefits.va.gov/gibill)*

## Residency under Kansas HB 2145

Eligibility for Resident Tuition (In-State) under Kansas 2004 House Bill 2145 for Certain Undocumented Immigrants and Others

Any student who meets all of the following criteria can be considered a Kansas resident for tuition purposes if:

1. student has attended an accredited Kansas high school for three or more years

and

2. student has graduated from an accredited Kansas high school or has received a GED issued in Kansas

and

a. in the case of a person without lawful immigration status – student has signed and filed an affidavit with SCCC stating that the student or student’s parents have filed an application to legalize such student’s/parent’s immigration status (or will file such an application as soon as such person is eligible to do so).

or

b. In the case of a person with a legal, nonpermanent immigration status – student has filed with SCCC an affidavit stating that such student has filed an application with the U.S. Citizenship and Immigration Services (CIS) to begin the process for U.S. citizenship (or will file such an application as soon as such person is eligible to do so).

Under this 2004 Kansas law, effective July 1, 2004, students who are not eligible for Kansas residency include:

1. students who have a valid student visa (International students with F-1, and J-1 visas).
2. students who are eligible to enroll in a public postsecondary educational institution in another state and be considered residents of that state.

## Rollover to In-State Residency

After a non-resident student has continuously resided in Kansas for six (6) months, he/she may petition for in-state residency by completing an Affidavit of Residency form in the Registrar’s Office. The Affidavit of Residency form requires that the person provide three (3) documents from the following:

- Receipt for payment of Kansas property tax.
- Receipt for purchase of Kansas motor vehicle license tags.
- Employment verification or payroll check stubs from employer, showing Kansas address or school attendance at SCCC commencing six (6) months prior to the start of the term.
- Copy of Kansas voter registration card.
- Copy of Kansas driver’s license.
- Bank statements, utility and/or rent receipts showing Kansas address in student’s name.
- Notarized verification from a Kansas resident that the student has resided with him/her/them for the six months prior to the start of the term. (Include a copy of that person’s Kansas driver’s License.

The Affidavit of Residency form requires that the student’s signature be notarized by a Notary Public.

The Registrar will change the student’s records to reflect in-state residency only after all requirements have been fulfilled. When enrolling, the student is responsible for indicating the proper residence classification for tuition and fee purposes. If there is any question of residency classification, as regulated by the State of Kansas statutes, the student should inquire with the Registrar who will review the facts and make a determination. If a student enrolls incorrectly as a resident of Kansas, and it is determined at a later date that the student was a non-resident for tuition purposes, payment of non-resident tuition will be required for all semesters during which the student was incorrectly registered. The establishment of in-state residency and providing supporting documentation is the responsibility of the student.

### Establishing Seward County Residency

The establishment of Seward County, Kansas residency and providing supporting documentation is the responsibility of the student. A similar procedure to establishing Kansas residency will be used to establish Seward County residency. Eligibility for a Seward County Tuition Grant is possible only after the student has provided the required documentation to meet residency requirements and met the financial aid application timelines.

## Residency Appeal Process

A Residency Status Appeals Committee consisting of the VP of Student Services, the VP of Finance & Operations, and the Director of Admissions, will hear appeals from students when in-state residency has been denied or appeals from the college that such residency is denied. The appeals request must be initiated, in writing, with the VP of Student Services. The appeals committee’s decision is final for the given semester.

# Change of Schedule

Students are encouraged to add and drop their courses on-line through the SCCC Portal.

## Adding Courses

Students may add courses through Friday of the first week of any semester. Classes can be added after that date only if initiated by the instructor. The instructor must contact the registrar's office to add a student to his/her class after that time (Fall/Spring). For courses less than a regular semester length, the course may be added within the first week of the scheduled start date. Permission from the VP of Academic Affairs and/or designee must be obtained to add courses after the published dates. Other than tuition and fees, there are no additional charges for adding a course.

## Dropping Courses

It is the student's responsibility to officially withdraw from any course that he/she deems necessary to quit attending. Students are obligated for 100% of tuition and fees incurred after the third week of classes. The last day to withdraw from a course is the end of the week preceding final exams in a regular semester (Fall/Spring). For courses less than a regular semester length (including summer semester courses) students can drop without a tuition and fee charge during the first 10% of the scheduled course duration. After the scheduled time, students are obligated for 100% of tuition and fees incurred (no refund). The last day to withdraw from a course, less than a regular semester length, is one week before the completion of the course. It is the student's responsibility to meet published timelines.

# Withdrawal from College

## Withdrawal by the College

The college administration reserves the right to withdraw students from classes any time during the semester for disciplinary reasons, nonpayment of charges, and/or lack of records submitted to the Registrar's Office.

Instructor withdrawals are allowed only in online computer classes, P.E. activity courses, art and music activity courses, and business and industry courses. These withdrawals are initiated by the instructor.

## Withdrawal by the Student

When a student is enrolled in more than one class and wants to totally withdraw from SCCC, the following steps should be completed:

- A Total Withdrawal from School form should be completed with all required signatures obtained.
- Present the Total Withdrawal from School form to the Registrar's Office.
- Students who withdraw from all courses are subject to the refund of tuition and fee policy with possible financial obligation to pay tuition and fees incurred.

Withdrawing from any course or courses may affect financial aid received. Students are advised to visit with the Financial Aid Office before withdrawing from any courses. Withdrawal and/or non-attendance of courses by students receiving federal financial aid may cause the Federal Refund/Repayment Calculation to be applied. Students could be required to repay federal funds received. More information is available in the Financial Aid Office.

# Academic Calendar

[2026-2027 Academic Calendar](#)

[2025-2026 Academic Calendar](#)

## Final Exam Schedules

[Spring 2026 Final Exam Schedule](#)

[Fall 2025 Final Exam Schedule](#)

# Student Services Policies & Procedures

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## Transcript Information

A transcript is a copy of a student's permanent academic record. A transcript contains confidential information and will be released in accordance with provisions of the Family Educational Rights and Privacy Act (FERPA). Transcripts are released to students, or persons designated by the student, with signed written permission. Official transcripts are issued from the Office of the Registrar. A transcript is official if it is signed by the Registrar and imprinted with the college seal.

## How to Order a Transcript

- Go to [www.sccc.edu](http://www.sccc.edu) to request a transcript to be sent electronically, by mail or by fax.
- In person - Bring a completed copy of the transcript request form to the Office of the Registrar during regular campus office hours. Personal identification will be required.
- Requests by phone and/or email are not accepted. Written, signed requests are required whether by mail, fax, electronically, or in person.

Transcripts requests are usually processed within 2 working days of receipt of request; however, a longer period of time may be required for processing at the end of each semester and during peak enrollment periods.

## Transcript Charges

The cost for an Official Transcript is \$5 per copy or \$8.50 for an electronic request and must be paid in advance by cash, check, money order, Visa, or MasterCard. The fee for a Faxed transcript is \$5 (paid in advance). Student copies, which

are unofficial, are issued in person at no cost from the Registrar or may be obtained from the Student Records secure login page on the SCCC web site. Students should be aware that some holds prevent access to transcripts; contact the Registrar's office for more information on holds against your student records.

## Evaluation of Transcripts for College Credit

Official transcripts, certificates, licenses, training documents may be submitted to the Registrar for evaluation when SCCC credit is requested. When necessary, the Registrar will consult with the instructor, Dean, agency, certification, etc. to determine educational content and appropriate classification of work presented. The maximum allowable credit for prior learning is 75% of the total program hours.

Types of learning or educational experiences that can be evaluated for SCCC credit include:

- College Level Examination Program (CLEP)
- Advanced Placement (AP)
- Advanced standing tests from College Entrance Examination Board (CEEB)
- Skill based tests (MOUS, A+, ASE, ASPA, MCSE, etc.) • License and Certificates (LPN, EMT, Medical Lab Technicians, Law Enforcement Training Certificates, Cosmetology/Barber Licenses, Certified Dietary Management Certificate, etc.)
- Military service/ courses
- Proprietary and Trade Schools \*To receive credit for coursework done in another country, you will need to request a course-by-course evaluation to be done on your transcript by a NACES or AICE member organization, then request that the evaluation be sent to Seward County Community College. The list of NACES & AICE organizations can be found here: <http://www.naces.org/members.html> and <http://aiceeval.org/members/>

There is no fee charged when students submit official transcripts from accredited colleges and universities in order to transfer credit to SCCC.

## Change of Name & Address Information

If you are an employee (faculty, staff, or student), federal regulations require employers to validate that the employee's name and social security number on record exactly matches the name/S.S.N. which appears on the individual's social security card to ensure proper tax reporting. Thus, in order to reflect your name/S.S.N. change on your personnel and payroll records, your social security card which reflects your new name/S.S.N. to the Human Resources Department in the Hobbie Academic Building.

To change your name, please bring two forms of government issued identification to the Registrar's Office in the Hobbie Academic Building. Students can also change their address on-line through the SCCC Portal.

If you have not requested a change of name with the Social Security Administration, please apply for a new social security card with the nearest Social Security Administration Office. (Note: You will need to bring two original legal documents reflecting your new name to support your request for the name/S.S.N. change. Examples of accepted legal documents include a birth certificate, marriage license, divorce decree, etc.) Once you receive your new Social Security card, please bring it to the appropriate office. If you have any questions or concerns, please call the appropriate office.

## Family Education Rights & Privacy Act (FERPA)

Policy on Student Records in Accordance with FERPA

### I. Student Rights

The Family Educational Rights and Privacy Act (FERPA) afford parents and eligible students certain rights with respect to the student's educational records\*. For purposes of this policy, whenever a student has attained 18 years of age or is attending an institution of postsecondary education, the permission or consent required of and the rights accorded to the parents of the student shall thereafter only be required of and accorded to the student. These rights include:

1. *The right to inspect and review the student's educational records within 45 days of the day the College receives a request for access.*

Students should submit to the registrar, Vice President (VP), head of the academic department or other appropriate official, written requests that identify the records(s) they wish to inspect. The College official will make arrangements for access and notify the parent/eligible student of the time and place where the records may be inspected. If the records are not maintained by the College official to whom the request was submitted, that official shall advise the parent/eligible student of the correct official to whom the request should be addressed.

2. *The right to request the amendment of the student's educational records that the student believes is inaccurate or misleading.*

Students may ask the College to amend a record that they believe is inaccurate or misleading. The student should write the college official responsible for the record, clearly identify the part of the record to be changed and specify why it is inaccurate or misleading. If the College decides not to amend the record as requested by the student, the college will notify the student of the decision and advice of the right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent/eligible student when notified of the right to a hearing.

3. *The right to consent to or withhold disclosures of personally identifiable information contained in the student's educational records, except to the extent that FERPA authorizes disclosure without consent.*

Exceptions which permit disclosure without consent include disclosure to school officials or individuals with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the college has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her professional responsibility.

4. *The right to file a complaint with the U.S. Department of Education concerning alleged failures by Seward County Community College to comply with the requirements of FERPA.*

The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
600 Independence Avenue, SW  
Washington, DC 20202-4605

\*Educational records include but are not limited to all official records, files, and data directly related to the student, including all material that is incorporated into each student's cumulative record folder, and intended for college use or to be available to parties outside the college or school system; identifying data, academic work completed, level of achievement (grades, standardized achievement test scores, etc.), attendance data, scores on intelligence tests, aptitude tests, psychological tests, interest inventory results, health data, disability and accommodation information, family background information, teacher or counselor ratings and observations, and verified reports of serious or recurrent behavior patterns are all forms of student information that are recorded with, but not limited to, handwriting, print, computer media, video or audio tape, film microfilm, and microfiche.

## II. Directory Information

In compliance with the Family Educational Rights and Privacy Act (FERPA), Seward County Community College considers the following as "Directory Information" and thereby subject to disclosure without consent, unless the eligible student notifies the Student Privacy Officer (VP of Student Services), in writing within 10 days of the beginning of each semester, of their wish to withhold release of said information:

- Name
- Address
- Phone number
- Email address

- Date and place of birth
- Major Field of study
- Participation in officially recognized activities and sports
- Weight/height of members of athletic teams
- Dates of attendance
- Degrees and awards received
- Most recent previous educational institution attended

### III. Guidelines for the Release of Student Information

Seward County Community College will adhere to the following guidelines in releasing records of students:

Official records are released only with the student's knowledge and written consent (exceptions are listed below) in compliance with FERPA regulations. The written consent must specify the records that may be disclosed; state the purpose of the disclosure; and identify the party or class of parties to whom the disclosure may be made. Students are entitled to an official transcript of academic records upon signed written request and payment of a transcript fee

Records may be released without the student's knowledge and consent in the following situations:

- To school officials, including instructors, within the College who have been determined by the College to have legitimate educational interests;
- To officials of schools at which the student intends to enroll, upon condition that the parent/eligible student receive a copy of the record if desired, and have an opportunity for a hearing to challenge the content of the record;
- To authorized representatives of (i) the Comptroller General of the United States, (ii) the Secretary of the United States Department of Education, (iii) the State educational authority, which may be necessary in connection with the evaluation of Federally-supported education programs, or in connection with the enforcement of the Federal legal requirements which relate to such programs, or (iv) the Attorney General of the United States for law enforcement purposes;
- In connection with a student's application for, or receipt of, financial aid;
- To State and local officials or authorities to whom such information is specifically allowed to be reported or disclosed pursuant to State statute;
- To organizations conducting studies for, or on behalf of, educational agencies or institutions for the purposes of developing, validating, or administering predictive tests, administering student aid programs, and improving instruction, if such studies are conducted in such a manner as will not permit the personal identification of students and their parents by persons other than representatives of such organizations, and such information will be destroyed when no longer needed for purposes for which said records are obtained;
- To accrediting organizations in order to carry out their accrediting functions;
- To parents of a dependent student of such parents, as defined in the Internal Revenue Code;
- In connection with an emergency, to appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons;
- To comply with a judicial order or other lawfully issued subpoenas for law enforcement purposes; and
- Directory information unless the student notifies the Registrar's Office in writing within ten (10) days of the beginning of each semester of his or her wish to withhold release of said information.

Release to non-educational agencies or individuals will be conducted only with written authorization from the parent/eligible student. Records requested in connection with employment situations should be specifically designated in writing in the Registrar's Office. Telephone inquiries for student information will not be accommodated; however, urgent requests based upon an apparent emergency will be handled by the Student Privacy Officer (VP of Student Affairs) or designee.

The College is not required to permit a student to inspect and review educational records that are financial records of his or her parents; certain confidential letters and confidential statements of recommendation are also not required to be available for review by parents/eligible students.

Inquiries concerning the Seward County Community College FERPA Policy should be made to the VP of Student Affairs or to the VP of Business Affairs.

## Inclement Weather or Emergency Closings

When a decision is made by SCCC administration to cancel classes and/or close campus, the communications media will be notified immediately. Students and college staff should listen to area radio stations and television stations for announcements. Students will also be notified through SCCC emergency notification system (RAVE) by receiving an emergency text message. If no announcements are made, classes will meet as usual. Students are urged to exercise personal judgment regarding whether road conditions, weather-related conditions, or extenuating circumstances would prevent safe travel or attendance in class. When these types of conditions exist and student absences result, faculty is urged to be lenient in permitting student absences and make-up work. The media that are typically notified when classes are cancelled, and/or the campus is closed are:

### Radio:

- 107.5 FM
- 106.7 FM
- 101.5 FM
- 99.1 FM
- 1420 AM
- 1270 AM

### Television:

- Wichita Television Stations
- Amarillo Television Station
- Local Cable Channel 17 - SCCC

### Other:

- Rave Mobile Safety (emergency alert messaging system)
- SCCC Facebook
- SCCC Twitter

In the event that inclement weather conditions do arise while a student is on campus, students should make every effort to keep abreast of the posted SCCC emergency protocols. Emergency protocol manuals are posted in prominent locations throughout each campus building. Protocol manuals designate building coordinators in each area of campus as well as designated shelters in case of tornados or severe weather. Emergency Procedure Manuals are also available from the Campus Safety Department (room A149) in the Hobble Academic Building.

## Drug Free Institution of Higher Education Policy

Seward County Community College ("SCCC") is committed to the development and maintenance of a drug free environment in accordance with the Drug-Free Workplace Act of 1988 and Drug Free Schools and Communities Act of 1989. Accordingly, it is the policy of SCCC that it will not permit the possession, use, consumption, manufacture, or distribution of alcohol or illegal drugs by its employees or students: on SCCC owned or controlled property; while engaged in SCCC activities on or off campus; or in SCCC vehicles. Consumption of alcohol at official SCCC sponsored off-campus events must be approved in advance by the SCCC President provided however, SCCC will not permit the consumption of alcohol at such events by any individual under the age of 21. The group leader of each student group traveling off campus to SCCC sponsored/sanctioned events will meet with the organization to clarify the approach the group will take on the use and abuse of alcohol and other drugs. This policy and the Student Code of Conduct will be reviewed with to all members of each student group.

SCCC shall distribute the following in writing to all students and employees annually:

- on school property or as part of any school activities;
- A description of the applicable legal sanctions under federal, state, or local law for the unlawful possession or distribution of illicit drugs and alcohol;
- A description of the health risks associated with the use of illicit drugs and the abuse of alcohol;
- A description of any drug or alcohol counseling, treatment, rehabilitation, and re-entry programs that are available to employees or students; and,

- A clear statement of that SCCC will impose disciplinary sanctions on students and employees (consistent with federal, state, or local law), and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct.

SCCC shall also conduct a biennial review of its program:

- To determine its effectiveness and implement changes if they are needed; and,
- To ensure that the sanctions developed are enforced consistently

Seward County Community College, in compliance with the Drug-Workplace Act of 1988, the Drug-Free Schools and Communities Act Amendments of 1089 (Title XII of the Higher Education Act of 1965), imposes a standard of conduct which prohibits the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees on the SCCC campus or as a part of any college activities.

## Campus Crime Statistics

Complete statistics may be obtained from the Campus Safety office (A 149). Safety and security at SCCC is a shared responsibility between the administration, campus security, students, campus community, and local law enforcement agencies. While the college takes actions to help increase security, students and visitors also can contribute to their own safety by following rules, using common sense, avoiding dangerous situations, and reporting suspicious or threatening activities. Campus Safety can be contacted at (620)417-1180 or by emailing security@sccc.edu.

## Student Code of Conduct

The Seward County Community College Student Code of Conduct is an important component of a college atmosphere conducive to academic and social development. Students are expected to take responsibility for their actions and observe the rights of others. The conduct of each student is an important indication of character and the highest standards of honesty, integrity and morality are desirable qualities that are expected.

The following Student Code of Conduct is presented as expectations of student behavior. Violations may subject the student to disciplinary actions as indicated in Sanctions. The violation may be reported to the appropriate law enforcement agency. The Student Code of Conduct is considered to be in effect on all Seward County Community College Campus sites including student housing, in college vehicles and at all college-sponsored events.

1. **Alcoholic Beverages** - No student, regardless of age, shall consume, possess or provide to a minor any alcoholic beverages, beer, or wine on campus, in college owned vehicles, in student housing, at any college sponsored event, either on or off campus. Kansas State Laws prohibits the possession and consumption of any kind of alcohol on campus.
2. **Tobacco Products** - Use of tobacco products in any building owned or operated by the college, in any vehicle owned or leased by the college, or at any college sponsored event or activity held in any building on or off campus is prohibited except in designated areas. Smoking and/or use of tobacco in student housing is permitted only in designated areas outside of the building.
3. **Illegal Drugs** - Seward County Community College supports the enforcement of the State of Kansas Laws and Federal Laws on controlled substances. The possession, use, manufacture or sale of illegal drugs on campus, in college owned vehicles, in student housing, at any college sponsored event, either on or off campus is prohibited. This includes medical marijuana, regardless of prescription. Violators will be reported to law enforcement agencies.
4. **Safety and Security** - Any behavior or action which threatens, harms or causes to place in harm any person, or threatens the safety and security of any student, employee, or person on the college campus or at any college sponsored event is prohibited? Seward County Community College is committed to providing students educational and social activities in a safe and secure environment free from harassment or intimidation on the basis of sex, gender, race, religion, or national origin.
5. **Disruptive Behavior** - No student shall behave in a manner that is disruptive to the educational process; in a learning environment, behavior which endangers or infringes upon the rights of others will not be tolerated. Students should not assemble in a manner that obstructs the free movement of persons about the campus, obstructs the free and normal use of college facilities, or prevents the normal operation of the college. Misconduct

in the classroom could lead to removal either voluntarily or by campus security; misconduct in college facilities including Residence Life, the student union, and/or the cafeteria, could result in suspension or expulsion from the facilities and from the college.

6. **Harassment** - No student shall engage in harassment of another student, instructor or staff member of the college; students who feel that they are being harassed by anyone including another student, an instructor, or a college staff member should report the incidents to the VP of Student Affairs. Harassment includes sexual and racial harassment and may include verbal and/or physical actions, or by use of electronic media such as email. Actions and/or comments are considered harassment when such conduct has the purpose or effect of unreasonably interfering with the instructor, student, or staff member's performance or creating an intimidating, hostile or offensive environment.
7. **Weapons** - Pursuant to Kansas law it is permissible for the carrying of a concealed handgun on campus by legally qualified individuals, (individuals 21 years of age and older) in accordance with the Conceal Carry and Storage restrictions hereinafter set forth: Conceal Carry and Storage Restrictions:
  - **Concealed Carry:** Each individual who lawfully possesses a handgun on campus shall be wholly and solely responsible for carrying, storing and using that handgun in a safe manner and in accordance with the law and this policy. Individuals who carry a handgun on campus must carry it concealed on or about their person at all times. "Concealed" means completely hidden from view and does not reveal the handgun in any way, shape or form. "About their person" means that an individual may carry a handgun if it can be carried securely in a suitable carrier, such as a backpack, purse, handbag or other personal carrier designed and intended for the carrying of an individual's personal items. Moreover, the carrier must at all times remain within the exclusive and uninterrupted control of the individual. This includes wearing the carrier with one or more straps consistent with the carrier's design, carrying or holding the carrier or setting the carrier next to or within the immediate reach/control of the individual.

**Residential Students:** Handgun storage will be provided by SCCC. When not carrying the weapon, it shall be stored in a locked and secure firearm safe, ensuring that the weapon is not accessible to another unqualified and/or irresponsible person. Upon request of a dorm manager, college administrator or security officer, the resident will open the safe for inspection or upon administrative investigation. If the weapon is stored within a vehicle, the vehicle must be locked and secured, and the weapon must not be visible from outside of the vehicle. The resident shall seek the permission from the dorm manager whenever a special circumstance or situation arises in which consideration for a change is needed. Students violating these restrictions shall be dealt with sternly, which includes a fine, and/or immediate remedial action including a temporary seizure for safe keeping of the weapon, or being referred to law enforcement, and/or removal from the campus, and/or residential area.

**Non-Resident Students:** Handgun storage is not provided by SCCC. Individuals may store a handgun in the individual's vehicle when the vehicle is locked, and the handgun is secured in a location within the vehicle that is not visible from outside the vehicle.

Specifically, it is prohibited for any individual to store a handgun:

- In a vehicle that is unlocked or when the handgun is visible from outside the vehicle
- In an individual's office
- In an unattended backpack/carrier
- In any type of locker, or
- In any other location and under any circumstances except permitted by this policy and by state and federal law.

Handgun storage by any other means is prohibited unless permission has been granted by SCCC Administration or the Director of Safety and Security. SCCC is not responsible for any loss, or damage to private property. Owner or possessor of the handgun shall assume all risks and liabilities associated with it.

Except as provided above, possession of weapons are prohibited on campus, in college owned or personal vehicles, in student housing, or at any college-sponsored event. Examples include but are not limited to, firearms, fireworks, knives, bows and arrows, clubs, etc. The discharge of firearms or fireworks, or the use of any object to cause intimidation or injury to a person or damage to property is prohibited.

8. **Fire Safety** - Any action which could endanger the safety of any person on campus or at college sponsored activities is prohibited. It is illegal under state and federal laws to tamper with or misuse any kind of fire emergency equipment. This includes, but is not limited to, discharging or tampering with fire extinguishers,

causing false alarms, tampering with smoke alarms, etc. Unauthorized possession, use, and/or storage of any chemicals or substances that could lead to an explosion is prohibited on college property. Persons responsible for these type actions may face serious disciplinary action, fines, and criminal prosecution.

9. **Academic Honor Code and Cheating** - Seward County Community College is committed to high ethical standards and integrity in all aspects of the college. Academic dishonesty is a serious threat to academic integrity and does not support the college mission of developing better futures for its students. Cheating, copying another's exam or allowing another to copy the exam, collaboration not permitted by the instructor, plagiarism, are types of dishonesty that are prohibited. Dishonest acts also include providing false information to college staff, forgery, alteration, or misuse of college documents or instrument of identification, or any other act intended to deceive. Violators may face disciplinary actions, suspension, or expulsion from college.
10. **Use of College Facilities and Equipment** - Seward County Community College provides excellent facilities and equipment and encourages students to maximize the use thereof. Students should utilize campus facilities only during established open times and dates or otherwise with permission; equipment should be used only for its intended use. Unauthorized entry or occupancy of facilities during times other than established hours is prohibited; unauthorized possession and/or use of keys to college facilities by students is prohibited.
11. **Theft and Vandalism** - respect for property of the college and other students or persons is expected. Theft or damage to property is illegal and violations will result in disciplinary sanctions. Theft and vandalism includes, but is not limited to, taking or being in possession of the property of others, damage to and/or tampering with college facilities, equipment, vehicles, etc., thefts relating to phone service, cable television services, computer files and software, credit card usage, identity, etc.
12. **Use of Computers, Software, and Related Equipment** - Students are expected to use college computers, software, networks, and related equipment in ways consistent with the mission and goals of Seward County Community College. All student use of computers should support the educational programs of the college. Proper computer etiquette by all students is expected when using college computer resources. The following uses of computer resources are examples of prohibited activities: commercial use, sharing a user name and/or password, attempt to gain unauthorized access to computer resources, modification of settings, destruction of computer resources, willful introduction of computer viruses, computer use to communicate defamatory, derogatory, hostile, or threatening messages, illegally copying of software, etc. Student use of the Internet on college computers for research, email or browsing should access only websites that are socially appropriate and do not contain obscene material, pictures, messages, etc. The college uses computer software that identifies the specific computer and time that an undesirable web-site is accessed. Violations of computer use guidelines may result in disciplinary action; the student's computer use privileges may be suspended immediately and indefinitely. Notification of law enforcement agencies may occur when appropriate. Students may request a complete "SCCC Networking Computer Use Policy" for review from the VP of Finance & Operations.

## General Health and Safety

The health, safety, and well-being of our community, SCCC students, faculty, and staff, must be the highest priority for each of us. Everyone has a responsibility to practice behaviors to help our campus stay open and healthy. If exhibiting any symptoms of major illness, SCCC community, students, faculty, staff and visitors are expected to stay off campus.

## Sanctions

The following sanctions may be imposed for violations:

- **Written Warning** - a written warning that a violation of the Student Code of Conduct has occurred and that further violations may result in additional more severe disciplinary action.
- **Administrative Withdrawal from Courses** - withdrawal from course(s) initiated by a college administrator because of inappropriate behavior by the student.
- **Restrictions/Requirements** - specified loss of privileges and/or specific conditions to be performed or completed by the student.
- **Restitution** - full and complete reimbursement for damage, destruction, or misappropriation of property of Seward County Community College or other students or persons. The restitution may involve a form of service (such as community service), financial payment, or other compensation. Failure to decide for restitution within the specified time may result in additional sanctions.
- **Community Service Work** - work projects to improve the college or community.

- **Hold on Student Account** - the college reserves the right to “hold” student records based on failure to follow regulations, behavior misconduct or failure to pay financial obligations to the college. A “hold” on student records may prevent further enrollment in courses, receiving grades, transcripts, and/or diplomas, or participating in campus activities.
- **Assessment of a Monetary Fine** - student can be assessed a fine for various violations including, but not limited to, violation of traffic regulations, failure to follow student housing regulations, or library fines, etc.
- **Cancellation of Scholarships**- institutional scholarships and grants are awarded based on the assumption that students are in good standing. Seward County Community College reserves the right to cancel institutional financial aid for violation of the Student Code of Conduct.
- **Suspension** - termination of a student’s enrollment from the college for a specified period of time; suspension from Residence Life can be imposed for non-compliance of housing regulations and/or failure to observe Student Code of Conduct. Conditions of readmission may be specified at the time of suspension.
- **Expulsion** - a permanent severance of a student’s enrollment and/or severance from college housing. A record of such action is made on the student’s permanent record in the Registrar’s Office. A student who is expelled from college and/or student housing is typically not allowed to re-enter either.

Sanctions may be imposed in combinations; sanctions outlined above are not all inclusive of possible disciplinary actions by Seward County Community College. Involvement and reporting to appropriate law enforcement agencies may occur. Parental involvement may be appropriate in certain circumstances.

## Student Right of Due Process

Seward County Community College assures students the right of due process. When violations of the Student Code of Conduct are alleged, students have the right to have a meeting with the VP of Student Affairs to appeal their sanction. If the sanction warrants a suspension or an eviction from the residence halls, the student has the right to appeal to the College Judicial Board. The College Judicial Board consists of 3-5 members of the college community to include students, faculty and administration. The Director of Student Life and Leadership will chair the Judicial Board. The College Judicial Board will determine if sanctions are warranted. When sanctions involve suspension of more than 3 days or expulsion from the college, the student may make an appeal to the President of the college. The appeal must be presented in writing within five (5) working days after the decision. The appeal must be based on an excessively severe sanction, the introduction of new evidence, or substantial procedural irregularities in the original hearing. The President will determine if the sanction was appropriate for the violation. The written appeal request must state:

- Full name
- Phone Number
- E-mail address
- College ID
- Name of person that imposed sanction
- Incident that occurred
- The grounds of which the complainant(s) believes that the violation on the college rules has occurred

## Computer Usage

Students who use college computing resources are expected to adhere to the SCCC Network Computing Use Policy. Misuse can result in computer use privileges being revoked, suspension from college, and possible legal action. A summary of the general guidelines of the Policy are listed below. A copy of the complete Policy is available upon request from the Offices of the VP of Student Services, the VP of Academic Affairs, and/or the VP of Finance & Operations.

Enrollment in any SCCC course constitutes agreement, by the student, to abide by the terms of the computer use policy located at <https://sccc.edu/static/web/students/computer-%20usage-policy.html> Violations are considered unethical and may result in disciplinary actions by the College including computer use privileges being revoked, possible suspension from classes and from college, and appropriate legal action by the College and law enforcement agencies.

## Sales & Solicitation Policy

Facilities of Seward County Community College are primarily for community college purposes of instruction, student life and public service; they are not available for unrestricted use by non-college groups. The regulation of commercial activity on the campus and the posting and distribution of advertising materials is necessary so that it does not interfere with the academic mission of the college, and so that income gained from activities held on campus benefits the college. Selling and/or solicitation on college property is prohibited without the consent of the VP of Student Services.

## Signs & Poster Policy

- Generally, only signs and posters of faculty, staff and students will be allowed.
- All materials posted must be approved and stamped by the Director of Public Relations or VP of Student Services. Signs will be removed if not stamped.
- Signs on windows and doors will only be allowed in the Student Activities Center and gym. Other buildings will have designated boards.
- Students may also place classified ads in the student newspaper.

# Student Support Services & Student Life Activities

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## Campus Safety & Security

### Safe and Secure Campus

A safe and secure campus environment is a high priority of the Seward County Community College Staff and Administration. Student policies have been written to ensure that safety is reinforced by responsible student behavior. A full-time campus security staff is maintained, and a surveillance camera system is utilized in various areas of campus including the Residence Life buildings. Please note that Security Officers and surveillance cameras do not replace responsible behavior by students, nor do they totally prevent crime from occurring. Reasonable precautions that students should practice include, but are not limited to:

- Report anything suspicious to a Campus Safety Officer.
- Lock vehicles/dorm rooms and keep personal articles out of sight.
- At night stay in well-lit areas.
- When walking to the parking lot, to a building on campus, or anywhere on campus, student should be accompanied by other students.
- Observe published student guidelines and safety practices.

### Campus Crime Disclosure Act

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is a federal law that requires colleges and universities to disclose certain timely and annual information about crime and security policies. All public and private institutions of post-secondary education participating in federal student aid programs are subject to this act.

Seward County Community College's annual security report includes statistics for the previous three years; reported crimes that occurred on campus; in certain off-campus buildings owned or controlled by Seward County Community College; and on public property within, or immediately adjacent to and accessible from the campus, are contained in this security report.

The report also includes information concerning campus security, college policies concerning alcohol, drug, and weapons, crime prevention, the reporting of crimes, sexual assault, and other safety and security matters.

In complying with the statistical reporting requirements of the Clery Act, the college obtains the required statistics for campus crimes, through actual reported crimes both in person, through confidential reporting, and through contact with local law enforcement agencies. Reports, confidential or otherwise can be submitted online via [Incident/Concern Report](#).

Every reasonable effort is made to identify all reported crimes and to present the statistics in the annual report. You can obtain a copy of the report by contacting the SCCC Safety and Security Department on campus, the VP of Business Affairs, or the VP of Student Affairs.

## Facilities

### Computer Labs

SCCC offers multiple computer labs with updated software and computers for classroom hands-on learning and student study. Computer labs are open to students to complete course assignments, write papers, work on projects, use specialized software, search the internet, and communicate with their instructors and classmates via email.

### Library

The Library provides faculty, students and community with materials, equipment, and facilities to support the curriculum. Newspapers, periodicals, and other materials are available. Patrons are encouraged to use the supplementary materials, to learn to find materials, and to do recreational reading in the comfortable, relaxed atmosphere.

### Mathematics Resource Center (MRC)

The Hubble Academic Building is the home of the Mathematics Resource Center (MRC), located inside the SCCC Library. The MRC has resource assistants available to help with math coursework, computers specifically for students taking math and science courses, and space available for math and science study groups. A professional Math tutor will be available in the MRC to assist students.

### Student Housing

The college operates a Student Living Center as a co-ed dormitory, multiple suite style units to accommodate approximately 250 students. Most of the buildings are adjacent to the main campus, and provide spacious private and semi-private rooms, Internet access, a student lounge, a central computer lab, and laundry facilities. A meal plan is an integral part of every Living Center contract. Complete information and contracts for the Living Center are available on the SCCC website.

### Student Success Center (SSC)

The SCCC Student Success Center (SSC) is located just south of the Library. Like the Library, the SSC is open to all students. Even if you're not taking a computer course, you're welcome to use the equipment and services. Staff are available for support with academic, career, and personal counseling at no charge to the student. Student can also make private tutoring appointments. There is no cost to the student.

- **Academic Advising**--If you're a new student or haven't yet declared a major, you can see an advisor in the Student Success Center for help in planning your class schedule. They can help all new and non-degree students plan their classes for the short or long term. (If you've already declared a major, your faculty advisor is your source for academic counseling.)
- **Career Counseling**--If you need help defining your career goals and identifying the skills you'll need, ask for career counseling. The Student Success Center helps you match your skills and interests with career choices. You can take a class or get individual counseling. The center is also ready to help you with job-search training, resume writing and interviewing techniques when you're ready to go for that job.
- **Personal Counseling**--Personal problems can interfere with academic success. If you're having trouble concentrating on your studies or are depressed for any reason, make an appointment with a counselor. The Counseling Office will help you sort things out and get back on track.
- **Substance Abuse Prevention**--The Student Success Center has information and counseling for substance abuse problems. This office can also refer clients to community agencies for long-term counseling.
- **Peer Tutoring** - Students can receive free tutoring services in the Student Success Center. There are also employment opportunities to become a peer tutor. For more information, please contact the Student Success Center.

## Student Union Facility

The Student Union houses the Saints Bookstore, cafeteria, Wellness Center, Director of Student Life & Leadership, gymnasium, swimming pool, general meeting rooms, Internet Café, student recreational areas, and T.V. Lounges, providing great facilities for the recreational and leisure interests of students. Good manners, courtesy, and respect for public property are always expected from students. Any formal meeting in the Student Union by students must be scheduled in advance through the Director of Student Life & Leadership.

## Testing Center

The SCCC Testing Center, located adjacent to the library in room A-164 in the Hobble Academic Building, is available to students for placement testing, on-line testing for SCCC classes, proctoring, and testing for eduKan classes, GED testing, CLEP testing, make-up exams, and a variety of other testing options for students. The Center is open during regular campus hours and evening and weekend testing opportunities may also be scheduled through the Testing Center Facilitator.

## Wellness Center

The Seward County Community College Wellness Center will help individuals or groups select and maintain lifestyle changes for a healthier and happier life. The center creates cost effective health promotion and education programs for all individuals. The Wellness Center offers the latest in aerobic exercise machines such as ellipticals, steppers, bicycles, and treadmills to assist each individual in his or her cardiovascular fitness, a large component of wellness. Apex equipment is available for strength training. In addition, individuals can take advantage of aerobic classes, locker facilities, and a classroom that is used for seminars.

The Wellness Center is available to all Seward County Community College students, faculty, and staff with a valid student/staff ID, or through enrollment in a class for credit. Community patrons may use the facility by paying a monthly fee, or by enrolling in a wellness class.

## Writing Center

The Writing Center, located in the library in the Hobble Academic Building, is open to all SCCC students for help with writing assignments in any class. Students can find help with understanding teacher expectations, selecting a topic, researching, developing content, organizing, revising, and editing writing assignments. The Writing Center has a convenient place for you to plug in laptops or tablets and desktop computers available to work on assignments in the Center. A professional writing tutor will be available in the Writing Center to assist students.

## Student Immunizations

The Immunization Program of the Kansas Department of Health and Environment recommends that all college students be immunized against tetanus, diphtheria, hepatitis B, varicella (chicken pox), influenza, and measles, mumps, Covid 19 and rubella. It is also recommended that students in the health professions have additional protection against polio and tuberculosis. The American Health Association states “college students (living in residence halls) **consider** vaccination against Meningococcal Disease.”

Proper immunization documentation requires obtaining written record of immunization dates (month, date, and year) from immunization certificates/records or medical records. To increase compliance with the college immunization policies, an exclusion policy is recommended for deficient students, with only medical or religious exemptions.

## Student Activities Programs

A well-rounded program of student activities at SCCC is provided through special events and activities, athletic events, participation in clubs and organizations, and the intramural program. Active student involvement is the key to a successful student activities program.

## Clubs & Organizations

Many diverse clubs and organizations are available at SCCC for students to participate in. Wide varieties of interests include organizations for both traditional and non-traditional students; see the Director of Student Life & Leadership for a complete list of approved campus clubs. Registration with the Director of Student Life & Leadership is required for all student organizations on campus. The following must be provided for official registration of a student organization:

- Name of organization
- Approved sponsor
- List of current officers
- Statement of purpose
- Copy of Constitution/Bylaws
- Club Roster

## Student Government Association

Representation in government is the heart and soul of a democratic society. Student government represents an opportunity for students to participate in the democratic process. Offices in SGA are open to any qualified student at SCCC. The executive branch consists of a president, vice president, secretary-treasurer. The senate is made up of representatives from the different clubs and organizations on campus. A copy of the SGA Constitution is available from the Director of Student Life & Leadership; any student wishing to participate in SGA or file for an SGA office should visit with the director.

## Phi Theta Kappa

Phi Theta Kappa is an honors organization for community college students. The Chi Alpha Chapter of Phi Theta Kappa affords students at Seward County Community College the opportunity to be involved in various community service projects and attend leadership conferences as well as regional and international conventions. To be considered for membership, a student must have completed 15 credit hours of resident college coursework at Seward County Community College, have a minimum 3.5 grade point average, and be currently enrolled in 6 credit hours. After membership in Phi Theta Kappa is established, members must maintain a 3.0 grade point average. Initial membership is approved by Seward County Community College faculty and administration.

## Intramural Activities

A program of intramural activities is organized through the Student Life & Leadership Office with input from Residence Life, and the Student Government Association.

## Student Fundraising

All fund-raising activities by students must be approved through a process that involves numerous SCCC staff members being notified and signatures obtained. A request for fund-raising approval form is available through the Director of Student Life & Leadership or the VP of Student Services. The organization must describe the fund-raising activity, explain how the funds will be used, and schedule the date, time, and location of the activity through the campus Scheduling Office. The request for fund-raising is not approved until all signatures on the form are obtained. All funds collected by students and sponsor should be deposited in a college account the same day or next business day. Funds that are solicited as tax-deductible donations for scholarships, equipment purchases, organizational operating expenses, etc. must be deposited with the SCCC Foundation; in this case, checks must be made payable to SCCC Foundation. Additionally, the total of all funds collected must be deposited into the appropriate account and any expenses paid through that account. Any fund-raising activity that involves a "Drawing" must follow guidelines recommended by college legal counsel. Copies of the guidelines should be distributed to all students involved in soliciting donations.

## Intercollegiate Athletic Program

SCCC is a member of the National Junior College Athletic Association (NJCAA) and competes in the Kansas Jayhawk Community College Athletic Conference. SCCC currently participates in the following sports for men and women:

- Baseball (M)

- Basketball (M & W)
- Softball (W)
- Tennis (M & W)
- Volleyball (W)
- Soccer (M & W)
- e-Sports

## Student Accessibility Services

Seward County Community College is making a good faith effort to comply with the provisions of the Americans with Disabilities Act (ADA); accessibility to programs, services and facilities by all students and patrons is a high priority. Students in need of accommodations should contact the Dean of Student Services, to initiate their request for services.

After a written request, by the student, for services, an intake process will be conducted; the existence of a qualified disability must be verified, and appropriate strategies and resources identified. Students must provide documentation of their disability before receiving services. In the case of a medical disability, students should submit documentation from a qualified expert stating the nature and severity of the disability, the diagnostic procedures used, and recommendations for academic assistance. In the case of a learning disability, documentation must be submitted from one of two sources:

- Students diagnosed prior to high school graduation can submit IEP documents;
- Students diagnosed after completion of high school must submit a recent psycho- educational evaluation performed by a licensed psychologist. Information obtained is confidential and is used solely for the purpose of identifying appropriate support services.

Seward County Community College offers academic support services to students with physical or learning disabilities. SCCC is committed to providing assistance to students that will facilitate their independence and academic progress. Assistance is tailored to the needs of the individual student. Academic support services offered based on individual need include:

- Campus orientation;
- instructor notification;
- note-taking assistance;
- alternative testing accommodations;
- assistance in obtaining texts in alternative formats;
- assistance in obtaining an interpreter;
- accessibility accommodations; and
- additional specific services when necessary

## Service Animals Policy

Beginning on March 15, 2011, only dogs are recognized as service animals under titles II and III of the Americans with Disabilities Act (ADA). A service animal is a dog that is individually trained to do work or perform tasks for a person with a disability. Examples of such work or tasks include:

- guiding people who are blind
- alerting people who are deaf
- pulling a wheelchair
- alerting and protecting a person who is having a seizure
- reminding a person with mental illness to take prescribed medications
- calming a person with Post Traumatic Stress Disorder (PTSD) during an anxiety attack
- or performing other duties

Service animals are working animals, not pets. The work or task a dog has been trained to provide must be directly related to the person's disability.

## Assistance Animals

An assistance animal, also known as an "emotional support animal" or "therapy animal" is defined as an animal that works, provides assistance, or performs tasks for the benefit of a person with a disability, or that provides emotional support that alleviates one or more identified effects of a person's disability. An assistance animal is not a pet.

Students who are seeking to bring an **Assistance Animal** to campus must first submit a request to Accessibility Services. The student will be asked to provide documentation pertaining to the request before the final decision is made. Accessibility Services will review each request on a case-by-case basis. *Assistance Animals are only allowed in specific areas in campus housing.*

## TRIO/Student Support Services

The Trio/Student Support Services (SSS) is a federally funded grant program. SCCC was awarded the grant in 2005 and serves 160 students each academic year. SSS plays a critical role for the college in supporting the persistence, graduation, transfer, and ultimate academic success of our students.

### Eligibility

Students who meet at least one of these requirements:

- Are first-generation college students
- Plan to transfer and complete a bachelor's degree
- Are undecided in a major
- Meet required federal income levels
- Are academically underprepared
- Have a documented physical or learning disability

### Services

- Academic Advising- creation of individualize student success plan
- Major/Career and Financial Literacy Advising
- Professional Tutoring in all core areas Workshops on study skills, math anxiety, time management, etc.
- Workshops on study skills, math anxiety, time management, etc.
- Referral services
- Transfer Assistance – securing admissions/financial aid for 4-year institutions
- University visits
- Cultural opportunities
- Study tables
- Job shadowing

### Staff

SSS staff use an intrusive advising approach; meaning staff take the initiative to reach out to students to offer advice, support, and assistance rather than waiting on the student to seek help. The SSS advisor schedules meetings with program participants at critical junctures, especially during the first year of enrollment, following receipt of notifications of academic difficulty, create with the student a degree completion plan and assess obstacles to that plan. The SSS staff demonstrates an active concern for the academic success of each participant.

### SSS Student Participants

The students who choose to participate in SSS realize that they are ultimately responsible for the outcome of achieving their education goals. However, they realize the value of having a network of people that have the knowledge and skill to guide them on their path to academic success.

For more information on TRiO/SSS and to apply visit us on our webpage at

[TRIO | SCCC](#)

# Costs

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## Tuition and Fees

### Rates for 2026-2027 Academic Year

** (per credit hour)**	Tuition	Fees
Seward County Resident	\$97	\$99
In-State (non-Seward resident) Tuition	\$101	\$99
Border State* Tuition	\$115	\$114
Out-of-state Tuition	\$134	\$114
International Tuition	\$134	\$114
Online-Saints Anywhere	\$149	\$99

Border States include:

\* Colorado, New Mexico, Missouri, Nebraska, Oklahoma, Texas

## Tuition

Tuition rates are approved by the Seward County Community College Board of Trustees each academic year.

## Fees

Student fees are approved by the Seward County Community College School Board of Trustees each academic year. These fees are charged per credit hour regardless of the student's residency status. The Board of Trustees also determines the specific use of these fees, the designated uses of these funds are:

- Student Health
- Campus Security
- Reserve for Future Expansion
- Student Activities
- Technology
- Scholarships
- Resources (Books)

## Special Course Fees

In addition to Student Fees, Special Course Fees are established for certain courses, including laboratory classes, classes requiring travel, classes requiring additional supplies, etc. Current lists of these Special Course Fees are published each semester in the class schedule.

## Student Housing Costs

Living in the on-campus housing units is a great way to meet friends, participate in campus activities and personally grow from the experiences which come along with campus living.

The College operates three on campus coed housing facilities to accommodate up to 250 full time students. Each facility is a little different in its floor plans, location and amenities offered. Students who complete their contract and pay their deposit will be given preference to which facility they are assigned to. (Specific information and pricing is listed on the housing contract located on the [sccc.edu](http://sccc.edu) website or SCCC Admissions Office). Depending on the facility requested facility may include Internet access, a student lounge, a central computer lab, cable TV and/or laundry facilities. A meal plan is an internal part of every housing contract.

## Book Estimates

Seward County Community College operates a college bookstore which is in the Student Union. Costs of books and supplies vary with a student's program of study and semester course load. Most books are included as part of a student's resource fee. Certain programs that require specific books will be exempt from this resource fee.

## 2026-2027 Financial Aid Cost of Attendance Budgets

(Estimates Based on Full-Time Enrollment)

Expenses included in this Cost of Attendance are outlined by federal law. These are estimates of the total cost of attending SCCC for one year. Cost of Attendance is used to determine each student's eligibility for financial aid as you may not receive federal aid greater than your cost of attendance. THIS IS NOT YOUR BILL.

### Tuition and Fees:

Seward County Resident	\$4,704
In State	\$4,800
Border State	\$5,496
Out of State/International	\$5,952
<b>Books, Course Materials, Supplies</b>	\$1,570
<b>and Equipment:</b>	
<b>Food and Housing:</b>	
On Campus (SLC)	\$8,960
Off Campus	\$9,160
With Parents/Relatives	\$5,496
<b>Personal Expenses:</b>	\$3,084
<b>Transportation:</b>	\$1,552.50
<b>Loan Fees:</b>	\$50
<b>Credential &amp; Licensure Costs:</b>	Varies by program/course

## Payment of Obligations

Students are expected to make prompt payment of all financial obligations to Seward County Community College. Tuition and fees, bookstore charges, student housing charges, special course fees, library fines, traffic fines, and parking fines, etc., charged to a student's account are due immediately.

## Payment Schedule

Payment in full of all charges on the student account must be made by the 20th day of each semester to avoid a service charge of \$35 being assessed by SCCC. Deferment of payment, without an SCCC service charge, is allowed by:

- Students who are participating in the FACTS Plan (arrangements must be made prior to the 20th day of class and/or semester);
- Students who make payment arrangements with the VP of Business Affairs prior to the 20th day of class and/or semester);
- Students who have been approved for financial aid that will pay the entire amount owed (the amount of financial aid may be deferred, however if total charges exceed the amount of financial aid, students are expected to pay the remaining balance by the first day of the class and/or semester to avoid a service charge).

## FACTS Plan

Students may choose to defer payment to SCCC by participating in the FACTS Plan. FACTS is a method for students to budget tuition, fees, and educational expenses and then make monthly payments. The FACTS Plan allows students to authorize automatic payment by:

- An electronic bank-to-bank transfer or

- By electronically charging their monthly payment to their credit card.

A \$35 fee per semester is charged to use the FACTS Plan. Other costs possible when using the FACTS Plan are: a \$2.00 fee is assessed when FACTS is used to make a full payment; a \$30 fee is assessed for each month that an automatic bank payment is missed. For more information students should refer to a FACTS Plan brochure available from the business office, admissions office, and the financial aid office or access FACTS Plan information at [www.sccc.edu](http://www.sccc.edu). (Requires student log-in). General information about the FACTS Plan can be found at [www.factsmgt.com](http://www.factsmgt.com).

## Payment Guidelines

- MasterCard, VISA, American Express, and Discover cards are accepted for payment of student charges along with cash, checks, and money orders. All payments must be made in U.S. Dollars.
- All students who have an account balance after the 20th day of the class and/or semester will be assessed a \$35 service charge by SCCC (some exceptions apply).
- All existing financial obligations for a semester must be paid, or arrangements made, before enrollment will be allowed for the subsequent semester or summer session.
- Students with unpaid accounts will have a hold placed on their records and no transcripts will be issued until the account is paid.
- Graduates will not receive diplomas and/or academic transcripts if their account has a balance.
- Holds will be placed on records of students who have defaulted on Federal Student Loans received while attending SCCC; academic transcripts will be issued only after the default status is resolved.
- Students who have been approved to receive financial aid may defer payment, in the amount of the award, until the financial aid is disbursed; if the amount of the financial aid will cover the full amount of the charges on the student's account, no service charge will be applied by the Business Office; if the financial aid to be disbursed does not cover the entire charges the student must pay the balance by the 20th day of the semester or a \$35 service charge will be applied. For more information students should contact the Business Office and/or the Financial Aid Office.
- If a check made payable to the college is returned unpaid by a bank, for any reason, the student's records will be placed on hold until the financial obligation is paid. The student will be charged a returned check fee for each returned check.

## SCCC Courtesy Card

Persons aged fifty-five (55) years or older who are area residents are eligible to apply for an SCCC Courtesy Card.

The SCCC Courtesy Card remains in effect for the person it was issued to until area residency terminates.

Benefit of the courtesy card:

Tuition waiver for courses taken for college credit (other than EduKan classes); however, student fees and special course fees, and books are student's responsibility.

To obtain a courtesy card visit the Admissions office in the Hobble Academic Building.

## Refund Policy

### Written Notification

Students who decide to drop a course are required to officially withdraw by completing a Change of Schedule form in the Registrar's Office, or withdraw online. Students who decide to drop all courses are required to officially withdraw from the college by completing the Total Withdrawal from School form in the Registrar's Office. In either case, it is the student's responsibility to obtain required signatures, complete and return the form to the Registrar's Office.

## 100% Refund Period

Students who officially withdraw from a course or courses during the first three weeks of the regular 15-week semester (Fall/Spring) are entitled to a full refund (100%) of tuition and fees paid. No refund of tuition and fees is given after the published date, and the student is obligated for the full amount of tuition and fees incurred.

For courses less than a regular semester length (including summer semester courses) the 100% refund period is during the first 10% of the scheduled course duration. No refund on tuition and fees is given after the published date, and the student is obligated for the full amount of tuition and fees incurred.

Specific dates will be published each semester with the course schedule; it is the student's responsibility to comply with timelines associated with the refund policy.

## Refunds for Cancelled Courses

Students enrolled in courses that do not materialize will receive a full refund of all tuition and fees paid. To facilitate refunds of such classes, students should contact the Registrar's Office or the Business Office.

## Refunds for Military Personnel Called to Active Duty

When a student is called to active military duty, the following refund options are available:

- If a student leaves prior to completion of 2/3 of required class time, the student must withdraw from all classes and is entitled to a full refund (100%) of tuition and fees paid.
- If a student leaves after completion of at least 2/3 of required class time, the student may elect one of the following options:
  - The student may withdraw from all courses and be entitled to a full refund (100%) of tuition and fees.
  - The student may test out of classes, receive credit, and not be entitled to a refund.
  - The student may elect to receive an incomplete (including a waiver of the one-year requirement for completion of the incomplete grade) and not be entitled to a refund.
  - The student may elect to receive the grade that he/she has earned at the time of leaving and not be entitled to a refund

In all cases refunds of tuition and fees will be to the student or to the agency providing funds for payment of these charges.

## Refund of Title IV Funds

In addition to the SCCC refund policy, all students receiving Federal Financial Aid (Title IV Funds) are subject to a calculation to determine the return of federal funds; this calculation is required for students who completely withdraw on or before the 60% point of the semester. The "Return of Title IV Funds" calculation involves only the Federal Financial Aid portion of funds received by the student. The calculation determines the amount of federal funds the student and SCCC are entitled to keep; the calculation is based on how long the student was enrolled during the semester. It is possible that the student will owe federal funds back to the Department of Education; when it is determined that a student must pay funds back, all future federal financial aid is suspended until the amount is returned. The Financial Aid Office will conduct the calculation and notify the student of the outcome.

# Financial Aid

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## General Information

A college education is among the most valuable investments a person can make. Many SCCC students rely on financial aid to help with the expenses of a college education. The main purpose of financial aid is to supplement, not replace, the amount that students and their families spend on an education. Financial aid is packaged with different sources of assistance and combined to meet the financial need of the student. Federal, state, local, private organizations and institutional financial aid programs are available in the form of scholarships, grants, work-study, and loans. Most

financial aid programs require the student to show specific financial need and to maintain satisfactory academic progress toward a degree or certificate. The type and amount of aid received are primarily based on the eligibility requirements of each specific financial aid program and the student's enrollment status.

## Eligibility for Financial Aid

All students are encouraged to apply for student financial aid. Selection to receive financial aid through SCCC will be made without regard to age, sex, race, color, religion, national origin, or disability. The majority of student financial aid is available through the federal government and eligibility is determined by completing the [Free Application for Federal Student Aid \(FAFSA\)](#). Accuracy is of the utmost importance when completing the FAFSA since verification may be required of the information submitted. This "verification" is similar to an IRS Audit. If a student's file is selected for verification, support documents will be requested. Notification of specific documents such as a Verification Worksheet or tax transcript from IRS, etc. may be requested by the SCCC Financial Aid Office. Application for grants and scholarships are made available through the SCCC website. Numerous grants and scholarships through outside agencies are available; it is the responsibility of the student to locate these opportunities.

## Types of Financial Aid

Scholarships and grants are considered gift-aid and do not have to be repaid. Students may apply for scholarships and grants in addition to other financial aid. They are available through many sources including the federal government, state agencies, professional and service agencies, private organizations, and Seward County Community College. All scholarships or grant funds awarded to the student must be reported to the Financial Aid Office.

### Scholarships

Scholarships at this institution are categorized into two groups, institutional scholarships (those funded by SCCC or the SCCC Foundation) and outside scholarships (those funded by other organizations, such as private companies, etc.). Institutional scholarship recipients are selected by a designated scholarship committee using the student's information provided on a completed SCCC Scholarship Application. Outside scholarship recipients are selected by the different organizations and are based on their own unique criteria. Other outside scholarships require application through the organization.

### In-District Tuition Grants

The Tuition Grant is authorized by the Seward County Community College Board of Trustees and will be awarded to qualifying students based upon availability of funds. The Tuition Grant for full-time students will pay the tuition cost for the recipient for a maximum of 18 credit hours, in a fall, spring, or summer semester. The In-District rate of tuition will be utilized; the student recipient is responsible for tuition costs that exceed the maximum credit hours or exceed the In-District rate of tuition.

A limited number of Part-time Tuition Grants will be available for students enrolled in 3 - 11 credit hours; based upon availability of funds, these Part-time Tuition Grants will pay the tuition cost for the recipient for a maximum of 9 credit hours, in a fall, spring, or summer semester. The InDistrict rate of tuition will be utilized; the student recipient is responsible for tuition costs that exceed the maximum credit hours or exceed the In-District rate of tuition.

Tuition Grants will be awarded by the Scholarship Committee of Seward County Community College based upon the following criteria:

- A general scholarship application should be submitted to the Financial Aid Office by the priority date or April 1.
- The student must have a high school diploma or GED certificate and be officially admitted to Seward County Community College.
- The student must be a legal resident of Seward County, Kansas, for tuition purposes.
- Full-time student Tuition Grant recipients must be certified in at least 12 credit hours and complete 12 credit hours each Fall/Spring/Summer semester.
- Full-time Tuition Grant recipients must participate in an approved SCCC activity or organization. Participation will be verified each semester and reported to the Scholarship Committee.
- The recipient must have a minimum high school GPA of 2.5. After attending SCCC or any other college a 2.5 GPA is required to receive the tuition grant.

- Part-time Tuition Grant recipients must be certified in at least 3 credit hours and complete a minimum of 3 credit hours. If student has no previous college hours, a minimum high school GPA of 2.5 is needed to receive the grant. After completion of one semester at SCCC or any other college a 2.5 GPA is required to receive a tuition grant.

The priority date for applications to be submitted for the Fall/Spring academic year is April 1. Tuition Grants are renewed for the Spring Semester if the recipient has met all requirements; only one application for the Fall/Spring academic year is necessary. The priority date for applications to be submitted for the spring semester is November 1. Tuition Grants for all semesters are contingent upon available funds.

## Book Rental Scholarship

This scholarship is available to students who participate in certain programs. This scholarship pays book rental for full-time students (12+ hours) and requires sponsor recommendation. Eligible programs are: Art, Athletics, Cheerleading, Criminal Justice, Crops Judging, Dance, Drama, Enactus, Instrumental Music, Journalism, Livestock Judging, Peer-tutoring, Saints-N-Action, Soils Judging, Sports Manager, Sports Medicine and Vocal Music. Funds are limited and competitive. Priority application dates are April 1st for the following Fall Semester and November 1 for the following Spring Semester. Fall scholarships are automatically renewed for spring if the recipient has met all of the scholarship's criteria (application is necessary only once per year).

## Federal Pell Grant

A need-based grant funded by the federal government for undergraduate students who have not earned a bachelor's or professional degree. The maximum award for the 2026/2027 award year will be \$7,395. The amount a student is eligible for depends upon the Student Aid Index (SAI) and their enrollment status for each semester they attend. Federal Pell Grant funds may not be received at more than one institution at a time. This grant money is to be used toward education-related expenses. To determine eligibility, the student must complete the FAFSA which is available online at [www.studentaid.gov](http://www.studentaid.gov).

## Athletic Scholarship

These scholarships made by SCCC are governed by the National Junior College Athletic Association (NJCAA) and the Kansas Jayhawk Community College Conference (KJCCC). If a student who receives an SCCC Athletic Scholarship is awarded another scholarship by a source not affiliated with a particular college, and if that source awards such scholarship without restriction to college of attendance, and if the student competes for the scholarship in the same manner as any other student, he/she may accept such additional scholarship.

## Work-Study

Work-study is considered a self-help aid. It provides jobs for students who wish to earn a portion of their college expenses while gaining practical work experience. At SCCC there are federal (Federal Work-Study) and institutional (College Payroll) positions available. A student will typically be employed for one academic year, August through May. Summer employment, June and July, may also be available. The workstudy positions are located on campus and the rate of pay is at least the current federal minimum wage. The scheduled hours and pay may vary according to the job position. The amount earned cannot exceed the total amount of the work-study award. A maximum of 15 hours may be worked weekly.

SCCC requires students interested in Work Study to first file a "FAFSA". International students should contact the Financial Aid office for instructions.

A list of jobs is available on the financial aid website. Priority is given to full-time students in good standing. Before a student may start working, the following documents must be on file: FAFSA or SAR/ISIR, a W-4, and an I-9. A valid photo ID and Social Security Card are required to complete the I-9. First time student workers are required to complete online training explaining SCCC procedures.

## SCCC Student Ambassador Program

The SCCC Student Ambassadors Program allows students the opportunity to serve in a public relations support capacity by assisting campus personnel with college-sponsored events and functions, and by performing duties that promote Seward County Community College. Students can be nominated from various areas across campus. Students who are nominated and selected must complete online training before beginning the program.

For more information contact the Admissions Office.

## Student Loan

Direct loans are available to eligible students through the federal government to help pay for educational expenses. It is a legal obligation to repay all funds that are borrowed (principal plus interest). All borrowers are encouraged to read and understand the obligation assumed in any student loan; know what the terms and conditions of the loan are and do not borrow more than is needed. Outside alternative student loans are not certified by SCCC.

## Financial Aid Requirements

### Federal Student Aid Requirements

Students must:

- Have earned a high school diploma or GED Certificate and provide official transcripts to SCCC Registrar's Office as proof of their accomplishment. (This does not apply to admitted transfer students.)
- Must provide official transcripts from all prior colleges.
- Enroll as a regular student in an eligible degree or certificate program.
- Be a US citizen or eligible non-citizen.
- Have a valid Social Security Number.
- Make satisfactory academic progress.
- Sign statements regarding Educational Purpose and a Certification on overpayments and Defaults (both are on the FAFSA).

### Institutional Aid Requirements

Students must:

- Have earned a high school diploma or GED Certificate and provide official transcripts to SCCC Registrar's Office as proof of their accomplishment. Must also provide official transcripts from all previous colleges.
- Write a thank-you note to the Foundation; excluding tuition grants
- Reside in student housing or commute from student's home
- Make satisfactory academic progress
- Have a completed application on file and
- Abide by individual award criteria

Eligibility requirements for different financial aid programs vary therefore specific requirement inquiries should be directed to the financial aid program for which application is being made.

## Statement of Satisfactory Academic Progress

The federal government requires that the Office of Student Financial Aid at Seward County Community College monitor the academic progress of all applicants receiving financial assistance under Title IV programs (Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), Federal Student loans (Stafford and Plus) and Federal Work-study.

This regulation requires that SCCC establish a Satisfactory Academic Progress policy that includes a quantitative (Pace/completion rate), qualitative (GPA) measure of progress, and the time frame allowed for completing a certificate or degree. In compliance with these regulations, SCCC has adopted the policy in regard to all state and federal financial aid eligibility. Satisfactory Academic Progress is evaluated at the end of each structured semester. SCCC will review all hours, including those from other institutions and those that have not previously received financial aid.

## Pace (Quantitative) Measures

1. Pace is calculated by dividing the number of accumulated completed credits by the number of accumulated attempted hours. Students must pass a minimum of 67.00% of all attempted credit hours with a passable grade.
  - a. Non-passing grades include: F (failing), I (incomplete), W (withdrawn), IP (In Progress), AU (Audited Courses) and CE (Continuing Education credits such as Business & Industry Courses)
2. SCCC does NOT round up and will use a 2 decimal place percentage. A student with a 66.67% pass-rate will be placed on Federal Aid Warning or Federal Aid Suspension.
3. If a student fails to earn any credits for the term, he or she will be individually reviewed to determine SAP status.

## Qualitative Measures (GPA)

1. Students maintain a cumulative GPA of at least 2.0 to be considered in good standing for Federal Financial Aid.

## Time Frame of Completion

1. Students working toward an associate degree shall be limited to 150% of attempted credit hours (typically 96 total credit hours)
  - a. In determining credit hour limits, it is important to note the following:
    - i. All transfer-in hours are counted as both attempted and completed hours;
    - ii. Course withdrawals (if not within the 100% refund period) are counted as attempted hours;
    - iii. Repeated coursework and remedial classes are counted as attempted hours. (NOTE: Financial aid may pay for the repeat of coursework to improve an earned grade of "F" only for courses required in that student's declared degree. Students repeating a course with an earned grade of "D" or better will qualify for financial aid for this repeated class one time only.)

## Evaluation of Academic Records

Evaluation of academic records will take place at the end of each structured term/semester. Any student not meeting the minimum satisfactory academic progress standards at that time will be placed on financial aid warning. A student is eligible for qualified funding while on warning. If minimum standards of satisfactory progress are not met by the end of the next term or the warning term, the student will be placed on financial aid suspension and no further federal or state student assistance will be available. A student that cannot mathematically make progress in one semester will be suspended without a warning semester.

## Financial Aid Warning

Students who fail to meet the above listed academic progress standards at Seward County Community College will be placed on Financial Aid Warning for the following semester or the next semester the student attends. Students placed on Financial Aid Warning will remain eligible to receive federal financial aid as long as they meet Satisfactory Academic Progress (a cumulative 2.0 GPA and 67% completion rate) and have not exceeded the maximum number of hours allowed for their program (not to exceed 150%). Suspension of federal financial aid will occur if Satisfactory Academic Progress is not met during warning periods.

Students placed on Financial Aid Warning will be notified in writing by the Office of Student Financial Aid as soon as possible after the end of each semester.

## Financial Aid Suspension

Students placed on Financial Aid Suspension will not be eligible for federal financial aid funds. Students will be placed on Financial Aid Suspension based on the following criteria:

- Did not meet requirements of Financial Aid warning or did not mathematically make progress in one semester.
- Have completed an associate degree or beyond. Exceptions may be made on a case-by-case basis when additional hours required to; establish, maintain, renew certification, or, for other unusual circumstances as per the discretion of the Financial Aid Director. Second associate degrees will not normally constitute a special circumstance.

- Have attempted 96 credit hours or 150% for a 2-year program. Exceptions may be granted on a case-by-case basis at the discretion of the Financial Aid Committee. Students in a 1-year degree program should visit the Office of Student Financial Aid to determine hours allowed for their specific program.

Students placed on Financial Aid Suspension will be notified in writing by the Student Financial Aid Office after the determination of the suspension. Financial Aid Suspension does not mean a student is prohibited from attending Seward County Community College, as long as all other requirements for attendance are met. They are not eligible to receive financial aid funds and assume the responsibility for payment of the direct costs (tuition, fees, books, dorm, etc.), at the time of enrollment. Students placed on Financial Aid Suspension have the right to appeal the suspension if they feel they have unusual circumstances that warrant an exception to policy. Students must follow the appeal process outlined on the appeal form.

## Reinstatement of Financial Aid Eligibility

A student placed on financial aid suspension is expected to provide for their educational expenses. Any student placed on financial aid suspension may appeal to the Director of Financial Aid if there were extenuating circumstances that hindered academic performance. Examples: death of a relative, an injury or illness of the student, or other special circumstances. All appeals should be put in writing on the Satisfactory Academic Progress (SAP) Appeal form. These forms are available in the Financial Aid Office or online at [www.sccc.edu](http://www.sccc.edu).

A student who has successfully appealed his/her suspension status will be placed on probation for one term and will be eligible for qualified funding for that term/semester. Each student will be assigned an academic plan. For example, the plan may include one or more of the following requirements:

- student may be required to achieve a semester grade point average of no less than a 2.0 and completing no less than 100% of attempted hours for that term;
- limitation of the number of hours allowed to enroll;
- limitation of the number of repeats of a course.

If an exception is not granted under the appeal process, a student may request reconsideration of financial aid eligibility after the student has obtained a 2.00 gpa with a 67% completion rate. All coursework involved in the reconsideration request must be taken at Seward County Community College. (some exceptions to hours being taken at SCCC do apply)

Exceptions to the above will be considered by the Director of Financial Aid on an as-needed basis. The decision of the Director is final.

## Satisfactory Academic Progress Appeal Process

The appeal process is available to any student placed on Financial Aid Suspension. During the appeal process, a student is allowed to enroll at Seward County Community College if all requirements of admission or re-admission are met. However, the student is responsible for payment of all direct costs (tuition, fees, books, dorms, etc.), at the time of enrollment. All appeals must be completed on-line by completing the appropriate award year satisfactory academic progress appeal form.

A "Satisfactory Academic Progress Appeal" letter, along with an academic program plan prepared with an academic advisor, should be submitted to the Office of Student Financial Aid within two weeks of the next semester of attendance after the student receives notification of the Financial Aid Suspension. The letter should explain specific mitigating circumstances which prevented the student from maintaining satisfactory academic progress and include supporting statements and documentation from appropriate sources (i.e. physician, certified psychologist, psychiatrist, mental health clinic, attorney, academic counselor, employer, etc.). The appeal letter should also include steps the student will take to ensure that the circumstances will not be repeated. The Student Financial Aid Committee will make a decision regarding the appeal and notify the student in writing of the decision within four weeks after receipt of the written appeal and supporting documentation.

If the appeal is denied, the student remains on Financial Aid Suspension. If the appeal is denied or the student does not submit an appeal, the student must obtain a 2.00 grade point and have completed 67% of courses attempted.

## Probation Status

Successful appeals will allow a student to be placed on PROBATION status. Students must meet the conditions outlined in the appeal decision; complete 100% of the hours attempted with a 2.0 cumulative Grade Point Average (GPA). If a student is unable to meet these conditions, the student will be ineligible for aid.

## Veteran's Benefits

Seward County Community College is approved to offer education to veterans eligible to receive Veterans' Benefits. Applications for Veterans' Benefits while attending school are available by visiting <https://www.va.gov/education/how-to-apply/>. Further information is available by telephone 1-888-GI Bill1 (888-442-4551), which is available 24 hours daily. The telephone number for the Wichita, Kansas VA Office is 1-800-827-1000 and the website is [www.benefits.va.gov/wichita](http://www.benefits.va.gov/wichita). Veterans attending SCCC are eligible for in-county tuition rate.

## Vocational Readiness & Employments

Veterans with disabilities may be eligible for financial assistance to complete their post-secondary educational program. Additional information regarding eligibility may be obtained from the nearest Vocational Rehabilitation Office. You can apply for this benefit through your e-Benefits account with Veteran Administration.

## Verification Policy

The U.S. Department of Education selects students for verification. The Financial Aid Office is required to document and correct any changes during or as a result of this process. Seward County Community College (SCCC) defines their applicant pool as everyone who is chosen by the Department of Education or is otherwise determined by SCCC to have unresolved conflicting information. Applicants will not be awarded or receive any Title IV aid until the verification process has been completed.

Students are notified that they are selected for verification on the Student Aid Report (SAR). In addition, SCCC will mail letters to students informing them to check their SCCC portal for any missing information, including verification and required documentation. Students will see these notifications in their student portal until the missing items are submitted. Students who fail to submit verification documents never become complete; therefore, aid is not awarded or disbursed for these students. Deadlines are listed on the letter sent to students.

Because the Student Financial Aid Office is liable for disbursements made prior to verification, policy does not allow interim disbursements. Students must complete the verification process before aid is awarded or disbursed. In extenuating circumstances, exceptions may be made but must be documented in the student's folder and monitored by the financial aid administrator.

## Academic Policies & Procedures

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### Graduation Information

#### Graduation Requirements:

Note the following general information about graduation requirements from Seward County Community College with an Associate of Arts Degree, an Associate of Science Degree, an Associate of General Studies, or an Associate of Applied Science Degree or an Associate of Applied Science in Technical Studies.

- a minimum of 60 credit hours completed for an AA, AS and AGS (developmental courses will not count toward fulfilling degree requirements)
- a minimum of 60 credit hours for an Associate of Applied Science, depending on major
- a minimum cumulative Grade Point Average (GPA) of at least 2.0
- a minimum of 15 residential credit hours
- completion of graduate assessments

Certificate programs have various requirements including, specific courses, credit hour totals, and clock hour totals. A student must have a minimum cumulative GPA of a 2.0.

All Associate degree and Certificate of Completion graduates are required to participate in graduate assessments held annually each spring.

Diplomas and transcripts will not be released until required assessments are completed.

Specific degree and certificate requirements are listed in the college catalog, Available on the college website, and can be obtained from the Registrar's Office, the Admissions Office, or an advisor.

## Graduation with Honors:

"Graduation with Honors" shall be determined by the following grade points as accumulated on a student's cumulative earned Grade Point Average (GPA) through the semester prior to graduation:

- Summa Cum Laude 3.85 - 4.00
- Magna Cum Laude 3.65 - 3.84
- Cum Laude 3.50 - 3.64

The final semester grades are calculated in the final GPA for the purpose of graduation with honors which will then be recorded on the student's official transcript.

Students who are designated as Honor Graduates (at least a 3.5 GPA) may wear Honor Cords at the graduation ceremony.

## Graduation Ceremonies:

Students meeting the requirements for graduation are expected to participate in Commencement ceremonies; numerous graduation activities are held annually in May and include a public reception honoring the graduates.

In order to participate in graduation exercises, the following is required of students:

- An Application for Graduation form should be filed in the Registrar's Office by the published deadlines on the academic calendar each year. All applications must be signed by the advisor and student with the graduation semester, degree, and core emphasis designated. **Diploma fee of \$15.00 is required when the application is submitted.**
- A degree check will be completed by the student and the advisor and submitted to the Registrar by published dates. The Registrar will verify to the advisor any deficiencies: the advisor will notify the student of any deficiencies by the enrollment period in January.
- A student must be within nine (9) credit hours of completing graduation requirements in order to participate in the commencement activities. Exceptions are made for some certificate programs. A student who withdraws from a course or courses included in the "within nine" credit hour requirement will be ineligible to participate in commencement activities. **If all requirements are not met in the semester applied for, the student must reapply for graduation and pay for a diploma.** The date on the diploma will be the semester and year that all requirements are met.
- Cap/gown/tassel must be ordered and purchased from the SCCC Bookstore.
- Students unable to participate in the Commencement ceremony must submit a request in writing to the VP of Student Services explaining circumstances prohibiting attendance.

## Honor Roll

### President's Honor Roll:

Any student who completes at least twelve (12) credit hours and has a semester grade point average of 4.00 will be listed on the President's Honor Roll for that semester.

## VP's Honor Roll:

Any student who completes at least twelve (12) credit hours and has a semester grade point average of at least 3.50 will be listed on the VP's Honor Roll for that semester.

## Part-time Student Honor Roll:

Any student who completes at least six (6) credit hours, but less than twelve (12) credit hours, and has a semester grade point average of at least 3.5 will be listed on the Part-time VP's Honor Roll for that semester.

## Academic Dismissal, Probation & Warning

An academic warning will be instituted by the Registrar's office if, after attempting 12 or more semester hours at Seward County Community College, a student has failed to compile a 2.0 cumulative grade point average (GPA).

After attempting 24 credits, if a student does not compile a minimum cumulative grade point average of 2.0, he/she will be placed on academic probation. Students will be notified by the Dean of Student Success & Enrollment office at the conclusion of the semester, if they have not met this minimum grade point requirement. If placed on probation, a hold will be placed on the student's account. The student must meet with his/her academic advisor and complete a plan for success, prior to being allowed to register for future classes. This plan must be submitted to the Registrar's office after review by academic advisor.

## Academic Dismissal, Probation & Warning: Student Responsibility

Probationary student enrollment will be between the assigned advisor and the student. A student unable to maintain a minimum 2.0 cumulative GPA must meet with his/her academic advisor prior to completion of enrollment. Students placed on academic warning will be notified in writing at the conclusion of that semester.

- Students on academic probation should be allowed to complete their enrollments with the advisor, adhering to a limit of 12 credit hours for all higher education enrollment.
- A student may be suspended at the end of any semester during which academic probation occurs if a "C" (2.0) average for the semester is not maintained. Students will be notified by the Dean of Student Success & Enrollment at the conclusion of the semester, if they have not met this minimum requirement. Students may apply for readmission after one full semester, excluding summer school.
- Any appeals concerning the probationary limitation on credit hours should begin with the students' academic advisor.

## Transfer Students on Academic Probation

A student transferring to SCCC who has been placed on academic probation from another college/university or has been dismissed based on academic performance can be admitted to SCCC under the following conditions:

- Complete an Application for Admission.
- Provide an official transcript from all prior colleges attended.
- Take the Accuplacer exam for course placement purposes, if needed
- Limit SCCC enrollment to twelve (12) credit hours or less per Fall/Spring term or 6 credit hours or less per summer term. Student is placed on Academic Probation Status and must maintain a 2.0 GPA to continue SCCC enrollment.

## Attendance Policy

### College Policy:

Regular and punctual attendance at all scheduled classes and class activities is expected of all students and is integral to the successful completion of courses. Students are responsible for obtaining class materials missed or scheduling missed exams due to an absence(s). If an absence is necessary because of a college sponsored activity or trip, students are responsible to notify the instructor(s) of the impending absence(s); arrangements for all classroom assignments should be made by the student in advance of the absence. If a student fails to notify the instructor and/or fails to make arrangements for missed assignments/exams, then the instructor is not obligated to allow makeup of any work missed.

When a student's absence(s) is due to extenuating circumstances, instructors are encouraged to allow the student the opportunity to make up missed assignments/exams within a reasonable period of time. Documentation to support any extenuating circumstances causing an absence(s) should be provided by the student; the documentation should be provided to the instructor and arrangements scheduled in advance of the absence(s), except when emergencies are present.

### **Instructor/Course Policies:**

Specific policies and procedures on absences and makeup work are established by instructors for each course; these specific guidelines are printed in the course policies and are distributed at the beginning of each course. Students are responsible to abide by each course's attendance requirements as stated in the course policies. Some instructors may have an attendance policy requiring students to withdraw from the class after a certain number of absences. If the students have not followed the process listed above, absences for a regarded school activity will be counted toward maximum absences allowed.

## **Academic Honor Code & Cheating Policy**

One of the most significant aspects of Seward County Community College is its commitment to high ethical standards and integrity. The faculty and administration at SCCC are committed to the belief that strong moral values build an atmosphere of trust between faculty and students, enhance academic standards, build character, and develop better citizens. In light of these high ethical ideals, as a student of SCCC:

### **SCCC Student Honor Code:**

- I will not resort to lying, cheating, or stealing in my academic work.
- I will courageously oppose any instance of academic unscrupulousness.
- I will promptly notify faculty members or administrators either verbally or in writing when I observe any deed or academic cheating in any course.

### **Academic Policy:**

Academic dishonesty defined as any act of cheating, plagiarism, or deceit. Examples of such conduct would include:

- Either copying another's exam or allowing another to copy the exam.
- Collaboration that is not permitted by the instructor.
- Plagiarism, i.e. the use of another's ideas or words and pretending they are one's own.
- Providing or receiving aid on a take-home test without the permission of the instructor.
- Providing and receiving aid on a class assignment under conditions in which a reasonable person would know such aid was unethical.

## **Consequences**

### **First Offense:**

The instructor will determine the appropriate punishment as set forth in the class policies. The instructor will also report the incident to the Dean, VP of Academic Affairs and VP of Student Affairs, who will keep records of infractions. A letter will be sent to the student acknowledging the incident and warning the student of the consequences of a second offense.

### **Second or Third Offense:**

The instructor will again determine the appropriate punishment as set forth in the course policies and report the incident to the VP of Academic Affairs and VP of Student Affairs. The VP's will appoint a committee, composed of themselves and three other full-time faculty members and/or Academic Deans who will review any written information and interview appropriate sources. The accused student will have the right to appear before the committee to provide explanation. If the committee determines that the student is guilty of cheating, then the committee will determine an appropriate punishment.

# Classification of Students

## Freshman:

A student who has completed fewer than 31 semester hours.

## Sophomore:

A student who has earned 31 semester hours or more.

## Special:

A student who:

- Has over 75 credits;
- Has less than high school sophomore status, who has been classified as gifted by the local school, and has an IEP (Individual Education Profile) on file in the registrar's office;
- Individuals who have not completed a course of study at an accredited high school or the General Educational Development Test.

## Concurrent Student:

A high school student who has completed at least the freshman year, but has not graduated from high school, and is enrolled in both high school and college courses.

## Full-time:

A student enrolled in 12 or more credit hours.

## Part-time:

A student enrolled in fewer than 12 credit hours.

# Academic Credit

## Definition of Credit Hour:

A credit hour represents the amount of work that reasonably approximates not less than one hour of face-to-face instruction and a minimum of two hours of out-of-class student work for approximately fifteen weeks or an equivalent amount of work over a different amount of time. The college shall record one semester hour of credit for any student attending a lecture class if the student has made satisfactory progress in the class and the class consists of at least 750 minutes of class instruction, plus time allowed for a final examination. The college shall record one semester hour of credit for any student attending a laboratory class if the student has made satisfactory progress in the class and the class consists of at least 1,125 minutes. The college shall record one semester hour of credit for any student who completes a minimum of 2,700 minutes in on-the-job training, internships, studio work, or clinical experiences in health occupations.

The number of semester hours of credit allowed for each distance education or blended hybrid course shall be assigned by the college based on the amount of time needed to achieve the same course outcomes in a purely face-to-face format.

In accordance with K.S.A. 1999 Supp. 71-601 (a) "Credit hour" means the basic unit of collegiate level instruction, as determined by the state board, in a subject or course offered at a level not higher than those subjects or courses normally offered to freshmen and sophomores in four-year institutions of post-secondary education which subject or course is approved by the state board. Credit hour does not include within its meaning instruction in a subject or course taken by a student enrolled for audit or in any subject or course not approved by the state board. The state board shall

determine whether the subjects and courses offered in the community colleges are at the level of freshmen courses and sophomore courses offered in the state educational institutions and shall not approve any subject or course offered at a higher level.

The Kansas Board of Regents has approved the following recommendations regarding credit hour:

- A minimum of 750 lecture minutes would constitute one credit hour.
- A minimum of 1125 lab minutes would constitute one credit hour.
- A minimum of 2700 minutes of occupational work experience would constitute one credit hour. (This could be in the form of an internship, occupational work experience, OJT, clinical experience or a similar live work experience.)

Additionally, the Kansas Board of Regents defines distance education as either an asynchronous or synchronous instructional delivery system in which faculty and students are physically separated in place or time. Teaching and learning are supported by a wide spectrum of existing and evolving media. Any program in which the proportion of content delivered via distance learning is 50% or more will be considered as a distance education program. These offerings will include those offered wholly online and blended or hybrid programs in which a substantial proportion of the content is delivered through mediated delivery technology to facilitate such activities as online discussions, interactive television, and limited numbers of face-to-face meetings.

For the purpose of clarity, the following descriptions are recommended:

- Lecture—a period of classroom activity devoted to formal instruction.
- Laboratory—consists of educational activity in which students will be carrying out experiments, perfecting skills, or practicing activities under the direction of a faculty member.
- Occupational Work Experience—a learning activity that is related to a student's occupational objectives in which a live work experience is integrated with academic instruction.
- Distance education—an equivalent amount of instruction and student work leading to equivalent learning outcomes as required for lecture/laboratory as described above.

## First-Year Seminar

The college orientation course is designed to provide guidance to students beginning their college academic program. All first-time, full-time students pursuing an Associate of Arts Degree, an Associate of Science Degree or an Associate of General Studies Degree are required to complete a college orientation course during their first semester at Seward County Community College.

## Assessment

Assessment at SCCC is an ongoing process that originates from the college mission. The institution strives for a more complete and accurate picture of learning, utilizing clearly stated purposes and outcomes as a guide. Assessment is an integral part of the college's obligation to students, the community and us. It is the primary device around which an environment dedicated to improving the quality of instruction and learning can be maintained.

The assessment program allows the college to see how well the mission and goals are being accomplished. It provides information for compliance with performance indicators required by the state and for funding requirements of the federal government. It yields data required for the accreditation process. Most importantly, it provides the information necessary to improve teaching and the process of learning.

Students at SCCC are asked to periodically participate in institutional, departmental, program, and course assessment. The types of measurement instruments utilized range from nationally standardized exams to surveys and exit interviews. Through this essential assessment process, the college is better able to be continually responsive to the changing needs of its students, community, and service area. A copy of the SCCC Assessment Plan and subsequent year-end reports of its implementation are available to students and other interested parties on the SCCC web site.

### SCCC Institutional Outcomes are:

- Read with comprehension, be critical of what they read, and apply knowledge gained to real life situations.

- Communicate ideas clearly and proficiently in writing, appropriately adjusting content and arrangement for varying audiences, purposes, and situations.
- Communicate ideas clearly and proficiently in speaking, appropriately adjusting content and arrangement for varying audiences, purposes, and situations.
- Demonstrate mathematical skills using a variety of techniques and technologies.
- Demonstrate the ability to think critically by gathering facts, generating insights, analyzing data, and evaluating information.
- Exhibit skills in information and technological literacy.
- Demonstrate knowledge and comprehension of the diverse cultures, creeds and lifestyles of America and the world community.
- Show the ability to contribute to political, civic, and community responsibilities as an informal member of society.
- Exhibit workplace skills that include respect for others, teamwork competence, attendance/punctuality, decision making, conflict resolution, truthfulness/honesty, positive attitude, judgment, and responsibility.

## Grading System

This example shows how to calculate your G.P.A.

Grade	Quality of Work	Grade Points per Semester Hour
A	Excellent	4
B	Above Average	3
C	Average	2
D	Below Average	1
F	No Credit	0
Other Designations*		
W	Withdrawn	
I	Incomplete	
P	Credit	

\*Designations of W, I, and P are not used in computing Grade Point Average.

## Examinations

Each instructor determines the number and type of examinations to be administered in his/her classes prior to the final. The instructor also determines what portion of the student's grade will be based on examinations.

The individual instructor decides whether students will be permitted to take special or make-up examinations. Final exams (comprehensive or last scheduled chapter/unit exams) for all evening classes shall be administered during the final class meeting unless approved by the VP of Academic Affairs.

Final exams (comprehensive or last scheduled chapter/unit exams) for all classes shall be administered during finals week. Scheduled labs may give an exam during the week prior to finals. All classes are required to meet during the final exam week whether an exam is given or not.

Requests by students to take final examinations early are discouraged, but, in extreme cases, may be made in writing to the VP of Academic Affairs at least three weeks prior to final exam week of the fall and spring semester and at least one week prior to the final week of each summer session. Early exams must be scheduled during the faculty member's normal final exam schedule.

## Incomplete Policy

Students may be given an "incomplete grade" (I) in a course if they are unable to complete the course work because of extenuating circumstances. The instructor of the course will have the discretion to decide whether the circumstances warrant an "I". An **Incomplete Grade Agreement** must be completed by the instructor, signed by the student, the instructor, and the Registrar prior to issuance of an "I".

**The Incomplete Grade Agreement** will be in effect a maximum of one subsequent semester (excluding summer session). **On the Incomplete Grade Agreement**, the instructor will designate the following:

- The month, day, and year the Incomplete Grade Agreement expires.
- The assignments / requirements to successfully complete the course.
- The course grade to be recorded if the requirements are not met.
- At the end of the specified time period, the “incomplete designation” (I) will be changed by the Registrar to either:
- The course grade indicated by the instructor when the Incomplete Grade Agreement is signed or
- The new grade, reported by the instructor to the Registrar, resulting from completion of the requirements specified on the Incomplete Grade Agreement.

It should be noted that when a student agrees to an “incomplete designation” (I) in a course, the student’s financial aid eligibility could be jeopardized. Copies of the **Incomplete Grade Agreement** will be distributed to the student and the instructor, and the original placed in the students file in the Registrar’s office.

## Retaking SCCC Courses

All courses repeated will be counted one time for total hour purposes, and the last grade received will be the grade computed in the grade point average. If a student elects to retake a course, only the latter grade will be used in calculating the grade point average for purposes of academic eligibility, academic advancement, and/or graduation. However, both grades will appear on the transcript. For purposes of eligibility for federal financial aid, all hours attempted since matriculation to college level work will be used to determine aid.

## Pass/Fail Course Option

For SCCC credit courses, a student may elect to pursue a course on a PASS/FAIL (P/F) basis; a written contract must be signed by the student, the academic advisor, and the instructor. Under this option, an earned grade of A, B, C, or D will be recorded on the transcript as “P” denoting pass; a grade of “F” denoting fail will be recorded when the course is not passed. A grade of “P” does not affect a student’s grade point average; a grade of “F” is counted in the calculation of the grade point average and will have an adverse effect.

The following guidelines will be followed for the P/F Option:

- Courses which satisfy *General Education Requirements* for a degree program **cannot** be taken as P/F credit.
- Courses required in the major field of study cannot be taken as P/F credit.
- Courses designated as P/F by the college such as labs are considered an exception.
- Prior to the completion of 50% of the course, a student may elect to take a course as P/F; the VP of Academic Affairs will determine when 50% completion of course occurs.
- A written contract must be signed by the student, the academic advisor, and the instructor designating course(s) to be taken as P/F; once the contract is signed no changes will be allowed.
- A maximum of 24 credit hours

Although courses taken as P/F may count towards a degree at SCCC, other colleges, universities, scholarship committees, honor societies, etc. may not accept the P/F grades; it is the student’s responsibility to contact other institutions for information about acceptance of P/F graded courses.

## Appeal of Course Grade

Students are responsible for meeting the standards for academic performance established for each course in which they are enrolled. The establishment of the criteria for grades and the evaluation of student academic performance are the responsibilities of the instructor.

This grade appeal procedure is available only for the review of allegedly capricious grading and not for review of the instructor's evaluation of the student's academic performance. Capricious grading, as the term is used here, consists only of any of the following:

- The assignment of a grade to a particular student on some basis other than the performance in the course;

- The assignment of a grade to a particular student by resorting to more exacting or demanding standards than were applied to other students in the course.

**Step 1:** The student should first discuss the course grade fully with the instructor of the course. This must be done within two weeks after the start of the following semester (fall/spring)

**Step 2:** If the matter cannot be resolved by consultation with the instructor, the student may set up a hearing with the dean/division chair or, in the case of outreach coursework, the SCCC Director of Outreach. The hearing must be scheduled within two weeks of speaking to the instructor or within two weeks of the start of the following semester if instructor is no longer employed by the college. The student, the instructor, and dean/division chair (director of outreach) should attempt to resolve the matter at this level.

**Step 3:** If the matter is not resolved, the parties involved may appeal to the VP of Academic Affairs. The written notice of this appeal must be made within two weeks of speaking to the dean/division chair or director of outreach. The VP will establish, within seven calendar days, an ad hoc academic appeals committee and appoint a committee chairperson to review the written records presented by the student, instructor, and dean/division chair (director of outreach). After the committee has had the opportunity to review all the written data and interview potential informational sources, the committee will make its decision regarding the appeal. The decision of the committee will be communicated to the student, the instructor, the dean/division chair (director of outreach), and the VP of Academic Affairs by the committee chairperson. The decision of this committee shall be considered final.

## Credit by Examination (CBE)

- CREDIT BY EXAMINATION (CBE) such as CLEP, AP, DANTES/DSST, etc. can be utilized to receive college credit. CBE tests must correspond to courses listed in the current SCCC College Catalog; any exceptions must be approved by the VP of Academic Affairs.
- A student may not earn CBE for any sequential course “below” the level of a course successfully completed.
- It is recommended that students first consult their academic advisor and the Registrar to discuss receiving credit through CBE. If a student fails a CBE test, it is recommended that a six (6) month period be observed before retesting for the same course.
- The Registrar will evaluate all CBE transcripts to determine the possible awarding of SCCC credit according to the following guidelines:
  - Standards for awarding credit will be determined by the academic division and will include: specific courses which CBE credit can be awarded; the minimum scores for each CBE; the number of credit hours to be awarded, approved testing agencies, etc.
  - If credit is awarded, the student’s transcript will indicate the name of the course, the testing agency/name of examination, number of credit hours earned, and a grade of “P” to designate a passing grade.

## Credit for Military Service

In accordance with recommendations from the American Council on Education the college grants credit for previous military service.

## Course Placement

Accuplacer is an assessment tool used to determine course placement for first-time, full-time students. If a student has recently taken the ACT or SAT assessment, those scores may be used instead of the Accuplacer. Students returning to college and/or part-time students may also be asked to take the Accuplacer as a way to determine the most appropriate courses. It is recommended that SAT, ACT, and Accuplacer scores be within the last two years.

The Accuplacer assessment measures student ability in the following discipline areas: Reading Skills, Writing Skills, and Math Skills. From these exams, a score report is generated from which the student and his/her advisor can determine placement in courses.

## Administration of Accuplacer

All degree seeking students, both full-time and part-time, should be administered the Accuplacer tests. Students not seeking a degree, but who want to enroll in English, Math, or Science courses should also be administered the Accuplacer tests. Students should contact the Admissions Office or the Testing Coordinator, located in administrative offices in the Hobble Academic Building, to schedule an Accuplacer assessment. As a reminder, ACT or SAT scores recently obtained may be used in place of Accuplacer scores for placement purposes. The Accuplacer may be re-administered for those trying to improve their scores, but there is a fee to do so.

The ACT, SAT, and/or Accuplacer scores are used in the advisement process to determine appropriate courses for the student to enroll in and begin their college studies. The advisement process involves SCCC faculty and staff assisting students in the planning process for academics and career goals. Students are assigned advisors based upon areas of interest. Student input in the assignment of an advisor is encouraged. The advisement process should be more than just choosing which courses to take; students should contact advisors frequently and discuss both academic and career goals.

## Mandatory Placement Policy for English Classes

Students no longer have the option of waiving placement in Pre-Composition and Composition I classes.

To advance to Pre-Composition II one of the following is required: Final grade of A, B, or C in Pre-Comp I, or Accuplacer e-Write Post-Test score of 5+, or Accuplacer Writing Test score of 39-69.

Upon completion of Pre-Composition II, one of the following is required to advance to English Composition I: Final grade of A, B, C, in PreComposition II, or Accuplacer e-Write Post score of 6+, or Accuplacer Writing Test score of 74. Students who do not meet one of the requirements will not be allowed to enroll in English Composition I. These students will need to retake Pre-Composition II.

## Course Placement Waiver

Students may request a waiver of the SAT/ACT/Accuplacer course placement recommendations. In doing so, the student accepts full responsibility for their own enrollment decisions. It should be understood that the student's chances of academic success will be diminished by enrolling in a course(s) for which the student is not adequately prepared. The Course Placement Waiver forms may be obtained from the Registrar's Office.

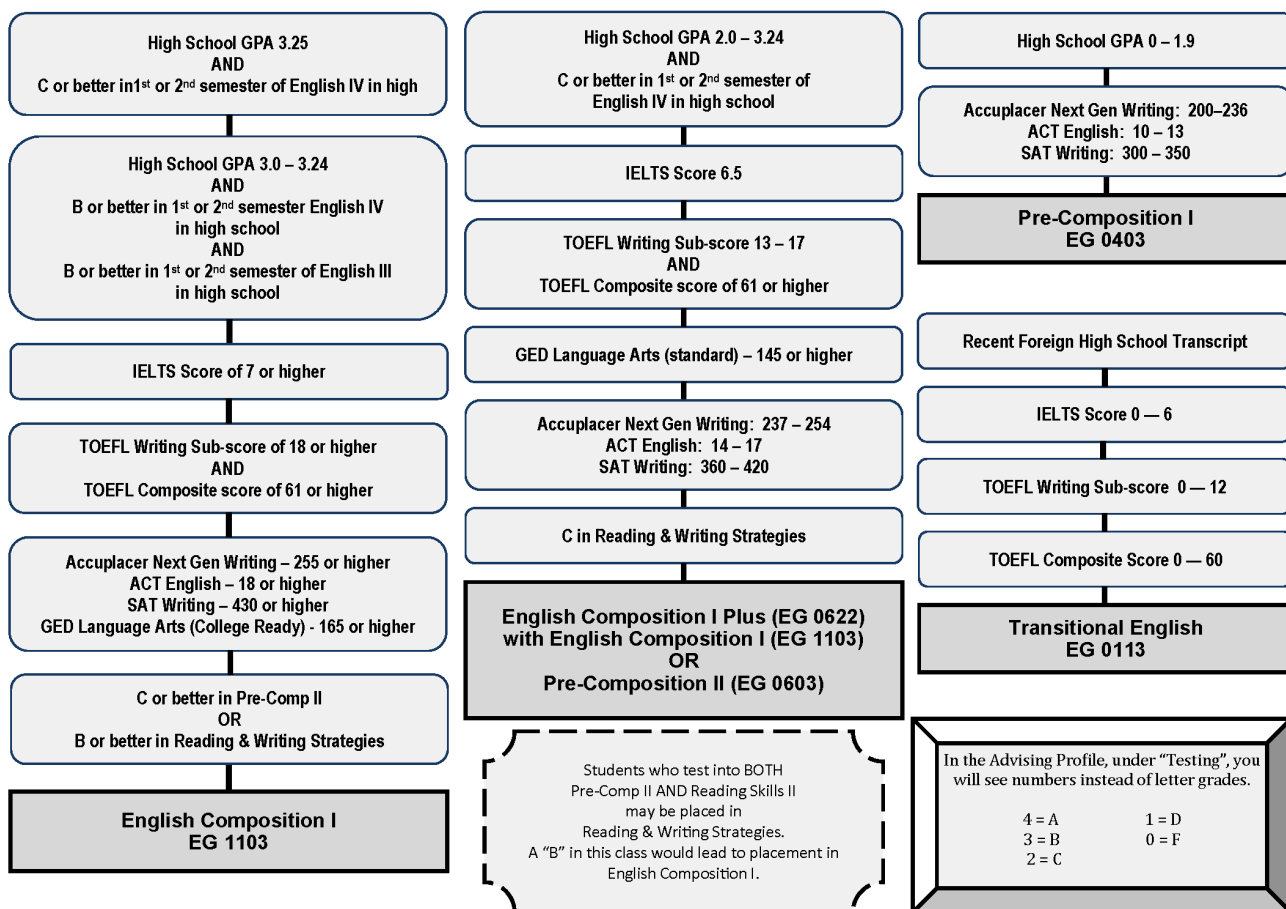
# SCCC Course Placement Matrix

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## Course Placement Matrix

Use if the last class for placement was completed within the last two years, otherwise the student needs to use course placement test scores to determine placement.

## ENGLISH COURSE PLACEMENT MATRIX



Revised 02/27/2023

## Transfer and Articulation Process

To see the Kansas Board of Regents transfer policy with regard to General Education classes, please visit [https://kansasregents.org/about/policies-by-lawsmissions/board\\_policy\\_manual\\_2/chapter\\_iii\\_coordination\\_of\\_institutions\\_2/chapter\\_iii\\_full\\_text#GenEd](https://kansasregents.org/about/policies-by-lawsmissions/board_policy_manual_2/chapter_iii_coordination_of_institutions_2/chapter_iii_full_text#GenEd)

## Course Transfer

There is a growing list of courses approved by the Kansas Board of Regents for guaranteed transfer between all Kansas public postsecondary institutions. A student who completes any of these courses from any public community college, technical college, or university can be certain that he or she can transfer that course to any other public institution in pursuit of a degree or credential. Course Equivalency Guides are available at: [www.Kansasregents.org/transfer\\_articulation](http://www.Kansasregents.org/transfer_articulation)

## Reverse Transfer

Beginning in the Fall of 2014, students who transfer to a public university from a public community college or technical college in Kansas are eligible for Reverse Transfer, which allows for the attainment of any associate degree for which one is eligible. Reverse Transfer provides the opportunity and assistance in transferring university courses back to community and technical colleges, though an automated process.

Within the student's first semester, the university will notify students who transfer coursework from a community college or technical college if they are eligible to be considered for reverse transfer degree status, and which courses

are needed to finish the related degree. Students who then complete the coursework for a given associate degree are eligible to receive that degree, administered automatically by correspondence between the university and community college or technical college the student last attended before entering the university. Contact the university Registrar's Office for more information.

## **General Education**

### **Philosophy Statement:**

Seward County Community College believes the general education core of courses required by the college is an important part of enabling our students to more fully realize their potential. The general education requirements, along with the variety of intellectual pursuits within each student's major discipline, are of vital importance to enhance the ability to communicate effectively, to develop necessary mathematical skills, to establish a high level of critical thinking skills, to stimulate and enrich intellectual and cultural life, and to broaden knowledge and analytical skills. The broad range of requirements within the general education core is instrumental in intellectual and experiential growth, which enables each student to become a more productive, enlightened, inclusive, and participative citizen. A liberal education, with a solid general education core, is responsible for the development of a more knowledgeable person better able to engage in rational inquiry and critical thinking, a more civic person better prepared to take an effective role in community life, a more reflective person who is sensitive and perceptive, and a more holistic person who understands and appreciates his or her relationship within the global society.

## **Other Instructional Options**

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### **Outreach & Concurrent Enrollment Classes**

The Seward County Community College Outreach Program serves an off-campus population in a seven-county area of Southwest Kansas. Courses are offered in eleven communities with the local populations assist in determining particular courses and programs. The variety of offerings ranges from the traditional degree-oriented subjects to non-traditional special interest subjects. Classes are taught in service area high schools during the school day, which allows eligible high school students to receive concurrent high school and college credit. The classes are typically taught by local instructors in community/school facilities.

### **Adult Basic Education (ABE/ESL)**

The Colvin Adult Learning Center, located at 520 North Washington, offers a variety of services for the student who needs adult basic education courses before he or she begins college classes. The center offers a Kansas State High School Diploma through GED Testing. The center offers English as a Second Language classes to assist the student who needs to improve his or her English skills.

### **Business & Industry Services**

Seward County Community College offers a variety of specialized courses in both non-credit and credit formats to serve the educational needs of individuals, business, industries, and related groups in its service area. Specialized courses are designed and offered at requested locations and at a time convenient to the specific industry or group's educational training needs. Scheduling of these classes is flexible, and a concerted effort is made to provide the highest quality instruction in a wide variety of instructional/training areas.

### **Contract Training On-Site**

Non-credit and credit courses are taught at the business site. Courses can be designed to fit the needs of individual businesses, using their own equipment and facilities so that employees can learn under actual work conditions.

### **Contract Training On-Campus**

Non-credit and credit courses, seminars, workshops and programs in technology and business are offered on the SCCC campus. Courses and programs can be designed to meet the specifications of individual businesses.

## Online Education

### Saints Ahead:

Seward County Community College offers online courses that can be beneficial in allowing students convenient access to college classes. These courses are designed in an “anytime/anywhere” learning format. Students enrolling in the online format may take individual courses or pursue a specific degree. It is extremely important to recognize that online learners must be self-directed, have good organizational skills, a practical schedule to balance work, family and study, possess some basic computing skills, and have access to a reliable computer, email address, and Internet service.

## SCCC Foundation

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The Seward County Community College Foundation was established as a 501(c)(3) not-for-profit organization in 1969 for the purpose of raising funds to help meet the needs of SCCC. The Foundation provides funds for scholarships, instructional programs, and other SCCC needs. Permanently endowed scholarships have been established by Foundation supporters in honor or in memory of specific individuals, businesses and organizations.

## Scholarships

Hundreds of scholarships in varying amounts are available each year to students attending Seward County Community College. Funds for these scholarships are provided by generous individuals and businesses in southwest Kansas and the Oklahoma and Texas Panhandles through the Seward County Community College Foundation. Scholarships are awarded on the basis of need, special ability, or special interest. Students must complete a scholarship application each year to be considered for a scholarship award. Priority dates are April 1 for fall and November 1 for spring. Scholarships are awarded based on availability of funds.

## Foundation Funds

Funds established by individuals, businesses, and organizations support numerous scholarships. Many of these were established as scholarships in memory or in tribute to family members and friends. Donations to these funds are invested and only the income is spent for student scholarships and other SCCC needs according to the donors' preferences.

## SCCC Alumni & Friends Association

The primary purpose of the Seward County Community College Alumni & Friends Association is to foster the spirit of loyalty, commitment and involvement of the students, alumni and friends of Seward County Community College. The Association is committed to helping past students, graduates and non-graduates alike, maintain a sense of camaraderie with their SCCC friends, develop on-going interest in the growth and success of SCCC, promote goodwill as ambassadors of SCCC, and work closely with the college and Foundation as a network of support for SCCC and its students.

# Programs

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## Health Occupations

### Certified Medication Aide

Degree Type  
SAPP

Certified Medication Aides learn principles for safe administration of medication and importance of being an effective member of a team within a long term care facility. A CMA is taught the importance of focused approach to preparing and administering medications and continually seeking opportunities to learn more about medications.

Item #	Title	Credit Hours
NR1004	Certified Medication Aide	4
	Total Degree Requirements	4

### Certified Nurses Aide

Degree Type  
SAPP

Common responsibilities of a CNA include taking and recording vital signs and assisting patients with their physical needs. CNAs may perform procedures under the supervision of a registered nurse.

Item #	Title	Credit Hours
NR1005	Certified Nurses Aide	5
	Total Degree Requirements	5

## Health Occupations

### Certified Medication Aide

Degree Type  
SAPP

Certified Medication Aides learn principles for safe administration of medication and importance of being an effective member of a team within a long term care facility. A CMA is taught the importance of focused approach to preparing and administering medications and continually seeking opportunities to learn more about medications.

Item #	Title	Credit Hours
NR1004	Certified Medication Aide	4
	Total Degree Requirements	4

### Certified Nurses Aide

Degree Type  
SAPP

Common responsibilities of a CNA include taking and recording vital signs and assisting patients with their physical needs. CNAs may perform procedures under the supervision of a registered nurse.

Item #	Title	Credit Hours
NR1005	Certified Nurses Aide	5
	Total Degree Requirements	5

## Emergency Medical Technician

### EMT: Basic

Degree Type  
SAPP

### Award Type: SAPP

This stand-alone program (SAPP) is a 12 credit hour course in Emergency Medical Technician.

Item #	Title	Credit Hours
BI1129	Emergency Medical Technician	12
	Total Degree Requirements	12

## Maintenance Technician

### Maintenance Technician

Degree Type  
Certificate A

### Type of Award: Certificate A

Graduation in the Certificate A program requires a 2.0 GPA. The student may complete all 18 credit hours in the curriculum and meet the requirements to graduate while earning the NCCER Core or OSHA 10 credentials.

Item #	Title	Credit Hours
ID1001	OSHA 10	1
ID1004	Trade Basics	4
WE1001	Introduction to Welding	1
ID1103	Electrical Theory	3
IM1003	Pumps, Compressors and Mechanical Drives	3
PR1123	Process Instrumentation	3
DF1103	Print Reading	3
	Total Degree Requirements	18

## Non-Departmental Degree

### General Education Requirements: Associate of Arts (AA)

Degree Type  
AA

The total General Education requirements for the Associate of Arts degree at SCCC are 47 credit hours and include College Orientation. A minimum of 60 credit hours is necessary for degree completion, with a 2.00 overall minimum GPA and a minimum of 15 residential credits. Courses designated as developmental, remedial or ESL courses shall not count toward fulfilling the requirements of this degree. Students should refer to "Courses Satisfying General Education Requirements" for a complete listing of general education requirements.

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communications (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

### College Orientation (1 credit hour)

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

### Social and Behavioral Science (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

### Math (3 credit hours)

(Math courses are degree specific - check individual major)

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

### Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	Total Degree Requirements	34

### Technical Studies (AASTS)

Degree Type  
AAS

An Associate of Applied Science in Technical Studies degree requires the completion of a minimum of fifteen (15) credit hours in two (2) Kansas Board of Regents approved programs totaling a minimum of 30 credit hours of specialized preparation.

A minimum of 60 credit hours is necessary for degree completion, with a 2.00 overall minimum GPA. Courses designated as developmental, remedial or ESL courses shall not count toward fulfilling the requirements of this degree.

### English Composition/Oral Communication (6 credit hours)

Item #	Title	Credit Hours
EG1103	English Composition I	3
EG1113	English Composition II	3
BA1213	Business English	3
SP1203	Public Speaking	3
SP1103	Interpersonal Communications	3
BA2243	Business/Tech Communications	3

### Humanities (9 credit hours)

(From any two of the following disciplines)

#### Art

Item #	Title	Credit Hours
AR1323	Art Appreciation	3
AR1703	Survey of Art History I	3
AR1713	Survey of Art History II	3

#### Theater

Item #	Title	Credit Hours
DR2203	Theater Appreciation	3
DR1503	Introduction to Cinema	3

#### Music

Item #	Title	Credit Hours
MU1203	Music Appreciation	3
MU1803	Jazz Appreciation	3

#### Philosophy

Item #	Title	Credit Hours
PH1303	Intro to the Old Testament	3
PH1313	Intro to the New Testament	3
PH1323	Survey of World Religions	3
PH2103	Introduction to Ethics	3
PH2203	Introduction to Philosophy	3

#### History

Item #	Title	Credit Hours
HS1303	American History I 1492-1877	3
HS1313	American History II 1877-Pres.	3
HS1603	World Civilization I	3
HS1613	World Civilization II	3

## Literature

Item #	Title	Credit Hours
EG1703	Introduction to Humanities	3
EG1303	Introduction to Literature	3
EG2403	American Literature I	3
EG2413	American Literature II	3
EG2303	English Literature I	3
EG2103	Creative Writing	3

## Social and Behavioral Science

### Psychology

Item #	Title	Credit Hours
BH1303	General Psychology	3

### Sociology

Item #	Title	Credit Hours
BH1403	Principles of Sociology	3

### Economics

Item #	Title	Credit Hours
EC2223	Prin of Microeconomics	3
EC2213	Prin of Macroeconomics	3

### Anthropology

Item #	Title	Credit Hours
BH1613	Intro Cultural Anthropology	3
BH1603	Physical Anthropology	3

### Political Science

Item #	Title	Credit Hours
SS1403	American Nat'l Government	3

### Geography

Item #	Title	Credit Hours
GE1103	World Regional Geography	3

## Mathematics

Item #	Title	Credit Hours
BA1303	Business Mathematics	3
MA1103	Intermediate Algebra	3

## Natural Sciences

Item #	Title	Credit Hours
	Biological Sciences	
	Physical Sciences	

## Electives

	Total Degree Requirements	30
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## Associate of General Studies (AGS)

Degree Type

AGS

An Associate of General Studies is a degree consisting of college credit courses to provide students with the opportunity to develop knowledge, skills, attitudes, and greater philosophical appreciation for lifelong learning. The AGS is not designed to satisfy requirements for transfer into Regents' universities degree programs. In order to graduate from Seward County Community College, a student needs a minimum of 60 credit hours for degree completion, with a 2.00 overall minimum GPA and a minimum 15 residential credits. Courses designated as developmental, remedial, or ESL courses shall not count toward fulfilling the requirements of this degree.



This program may be completed fully online!

### English Composition (6) credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

### College Orientation (1 credit hour)

Item #	Title	Credit Hours
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
BH1112	TRIO Enrichment Course (SGE) <sup>070</sup>	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

### Social and Behavioral Science (6 credit hours)

From at least two of the following disciplines

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

## Mathematics (3 credit hours)

(Math courses are degree specific - check individual major)

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

## English Composition (6) credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6
	Total Degree Requirements	32

### Course Sequencing

#### First Semester

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
	Arts and Humanities Group (SGE) <sup>050</sup>	6
	Communications Group (SGE) <sup>020</sup>	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1
	Elective (3 credits)	3

#### Second Semester

Item #	Title	Credit Hours
EG1113	English Composition II (SGE) <sup>010</sup>	3
	Math Group (SGE) <sup>030</sup>	3
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Elective (3 credits)	3
	Elective (3 credits)	3

#### Third Semester

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Elective (3 credits)	3
	Elective (3 credits)	3

#### Fourth Semester

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	Elective (3 credits)	3
	Elective (3 credits)	3
	Elective (3 credits)	3
	Elective (3 credits)	3

## General Education Requirements: Associate of Science (AS)

### Degree Type

AS

An Associate of Science degree requires a program of study in the sciences, math, or business. A program of study is defined as 12 credit hours in one or more of the above areas, not counting general education courses. In order to graduate from SCCC, a student needs a minimum of 60 credit hours for degree completion, with a 2.00 overall minimum GPA and a minimum of 15 residential credits. Courses designated as developmental, remedial or ESL course shall not count toward fulfilling the requirements of this degree.

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Arts and Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

### College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

### Social and Behavioral Science (6 credit hours)

(From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

### Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	Total Degree Requirements	31

# Accounting

**Accounting**  
Degree Type  
AAS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

## General Education Requirements: Associate of Science (AS)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Arts and Humanities (6 credit hours) (From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

### College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

### Social and Behavioral Science (6 credit hours) (From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
Item #	Title	Credit Hours
AC1203	Accounting I	3
BA1013	Introduction to Business	3
	BT1003 or EG1103	3
	Gen Ed Requirement (3 credits)	3
	<b>Total Degree Requirements</b>	<b>46</b>
	<b>Includes 31 Credits of General Education.</b>	

## Associate of Science Degree in Accounting

Degree Type

AS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 12 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

# General Education Requirements: Associate of Science (AS)

## English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

## Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

## Arts and Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

## College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

## Social and Behavioral Science (6 credit hours)

(From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

## Core Emphasis

Item #	Title	Credit Hours
AC1203	Accounting I	3
AC1213	Accounting II	3
AC2103	Managerial Accounting	3
BA1013	Introduction to Business	3

## Electives

(Review transfer destinations for guidance on electives)

*Recommended Business electives:* Business & Economic Stats, Principles of Microeconomics, Principles of Macroeconomics, Computer Based Spreadsheets, Computerized Accounting, Payroll Accounting, Accounting Internship I and II, Business Law

**Total Degree Requirements** 60  
**Includes 31 Credits of General Education.**

## Course Sequencing

### First Semester

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
AC1203	Accounting I	3
BA1013	Introduction to Business	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

## Second Semester

Item #	Title	Credit Hours
MA1173	College Algebra (SGE) <sup>030</sup>	3
AC1213	Accounting II	3
EG1113	English Composition II (SGE) <sup>010</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

## Third Semester

Item #	Title	Credit Hours
AC2103	Managerial Accounting	3
	Communications Group (SGE) <sup>020</sup>	3
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Business/Accounting Elective	3
	Business/Accounting Elective	3

## Fourth Semester

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	Business/Accounting Elective	3
	Business/Accounting Elective	3
	Business/Accounting Elective	3
	Business/Accounting Elective	3

# Agriculture

## Agriculture

Degree Type

AAS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 12 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

## First Semester

Item #	Title	Credit Hours
AG1001	Introduction to Agriculture	1
AG1233	Animal Science	3
AG1261	Animal Science Lab	1
AG1914	Princ of Horticultural Science	4
	BT1003 or EG1103	3
	Ag Elective (3 credits)	3

## Second Semester

Item #	Title	Credit Hours
	SP1203 or SP1103	3
	Gen Ed Requirement (3 credits)	3
	Ag Elective (3 credits)	3
	Ag Elective (3 credits)	3
	Ag Elective (3 credits)	3

## Third Semester

Item #	Title	Credit Hours
AG2423	Agriculture Economics	3
AG2413	Farm & Ranch Management	3
	Crop Science (AG1904) or Soils (AG2904)	4
	Gen Ed Requirement (3 credits)	3
	Ag Elective (3 credits)	3

## Fourth Semester

Item #	Title	Credit Hours
AG1814	Integrated Pest Management	4
	Business Tiered Elective (3 credits)	3
	Gen Ed Requirement (3 credits)	3
	Ag Elective (3 credits)	3
	Ag Elective (3 credits)	3
	Total Degree Requirements	62

## Associate of Science in Agriculture

### Degree Type

AS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

# General Education Requirements: Associate of Science (AS)

## English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Arts and Humanities (6 credit hours) (From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

### College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

### Social and Behavioral Science (6 credit hours) (From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

### Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

### Concentration Requirement Classes (Please select one class from Ag Business, Agronomy, and Animal Science).

Item #	Title	Credit Hours
AG1233	Animal Science	3
AG1243	Principles of Livestock Nutrition	3
AG1904	Crop Science	4
AG1914	Princ of Horticultural Science	4
AG2904	Soils	4
AG2413	Farm & Ranch Management	3
AG2423	Agriculture Economics	3
AG2503	Agribusiness Management	3
	<b>Total Degree Requirements</b>	<b>60</b>
	<b>Includes 31 Credits of General Education.</b>	

### Course Sequencing

## First Semester

Item #	Title	Credit Hours
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1
AG1001	Introduction to Agriculture	1
EG1103	English Composition I (SGE) <sup>010</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	Ag Elective (3 credits)	3
	Agriculture Concentration Requirement (3 Credits)	3

## Second Semester

Item #	Title	Credit Hours
	Agriculture Concentration Requirement (4 Credits)	4
EG1113	English Composition II (SGE) <sup>010</sup>	3
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

## Third Semester

Item #	Title	Credit Hours
	Agriculture Concentration Requirement (3 Credits)	3
MA1173	College Algebra (SGE) <sup>030</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Ag Elective (3 credits)	3

## Fourth Semester

Item #	Title	Credit Hours
	Agriculture Concentration Requirement (3 Credits)	3
	Communications Group (SGE) <sup>020</sup>	3
	Ag Elective (3 credits)	3
	Ag Elective (3 credits)	3
	Ag Elective (3 credits)	3

## Agriculture Certificate A

Degree Type  
Certificate A

The course sequence listed is a recommendation to ensure all requirements are met. The student needs to ensure that other institutional requirements such as 12 hours per semester for scholarships are also met. Although 33 hours is the minimum needed for the degree, students may end up with more than 33 hours to meet all requirements

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Total Degree Requirements	33
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### Course Sequencing

## First Semester

Item #	Title	Credit Hours
AG2413	Farm & Ranch Management	3
AG2713	Environmental Quality	3
AG1914	Princ of Horticultural Science	4
AG1243	Principles of Livestock Nutrition	3
AG1753	Beef Production	3

## Second Semester

Item #	Title	Credit Hours
AG1733	Meat Science	3
AG1603	Swine Production I	3
AG1714	Greenhouse Operations	4
AG1814	Integrated Pest Management	4
AG1503	Horse Production	3

## Art

### Associate of Arts in Visual Arts-Studio Arts

Degree Type

AA

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

## General Education Requirements: Associate of Arts (AA)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communications (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

### College Orientation (1 credit hour)

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

### Social and Behavioral Science (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

### Math (3 credit hours)

(Math courses are degree specific - check individual major)

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

### Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

\*Studio and performance courses are excluded as a Humanities elective.

Recommended Core Emphasis/Elective Courses (all courses are 3 credit hours):

- Survey of Art History I (AR1703)
- Survey of Art History II (AR1713)
- Drawing I (AR1453)
- Drawing II (AR1463)
- Art Appreciation (AR1323)
- Ceramics I (AR1303)
- Ceramics II (AR1313)
- Three-Dimensional Design (AR1413)
- Two-Dimensional Design (AR1403)
- Glass Blowing I (AR1253)
- Glass Blowing II (AR1263)

Electives (Review transfer destinations for guidance on electives). For all electives, students should strongly consider taking courses that transfer and matching requirements to transfer destination and major.

<b>Total Degree Requirements</b>	<b>66</b>
<b>Includes 34 Credits of General Education.</b>	

### Course Sequencing

## First Semester

Item #	Title	Credit Hours
AR1703	Survey of Art History I (SGE) <sup>060</sup>	3
	Communications Group (SGE) <sup>020</sup>	3
AR1453	Drawing I	3
AR1403	Two-Dimensional Design	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

## Second Semester

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
BH1303	General Psychology (SGE) <sup>050</sup>	3
BH1403	Principles of Sociology (SGE) <sup>050</sup>	3
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
AR1323	Art Appreciation (SGE) <sup>060</sup>	3

## Third Semester

Item #	Title	Credit Hours
EG1113	English Composition II (SGE) <sup>010</sup>	3
MA1163	Contemporary Mathematics (SGE) <sup>030</sup>	3
AR1713	Survey of Art History II (SGE) <sup>060</sup>	3
AR1463	Drawing II	3
AR1413	Three-Dimensional Design	3

## Fourth Semester

Item #	Title	Credit Hours
EG1303	Introduction to Literature (SGE) <sup>060</sup>	3
GE1103	World Regional Geography (SGE) <sup>050</sup>	3
SS1403	American Nat'l Government (SGE) <sup>050</sup>	3
PS1115	Physical Science (SGE) <sup>040</sup>	5
AR1303	Ceramics I	3

## Associate of Science in Visual Arts-Graphic Design

### Degree Type

AS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

# General Education Requirements: Associate of Science (AS)

## English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

## Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

## Arts and Humanities (6 credit hours) (From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

## College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

## Social and Behavioral Science (6 credit hours) (From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

## Core Emphasis

Item #	Title	Credit Hours
AR1403	Two-Dimensional Design	3
AR1413	Three-Dimensional Design	3
AR1453	Drawing I	3
AR1463	Drawing II	3

## Recommended Electives

Item #	Title	Credit Hours
AR1703	Survey of Art History I	3
AR1713	Survey of Art History II	3
AR1493	Intro to Graphic Design	3
AR1503	Graphic Design I	3
AR2813	Graphic Design II	3
AR2123	Digital Photography I	3

## Other Art Electives

Item #	Title	Credit Hours
AR1103	Interior Design I	3
AR2113	Interior Design II	3
AR2553	Oil Painting I	3
AR2563	Oil Painting II	3
AR1653	Watercolor I	3
AR1663	Watercolor II	3
AR1303	Ceramics I	3
AR1313	Ceramics II	3
AR2303	Ceramics III	3
AR2313	Ceramics IV	3
AR1603	Jewelry Making I	3
AR1613	Jewelry Making II	3
ED1203	Art in the Elementary School	3
AR2133	Digital Photography II	3
AR1253	Glass Blowing I	3
AR1263	Glass Blowing II	3
<b>Total Degree Requirements</b>		<b>61</b>
<b>Includes 31 Credits of General Education.</b>		

# Automotive Collision and Refinishing Technology

## Automotive Collision and Refinishing Technology

Degree Type

AAS

Certificate A

Certificate B

Certificate C

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 12 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

**CIP Code: 47.0603**

**CIP Name: Autobody/Collision and Repair Technology/Technician**

**Definition:** A program that prepares individuals to apply technical knowledge and skills to repair, reconstruct and finish automobile bodies, fenders, and external features. Includes instruction in structure analysis, damage repair, non-structural analysis, mechanical and electrical components, plastics and adhesives, painting and refinishing techniques, and damage analysis and estimating.

## Type of Award: Certificate A

### First Semester

Credentials earned in this semester:

- OSHA 10
- SP2 Pollution Prevention
- SP2 Collision Safety

Item #	Title	Credit Hours
AT1102	Orientation & Safety	2
AT1013	Paint and Refinishing I	3
AT1023	Paint and Refinishing II	3
AT1114	Non-Struc Analysis/Dmg Rpr I	4
AT1124	Non-Struc Analysis/Dmg Rpr II	4

Certificate A must be completed before attempting Certificate B

## Type of Award: Certificate B

### Second Semester

Credentials earned in this semester:

- I-CAR Refinish Technician Pro Level One AND
- I-CAR Non-Structural Technician Pro Level One

Item #	Title	Credit Hours
AT1033	Paint and Refinishing III	3
AT1104	Paint and Refinishing IV	4
AT1134	Non-Struc Analysis/Dmg Rpr III	4
AT1115	Non-Struc Analysis/Dmg Rpr IV	5
ID1123	Body Shop Welding	3
AT1112	Intro Est and Diag Scanning	2

Certificate B must be completed before attempting Certificate C

## Type of Award: Certificate C

### Third Semester

Item #	Title	Credit Hours
AT1022	Structural Analysis/Damage Repair I	2
AT1032	Structural Analysis/Dmg Rpr II	2
AT1233	Adv Estimating / Blueprinting	3
AT1003	Mechanc/Electrical Components	3

## Type of Award: Associate of Applied Science

### Fourth Semester

Item #	Title	Credit Hours
	AAS Gen Ed Communications (6 credits)	6
	Gen Ed Math/Sciences/Humanities (9 credits)	9

\*\*Art\*, History, Literature, Music\*, Philosophy, Theater\*, Modern Language, Anthropology, Economics, Geography, Political Science, Psychology, Sociology, Natural Science, Physical Science, Technical Math, Intermediate Algebra, College Algebra. Studio/performance courses are excluded

Total Degree Requirements		62
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# Automotive Technology

## Award Levels

AAS  
Cert A  
Cert B

## Automotive Technology

### Degree Type

AAS  
Certificate A  
Certificate B

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

### Type of Award: Certificate A

#### First Semester

Item #	Title	Credit Hours
AU1002	Auto Orientation & Safety	2
AU1013	Brakes I	3
AU1112	Brakes II	2
AU1023	Electrical I	3
AU1003	Engine Performance I	3
AU1033	Suspension and Steering I	3
AU1131	Suspension & Steering II	1

Certificate A must be completed before attempting Certificate B

### Type of Award: Certificate B

#### Second Semester

Item #	Title	Credit Hours
AU1125	Engine Repair	5
AU1115	Electrical II	5
AU1104	HVAC	4

#### Third Semester

Item #	Title	Credit Hours
AU1024	Automatic Trnsmsn/Trnsaxles	4
AU1007	Engine Performance II	5
AU1034	Manual Drivetrains/Axles	4

**Total Credits for Certificate A & B: 44**

**Type of Award: Associate of Applied Science**  
**Fourth Semester**

Item #	Title	Credit Hours
	AAS Gen Ed Communications (6 credits)	6
	Gen Ed Math/Sciences/Humanities (9 credits)	9
	Transportation Elective (1 credit)	1
**Art*, History, Literature, Music*, Philosophy, Theater*, Modern Language, Anthropology, Economics, Geography, Political Science, Psychology, Sociology, Natural Science, Physical Science, Technical Math, Intermediate Algebra, College Algebra. Studio/performance courses are excluded		
Total Degree Requirements		60

## Behavioral Science

### Associate of Arts Degree in Behavioral Science

Degree Type

AA

## General Education Requirements: Associate of Arts (AA)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communications (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

### College Orientation (1 credit hour)

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

**Social and Behavioral Science (6 credit hours)**  
 (From at least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

**Math (3 credit hours)**  
 (Math courses are degree specific - check individual major)

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

**Natural and Physical Sciences (4-5 credit hours)**

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

**Core Emphasis**  
 (Options: Choose 3 courses)

Item #	Title	Credit Hours
BH1303	General Psychology (SGE) <sup>050</sup>	3
BH1403	Principles of Sociology (SGE) <sup>050</sup>	3
BH2303	Developmental Psychology (SGE) <sup>050</sup>	3
BH2313	Abnormal Psychology (SGE) <sup>050</sup>	3
BH2403	Marriage and the Family	3
BA1503	Human Relations	3
	<b>Total Degree Requirements</b>	<b>60</b>
	<b>Includes 34 Credits of General Education.</b>	

**Course Sequencing**

**First Semester**

Item #	Title	Credit Hours
BI1305	Principles of Biology (SGE) <sup>030</sup>	5
MU1203	Music Appreciation (SGE) <sup>060</sup>	3
BH1303	General Psychology (SGE) <sup>050</sup>	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

**Second Semester**

Item #	Title	Credit Hours
PH2103	Introduction to Ethics (SGE) <sup>060</sup>	3
EG1103	English Composition I (SGE) <sup>010</sup>	3
PS1115	Physical Science (SGE) <sup>040</sup>	5
BH2303	Developmental Psychology (SGE) <sup>050</sup>	3
MA2103	Elementary Statistics (SGE) <sup>030</sup>	3

## Third Semester

Item #	Title	Credit Hours
BH2313	Abnormal Psychology (SGE) <sup>050</sup>	3
BH1403	Principles of Sociology (SGE) <sup>050</sup>	3
EG1113	English Composition II (SGE) <sup>010</sup>	3
	Communications Group (SGE) <sup>020</sup>	3

## Fourth Semester

Item #	Title	Credit Hours
SS1403	American Nat'l Government (SGE) <sup>050</sup>	3
GE1103	World Regional Geography (SGE) <sup>050</sup>	3
BH2403	Marriage and the Family	3
	American History I or II (3 Credits) (SGE) <sup>060</sup>	3
EG1303	Introduction to Literature (SGE) <sup>060</sup>	3

# Biology

## Associate of Science in Biology

Degree Type

AS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 12 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

# General Education Requirements: Associate of Science (AS)

## English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

## Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

## Arts and Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

## College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

## Social and Behavioral Science (6 credit hours)

(From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

## Core Emphasis

(Options: Choose 3 or 4 courses)

Item #	Title	Credit Hours
BI1505	Biology I for Majors	5
BI1515	Biology II for Majors	5
CH1505	College Chemistry I	5
CH1515	College Chemistry II	5
BI2705	Microbiology	5
CH2605	Organic Chemistry I	5
CH2615	Organic Chemistry II	5
MA2605	Analytic Geometry/Calculus I	5
PS2205	General Physics I	5
PS2215	General Physics II	5

## Electives

(Review transfer destinations for guidance on electives)

<b>Total Degree Requirements</b> <b>Includes 31 Credits of General Education.</b>	<b>60</b>
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## Course Sequencing

## First Semester

Item #	Title	Credit Hours
BI1505	Biology I for Majors (SGE) <sup>040</sup>	5
CH1505	College Chemistry I (SGE) <sup>040</sup>	5
EG1103	English Composition I (SGE) <sup>010</sup>	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

## Second Semester

Item #	Title	Credit Hours
BI1515	Biology II for Majors (SGE) <sup>040</sup>	5
CH1515	College Chemistry II (SGE) <sup>040</sup>	5
EG1113	English Composition II (SGE) <sup>010</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Third Semester

Item #	Title	Credit Hours
CH2605	Organic Chemistry I (SGE) <sup>040</sup>	5
	Communications Group (SGE) <sup>020</sup>	3
MA2605	Analytic Geometry/Calculus I (SGE) <sup>030</sup>	5
HS1613	World Civilization II (SGE) <sup>060</sup>	3

## Fourth Semester

Item #	Title	Credit Hours
CH2615	Organic Chemistry II (SGE) <sup>040</sup>	5
BI2705	Microbiology (SGE) <sup>040</sup>	5
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

# Business Administration

## Associate of Science in Business Administration

Degree Type

AS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

## First Semester

Item #	Title	Credit Hours
AC1203	Accounting I	3
EG1103	English Composition I	3
BA1013	Introduction to Business	3
BH1001	First Year Seminar	1
PE1431	Concepts of Health and Wellness	1
	Business Elective	3

## Second Semester

Item #	Title	Credit Hours
	EC2213 or EC2223 Macro or Microeconomics	3
EG1113	English Composition II	3
	Arts and Humanities Group	6
MA1173	College Algebra	3
AC1213	Accounting II	3

## Third Semester

Item #	Title	Credit Hours
	Business Elective	3
SP1203	Public Speaking	3
	Business Elective	3
	Social and Behavioral Sciences Group	3
	Arts and Humanities Group	6

## Fourth Semester

Item #	Title	Credit Hours
	Business Elective	3
	Natural Science	5
	Social and Behavioral Sciences Group	3
	Business Elective	3
	Business Elective	3

*Third Semester Business Elective - Recommend Economics class not taken 2nd semester.*

*Fourth Semester Business Elective - Recommend Managerial Accounting (AC2103)*

## Core Emphasis

Intro to Business; Accounting I and II, Macro or Microeconomics, plus six (6) hours of Business (see recommended electives)

## Electives (6 business electives, 12 other)

Recommended Business Electives: Managerial Accounting, Economics Elective, Business Law I, Business & Economic Stats, Computer Based Spreadsheets

Total Degree Requirements

67

# Business Administrative Technology

**Business Administrative Technology**  
Degree Type

AAS  
Certificate B

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 12 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.



This program may be completed fully online!

**Type of Award: Certificate B**  
**First Semester**

Item #	Title	Credit Hours
AC1103	Introduction to Accounting	3
CS2303	Computer Based Spreadsheets	3
CS1203	Intro to Computer Concepts/App	3
BA1603	Business Ethics	3

**Second Semester**

Item #	Title	Credit Hours
AC1303	Computerized Accounting	3
BA1283	Small Business Management	3
BA1273	E-Commerce: Mrktng/Internet	3
BA2283	Business Management	3
BA1013	Introduction to Business	3

**Total Certificate B Requirements: 30 credits**

**Type of Award: Associate of Applied Science**  
**Third Semester**

Item #	Title	Credit Hours
AC1203	Accounting I	3
BA1263	Introduction to Marketing	3
CS2503	Web Page Design I	3
BA1303	Business Mathematics	3
	AAS Gen Ed Communications (3 credits)	3

**Fourth Semester**

Item #	Title	Credit Hours
CS2313	Microcomputer Database Mgn Sys	3
	AAS Gen Ed Communications (3 credits)	3
	AAS Gen Ed Electives (9 credits)	9
	<b>Total Degree Requirements</b>	<b>60</b>

# Chemistry

## Associate of Science in Chemistry

Degree Type  
AS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements

# General Education Requirements: Associate of Science (AS)

## English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

## Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

## Arts and Humanities (6 credit hours) (From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

## College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

## Social and Behavioral Science (6 credit hours) (From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

## Core Emphasis

(Options: Choose 3 or 4 courses) These courses can be selected as electives to meet credit requirements. All courses listed below are (5) credit hours each. Not all these courses will be required at all universities for a Chemistry degree. There are many different areas of emphasis for a bachelor's degree in Chemistry. Be sure to check the requirements at your transfer institution.

## Electives

(Review transfer destinations for guidance on electives)

**Total Degree Requirements** **60**  
**Includes 31 Credits of General Education.**

### Course Sequencing

#### First Semester

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
MA2605	Analytic Geometry/Calculus I (SGE) <sup>030</sup>	5
CH1505	College Chemistry I (SGE) <sup>040</sup>	5
BH1303	General Psychology (SGE) <sup>060</sup>	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

#### Second Semester

Item #	Title	Credit Hours
CH1515	College Chemistry II	5
EG1113	English Composition II (SGE) <sup>010</sup>	3
SP1203	Public Speaking (SGE) <sup>020</sup>	3
MA2615	Analytic Geometry/Calculus II (SGE) <sup>030</sup>	5
	Arts and Humanities Group (SGE) <sup>060</sup>	6

#### Third Semester

Item #	Title	Credit Hours
PS2505	Engineering Physics I	5
HS1303	American History I 1492-1877 (SGE) <sup>060</sup>	3
CH2605	Organic Chemistry I	5
MA2625	Calculus III	5

#### Fourth Semester

Item #	Title	Credit Hours
PS2515	Engineering Physics II	5
CH2615	Organic Chemistry II	5
BH1403	Principles of Sociology (SGE) <sup>050</sup>	3
MA2103	Elementary Statistics	3

# Computer Information Systems

## Associate of Science in Computer Information Systems

Degree Type

AS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

## General Education Requirements: Associate of Science (AS)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Arts and Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

### College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

### Social and Behavioral Science (6 credit hours)

(From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

## Core Emphasis

(Options: Choose 4 courses)

Item #	Title	Credit Hours
CS1002	Help Desk Fundamentals	2
CS1303	Programming Logic and Design	3
CS1313	Programming Fundamentals	3
CS1413	Windows Server I	3
CS1423	Windows Server II	3
CS1503	Desktop Publishing I	3
CS1713	CompTIA A+ Essentials	3
CS1723	CompTIA A+ Practical Applicati	3
CS1903	Information Security	3
CS1914	Python Programming I	4
CS2253	Computer Networking I	3
CS2263	Computer Networking II	3
CS2453	Programming Language C ++	3
CS2553	Web Page Design II	3
CS2613	Advanced Digital Image Editing	3
CS2633	Desktop Dig. Video Editing II	3
CS2803	Computer Info Sys Internship I	3
CS2813	Computer Info Sys Internshp II	3

## Electives

(Review transfer destinations for guidance on electives)

**Total Degree Requirements** **60**  
**Includes 31 Credits of General Education.**

### Course Sequencing

### First Semester

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
	CIS Core Emphasis Group	
	Elective (3 credits)	3
	Elective (3 credits)	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

### Second Semester

Item #	Title	Credit Hours
MA1173	College Algebra (SGE) <sup>030</sup>	3
EG1113	English Composition II (SGE) <sup>010</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	CIS Core Emphasis Group	
	Elective (3 credits)	3

### Third Semester

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	Communications Group (SGE) <sup>020</sup>	3
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	CIS Core Emphasis Group	
	Elective (3 credits)	3

### Fourth Semester

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	CIS Core Emphasis Group	
	Elective (3 credits)	3
	Elective (3 credits)	3

## Certificate in Computer Support Specialist

Degree Type

Certificate A

### First Semester

Item #	Title	Credit Hours
CS1713	CompTIA A+ Essentials	3
CS2253	Computer Networking I	3
CS1413	Windows Server I	3
CS1203	Intro to Computer Concepts/App	3
CS1002	Help Desk Fundamentals	2

### Second Semester

Item #	Title	Credit Hours
CS1723	CompTIA A+ Practical Applicati	3
CS2263	Computer Networking II	3
CS1423	Windows Server II	3
CS1903	Information Security	3
CS1303	Programming Logic and Design	3

**Certifications Available Fall Semester**      **Certifications Available Spring Semester**

Word Specialist/Expert

Security Fundamentals

Excel Specialist/Expert

Network Fundamentals

PowerPoint Specialist

\*A+

Security Fundamentals

\*Network+

Network Fundamentals

\*Server+

\*A+

Offered at SCCC for free

\*Have additional costs and can be taken at OPSU or GCCC

[CS1713](#), [CS2253](#), [CS1413](#), [CS1002](#) only offered in Fall

[CS1723](#), [CS2263](#), [CS1423](#), [CS1903](#) only offered in Spring

Total Degree Requirements

29

# Corrosion Technology

## Corrosion Technology

Degree Type

AAS

Certificate A

Certificate B

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the AAS degree, students may end up with more than 60 hours to meet all requirements.

## First Semester

### Certificate A

Item #	Title	Credit Hours
CT1103	Introduction to Corrosion	3
ID1103	Electrical Theory	3
DF1103	Print Reading	3
ID1001	OSHA 10	1
ID1004	Trade Basics	4
CT2123	Introduction to Metallurgy	3
CS1303	Programming Logic and Design	3

### Total Certificate A: 20 Credit Hours

Certificate A must be completed before attempting Certificate B

## Second Semester

### Certificate B

Item #	Title	Credit Hours
CT1104	Cathodic Protection	4
ID2113	Principles of Troubleshooting	3
CT2103	Internal Corrosion	3
CT2143	Coatings and Linings	3

### Total Certificate B: 33 Credit Hours

## Third Semester

Associate of Applied Science (AAS) Program Requirements

Item #	Title	Credit Hours
CT2113	Atmospheric Corrosion	3
CT2153	Reports and Estimating	3
DF1003	Intro to Comp Aided Drafting	3

## Fourth Semester

### Associate of Applied Science (AAS) General Education requirements

Item #	Title	Credit Hours
	AAS Gen Ed Communications (6 credits)	6
	Gen Ed Math/Sciences/Humanities (9 credits)	9
	General Elective (3 credits)	3

### Total AAS Degree: 60 Credit Hours

Total Degree Requirements	60
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## Cosmetology

### Cosmetology

#### Degree Type

AAS

Certificate B

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

\*\*Students can begin Cosmetology in either August or January. Other degree requirements may be completed before or after Cosmetology course completion.

### Type of Award: Certificate B

#### Fall – August Start Date

#### First Semester

Item #	Title	Credit Hours
CO1116	Cosmetology I	16

#### Second Semester

Item #	Title	Credit Hours
CO1216	Cosmetology II	16

#### Third Semester

Item #	Title	Credit Hours
CO1316	Cosmetology III	12

#### Spring - January Start Date

First Semester (Cosmetology I) = 16 credit hours.

Second Semester (Cosmetology II) = 12 credit hours.

Third Semester (Cosmetology III) = 16 credit hours.

**Total Credits for Certificate B: 44**

## Type of Award: Associate of Applied Science

Item #	Title	Credit Hours
	AAS Gen Ed Communications (3 credits)	3
	AAS English Requirements	3
	AAS Gen Ed Electives (10 credits)	6

Please note: There are options to complete both an A.A.S and A.S. in cosmetology, for those who wish to transfer to a 4-year university, which are customizable to the student. All degree recipients must meet the KBOR Core Degree Requirements for both of these degrees. Please visit with an advisor for more information.

"See website for program costs." [go.sccc.edu/cos](http://go.sccc.edu/cos) (do not use www as it will not work) Additional Costs not collected by SCCC but must be considered:

- Uniform Costs: All black long or short sleeve shirts should be worn under the smock. (Smock will be furnished in the kit.) Students should also purchase and wear black slacks (no jeans or sweats).
- Apprenticeship License: \$15 debit or credit card or money order must be brought on the first day of the program for an apprentice license. The license is good for only 12 months. Any student who cannot finish the program in one year will be required to file for another license.
- Kansas State Board of Cosmetology and Ergometrics: Cosmetology License, an optional temporary permit and the written and practical exams. "See website for additional fees" [www.kansas.gov/kboc/](http://www.kansas.gov/kboc/)
- Student Services: The student will be required to pay for all chemicals and products used on one's self at a student discount.
- Optional Cost: Hepatitis B Vaccine- The student may wish to have a Hepatitis B Vaccine prior to beginning the program. The vaccination is optional.

Kansas Board of Cosmetology license, testing, and instructional fees: See fees on the Kansas Board of Cosmetology website. [www.kansas.gov/kboc/](http://www.kansas.gov/kboc/)

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

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Total Degree Requirements	60
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## Criminal Justice

### Associate of Science in Criminal Justice

Degree Type  
AS

## General Education Requirements: Associate of Science (AS)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Arts and Humanities (6 credit hours) (From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

### College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

### Social and Behavioral Science (6 credit hours) (From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

### Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

### Core Emphasis

Item #	Title	Credit Hours
CJ1203	Intro to Criminal Justice	3
CJ1523	Criminal Procedure	3
CJ1513	Constitutional Law	3
CJ1213	Ethics in Criminal Justice	3
CJ2533	Criminal Law	3
CJ1803	Criminology	3
CJ2303	Introduction to Corrections	3
CJ1503	Intro to Law Enforcement	3
CJ1403	Criminal Investigations	3
CJ2113	Agency Administration	3
CJ2313	Juvenile Justice	3
CJ1523	Criminal Procedure	3

## Electives

(Review transfer destinations for guidance on electives)

**Total Degree Requirements** **61**  
**Includes 31 Credits of General Education.**

### Course Sequencing

#### First Semester

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
BH1403	Principles of Sociology (SGE) <sup>050</sup>	3
CJ1203	Intro to Criminal Justice	3
	Communications Group (SGE) <sup>020</sup>	3
CJ2303	Introduction to Corrections	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

#### Second Semester

Item #	Title	Credit Hours
BI1305	Principles of Biology (SGE) <sup>040</sup>	5
EG1113	English Composition II (SGE) <sup>010</sup>	3
CJ1503	Intro to Law Enforcement	3
CJ1213	Ethics in Criminal Justice	3
CJ2533	Criminal Law	3

#### Third Semester

Item #	Title	Credit Hours
CJ1403	Criminal Investigations	3
HS1303	American History I 1492-1877 (SGE) <sup>060</sup>	3
SS1403	American Nat'l Government (SGE) <sup>050</sup>	3
CJ2113	Agency Administration	3
MA2103	Elementary Statistics (SGE) <sup>030</sup>	3

#### Fourth Semester

Item #	Title	Credit Hours
CJ1523	Criminal Procedure	3
CJ1513	Constitutional Law	3
MU1203	Music Appreciation (SGE) <sup>070</sup>	3
CJ2313	Juvenile Justice	3

## Diesel Technology

### Diesel Technology

Degree Type

AAS

Certificate C

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 12 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

This program completes all of the following ASE Credentials:

- Diesel Engines
- Electrical/Electronic Systems
- Brakes
- Suspension and Steering

**CIP Code: 47.0613**

**CIP Name: Medium/Heavy Vehicle and Truck Technology/Technician**

**Definition:** A program that prepares individuals to apply technical knowledge and skills to the specialized maintenance and repair of trucks, buses, and other commercial and industrial vehicles. Includes instruction in diesel engine mechanics, suspension and steering, brake systems, electrical and electronic systems, preventive maintenance inspections, drive trains, gasoline engine mechanics, HVAC systems, and auxiliary equipment installation and repair.

### Type of Award: Certificate C

#### First Semester

Item #	Title	Credit Hours
DI1303	Brakes	3
DI1105	Diesel Engines I	5
DI2003	Diesel Engine Fuel System	3
DI1005	Electrical/Electronic Systems	5
ID1001	OSHA 10	1

#### Second Semester

Item #	Title	Credit Hours
ID2113	Principles of Troubleshooting	3
DI1113	Drive Trains I	3
DI1122	DRIVE TRAINS II	2
DI1015	Adv Electrical/Electron System	5

#### Third Semester

Item #	Title	Credit Hours
DI1115	Advanced Diesel Engines	5
DI1203	Suspension & Steering	3
DI1025	Hydraulics	5
DI1102	HVAC	2

**Total Certificate C Requirements: 45 credits**

### Type of Award: Associate of Applied Science

#### Fourth Semester

Item #	Title	Credit Hours
	AAS Gen Ed Communications (6 credits)	6
	Gen Ed Math/Sciences/Humanities (9 credits)	9
	Total Degree Requirements	60

# Drafting & Design Technology

## Drafting & Design Technology

Degree Type

AAS

Certificate B

Certificate C

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 12 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for an AAS degree, students may end up with more than 60 hours to meet all requirements.

### Type of Award: Certificate B

#### First Semester

Item #	Title	Credit Hours
DF1103	Print Reading	3
DF1003	Intro to Comp Aided Drafting	3
DF1123	Scales and Measurement I	3
ID1004	Trade Basics	4
ID1001	OSHA 10	1
CS1203	Intro to Computer Concepts/App	3

#### Second Semester

Item #	Title	Credit Hours
DF1143	Technical Drafting II	3
DF1153	Parametric Modeling	3
PR1133	Workplace Ethics	3
DF1053	Pictorial Drawings	3
DF1013	Orthographic Views/Projections	3

### Total Certificate B: 32 Credit Hours

### Type of Award: Certificate C

Certificate B must be completed before attempting Certificate C

#### Third Semester

Item #	Title	Credit Hours
DF1164	Architecture Design and Constr	4
DF1163	Architectural Drafting	3
	Gen Ed Math/Sciences/Humanities (9 credits)	9

### Total Certificate C: 48 Credit Hours

### Type of Award: Associate of Applied Science

#### Fourth Semester

Item #	Title	Credit Hours
DF1015	Civil Engineering Drafting	5
DF1133	Land Measurement and Survey	3
	AAS Gen Ed Communications (6 credits)	6
	Total Degree Requirements	62

# Education

## Associate of Arts in Elementary Education

Degree Type

AA

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

*\*\*For all Electives students should strongly consider taking courses that transfer and match requirements to transfer destination and major.*

## General Education Requirements: Associate of Arts (AA)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communications (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

### College Orientation (1 credit hour)

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

### Social and Behavioral Science (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

## Math (3 credit hours)

(Math courses are degree specific - check individual major)

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	<b>Total Degree Requirements</b>	<b>62</b>
	<b>Includes 34 Credits of General Education.</b>	

### Course Sequencing

#### First Semester

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
MA1163	Contemporary Mathematics (SGE) <sup>030</sup>	3
ED1103	Introduction to Education	3
ED1503	Children's Literature	3
	American History I or II (3 Credits) (SGE) <sup>060</sup>	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

#### Second Semester

Item #	Title	Credit Hours
EG1113	English Composition II (SGE) <sup>010</sup>	3
	Education Social and Behavioral Science Group (SGE) <sup>050</sup>	3
	Education Arts and Humanities Group (SGE) <sup>060</sup>	3
SP1203	Public Speaking	3
	Education Institutional Options Group (SGE) <sup>050</sup>	3

#### Third Semester

Item #	Title	Credit Hours
BI1305	Principles of Biology (SGE) <sup>030</sup>	5
BH2303	Developmental Psychology (SGE) <sup>050</sup>	3
	Education Social and Behavioral Science Group (SGE) <sup>050</sup>	3
SS1403	American Nat'l Government (SGE) <sup>050</sup>	3

#### Fourth Semester

Item #	Title	Credit Hours
ED1223	Educating Exceptional Students	3
	Education Institutional Options Group	3
ED1233	Technology for Teachers	3
	Education - Creative Expressions (3 Credits)	3
	Elective (3 credits)	3

## Associate of Arts in Secondary Education

Degree Type

AA

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

# General Education Requirements: Associate of Arts (AA)

## English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

## Communications (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

## Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

## College Orientation (1 credit hour)

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

## Social and Behavioral Science (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

## Math (3 credit hours)

(Math courses are degree specific - check individual major)

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

Recommended Core Emphasis/Elective Courses:

Item #	Title	Credit Hours
ED1103	Introduction to Education	3
ED1112	Intro to Education Field Exp	2
ED1203	Art in the Elementary School	3
ED1703	Elementary School PE	3
ED1403	Elementary School Music	3
ED1503	Children's Literature	3
MA2103	Elementary Statistics (SGE) <sup>030</sup>	3
BH2303	Developmental Psychology (SGE) <sup>050</sup>	3
BH2303	Developmental Psychology (SGE) <sup>030</sup>	3
BH2313	Abnormal Psychology	3
BH1303	General Psychology (SGE) <sup>050</sup>	3
<b>Total Degree Requirements</b>		<b>62</b>
<b>Includes 34 Credits of General Education.</b>		

### Course Sequencing

#### First Semester

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
MA1163	Contemporary Mathematics (SGE) <sup>030</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
HS1303	American History I 1492-1877 (SGE) <sup>050</sup>	3
	Communications Group (SGE) <sup>020</sup>	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

#### Second Semester

Item #	Title	Credit Hours
EG1113	English Composition II (SGE) <sup>010</sup>	3
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
HS1313	American History II 1877-Pres. (SGE) <sup>060</sup>	3
BH1303	General Psychology (SGE) <sup>050</sup>	3
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

#### Third Semester

Item #	Title	Credit Hours
PH2103	Introduction to Ethics (SGE) <sup>060</sup>	3
SS1403	American Nat'l Government (SGE) <sup>050</sup>	3
BH2303	Developmental Psychology (SGE) <sup>050</sup>	3
ED1103	Introduction to Education	3
ED1112	Intro to Education Field Exp	2

## Fourth Semester

Item #	Title	Credit Hours
EG1303	Introduction to Literature	3
GE1103	World Regional Geography (SGE) <sup>050</sup>	3
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
BH1403	Principles of Sociology (SGE) <sup>050</sup>	3

## English

### Associate of Arts in English

Degree Type

AA

## General Education Requirements: Associate of Arts (AA)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communications (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

### College Orientation (1 credit hour)

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

**Social and Behavioral Science (6 credit hours)**  
 (From at least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

**Math (3 credit hours)**  
 (Math courses are degree specific - check individual major)

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

**Natural and Physical Sciences (4-5 credit hours)**

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

**Core Emphasis**

Options: Choose 3 courses

Item #	Title	Credit Hours
EG1303	Introduction to Literature	3
EG2403	American Literature I	3
EG2413	American Literature II	3
EG2103	Creative Writing	3

**Electives**

(Review transfer destinations for guidance on electives)

**Total Degree Requirements** **63**  
**Includes 34 Credits of General Education.**

**Course Sequencing**

**First Semester**

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
MA1163	Contemporary Mathematics (SGE) <sup>030</sup>	3
	Communications Group (SGE) <sup>020</sup>	3
BH1303	General Psychology (SGE) <sup>050</sup>	3
MU1203	Music Appreciation (SGE) <sup>060</sup>	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

## Second Semester

Item #	Title	Credit Hours
EG1113	English Composition II (SGE) <sup>010</sup>	3
EG1303	Introduction to Literature (SGE) <sup>060</sup>	3
BH1403	Principles of Sociology (SGE) <sup>050</sup>	3
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
DR2203	Theater Appreciation (SGE) <sup>060</sup>	3

## Third Semester

Item #	Title	Credit Hours
EG2403	American Literature I (SGE) <sup>060</sup>	3
EG2103	Creative Writing (SGE) <sup>060</sup>	3
PH2203	Introduction to Philosophy (SGE) <sup>070</sup>	3
BH2313	Abnormal Psychology (SGE) <sup>050</sup>	3
MU1803	Jazz Appreciation (SGE) <sup>070</sup>	3

## Fourth Semester

Item #	Title	Credit Hours
PH2103	Introduction to Ethics (SGE) <sup>060</sup>	3
GE1103	World Regional Geography (SGE) <sup>050</sup>	3
SS1403	American Nat'l Government (SGE) <sup>060</sup>	3
BI1305	Principles of Biology (SGE) <sup>040</sup>	5

# Fire Science

## SAPP in Fire Science

### Degree Type

SAPP

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 12 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

Upon completion of the 10-credit hour pathway, students will take the following national exams:

- Firefighter 1 – written & practical skills
- Hazmat Operations – written & practical skills
- Hazmat Awareness

The following nationally recognized industry credentials will be awarded:

- Firefighter 1 & Hazmat Ops
- Hazmat Awareness

## First Semester

Item #	Title	Credit Hours
FI1025	Firefighter I	5
FI1003	Hazardous Materials Awareness	2
FI1013	Hazardous Materials Operations	3
	Total Degree Requirements	10

## Grain Elevator Operator

### Grain Elevator Operator

Degree Type

AAS

Certificate B

### Type of Award: Certificate B

#### First Semester

Item #	Title	Credit Hours
AG1902	Crops Judging Seminar I	2
ID1103	Electrical Theory	3
ID1004	Trade Basics	4
WE1153	Shielded Metal Arc Welding (SMAW)	3
WE1003	Oxy-Fuel Gas Cutting I	3

#### Second Semester

Item #	Title	Credit Hours
AG1113	Principles of Commodity Marketing	3
AG1904	Crop Science	4
AG1814	Integrated Pest Management	4
IM1003	Pumps, Compressors and Mechanical Drives	3
PR1113	Safety Health and Environment	3

**Total Credits for Certificate B: 32**

### Type of Award: Associate of Applied Science

#### Third Semester

Item #	Title	Credit Hours
PR1114	Process Technology II-Systems	4
BT1003	Business English	3
MA1203	Technical Mathematics	3
	Ag Elective (3 credits)	3

#### Fourth Semester

Item #	Title	Credit Hours
PR1124	Process Tech. III-Operations	4
SP1203	Public Speaking	3
	Ag Elective (8 credits)	8
	Total Degree Requirements	60

# Heating, Ventilation and Air Conditioning

## HVACR

Degree Type

AAS

Certificate A

Certificate B

Certificate C

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 12 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the AAS degree, students may end up with more than 60 hours to meet all requirements.

**CIP Code: 47.0201**

**CIP Name: Heating, Air Conditioning, Ventilation and Refrigeration Maintenance Technology/Technician**

**Definition:** A program that prepares individuals to apply technical knowledge and skills to repair, install, service and maintain the operating condition of heating, air conditioning, and refrigeration systems. Includes instruction in diagnostic techniques, the use of testing equipment and the principles of mechanics, electricity, and electronics as they relate to the repair of heating, air conditioning and refrigeration systems.

## Type of Award: Certificate A

### First Semester

Certifications:

- OSHA 10 or 30
- EPA 608

Item #	Title	Credit Hours
AI1004	Electrical Fundamentals	4
AI1023	Heating System Fundamentals	3
AI1031	Workplace Skills	1
AI1034	HVAC Fundamentals	4
AI1041	EPA 608	1
ID1001	OSHA 10	1
ID1004	Trade Basics	4

## Type of Award: Certificate B

### Second Semester

Must complete all of CERTA and the following courses to complete a CERTB.

Entry Level Credential in one of the following:

- NATE (North American Technician Excellence)
- HVAC Excellence
- NCCER (National Center for Construction Education and Research)

Item #	Title	Credit Hours
AI1013	HVAC Controls	3
AI1203	Air Distribution	3
AI1204	Environmental Systems	4
AI1303	System Design	3
ID2113	Principles of Troubleshooting	3

## Type of Award: Certificate C

### Third Semester

Must complete all of CERTA, CERTB and the following courses to complete a CERTC.

Item #	Title	Credit Hours
PR1104	Process Technology I-Equipment	4
AI1014	Motors & Control Systems	4
PR1114	Process Technology II-Systems	4
PR1123	Process Instrumentation	3

## Type of Award: Associate of Applied Science

### Fourth Semester

Item #	Title	Credit Hours
	AAS Gen Ed Communications (6 credits)	6
	AAS Gen Ed Electives (9 credits)	9
	Total Degree Requirements	64

## History

### Associate of Arts in History

#### Degree Type

AA

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 12 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

## General Education Requirements: Associate of Arts (AA)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communications (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

## College Orientation (1 credit hour)

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

## Social and Behavioral Science (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

## Math (3 credit hours)

(Math courses are degree specific - check individual major)

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

## Core Emphasis

Options: Choose 3 courses

Item #	Title	Credit Hours
HS1303	American History I 1492-1877	3
HS1313	American History II 1877-Pres.	3
HS1603	World Civilization I	3
HS1613	World Civilization II	3
SS1403	American Nat'l Government	3
GE1103	World Regional Geography	3
EC2213	Prin of Macroeconomics	3
EC2223	Prin of Microeconomics	3

## Electives

(Review transfer destinations for guidance on electives)

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<b>Total Degree Requirements</b> <b>Includes 34 Credits of General Education.</b>	<b>66</b>
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## Course Sequencing

## First Semester

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
AR1703	Survey of Art History I (SGE) <sup>060</sup>	3
SP1203	Public Speaking (SGE) <sup>020</sup>	3
BH1403	Principles of Sociology	3
HS1303	American History I 1492-1877 (SGE) <sup>060</sup>	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

## Second Semester

Item #	Title	Credit Hours
EG1113	English Composition II (SGE) <sup>010</sup>	3
BH1303	General Psychology (SGE) <sup>050</sup>	3
EG2413	American Literature II (SGE) <sup>060</sup>	3
SS1403	American Nat'l Government (SGE) <sup>050</sup>	3
MA1163	Contemporary Mathematics (SGE) <sup>030</sup>	3

## Third Semester

Item #	Title	Credit Hours
HS1603	World Civilization I (SGE) <sup>060</sup>	3
EC2213	Prin of Macroeconomics (SGE) <sup>050</sup>	3
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
EG1303	Introduction to Literature (SGE) <sup>060</sup>	3

## Fourth Semester

Item #	Title	Credit Hours
HS1613	World Civilization II (SGE) <sup>060</sup>	3
GE1103	World Regional Geography (SGE) <sup>050</sup>	3
BI1305	Principles of Biology (SGE) <sup>040</sup>	5
BH2303	Developmental Psychology (SGE) <sup>050</sup>	3

# Liberal Arts

## Associate of Arts in Liberal Arts

Degree Type  
AA

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

**\*\* Electives** (Review transfer destinations for guidance on electives). For all electives, students should strongly consider taking courses that transfer and match requirements to transfer destination and major.

# General Education Requirements: Associate of Arts (AA)

## English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

## Communications (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

## Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

## College Orientation (1 credit hour)

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

## Social and Behavioral Science (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

## Math (3 credit hours)

(Math courses are degree specific - check individual major)

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	<b>Total Degree Requirements</b>	<b>60</b>
	<b>Includes 34 Credits of <a href="#">General Education</a>.</b>	

## Course Sequencing

## First Semester

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
MA1163	Contemporary Mathematics (SGE) <sup>030</sup>	3
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

## Second Semester

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
	Communications Group (SGE) <sup>020</sup>	3
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

## Third Semester

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	Elective (3 credits)	3
	Elective (3 credits)	3

## Fourth Semester

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Elective (3 credits)	3
	Elective (3 credits)	3
	Elective (3 credits)	3

# Mass Communication

## Associate of Arts in Mass Communications

Degree Type

AA

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

# General Education Requirements: Associate of Arts (AA)

## English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

## Communications (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

## Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

## College Orientation (1 credit hour)

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

## Social and Behavioral Science (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

## Math (3 credit hours)

(Math courses are degree specific - check individual major)

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

\*\*For all Electives students should strongly consider taking courses that transfer and match requirements to transfer destination and major.

Recommended Core Emphasis/Elective Courses (all courses are 3 credit hours):

Item #	Title	Credit Hours
AR1323	Art Appreciation (SGE) <sup>060</sup>	3
AR2133	Digital Photography II	3
MO1313	Media Practicum I	3
MO1323	Media Practicum II	3
MO1333	Media Practicum III	3
MO1343	Media Practicum IV	3
MO1603	Intro to Mass Communications	3
MO1003	Introduction to Social Media	3
MO1203	Media Writing I	3
<b>Total Degree Requirements</b>		<b>66</b>
<b>Includes 34 Credits of General Education.</b>		

### Course Sequencing

#### First Semester

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
MO1603	Intro to Mass Communications	3
MA1163	Contemporary Mathematics (SGE) <sup>030</sup>	3
MO1313	Media Practicum I	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1
	Arts and Humanities Group (SGE) <sup>060</sup>	6

#### Second Semester

Item #	Title	Credit Hours
EG1113	English Composition II (SGE) <sup>010</sup>	3
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	Communications Group (SGE) <sup>020</sup>	3
MO1323	Media Practicum II	3

#### Third Semester

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
MO1203	Media Writing I	3

## Fourth Semester

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
MO1333	Media Practicum III	3

## Mathematics

### Associate of Science in Mathematics

Degree Type

AS

## General Education Requirements: Associate of Science (AS)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Arts and Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

### College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

## Social and Behavioral Science (6 credit hours)

(From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

## Core Emphasis

Options: Choose 3 or 4 courses

Item #	Title	Credit Hours
MA1183	Trigonometry	3
MA2605	Analytic Geometry/Calculus I	5
MA2615	Analytic Geometry/Calculus II	5
MA2625	Calculus III	5
MA2903	Differential Equations	3
CH1505	College Chemistry I	5
PS2505	Engineering Physics I	5
PS2515	Engineering Physics II	5

## Electives

(Review transfer destinations for guidance on electives)

<b>Total Degree Requirements</b> <b>Includes 31 Credits of General Education.</b>	<b>60</b>
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### Course Sequencing

#### First Semester

Item #	Title	Credit Hours
MA2605	Analytic Geometry/Calculus I (SGE) <sup>030</sup>	5
CH1505	College Chemistry I (SGE) <sup>040</sup>	5
EG1103	English Composition I (SGE) <sup>010</sup>	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

#### Second Semester

Item #	Title	Credit Hours
MA2615	Analytic Geometry/Calculus II (SGE) <sup>070</sup>	5
EG1113	English Composition II (SGE) <sup>010</sup>	3
BI1305	Principles of Biology (SGE) <sup>070</sup>	5
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

## Third Semester

Item #	Title	Credit Hours
PS2505	Engineering Physics I (SGE) <sup>040</sup>	5
CS1313	Programming Fundamentals	3
MA2625	Calculus III	5
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Fourth Semester

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3
	EC2213 or EC2223 Macro or Microeconomics (SGE) <sup>070</sup>	3
MA2903	Differential Equations	3
MA2103	Elementary Statistics (SGE) <sup>030</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6

# Medical Laboratory Technology

## Medical Laboratory Technology

Degree Type

AAS

### Essential Functions

The following list of physical capabilities and behavioral skills have been identified as being necessary for success in the field of laboratory medicine:

#### Visual Observation:

Visual observation must be sufficient and adequate to allow students to: (1) Differentiate color changes during performance of laboratory procedures; (2) observe patient's condition during phlebotomy procedures; and (3) read lab instrument technical procedure manuals, standard operating procedures, and a patient's chart.

#### Motor Function:

Motor functions must be sufficient and adequate to allow students to: (1) Perform venipuncture at patient's bedside or at other designated locations; (2) lift and handle laboratory instruments and equipment; and (3) manipulate medical laboratory instruments and equipment in a manner consistent with standards of medical laboratory practice.

#### Communication:

(1) Demonstrate proficiency of the English language both orally and in writing. NOTE: Per institutional policy, ESL students may be required to take the TOEFEL and submit scores to the MLT Program Coordinator; and (2) possess verbal and written skills adequate for transmitting information to co-workers and patients.

#### Behavior and Social Skills:

The student's behavior and social skills must be acceptable to an academic and clinical setting.

#### Critical Thinking Skills:

The student must possess critical thinking ability sufficient to an academic and clinical setting.

**Accreditation:** Graduates of the SCCC MLT program are eligible to sit for the ASCP Board of Certification exam. The SCCC MLT program is accredited by:

The National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) 2016-2026  
 5600 N. River Road, Suite 720  
 Rosemont, IL 60018  
 www.naacls.org  
 (773)-714-8880

**CIP Code: 51.1004**

**CIP Name: Medical Laboratory Technology**

**Definition:** A program that prepares individuals, under the supervision of clinical laboratory scientists/medical technologists, to perform routine medical laboratory procedures and tests and to apply preset strategies to record and analyze data. Includes instruction in general laboratory procedures and skills; laboratory mathematics; medical computer applications; interpersonal and communications skills; and the basic principles of hematology, medical microbiology, immunohematology, immunology, clinical chemistry, and urinalysis.



This program may be completed fully online!

### Fall Semester

Item #	Title	Credit Hours
CH1505	College Chemistry I	5
BI2115	Anatomy & Physiology	5
MA1173	College Algebra	3
MT1203	Intro to Medical Technology	3

### Spring Semester

Item #	Title	Credit Hours
BI2705	Microbiology	5
MT1304	Phlebotomy	4
EG1103	English Composition I	3
MT1903	MLT Immunology	3

### Summer Semester

Item #	Title	Credit Hours
SP1203	Public Speaking	3

### Fall Semester

Item #	Title	Credit Hours
MT2206	MLT Hematology/Coagulation	6
MT2406	MLT Clinical Chemistry	6
MT2703	MLT Urinalysis and Body Fluids	3

### Spring Semester

Item #	Title	Credit Hours
MT2306	MLT Pathogenic Microbiology	6
MT2506	MLT Immunohematology	6

### Summer Semester

Item #	Title	Credit Hours
MT2907	MLT Clinical Practicum	7
	Total Degree Requirements	68

# Music

## Associate of Arts in Music

Degree Type

AA

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 12 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

## General Education Requirements: Associate of Arts (AA)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communications (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

### College Orientation (1 credit hour)

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

### Social and Behavioral Science (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

## Math (3 credit hours)

(Math courses are degree specific - check individual major)

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

## Core Emphasis

Item #	Title	Credit Hours
MU1303	Theory I	3
MU1313	Theory II	3
MU1323	Theory III	3
MU1333	Theory IV	3
MUP1612	Applied Music I/ Piano	2
MU1402	Sight Singing & Ear Train I	2
MU1412	Sight Singing & Ear Train II	2
MU2402	Sight Singing & Ear Train III	2
MU2412	Sight Singing & Ear Train IV	2

## Electives

(See advisor for a list of preferred electives for Music)

Music Majors require more credits than other degree programs. Students will save money taking the courses at SCCC instead of at their ending university or college.

<b>Total Degree Requirements</b> Includes 34 Credits of <b>General Education</b> .	<b>47</b>
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# Natural Gas

## Natural Gas Compression Technology

Degree Type

AAS

Certificate C

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 12 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

## Type of Award: Certificate C

### First Semester

Item #	Title	Credit Hours
ID1004	Trade Basics	4
PR1133	Workplace Ethics	3
ID1103	Electrical Theory	3
MC1011	Benchwork	1
AI1014	Motors & Control Systems	4
NG1022	Precision Measurement	2
ID1001	OSHA 10	1

### Second Semester

Item #	Title	Credit Hours
NG1003	Engine Theory	3
NG1033	Engine Overhaul 1	3
NG1043	Engine Overhaul 2	3
NG1112	Engine Preventative Maint	2
PR1123	Process Instrumentation	3
ID2113	Principles of Troubleshooting	3

### Third Semester

Item #	Title	Credit Hours
NG1102	Compressor Theory	2
NG1013	Compressor Overhaul 1	3
NG1023	Compressor Overhaul 2	3
NG1122	Compressor Preventative Maint	2
NG1132	Compressor Mounting / Alignmnt	2

**Total Credits for Certificate C: 47**

## Type of Award: Associate of Applied Science

### Fourth Semester

Item #	Title	Credit Hours
	AAS Gen Ed Communications (6 credits)	6
	AAS Gen Ed Electives (9 credits)	9
	Total Degree Requirements	62

## Nursing

### Accreditation:

Seward County Community College is accredited by the Higher Learning Commission and the Kansas Board of Regents. The Practical Nursing program is approved by the Kansas State Board of Nursing. The Associate Degree Nursing program is approved by the Kansas State Board of Nursing and accredited by the Accreditation Commission for Education in Nursing, Inc. (ACEN)

ACEN  
3390 Peachtree Road NE  
Suite 1400  
Atlanta, GA 30326  
www.acenursing.org  
404-975-5000

Kansas State Board of Nursing  
Landon State Office Building  
900 SW Jackson Suite 1051  
Topeka, KS 66612-1230  
www.ksbn.org  
785-296-3929

## Associate Degree Nurse

### Degree Type

AAS

CIP Code: 51.3801

CIP Name: Registered Nursing/Registered Nurse

Definition: A program that generally prepares individuals in the knowledge, techniques, and procedures for promoting health, providing care for sick, disabled, infirmed, or other individuals or groups. Includes instruction in the administration of medication and treatments, assisting a physician during treatments and examinations, referring patients to physicians and other health care specialists, and planning education for health maintenance.

The AAS program in Nursing requires 48 credit hours in Practical Nursing program (PN) and the following:

## Pre-Requisite Courses

Pre-Requisite Courses Must Be Completed Prior to Admission to the Nursing Program

Item #	Title	Credit Hours
EG1103	English Composition I	3
BH1303	General Psychology	3
BI2115	Anatomy & Physiology	5

## Co-Requisite Courses

Item #	Title	Credit Hours
EG1113	English Composition II	3
BI2705	Microbiology	5
BI1403	Nutrition	3
BH2303	Developmental Psychology	3

## Fall Semester

Item #	Title	Credit Hours
NR1110	Foundations of Nursing Care I	10
NR1102	Pharmacology for Nursing I	2

## Spring Semester

Item #	Title	Credit Hours
NR1410	Nursing Care II	10
NR1411	Pharmacology for Nursing II	1

**Total Certificate (PN): 48 Credits**

## Summer Semester

Item #	Title	Credit Hours
NR2101	From LPN to ADN	1

## Fall Semester

Item #	Title	Credit Hours
NR1809	Nursing Care III	9
NR1801	Pharmacology for Nursing III	1

## Spring Semester

Item #	Title	Credit Hours
NR2705	Nursing Care IV	5
NR2103	Integration Seminar	3

General Education courses may be taken prior to admittance to the nursing program or concurrently with nursing courses.

- [NR2101](#): This course is required only for non-SCCC practical nursing program graduates or SCCC graduates of more than two years ago. Note: Beginning Algebra is required for students testing < 80 on the Accuplacer, Pre-Algebra < 46 on the Compass Algebra or below 18 on the ACT math score.

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Total Degree Requirements	66-70
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## Practical Nursing (CERTC)

### Degree Type

Certificate C

CIP Code:51.3901

CIP Name: Licensed Practical/Vocational Nurse Training

Definition: A program that prepares individuals to assist in providing general nursing care under the direction of a registered nurse, physician, or dentist. Includes instruction in taking patient vital signs, applying sterile dressings, patient health education, and assistance with examinations and treatment.

## Pre-Requisite Courses

Pre-Requisite Courses Must Be Completed Prior to Admission to the Nursing Program

Item #	Title	Credit Hours
EG1103	English Composition I	3
BH1303	General Psychology	3
BI2115	Anatomy & Physiology	5

## Co-Requisite Courses

Item #	Title	Credit Hours
EG1113	English Composition II	3
BI2705	Microbiology	5
BI1403	Nutrition	3
BH2303	Developmental Psychology	3

## Fall Semester

Item #	Title	Credit Hours
NR1110	Foundations of Nursing Care I	10
NR1102	Pharmacology for Nursing I	2

## Spring Semester

Item #	Title	Credit Hours
NR1410	Nursing Care II	10
NR1411	Pharmacology for Nursing II	1

## Personal Training

### Associate of Science in Personal Training

Degree Type

AS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

## General Education Requirements: Associate of Science (AS)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Arts and Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

### College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

**Social and Behavioral Science (6 credit hours)**  
 (From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Math Group (SGE) <sup>030</sup>	3

**Natural and Physical Sciences (4-5 credit hours)**

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

**Core Emphasis**

Item #	Title	Credit Hours
BI2115	Anatomy & Physiology	5
PE1113	Personal Fitness Trainer I	3
PE1123	Personal Fitness Trainer II	3
PE2613	Care & Prev of Athletic Injury	3
PE2112	Responding to Emergencies	2
PE1503	Concepts of Exercise Science	3
BI1403	Nutrition	3

Some of the courses listed here may not transfer to every College of Exercise Science, Kinesiology, or Physical Education. Check with your transfer school for specific requirements.

**Total Degree Requirements** **68**  
**Includes 31 Credits of General Education.**

**Course Sequencing**

**First Semester**

Item #	Title	Credit Hours
PE2613	Care & Prev of Athletic Injury	3
MA1163	Contemporary Mathematics (SGE) <sup>030</sup>	3
EG1103	English Composition I (SGE) <sup>010</sup>	3
BI1305	Principles of Biology (SGE) <sup>030</sup>	5
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

**Second Semester**

Item #	Title	Credit Hours
BI1403	Nutrition	3
PE1503	Concepts of Exercise Science	3
EG1113	English Composition II (SGE) <sup>010</sup>	3
BH1303	General Psychology (SGE) <sup>050</sup>	3
CS1203	Intro to Computer Concepts/App (SGE) <sup>070</sup>	3
	Activity Course (1 credit)	1

## Third Semester

Item #	Title	Credit Hours
BI2314	Human Physiology	4
PE1113	Personal Fitness Trainer I	3
	Communications Group (SGE) <sup>020</sup>	3
BH1403	Principles of Sociology (SGE) <sup>050</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Fourth Semester

Item #	Title	Credit Hours
BI2304	Human Anatomy	4
PE1123	Personal Fitness Trainer II	3
PE2112	Responding to Emergencies	2
PH2103	Introduction to Ethics	3
BA1503	Human Relations	3
BA1013	Introduction to Business	3

# Phlebotomy

## Certificate of Completion in Phlebotomy

Degree Type  
SAPP

### Eligibility Requirements

- Apply for admission to SCCC.
- Submit official high school transcript or GED scores. Minimum GPA is 2.50.
- Have completed one year of high school science with a final grade of a C or higher or equivalent.
- Have completed one year of high school Math with a final grade of a C or higher or equivalent.

### Additional Requirements

- Proof of health insurance.
- Criminal background check

### Certification

- Graduates of the SCCC phlebotomy program are eligible to sit for the ASCP Board of Certification exam. Completers under the age of 18 or those that do not have a high school diploma or GED are eligible for the American Society of Phlebotomy Technician certification exam.

### Note

- The phlebotomy clinical practicum may require travel outside of Liberal, Kansas, and clinical time may include early mornings, late afternoon/early evening hours.

## Program Course of Study

Item #	Title	Credit Hours
MT1304	Phlebotomy	4
HI1023	Medical Terminology	3
MT1312	Phlebotomy Clinical Practicum	2
MT1203	Intro to Medical Technology	3
	Total Degree Requirements	12

# Philosophy

## Associate of Arts in Philosophy

Degree Type

AA

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

## General Education Requirements: Associate of Arts (AA)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communications (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

### College Orientation (1 credit hour)

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

### Social and Behavioral Science (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

## Math (3 credit hours)

(Math courses are degree specific - check individual major)

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	<b>Total Degree Requirements</b>	<b>66</b>
	<b>Includes 34 Credits of General Education.</b>	

### Course Sequencing

#### First Semester

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
	Philosophy Core Emphasis Group (SGE) <sup>060</sup>	3
MA1163	Contemporary Mathematics (SGE) <sup>030</sup>	3
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Philosophy Core Emphasis Group (SGE) <sup>060</sup>	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

#### Second Semester

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
	Philosophy Core Emphasis Group (SGE) <sup>060</sup>	3
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	Arts and Humanities Group (SGE) <sup>060</sup>	6
BH1303	General Psychology (SGE) <sup>050</sup>	3

#### Third Semester

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	Philosophy Core Emphasis Group (SGE) <sup>060</sup>	3
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	Arts and Humanities Group (SGE) <sup>060</sup>	6

#### Fourth Semester

Item #	Title	Credit Hours
	Philosophy Core Emphasis Group (SGE) <sup>060</sup>	3
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Philosophy Core Emphasis Group (SGE) <sup>060</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6

# Physics

## Associate of Science in Physics

Degree Type

AS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

## General Education Requirements: Associate of Science (AS)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Arts and Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

### College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

### Social and Behavioral Science (6 credit hours)

(From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	<b>Total Degree Requirements Includes 31 Credits of General Education.</b>	<b>61</b>

### Course Sequencing

#### First Semester

Item #	Title	Credit Hours
MA2605	Analytic Geometry/Calculus I (SGE) <sup>030</sup>	5
CH1505	College Chemistry I (SGE) <sup>070</sup>	5
EG1103	English Composition I (SGE) <sup>010</sup>	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

#### Second Semester

Item #	Title	Credit Hours
MA2615	Analytic Geometry/Calculus II (SGE) <sup>070</sup>	5
EG1113	English Composition II (SGE) <sup>010</sup>	3
	Communications Group (SGE) <sup>020</sup>	3
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

#### Third Semester

Item #	Title	Credit Hours
PS2505	Engineering Physics I (SGE) <sup>040</sup>	5
	Arts and Humanities Group (SGE) <sup>060</sup>	6
MA2625	Calculus III	5
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

#### Fourth Semester

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6
BI1305	Principles of Biology (SGE) <sup>030</sup>	5
PS2515	Engineering Physics II	5
MA2903	Differential Equations	3

## Physical Education

### Associate of Science in Physical Education

Degree Type

AS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

# General Education Requirements: Associate of Science (AS)

## English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

## Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

## Arts and Humanities (6 credit hours) (From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

## College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

## Social and Behavioral Science (6 credit hours) (From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

\*Studio and performance courses are excluded as a Humanities elective.

Core Emphasis:

- Human Anatomy & Physiology (BI2115)
- Responding to Emergencies (PE2112)
- Theory of Coaching Basketball (PE2312)
- Theory of Coaching Baseball (PE2322)
- Introduction to Health, Physical Education and Recreation (PE2413)
- Concepts of Exercise Science (PE1503)

Other electives include:

- Care & Prevention of Athletic Injuries (PE2613)
- Elementary School P.E. (ED1703)
- Personal Fitness Trainer I (PE1001)
- Nutrition (BI1403)
- Practicum in Sports Management (BA2013)

Note:

- Some of the courses listed may not transfer to other college or university programs of exercise science, kinesiology, or physical education. Check with your transfer school for specific requirements.

**Total Degree Requirements** **60**  
**Includes 31 Credits of General Education.**

**Course Sequencing**

**First Semester**

Item #	Title	Credit Hours
PE2413	Intro to Health, PE, and Rec	3
MA1163	Contemporary Mathematics (SGE) <sup>030</sup>	3
EG1103	English Composition I (SGE) <sup>010</sup>	3
BI1305	Principles of Biology (SGE) <sup>040</sup>	5
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

**Second Semester**

Item #	Title	Credit Hours
PE2112	Responding to Emergencies	2
EG1113	English Composition II (SGE) <sup>010</sup>	3
BH2303	Developmental Psychology (SGE) <sup>050</sup>	3
BI1403	Nutrition	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6

**Third Semester**

Item #	Title	Credit Hours
PE2613	Care & Prev of Athletic Injury	3
	Communications Group (SGE) <sup>020</sup>	3
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
BA2013	Practicum in Sports Management	3
	Physical Education Core Emphasis Group	2

## Fourth Semester

Item #	Title	Credit Hours
BI2115	Anatomy & Physiology (SGE) <sup>040</sup>	5
PE1503	Concepts of Exercise Science	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
ED1703	Elementary School PE	3
PE1001	Indiv. Health and Conditioning	1

## Pre-Dental Hygiene

### Associate of Science in Pre-Dental Hygiene

Degree Type

AS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

## General Education Requirements: Associate of Science (AS)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Arts and Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

## College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

## Social and Behavioral Science (6 credit hours)

(From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

## Core Emphasis

Item #	Title	Credit Hours
CH1505	College Chemistry I (SGE) <sup>040</sup>	5
CH1515	College Chemistry II (SGE) <sup>070</sup>	5
BI2115	Anatomy & Physiology (SGE) <sup>040</sup>	5
CH1205	Introduction to General, Organic, and Biochemistry (SGE) <sup>040</sup>	5
BI2705	Microbiology	5
BI1403	Nutrition (SGE) <sup>040</sup>	3
MT1203	Intro to Medical Technology	3

Dentistry is a professional program that requires a bachelor's degree with specific courses required. Contact your transfer school and the school of dentistry you plan to attend for specific requirements and to make sure these courses meet those requirements.

**Total Degree Requirements** **63**  
**Includes 31 Credits of General Education.**

## Course Sequencing

### First Semester

Item #	Title	Credit Hours
BI2115	Anatomy & Physiology (SGE) <sup>040</sup>	5
CH1205	Introduction to General, Organic, and Biochemistry (SGE) <sup>040</sup>	5
EG1103	English Composition I (SGE) <sup>010</sup>	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

## Second Semester

Item #	Title	Credit Hours
BI2705	Microbiology (SGE) <sup>040</sup>	5
EG1113	English Composition II (SGE) <sup>010</sup>	3
BH1303	General Psychology (SGE) <sup>050</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
MA1173	College Algebra (SGE) <sup>030</sup>	3

## Third Semester

Item #	Title	Credit Hours
BH1403	Principles of Sociology (SGE) <sup>050</sup>	3
SP1203	Public Speaking (SGE) <sup>020</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
BI1403	Nutrition	3
MT1203	Intro to Medical Technology	3

## Fourth Semester

Item #	Title	Credit Hours
	General Elective (3 credits)	3
	General Elective (3 credits)	3
	General Elective (3 credits)	3
	General Elective (3 credits)	3
	General Elective (3 credits)	3

## Pre-Dentistry

### Associate of Science in Pre-Dentistry

Degree Type

AS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

## General Education Requirements: Associate of Science (AS)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

**Arts and Humanities (6 credit hours)**  
 (From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

**Physical Education (1 credit hour)**

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

**College Orientation**

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

**Social and Behavioral Science (6 credit hours)**  
 (From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

**Natural and Physical Sciences (4-5 credit hours)**

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

**Core Emphasis**

Item #	Title	Credit Hours
CH1505	College Chemistry I	5
CH1515	College Chemistry II	5
BI1505	Biology I for Majors	5
BI2304	Human Anatomy	4
BI2314	Human Physiology	4
PS2205	General Physics I	5
PS2215	General Physics II	5

Dentistry is a professional program that requires a bachelor's degree with specific courses required. Contact your transfer school and the school of dentistry you plan to attend for specific requirements and to make sure these courses meet those requirements.

**Total Degree Requirements** **63**  
**Includes 31 Credits of General Education.**

**Course Sequencing**

## First Semester

Item #	Title	Credit Hours
MA2605	Analytic Geometry/Calculus I (SGE) <sup>040</sup>	5
CH1505	College Chemistry I (SGE) <sup>040</sup>	5
EG1103	English Composition I (SGE) <sup>010</sup>	3
	Engineering Elective	2
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

## Second Semester

Item #	Title	Credit Hours
MA2615	Analytic Geometry/Calculus II (SGE) <sup>070</sup>	5
EG1113	English Composition II (SGE) <sup>010</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Third Semester

Item #	Title	Credit Hours
PS2505	Engineering Physics I (SGE) <sup>070</sup>	5
	Communications Group (SGE) <sup>020</sup>	3
MA2625	Calculus III	5
CS1313	Programming Fundamentals	3

## Fourth Semester

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6
EC2223	Prin of Microeconomics (SGE) <sup>050</sup>	3
PS2515	Engineering Physics II	5
MA2903	Differential Equations	3

## Pre-Engineering

### Associate of Science in Pre-Engineering

Degree Type

AS

## General Education Requirements: Associate of Science (AS)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Arts and Humanities (6 credit hours) (From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

### College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

### Social and Behavioral Science (6 credit hours) (From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

### Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

### Core Emphasis

These courses can be selected as electives to meet credit requirements. All courses listed below are five (5) credit hours each except Differential Equations and Engineering Graphics.

Item #	Title	Credit Hours
PS2505	Engineering Physics I	5
PS2515	Engineering Physics II	5
CH1505	College Chemistry I	5
CH1515	College Chemistry II (SGE) <sup>040</sup>	5
MA2605	Analytic Geometry/Calculus I (SGE) <sup>030</sup>	5
MA2615	Analytic Geometry/Calculus II (SGE) <sup>030</sup>	5
MA2625	Calculus III (SGE) <sup>030</sup>	5
MA2903	Differential Equations	3
EN1202	Engineering Graphics I	2

## Electives

(Review transfer destinations for guidance on electives)

**Total Degree Requirements** **61**  
**Includes 31 Credits of General Education.**

### Course Sequencing

#### First Semester

Item #	Title	Credit Hours
MA2605	Analytic Geometry/Calculus I (SGE) <sup>030</sup>	5
CH1505	College Chemistry I (SGE) <sup>040</sup>	5
	Engineering Elective	2
EG1103	English Composition I (SGE) <sup>010</sup>	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1
CH1515	College Chemistry II (SGE) <sup>040</sup>	5

#### Second Semester

Item #	Title	Credit Hours
MA2615	Analytic Geometry/Calculus II (SGE) <sup>070</sup>	5
EG1113	English Composition II (SGE) <sup>010</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

#### Third Semester

Item #	Title	Credit Hours
PS2505	Engineering Physics I (SGE) <sup>040</sup>	5
	Communications Group (SGE) <sup>020</sup>	3
MA2625	Calculus III	5
CS1313	Programming Fundamentals	3

#### Fourth Semester

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>050</sup>	6
EC2213	Prin of Macroeconomics (SGE) <sup>070</sup>	3
PS2515	Engineering Physics II	5
MA2903	Differential Equations	3

## Pre-Medicine

### Associate of Science in Pre-Medicine

Degree Type

AS

# General Education Requirements: Associate of Science (AS)

## English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

## Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

## Arts and Humanities (6 credit hours) (From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

## College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

## Social and Behavioral Science (6 credit hours) (From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

## Core Emphasis

Options: Choose 3 or 4 courses

Item #	Title	Credit Hours
BI1505	Biology I for Majors	5
BI1515	Biology II for Majors	5
CH1505	College Chemistry I	5
CH1515	College Chemistry II	5
CH2605	Organic Chemistry I	5
CH2615	Organic Chemistry II	5
PS2205	General Physics I	5
PS2215	General Physics II	5

## Electives

(Review transfer destinations for guidance on electives)

**Total Degree Requirements** 62  
**Includes 31 Credits of General Education.**

### Course Sequencing

#### First Semester

Item #	Title	Credit Hours
BI1505	Biology I for Majors (SGE) <sup>040</sup>	5
EG1103	English Composition I (SGE) <sup>010</sup>	3
CH1505	College Chemistry I (SGE) <sup>040</sup>	5
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

#### Second Semester

Item #	Title	Credit Hours
BI1515	Biology II for Majors (SGE) <sup>040</sup>	5
EG1113	English Composition II (SGE) <sup>010</sup>	3
CH1515	College Chemistry II (SGE) <sup>070</sup>	5
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

#### Third Semester

Item #	Title	Credit Hours
CH2605	Organic Chemistry I (SGE) <sup>070</sup>	5
	Communications Group (SGE) <sup>020</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
MA2605	Analytic Geometry/Calculus I (SGE) <sup>030</sup>	5

#### Fourth Semester

Item #	Title	Credit Hours
CH2615	Organic Chemistry II	5
BI2705	Microbiology (SGE) <sup>040</sup>	5
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6

# Pre-Pharmacy

## Associate of Science in Pre-Pharmacy

Degree Type

AS

# General Education Requirements: Associate of Science (AS)

## English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

## Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

## Arts and Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

## College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

## Social and Behavioral Science (6 credit hours)

(From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

## Core Emphasis

Be sure to check the requirements at your transfer institution.

Item #	Title	Credit Hours
BI2304	Human Anatomy	4
BI2314	Human Physiology	4
CH1505	College Chemistry I	5
CH2605	Organic Chemistry I	5
PS2205	General Physics I	5
BI2705	Microbiology	5
BI1305	Principles of Biology	5

## Electives

(Review transfer destinations for guidance on electives)

**Total Degree Requirements** 60  
**Includes 31 Credits of General Education.**

### Course Sequencing

### First Semester

Item #	Title	Credit Hours
BI2114	Anatomy and Physiology I (SGE) <sup>040</sup>	4
EG1103	English Composition I (SGE) <sup>010</sup>	3
MA2605	Analytic Geometry/Calculus I (SGE) <sup>040</sup>	5
CH1505	College Chemistry I (SGE) <sup>040</sup>	5
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

### Second Semester

Item #	Title	Credit Hours
CH1515	College Chemistry II (SGE) <sup>070</sup>	5
EG1113	English Composition II (SGE) <sup>010</sup>	3
	Communications Group (SGE) <sup>020</sup>	3
BH1303	General Psychology (SGE) <sup>050</sup>	3
BI2124	Anatomy and Physiology II (SGE) <sup>040</sup>	4

### Third Semester

Item #	Title	Credit Hours
CH2605	Organic Chemistry I (SGE) <sup>070</sup>	5
BI2705	Microbiology (SGE) <sup>040</sup>	5
PS2205	General Physics I (SGE) <sup>040</sup>	5
EC2213	Prin of Macroeconomics (SGE) <sup>050</sup>	3
MA2103	Elementary Statistics (SGE) <sup>030</sup>	3

## Fourth Semester

Item #	Title	Credit Hours
CH2615	Organic Chemistry II (SGE) <sup>070</sup>	5
BI1305	Principles of Biology (SGE) <sup>040</sup>	5
SS1403	American Nat'l Government (SGE) <sup>070</sup>	3
GE1103	World Regional Geography (SGE) <sup>050</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Pre-Physical Therapy

### Associate of Science in Pre-Physical Therapy

Degree Type

AS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

### First Semester

Item #	Title	Credit Hours
CH1505	College Chemistry I	5
BI1505	Biology I for Majors	5
MA1173	College Algebra	3
EG1103	English Composition I	3
	BH1001 or PE1431	2

### Second Semester

Item #	Title	Credit Hours
BH1403	Principles of Sociology	3
MA1183	Trigonometry	3
CH1515	College Chemistry II	5
EG1113	English Composition II	3
SP1203	Public Speaking	3

### Third Semester

Item #	Title	Credit Hours
HS1303	American History I 1492-1877	3
BH1403	Principles of Sociology	3
BI2304	Human Anatomy	4
PS2205	General Physics I	5

### Fourth Semester

Item #	Title	Credit Hours
PS2215	General Physics II	5
BI2314	Human Physiology	4
	Arts and Humanities Group	6
MA2103	Elementary Statistics	3

\*Check with the Physical Therapy Program you plan to apply to. KU requires 8 hours of Anatomy and Physiology, WSU requires 5

\*\*Choose from Art Appreciation, Survey of Art History, Music Appreciation, Intro to Philosophy, or Intro to Literature

\*\*\*Most Physical Therapy schools require Statistics as a prerequisite for admission to their Physical Therapy programs.

Recommended Core Emphasis/Elective Courses: (Options: Choose 3 or 4 courses)

- [\(BI1505\)](#) Biology I for Majors
- [\(BI2304\)](#) Human Anatomy
- [\(CH1505\)](#) College Chemistry I
- [\(BI2314\)](#) Human Physiology
- [\(CH1515\)](#) College Chemistry II
- [\(MA1173\)](#) College Algebra
- [\(PS2205\)](#) General Physics I
- [\(MA1183\)](#) Trigonometry
- [\(PS2215\)](#) General Physics II
- [\(MA2103\)](#) Elementary Statistics

Total Degree Requirements	68
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**Course Sequencing**

**First Semester**

Item #	Title	Credit Hours
CH1505	College Chemistry I (SGE) <sup>040</sup>	5
BI1505	Biology I for Majors (SGE) <sup>040</sup>	5
EG1103	English Composition I (SGE) <sup>010</sup>	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

**Second Semester**

Item #	Title	Credit Hours
BI1515	Biology II for Majors (SGE) <sup>050</sup>	5
MA1183	Trigonometry (SGE) <sup>030</sup>	3
CH1515	College Chemistry II (SGE) <sup>070</sup>	5
BH2303	Developmental Psychology (SGE) <sup>050</sup>	3
	Communications Group (SGE) <sup>020</sup>	3

**Third Semester**

Item #	Title	Credit Hours
HS1303	American History I 1492-1877 (SGE) <sup>060</sup>	3
BI2114	Anatomy and Physiology I (SGE) <sup>040</sup>	4
BH1403	Principles of Sociology (SGE) <sup>050</sup>	3
PS2505	Engineering Physics I (SGE) <sup>040</sup>	5

## Fourth Semester

Item #	Title	Credit Hours
PS2215	General Physics II	5
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	Arts and Humanities Group (SGE) <sup>060</sup>	6
MA2103	Elementary Statistics (SGE) <sup>030</sup>	3
BI2124	Anatomy and Physiology II (SGE) <sup>030</sup>	4

## Pre-Veterinary

### Associate of Science in Pre-Veterinary

#### Degree Type

AS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

A bachelor's degree is not required to enter a program for a Doctor of Veterinary Medicine (DVM) degree. Specific courses, Graduate Record Examination (GRE) scores and other requirements depend on particular College of Veterinary Medicine. Check with the transfer university for specific requirements and number of transfer hours required.

## General Education Requirements: Associate of Science (AS)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Arts and Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

## College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

## Social and Behavioral Science (6 credit hours)

(From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

\*Organic Chemistry I will not transfer to Oklahoma State University for Veterinary Medicine. If attending OSU, choose another core course

\*\*For all Electives students should strongly consider taking courses that transfer and match requirements to transfer destination and major.

Recommended Core Emphasis/Elective Courses: (5 Credit Hours each)

Item #	Title	Credit Hours
BI1505	Biology I for Majors (SGE) <sup>040</sup>	5
CH2605	Organic Chemistry I (SGE) <sup>070</sup>	5
BI1515	Biology II for Majors (SGE) <sup>040</sup>	5
CH2615	Organic Chemistry II	5
CH1505	College Chemistry I (SGE) <sup>030</sup>	5
PS2205	General Physics I (SGE) <sup>070</sup>	5
CH1515	College Chemistry II (SGE) <sup>070</sup>	5
PS2215	General Physics II	5
BI2705	Microbiology (SGE) <sup>040</sup>	5
MA2103	Elementary Statistics (SGE) <sup>030</sup>	3
	<b>Total Degree Requirements</b>	<b>69</b>
	<b>Includes 31 Credits of General Education.</b>	

## Course Sequencing

### First Semester

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
CH1505	College Chemistry I (SGE) <sup>040</sup>	5
BI1505	Biology I for Majors (SGE) <sup>040</sup>	5
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1
BH1303	General Psychology (SGE) <sup>050</sup>	3

## Second Semester

Item #	Title	Credit Hours
CH1515	College Chemistry II (SGE) <sup>070</sup>	5
EG1113	English Composition II (SGE) <sup>010</sup>	3
MA1173	College Algebra (SGE) <sup>030</sup>	3
BI1515	Biology II for Majors (SGE) <sup>040</sup>	5
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Third Semester

Item #	Title	Credit Hours
CH2605	Organic Chemistry I (SGE) <sup>070</sup>	5
	Communications Group (SGE) <sup>020</sup>	3
PS2205	General Physics I (SGE) <sup>040</sup>	5
MA2103	Elementary Statistics (SGE) <sup>070</sup>	3

## Fourth Semester

Item #	Title	Credit Hours
BH1403	Principles of Sociology (SGE) <sup>050</sup>	3
PS2215	General Physics II	5
BI2705	Microbiology (SGE) <sup>040</sup>	5
	Arts and Humanities Group (SGE) <sup>060</sup>	6

# Respiratory Care

## Respiratory Care

### Degree Type

AAS

### Accreditation:

CoARC 2020-2030

264 Precision Blvd.

Telford, TN 37690

<https://coarc.com/students/programmatic-outcomes-data/>

817-283-2835

CIP Code: 51.0908

CIP Name: Respiratory Care Therapy/Therapist

Definition: A program that prepares individuals, under the supervision of physicians, to assist in developing respiratory care plans, administer respiratory care procedures, supervise personnel and equipment operation, maintain records, and consult with other health care team members. Includes instruction in the applied basic biomedical sciences; anatomy, physiology, and pathology of the respiratory system; clinical medicine; therapeutic procedures; clinical expressions; data collection and record-keeping; patient communication; equipment operation and maintenance; personnel supervision; and procedures for special population groups.

## Prerequisites

Item #	Title	Credit Hours
BI2115	Anatomy & Physiology	5
MA1173	College Algebra	3
EG1103	English Composition I (SGE) <sup>010</sup>	3
HI1023	Medical Terminology	3

## Corequisites

Item #	Title	Credit Hours
	EG1113 or SP1203	3
BH1303	General Psychology	3

General Psychology and Public Speaking or English Composition II may be completed concurrent with the program core curriculum with RC program advisor's permission. Any exceptions for prerequisite course completion dates may be considered for approval by the Program Director. All pre/co-requisite courses must be completed with a C or better prior to enrolling in the Critical Care Practicum course.

## First Year

### Spring Semester

Item #	Title	Credit Hours
RC1126	RC Procedures I	6
RC1104	Respiratory Physiology	4
RC1502	Respiratory Pharmacology	2

### Summer Semester

Item #	Title	Credit Hours
RC1112	Respiratory Diseases	2

### Fall Semester

Item #	Title	Credit Hours
RC2124	RC Procedures II Lecture	4
RC2121	RC Procedures II Lab	1
RC2013	Pediatric & Neonatal Respiratory Care	3
RC2014	RC Clinical Practicum II	4

## Second Year

### Spring Semester

Item #	Title	Credit Hours
RC2133	Respiratory Care Procedures III	3
RC2315	RC Clinical Practicum III	5
RC2601	Respiratory Care Seminar	1

### Summer Semester

Item #	Title	Credit Hours
RC2606	Critical Care Practicum	6
RC2251	Clinical Simulation and Review	1

A minimum of a "C" is required of all Respiratory Care courses.

	Total Degree Requirements	62
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# Science

## Associate of Science in Science

Degree Type

AS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

## General Education Requirements: Associate of Science (AS)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Arts and Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

### College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

### Social and Behavioral Science (6 credit hours)

(From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

\*\*For all Electives students should strongly consider taking courses that transfer and match requirements to transfer destination and major.

Recommended Core Emphasis:

Item #	Title	Credit Hours
BI1305	Principles of Biology (SGE) <sup>040</sup>	5
CH1205	Introduction to General, Organic, and Biochemistry (SGE) <sup>040</sup>	5
BI2304	Human Anatomy	4
BI2314	Human Physiology	4
BI2705	Microbiology (SGE) <sup>070</sup>	5
BI1403	Nutrition (SGE) <sup>070</sup>	3
BI2115	Anatomy & Physiology (SGE) <sup>040</sup>	5
CH1505	College Chemistry I (SGE) <sup>040</sup>	5
PS2205	General Physics I (SGE) <sup>040</sup>	5
MA1183	Trigonometry (SGE) <sup>030</sup>	3
MA2605	Analytic Geometry/Calculus I (SGE) <sup>030</sup>	5
MA2103	Elementary Statistics (SGE) <sup>030</sup>	3
	<b>Total Degree Requirements</b>	<b>60</b>
	<b>Includes 31 Credits of General Education.</b>	

### Course Sequencing

#### First Semester

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
MA1173	College Algebra (SGE) <sup>030</sup>	3
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
BH1303	General Psychology (SGE) <sup>050</sup>	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

#### Second Semester

Item #	Title	Credit Hours
EG1113	English Composition II (SGE) <sup>010</sup>	3
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	Communications Group (SGE) <sup>020</sup>	3
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Third Semester

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
HI1023	Medical Terminology	3
MA2103	Elementary Statistics (SGE) <sup>030</sup>	3

## Fourth Semester

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	Elective (3 credits)	3
	Elective (3 credits)	3
	Elective (3 credits)	3

# Social Science

## Associate of Arts in Social Science

Degree Type

AA

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

# General Education Requirements: Associate of Arts (AA)

## English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

## Communications (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

## Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

### College Orientation (1 credit hour)

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

### Social and Behavioral Science (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

### Math (3 credit hours)

(Math courses are degree specific - check individual major)

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

### Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

\*\*For all Electives students should strongly consider taking courses that transfer and match requirements to transfer destination and major.

Recommended Core Emphasis (all courses are 3 credit hours):

Item #	Title	Credit Hours
HS1303	American History I 1492-1877 (SGE) <sup>060</sup>	3
HS1313	American History II 1877-Pres. (SGE) <sup>060</sup>	3
HS1603	World Civilization I (SGE) <sup>070</sup>	3
HS1613	World Civilization II (SGE) <sup>070</sup>	3
SS1403	American Nat'l Government (SGE) <sup>050</sup>	3
GE1103	World Regional Geography (SGE) <sup>050</sup>	3
EC2213	Prin of Macroeconomics (SGE) <sup>050</sup>	3
EC2223	Prin of Microeconomics (SGE) <sup>050</sup>	3
	<b>Total Degree Requirements</b>	<b>66</b>
	<b>Includes 34 Credits of General Education.</b>	

### Course Sequencing

## First Semester

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
MA2103	Elementary Statistics (SGE) <sup>030</sup>	3
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Social Science Core Emphasis Group	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

## Second Semester

Item #	Title	Credit Hours
EG1113	English Composition II (SGE) <sup>010</sup>	3
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Social Science Core Emphasis Group	3
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Third Semester

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
	Communications Group (SGE) <sup>020</sup>	3
	Social Science Core Emphasis Group	3
	Social Science Core Emphasis Group	3

## Fourth Semester

Item #	Title	Credit Hours
	Social Science Core Emphasis Group	3
	Social Science Core Emphasis Group	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

# Speech and Drama

## Associate of Arts in Speech & Drama

Degree Type

AA

# General Education Requirements: Associate of Arts (AA)

## English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

## Communications (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

## Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

## College Orientation (1 credit hour)

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

## Social and Behavioral Science (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

## Math (3 credit hours)

(Math courses are degree specific - check individual major)

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

## Core Emphasis

Options: Choose 3 courses

Item #	Title	Credit Hours
DR1103	Stagecraft I	3
DR1113	Stagecraft II	3
DR2203	Theater Appreciation	3
DR1203	Acting I	3
DR1213	Acting II	3
DR1611	Dramatic Participation I	1
DR1621	Dramatic Participation II	1
DR1631	Dramatic Participation III	1
DR1641	Dramatic Participation IV	1

## Electives

(Review transfer destinations for guidance on electives)

**Total Degree Requirements** 60  
**Includes 34 Credits of General Education.**

### Course Sequencing

### First Semester

Item #	Title	Credit Hours
DR1203	Acting I	3
DR1611	Dramatic Participation I	1
EG1103	English Composition I (SGE) <sup>010</sup>	3
DR2203	Theater Appreciation (SGE) <sup>060</sup>	3
BH1303	General Psychology (SGE) <sup>050</sup>	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

### Second Semester

Item #	Title	Credit Hours
DR1621	Dramatic Participation II	1
EG1113	English Composition II (SGE) <sup>010</sup>	3
PS1115	Physical Science	5
MA1163	Contemporary Mathematics (SGE) <sup>030</sup>	3
	Communications Group (SGE) <sup>020</sup>	3

### Third Semester

Item #	Title	Credit Hours
DR1103	Stagecraft I	3
SS1403	American Nat'l Government (SGE) <sup>050</sup>	3
BH1403	Principles of Sociology (SGE) <sup>050</sup>	3
AR1323	Art Appreciation (SGE) <sup>060</sup>	3
HS1303	American History I 1492-1877 (SGE) <sup>060</sup>	3

## Fourth Semester

Item #	Title	Credit Hours
DR1113	Stagecraft II	3
DR1631	Dramatic Participation III	1
EG1303	Introduction to Literature (SGE) <sup>060</sup>	3
BH2313	Abnormal Psychology (SGE) <sup>050</sup>	3
BI1305	Principles of Biology (SGE) <sup>040</sup>	5

## Sports Management

### Associate of Science in Sports Management

Degree Type  
AS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 12 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

## General Education Requirements: Associate of Science (AS)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Arts and Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

## College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

## Social and Behavioral Science (6 credit hours)

(From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
<b>Total Degree Requirements</b>		<b>60</b>
<b>Includes 31 Credits of General Education.</b>		

## Course Sequencing

### First Semester

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
BA1013	Introduction to Business	3
BA2003	Intro to Sports Management	3
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Second Semester

Item #	Title	Credit Hours
	EC2213 or EC2223 Macro or Microeconomics (SGE) <sup>050</sup>	3
EG1113	English Composition II (SGE) <sup>010</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
MA1173	College Algebra (SGE) <sup>030</sup>	3
BA2013	Practicum in Sports Management	3

### Third Semester

Item #	Title	Credit Hours
BA1263	Introduction to Marketing	3
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
BA1603	Business Ethics	3
	Communications Group (SGE) <sup>020</sup>	3
	Business Tiered Elective (3 credits)	3

## Fourth Semester

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>030</sup>	5
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3
PE2413	Intro to Health, PE, and Rec	3
	Business Elective	3
	Business Elective	3

## Sports Medicine

### Associate of Science in Sports Medicine

Degree Type

AS

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that other institutional requirements such as 15 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

## General Education Requirements: Associate of Science (AS)

### English Composition (6 credit hours)

Item #	Title	Credit Hours
	English Group (SGE) <sup>010</sup>	6

### Communication (3 Credit Hours)

Item #	Title	Credit Hours
	Communications Group (SGE) <sup>020</sup>	3

### Arts and Humanities (6 credit hours)

(From at least two of the following disciplines)

Item #	Title	Credit Hours
	Arts and Humanities Group (SGE) <sup>060</sup>	6

### Physical Education (1 credit hour)

Item #	Title	Credit Hours
PE1431	Concepts of Health and Wellness	1

## College Orientation

Item #	Title	Credit Hours
BH1001	First Year Seminar	1
BH1112	TRIO Enrichment Course	2
BH1202	Return to Learn	2
BH1511	Strategies for Success	1

## Social and Behavioral Science (6 credit hours)

(From a least two of the following disciplines)

Item #	Title	Credit Hours
	Social and Behavioral Sciences Group (SGE) <sup>050</sup>	3

Item #	Title	Credit Hours
	Math Group (SGE) <sup>030</sup>	3

## Natural and Physical Sciences (4-5 credit hours)

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

\*Studio and performance courses are excluded as a Humanities elective.

Note:

- Some of the courses listed may not transfer to other college or university programs of sports medicine. Check with your transfer school for specific requirements.

Item #	Title	Credit Hours
PE2613	Care & Prev of Athletic Injury	3
PE2621	Sports Medicine Practicum I	1
PE2631	Sports Medicine Practicum II	1
PE2641	Sports Medicine Practicum III	1
PE2651	Sports Medicine Practicum IV	1
PE1503	Concepts of Exercise Science	3
PE1113	Personal Fitness Trainer I	3
PE1123	Personal Fitness Trainer II	3
PE2112	Responding to Emergencies	2
PE2413	Intro to Health, PE, and Rec	3
BI2115	Anatomy & Physiology (SGE) <sup>040</sup>	5
BI1403	Nutrition	3
	<b>Total Degree Requirements</b>	<b>60</b>
	<b>Includes 31 Credits of General Education.</b>	

## Course Sequencing

## First Semester

Item #	Title	Credit Hours
PE2613	Care & Prev of Athletic Injury	3
MA1173	College Algebra (SGE) <sup>030</sup>	3
BI1505	Biology I for Majors (SGE) <sup>040</sup>	5
EG1103	English Composition I (SGE) <sup>010</sup>	3
PE2621	Sports Medicine Practicum I	1
BH1001	First Year Seminar (SGE) <sup>070</sup>	1
PE1431	Concepts of Health and Wellness (SGE) <sup>070</sup>	1

## Second Semester

Item #	Title	Credit Hours
BI1403	Nutrition	3
PE2631	Sports Medicine Practicum II	1
EG1113	English Composition II (SGE) <sup>010</sup>	3
BH2303	Developmental Psychology (SGE) <sup>050</sup>	3
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

## Third Semester

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
PE1113	Personal Fitness Trainer I	3
PE2641	Sports Medicine Practicum III	1
	Communications Group (SGE) <sup>020</sup>	3
BH1403	Principles of Sociology (SGE) <sup>050</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6

## Fourth Semester

Item #	Title	Credit Hours
	Natural and Physical Science Group (SGE) <sup>040</sup>	5
MA2103	Elementary Statistics (SGE) <sup>030</sup>	3
	Arts and Humanities Group (SGE) <sup>060</sup>	6
PE2651	Sports Medicine Practicum IV	1
	Natural and Physical Science Group (SGE) <sup>040</sup>	5

# Surgical Technology

## Surgical Technology

Degree Type

AAS

Accreditation:

Commission on Accreditation of Allied Health Education Programs

9355-113th Street N., #7709

Seminole, Florida 33775

www.caahep.org

phone: 727-210-2350

fax: 727-210-2354

Accreditation Review Council on Education in Surgical Technology and  
 Surgical Assisting 2016-2026  
 19751 East Mainstreet, Suite #339  
 Parker, CO 80138  
 www.arcstsa.org  
 Phone: 303-694-9262  
 Fax: 303-741-3655

CIP Code: 51.0909

CIP Name: Surgical Technology/Technologist

Definition: A program that prepares individuals, under the supervision of physicians and surgical nurses, to maintain, monitor, and enforce the sterile field and adherence to aseptic technique by preoperative, surgical team, and postoperative personnel. Includes instruction in instrument and equipment sterilization and handling, surgical supplies management, wound exposure and closure, surgical computer and robot operation and monitoring, maintenance of hemostasis, and patient and team scrubbing.

## Fall

**Program prerequisites: CPR Credential is required.**

Item #	Title	Credit Hours
EG1103	English Composition I (SGE) <sup>010</sup>	3
BI2114	Anatomy and Physiology I (SGE) <sup>040</sup>	4
ST1004	Intro to Surgical Technology	4

## Spring

Item #	Title	Credit Hours
EG1113	English Composition II	3
BI2705	Microbiology	5
HI1023	Medical Terminology	3
BI2124	Anatomy and Physiology II	4

## First Year Total

Electives (6 credit hours total) must be from at least 2 of the following disciplines: Mathematics, Lab Science, Humanities, Social and Behavioral Science, or Physical Education. Any exceptions for prerequisite course completion dates may be considered for approval by the program director.

**Program prerequisites: CPR Credential is required.**

## Fall Semester

Item #	Title	Credit Hours
ST1124	Surgical Procedures I	4
ST1015	Princ & Practices of Surg Tech	5
ST1013	Surgical Technology Lab	3

## Spring Semester

Item #	Title	Credit Hours
ST1125	Surgical Procedures II	5
ST1126	Clinicals I	6
ST1303	Pharmacology for Surg Techs	3

## Summer Semester

Item #	Title	Credit Hours
ST1127	Clinicals II	7
ST1111	ST Certification Review	1

## Second Year Total

Suggested courses and information provided on curriculum pages is not to be used in place of academic advisement from the student's assigned advisor. Students should always visit with an advisor before enrollment to ensure selected options contribute to the overall course of study, academic schedule, and student success.

\*General education courses must be taken prior to admission to the Surgical Technology program

All General Education courses and program courses must be completed with a minimum letter grade of "C" in order to be considered for admission into the Surgical Technology program. Failure to achieve at least a "C" in program course will cause a student to be ineligible to continue with the program.

### Clinical Case Requirements

The total number of cases the student must complete is 120. Students are required to complete a minimum of 30 cases in General Surgery. 20 of these cases must be in the First Scrub Role. Students are required to complete a minimum of 90 cases in various surgical specialties. 60 of the cases must be in the First Scrub Role and evenly distributed between a minimum of 4 surgical specialties. However, 15 is the maximum number of cases that can be counted in any one surgical specialty. 10 diagnostic endoscopic cases and 5 vaginal delivery cases can be counted toward the maximum number of Second Scrub Role cases. Observation cases must be documented, but do not count towards the 120 required cases.

### CST Exam Requirement

Students successfully completing the course requirements for the certificate or AAS Surgical Technology program will take the National Certifying Examination for Surgical Technologists and will be required to provide an approved photo ID with signature such as a valid driver's license, valid passport or military ID card, or government-issued identification card.

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Total Degree Requirements

66

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## Truck Driving

### Certificate of Completion in Truck Driving (CDL)

Degree Type  
SAPP

### Required Courses

Item #	Title	Credit Hours
TD1002	CDL Permit	2
TD1012	CDL Inspections	2
TD1022	CDL Log Books	2
TD1102	CDL Range Driving	2
TD1112	CDL Road Driving	2

\*Prerequisite: Placement Test (536 or higher)

\*\*Motor Vehicle Record (MVR)

\*\*\*Department of Transportation Physical

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Total Degree Requirements

10

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# Welding Technology

## Welding Technology

### Degree Type

AAS

Certificate A

Certificate B

Certificate C

The course sequence listed is a recommendation to ensure prerequisites and requirements are met. The student needs to ensure that institutional requirements such as 12 hours per semester for scholarships are also met. Although 60 hours is the minimum needed for the degree, students may end up with more than 60 hours to meet all requirements.

\* Students completing any program level will receive AWS SENSE Level I and OSHA10 Certification. NCCER Core is award only in CERTC or AAS levels.

**CIP Code: 48.0508**

**CIP Name: Welding Technology/Welder**

**Definition:** A program that prepares individuals to apply technical knowledge and skills to join or cut metal surfaces. Includes instruction in arc welding, resistance welding, brazing and soldering, cutting, high-energy beam welding and cutting, solid state welding, ferrous and non-ferrous materials, oxidation-reduction reactions, welding metallurgy, welding processes and heat treating, structural design, safety, and applicable codes and standards.

## Type of Award: Certificate A

### First Semester

Student position qualifications: • AWS 1F, 2F, and 1G

Item #	Title	Credit Hours
WE1102	Introduction to Welding	2
WE1003	Oxy-Fuel Gas Cutting I	3
WE1043	Welding Print Reading	3
ID1001	OSHA 10	1
WE1033	Cutting Processes	3
WE1133	Gas Metal Arc Welding (GMAW)	3
WE1153	Shielded Metal Arc Welding (SMAW)	3

## Type of Award: Certificate B

### Second Semester

Item #	Title	Credit Hours
WE1143	Gas Tungsten Arc Welding (GTAW)	3
WE1313	Arc Welding Plate	3
WE1103	Structural Qualification/Cert	3
WE1002	Arc Cutting and Gouging	2
WE1023	Flux Core Arc Welding	3
WE1303	Layout and Fit-up Practices	3

**Type of Award: Certificate C**  
**Third Semester**

<b>Item #</b>	<b>Title</b>	<b>Credit Hours</b>
ID1004	Trade Basics	4
WE1032	Weld Inspection & Testing	2
WE1101	Welding Codes & Standards	1
PR1133	Workplace Ethics	3

**Type of Award: Associate of Applied Science**  
**Fourth Semester**

<b>Item #</b>	<b>Title</b>	<b>Credit Hours</b>
	AAS Gen Ed Communications (6 credits)	6
	AAS Gen Ed Electives (9 credits)	9

\*\*Art\*, History, Literature, Music\*, Philosophy, Theater\*, Modern Language, Anthropology, Economics, Geography, Political Science, Psychology, Sociology, Natural Science. Studio/performance courses are excluded.

	<b>Total Degree Requirements</b>	<b>60</b>
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# Course Descriptions

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## Industrial Technology

### **ID1001 : OSHA 10**

Through a variety of classroom and/or lab learning and assessment activities, students in this course will: explain job/site safety and precautions for job/site hazards; determine the uses of personal protective equipment (PPE); identify the safety equipment and procedures related to safe work practices and environment; identify fire prevention and protection techniques; explore Hazard Communication (HazCom) including Safety Data Sheets (SDS).

**Credits** 1

**Lab Hours** 0

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

### **ID1003 : Basic Industrial Math**

This course is for students in industrial technology programs. This online course uses modular instruction and practice. Students will develop the mathematical skills necessary to be successful in these programs. Topics include addition and subtraction; multiplication and division; fractions, percentages, proportions, and angles; formulas; and introduction to algebra. All skills will be applied to technical areas. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

### **ID1004 : Trade Basics**

This course is designed for students in industrial technology programs. Students will develop the introductory skills necessary to be successful in these programs. Topics include basic measurement and math skills, hand tool & power tool basics, & introduction to reading construction drawings. All skills will be applied to technical areas.

**Credits** 4

**Lab Hours** 0

**Lecture Hours** 4

**Clinical Hours** 0

**Tiered Course Indicator**

T

### **ID1103 : Electrical Theory**

This course is an entry level course into DC and AC electrical fundamentals found in the energy industries. It will cover basic electrical safety, electron theory, Ohm's and Kirchoff's laws, magnetism, resistors, circuit characteristics, meter usage and schematics.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**ID1104 : HVAC**

After completing this course students should be able to; 1. Explain the principles of the heating, ventilation, and air-conditioning (HVAC) system. 2. Describe air-conditioning components and operating principles. 3. Identify and explain the three methods of heat transfer and how heat energy is measured. 4. Describe the purpose and operation of heating system components. 5. Explain the operation of rotary piston air compressors. 6. Explain the operating principles of a cycling clutch orifice tube (CCOT) air-conditioning system. 7. Explain the operating principles of a thermal expansion valve (TXV) air-conditioning system. 8. Identify and explain the difference between an accumulator and a receiver/ filter/drier. 9. Explain the purpose of refrigerant and the refrigerant classification system. 10. Identify the purpose and explain the function of refrigerant oil. 11. Describe the principles of the air-conditioning service process. 12. Discuss air conditioner capacity and why it is important to determine the proper charge. 13. Explain the process of performance testing the air-conditioning system. 14. Explain the purpose and methods of leak testing.

**Credits** 4

**Lab Hours** 1

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**ID1113 : Electrical I / DC Circuits**

This course is an entry level course into basic DC electrical systems in the industrial technology industry. It will cover basic electrical safety, electron theory, ohms law, charging, instrumentation, tooling, connectors, schematics and diagnostics.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**ID2111 : OSHA Forklift Certification**

This course is designed to train and OSHA certify the student in the proper identification, operation, and safety aspects of forklifts used in industry.

**Credits** 1

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**ID2113 : Principles of Troubleshooting**

This course is designed to teach participants logical approaches to troubleshooting and its relationship to organizational excellence. Using logic tools, related test equipment, and the presentation of independent study topics on troubleshooting the technician will demonstrate the ability to troubleshoot problems.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

## Certified Nurses Aide

Common responsibilities of a CNA include taking and recording vital signs and assisting patients with their physical needs. CNAs may perform procedures under the supervision of a registered nurse.

**NR1001 : CNA Refresher Course**

This 10-hour CNA refresher course provides classroom and laboratory experience to update the inactive CNA. The student will discuss the nurse aide's responsibility in the current health care system and the importance of resident rights. The student will demonstrate safety measures, infection control procedures, personal care skills, measurement of vital signs and transfers, positioning and turning. 10 contact hours.

**Credits** 1

**Lecture Hours** 1

**Prerequisites**

Kansas CNA Certification and department approval

## Accounting

**AC1103 : Introduction to Accounting**

A course designed to present the basic concepts of the accounting cycle from recording business transactions in the books of original entry to the preparation of periodic financial reports for a service and merchandising enterprise. This course may be used to prepare for Accounting I. This course will not transfer as an accounting course and cannot be substituted for Accounting I.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AC1203 : Accounting I**

A beginning course in accounting which introduces the theoretical aspects of financial accounting and their application from the basic concept of a transaction, through financial statements.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**KRSN**

ACC1010

**KRSN Requirements**

ACCOUNTING I & ACCOUNTING II

**AC1213 : Accounting II**

A continuation of Accounting I, dealing mainly with corporation accounting, interpretation of financial statements, accounting for costs, and controlling business operations.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Accounting I

**KRSN**

ACC1010

**KRSN Requirements**

ACCOUNTING I & ACCOUNTING II

**AC1303 : Computerized Accounting**

A study of the common body of knowledge in accounting and computers as fundamental business tools. Special emphasis on the major accounting functions and how they are accomplished using computers.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AC1313 : Spreadsheet App. for Accting**

This course will teach students how to use spreadsheet software to solve accounting problems.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**AC1403 : Payroll Accounting**

It provides a foundation in payroll and personnel records, computation of wages, and the accounting for wages paid and payroll deductions needed in business to meet the requirements of federal and state payroll laws.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AC2103 : Managerial Accounting**

Illustrates how accounting data can be analyzed, interpreted and applied by management in planning and controlling business activities. An interdisciplinary approach is provided through the mix of topics involving economics, mathematics, finance and statistics.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Accounting II

**KRSN**

ACC2010

**KRSN Requirements**

MANAGERIAL ACCOUNTING

**AC2103 : Managerial Accounting**

This course illustrates how accounting data can be analyzed, interpreted and applied by management in planning and controlling business activities. An interdisciplinary approach is provided through the mix of topics involving economics, mathematics, finance and statistics.

**Credits** 3

**Lecture Hours** 3

**Tiered Course Indicator**

T

**Prerequisites**

AC1213: Accounting II

**KRSN**

AC2010

### **AC2902 : Accounting Internship I**

Permission is required before enrollment in this course which is designed to give the student on-the-job training in a selected training station under the supervision of an employer and a coordinating instructor. The student, instructor, and employer will file progress and evaluation reports, attend arranged conferences, and keep a continuous record of the on-the-job experience. The student must work a minimum of 90 clock hours for the semester to receive the two credit hours. The student may have only four (4) hours of Internship to count toward graduation.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

## **Agriculture**

### **AG1001 : Introduction to Agriculture**

This course is designed to enlighten the student to the different aspects of agriculture. The different aspects covered will be animals, farming, ranching and business.

**Credits** 1

**Lab Hours** 0

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

### **AG1003 : Principles of Agricultural Communications, Education, and Leadership**

This course introduces basic communication, education, and leadership theory. Emphasis is placed on the practical application of theoretical knowledge of communicating, educating, and leading within agriculture.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Prerequisites**

None.

### **AG1112 : Livestock Sales Management**

Hands on experience in conducting an actual livestock auction, including animal selection, advertising, cataloging and animal preparation, clerking, and sales budgets. An overview of various purebred livestock sales, 4-H / FFA Livestock project sales and new concepts in livestock marketing will be discussed.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

### **AG1113 : Principles of Commodity Marketing**

This is an introductory course in marketing and economics that will cover operations involved in the movement of agricultural commodities from the farmer to the consumer. Topics will include the historical evolution of current marketing systems, principles and practices involved in commodity marketing, and government policy and regulation.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Tiered Course Indicator**

T

**Prerequisites**

None

**AG1152 : Agriculture Seminar I**

The course is an instructional lecture to the Beef Cattle, Swine, Sheep, Meat Goat and Horse industries. Topics include animal performance records, carcass grading, purpose of specific livestock and trends within the industry. Students participating in the Livestock Judging Team are required to take this course.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**AG1162 : Agriculture Seminar II**

Emphasis on live animal evaluation of Beef Cattle, Swine, Sheep, Meat Goats and Horses. Animal evaluation will include study of live animals, animal performance records, carcass grading, and oral defense of decisions made in evaluations.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**AG1233 : Animal Science**

This course is an introduction to and a survey of the total animal industry from the genetic improvement to meat, milk, egg, and wool utilization.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

AG1001: Introduction to Agriculture

**AG1243 : Principles of Livestock Nutrition**

This course will cover animal nutrition fundamentals, ration balancing, feed selection for types and ages of livestock and other phases of nutrition essential to understanding the feeding of livestock.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AG1261 : Animal Science Lab**

The animal science lab will involve activities which will enhance classroom instruction. This will include problem solving, assignments, and field trips. Emphasis will be on gaining a working knowledge of the broad animal agriculture base found in the area as well as live animal evaluation.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

None.

**AG1503 : Horse Production**

This course is a study of the light horse industry in the United States, breeds of horses and ponies for work and pleasure, selection, nutrition, breeding, management, performance and health.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AG1563 : Agricultural Welding**

This course provides students with the theory, knowledge, and skills necessary for the construction/fabrication of metal projects. Emphasis will be placed on laboratory safety, general laboratory measurements, metal identification/characteristics, oxyacetylene welding and cutting, shielded metal arc welding (SMAW), gas metal arc welding (GMAW), plasma cutting, and project construction.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Tiered Course Indicator**

T

**Prerequisites**

None

**AG1603 : Swine Production I**

A study of the principles of swine production in the areas of breeding, nutrition, health, housing, equipment, swine management, feeder pig management, production systems and marketing.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

None.

**AG1702 : Livestock Selection I**

Advanced Study in live animal and carcass evaluation of Beef Cattle, Swine, Sheep, Meat Goats and Horses. Course will include study of genetic performance records and industry production numbers. Also, emphasis will be placed in public speaking skills and verbal defense of decisions related to evaluation.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AG1712 : Livestock Selection II**

Emphasis on live animal evaluation of Beef Cattle, Swine, Sheep, Meat Goats and Horses. Animal evaluation will include study of live animals, animal performance records, carcass grading, and oral defense of decisions made in evaluations.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AG1713 : Exploring Sustainability in Ag**

This course introduces the topic of natural resource sustainability in agriculture. The course integrates the study of theoretical aspects of agricultural sustainability with both field-based laboratory exercises and participatory hands-on learning of sustainable agriculture practices.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

None

**AG1714 : Greenhouse Operations**

A study of an ecological approach in greenhouse design and management. A laboratory period is an integral part of the course designed to give the student an opportunity to observe first-hand the use of greenhouse and hydroponic practices in the lab and greenhouse settings.

**Credits** 4

**Lab Hours** 1

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AG1733 : Meat Science**

This course is designed to familiarize the student with the different cuts of meat, carcass and meat evaluation, and grading. In addition, the student will be familiar where each cut of meat is located on the live animal. Exposure to the meat industry also be introduced.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AG1753 : Beef Production**

The study of beef cattle production, providing and introduction into cow-calf, stocker, and feedlot production. The course will have an integrated approach to cattle production with emphasis placed on managing the herd for economic efficiency.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AG1814 : Integrated Pest Management**

A study of an ecological approach to agricultural pest control that integrates pesticides/herbicides into a management system. Students will learn to identify pest and plant diseases, and control the pest using pesticides and IPM technology including organic techniques. A laboratory period is an integral part of the course designed to give the student an opportunity to gain hands-on experience using the sustainable and conventional practices of the lab and field settings.

**Credits** 4

**Lab Hours** 1

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AG1902 : Crops Judging Seminar I**

The course is designed to include basic instruction on crop production statistics, cropping systems, crop rotation, plant breeding and trends within the industry. Special attention will be given to competitive preparation for NACTA (North American Colleges and Teachers of Agriculture) events and will include the Agronomic Quiz, Math Practical, Lab Practical and Plant and Seed Identification.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

None.

**AG1904 : Crop Science**

A study of the principles of plant ecology physiology and the taxonomical divisions of economically significant plants. This course is designed to introduce and develop botanical principles regarding economic plant production practices and problems. A laboratory period is an integral part of the course designed to give the student opportunity for methodical and direct observations of plant morphology, taxonomy, and ecological principles of plant growth.

**Credits** 4

**Lab Hours** 1

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

AG1001: Introduction to Agriculture

**AG1912 : Crops Judging Seminar II**

Two credit hours lab. The course is designed to include basic instruction on crop production statistics, cropping systems, crop rotation, plant breeding and trends within the industry. Special attention will be given to competitive preparation for NACTA (North American Colleges and Teachers of Agriculture) events and will include the Agronomic Quiz, Math Practical, Lab Practical and Plant and Seed Identification.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**AG1914 : Princ of Horticultural Science**

The course will cover the basic principles of plant science and the environment that apply to horticulture; survey of the industry; plant taxonomy, anatomy, morphology, and physiology; environment and plant growth; plant propagation, pest management, and plant breeding. The horticultural principles covered in this course will prepare the student for specialized courses in areas of horticulture, including vegetable science, fruit science, nursery management, floriculture, turf grass science, landscaping and others.

**Credits** 4

**Lab Hours** 1

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

AG1001: Introduction to Agriculture

**AG1922 : Grain Elevator Operator Capstone**

This course is designed to take all the required courses within the Gain Elevator Operations program and apply the culminating knowledge gained to real world situations and issues related to grain elevator operations.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

N

**AG1932 : Crop Judging Sem III**

This course will be designed to advance the students' knowledge of crop production, cropping systems, Agronomy, soil science, pest management, plant identification, and Agriculture equipment identification. This course will provide the student to begin combining all basic knowledge learned in Crops Judging I & II to summarize application of knowledge gained and application within Agriculture Industry. Application of knowledge gain is directly correlated with CCA (Certified Crop Advisor) standards and abilities. Knowledge gained will also be assessed NACTA (North American Colleges & Teachers of Agriculture) Judging conference events.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**AG1942 : Crop Judging Sem IV**

This course will be designed to advance the students' knowledge of crop production, cropping systems, Agronomy, soil science, pest management, plant identification, and Agriculture equipment identification. This course will provide the student to begin combining all basic knowledge learned in Crops Judging I, II, & III to summarize application of knowledge gained and application within Agriculture Industry and begin mastery of the subject matter. Application of knowledge gain is directly correlated with CCA (Certified Crop Advisor) standards and abilities. Knowledge gained will also be assessed NACTA (North American Colleges & Teachers of Agriculture) Judging conference events. This course will be the initial stages of mastery within the subject matter of Crops Judging, Agriculture Production Standards, and Certified Crop Advisory Exam certification requirements.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**AG2403 : Vegetable Production**

**Credits** 3

**AG2413 : Farm & Ranch Management**

Designed to give students an introduction to basic farm and ranch management principles. Planning, Organizing, controlling, and directing, will be the four main areas covered. Particular attention will be given to correctly preparing financial statements and calculating financial ratios from the statements. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AG2423 : Agriculture Economics**

A study of economics principles with special emphasis on their applicability and current utilization in the field of agriculture. The principles of economics and their use in sustaining or questioning current economic policy will be a central theme of this course. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Intermediate Algebra or higher Math test score.

**AG2443 : Grain & Livestock Marketing**

**Credits** 3

**AG2503 : Agribusiness Management**

This course is designed to apply skills and competencies from agricultural economics to a decision-making system that focuses on the profitable operation of an agricultural business. This course will cover financial management, business planning, organizational structures, and leadership and ethics

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Tiered Course Indicator**

T

**Prerequisites**

AG2423: Agriculture Economics

**AG2504 : Value-Added Agri Marketing**

This course will provide hands on experience in conducting an actual livestock auction, including animal selection, advertising, cataloging and animal preparation, clerking, and sales budgets. Students will also learn all aspects in marketing high valued crops, including harvesting, vegetable quality, cleaning and selling thru hands on experience in marketing thru a farmer's market conducted by the students enrolled. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 4

**Lab Hours** 1

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AG2713 : Environmental Quality**

Course will provide an introduction to topics in environmental quality. Classification and interactions of soil, air, and water pollutants will be examined in detail. Methods of remediating the environment, risk assessments and environmental policy will be introduced. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AG2723 : Weed Science**

Course will provide an introduction to topics in weed science. Classification and control of weeds will be examined in detail. The importance of plant-herbicide and soil-herbicide interactions will be examined in detail. Other important components of the course include weed life cycles, weed management, herbicide groups, and application. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AG2804 : Principles of Livestock Reproduction**

The study of physiological and biological processes of reproduction in farm animals including reproductive biology, growth, and development. In the laboratory, emphasis on artificial insemination, estrous synchronization, embryo production via multiple ovulation embryo transfer (MOET) and in vitro fertilization (IVF), cryopreservation of gametes or embryos, and pregnancy determination.

**Credits** 4

**Lab Hours** 0

**Lecture Hours** 4

**Tiered Course Indicator**

T

**Prerequisites**

AG1233: Animal Science

AG1261: Animal Science Lab

**AG2903 : Soil Fertility and Fertilizers**

Course will provide an introduction to the consumption, manufacture, properties, and reserves of fertilizer materials. Methods of application, effects on soil reactions and plant requirements of fertilizer nutrients will be discussed to inform students of specific fertilizer materials.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AG2904 : Soils**

A study of the physical, biological and chemical properties of soils with a view towards the proper management of soils for efficient crop production and minimum soil erosion. A laboratory period is an integral part of the course designed to give the student an opportunity to observe first-hand the different physical properties of soils and to make different soil chemistry tests.

**Credits** 4

**Lab Hours** 1

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

AG1001: Introduction to Agriculture

**AG2952 : Supervised Occupational Exp I**

Before a student may enroll in occupational experiences the student must have completed one semester of college level courses. Students may earn a maximum of eight (8) credit hours. On-the-job training will be arranged in the agriculture area in which the student has a special interest. An outline of activities to be encountered will be set forth in accordance with the student's desires and the coordinator's counsel. A minimum of 136 clock hours is required for two hours credit.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Permission of the instructor

**AG2962 : Supervised Occupational Exp II**

Before a student may enroll in occupational experiences the student must have completed one semester of college level courses. Students may earn a maximum of eight (8) credit hours. On-the-job training will be arranged in the agriculture area in which the student has a special interest. An outline of activities to be encountered will be set forth in accordance with the student's desires and the coordinator's counsel. A minimum of 136 clock hours is required for two hours credit. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Permission of the instructor.

**AG2972 : Supervised Occupational Ex III**

Before a student may enroll in occupational experiences the student must have completed one semester of college level courses. Students may earn a maximum of eight (8) credit hours. On-the-job training will be arranged in the agriculture area in which the student has a special interest. An outline of activities to be encountered will be set forth in accordance with the student's desires and the coordinator's counsel. A minimum of 136 clock hours is required for two hours credit. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Prerequisite: Permission of the instructor.

## Art

**AR1103 : Interior Design I**

**Credits** 3

**AR1253 : Glass Blowing I**

This is a course in learning the basic skills in the working of hot glass in three media areas: hot glass with blowpipes and manipulative tools, hot bead making with a lamp working torch, and hot kiln glass working (fusing and slumping).

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**AR1263 : Glass Blowing II**

This is a course in learning advanced skills in the working of hot glass in three media areas: hot glass with blowpipes and manipulative tools, hot bead making with a lamp working torch, and hot kiln glass working (fusing and slumping).

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

AR1253: Glass Blowing I

**AR1302 : Ceramics**

A course designed to introduce the beginning student to the medium of clay. Emphasis is primarily on learning hand building and decorating techniques to create clay objects and a fundamental integration of the elements of art and the principles of design.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**AR1303 : Ceramics I**

A course designed to introduce the beginning student to the medium of clay. Emphasis is primarily on learning hand building and decorating techniques to create clay objects and a fundamental integration of the elements of art and the principles of design.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**AR1313 : Ceramics II**

A course designed for the student who desires to further the investigation of the discipline of clay. Emphasis on hand building, throwing and decorating techniques to create clay objects and a fundamental integration of the elements of art and the principles of design.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

AR1303: Ceramics I

**AR1323 : Art Appreciation**

Art Appreciation combines lecture and hands-on activities to provide the non-artist with an appreciation of the visual arts. Students will gain an understanding of the processes, styles, and meaning of art through the study of art of various cultures and major art historical periods.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

ART1010

**KRSN Requirements**

ART APPRECIATION

**AR1403 : Two-Dimensional Design**

This is a beginning course in the basic concepts underlying two-dimensional art work. This course is designed to give the student a working knowledge of the elements and principles of art and will be helpful to anyone who wishes to communicate visually. Course consists of lecture and studio assignments.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

ART1050

**KRSN Requirements**

TWO-DIMENSIONAL DESIGN

**AR1413 : Three-Dimensional Design**

This is a beginning course in the basic concepts underlying three-dimensional art work. This course is designed to give the student a working knowledge of the elements and principles of art and will be helpful to anyone who wishes to communicate visually. Course consists of lecture and studio assignments.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

ART2010

**KRSN Requirements**

THREE-DIMENSIONAL DESIGN

**AR1453 : Drawing I**

A beginning course in the fundamentals of drawing. Art elements of line, shape, value, space/volume and texture will be explored via drawing. The student will use a variety of media to produce drawings from life observation. Emphasis is on development of the student's perceptual and technical skills as they relate to drawing.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

ART1040

**KRSN Requirements**

DRAWING I

**AR1463 : Drawing II**

A continuation of skill development, with an emphasis on individual style and expression. Students will work on advanced problems that will continue the study of art elements and principles as they relate to drawing.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

AR1453: Drawing I

**AR1493 : Intro to Graphic Design**

In this course students explore careers and design areas, and learn fundamentals of effective visual communication. Strong emphasis is placed on creative thinking skills as students use current technology and software to complete course assignments in the computer lab.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**AR1503 : Graphic Design I**

Students will become familiar with various areas of graphic design through the completion of projects in the studio

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AR1603 : Jewelry Making I**

Primarily a studio class, Jewelry Making is designed to offer a broad overview of silver/metalsmithing, including its technical, historical, aesthetic and critical aspects. While learning about the rich tradition of metalsmithing, the class goal will be the creation of contemporary art.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**AR1613 : Jewelry Making II**

Primarily a studio class, Jewelry Making II is designed to offer a broad overview of silver/metalsmithing, including its technical, historical, aesthetic and critical aspects. While learning about the rich tradition of metalsmithing, the class goal will be the creation of contemporary art.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

AR1603: Jewelry Making I

**AR1653 : Watercolor I**

Watercolor I is a fundamental course in the use color via the medium of watercolor. Skill development and color theory are areas of emphasis. Students will find a basic understanding of drawing concepts helpful.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

AR1453 Drawing I is recommended but not required.

**AR1663 : Watercolor II**

A continuation of skill development with an emphasis on individual style and self-expression via technique and organizational development will be the focus of this class.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

AR1653: Watercolor I

**AR1703 : Survey of Art History I**

A survey course of the history of art from the Paleolithic to the Middle Ages. Students will examine the major art historical periods in this time frame, and the political, religious, cultural, and personal concerns that have influenced representative works of art from these major periods.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

ART1020

**KRSN Requirements**

SURVEY OF ART HISTORY I

**AR1713 : Survey of Art History II**

A survey of the history of art from the Late Gothic to Post-Modernism. Students will examine the major art historical periods within this time frame and the political, religious, cultural and personal concerns that have influenced representative works of arts from these stylistic periods.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

ART1030

**KRSN Requirements**

SURVEY OF ART HISTORY II

**AR2113 : Interior Design II**

**Credits** 3

**AR2123 : Digital Photography I**

This is a course in the theory and practice of photography using the digital camera and photo editing software, with an emphasis on expressing and communicating ideas through photography as an art medium. Digital camera and basic computer skills required. This is a blended face to face and online course.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**AR2133 : Digital Photography II**

This is an advanced course in the theory and practice of photography using the digital camera and digital darkroom, with an emphasis on developing personal expression through photography as an art medium. Digital camera and basic computer skills required.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

AR2123 Digital Photography I or instructor permission

**AR2303 : Ceramics III**

A course designed for the student who desires to further the investigation of the discipline of clay. Emphasis on hand building, throwing and decorating techniques to create clay objects and a fundamental integration of the elements of art and the principles of design.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

AR1313: Ceramics II

**AR2313 : Ceramics IV**

A course designed for the student who desires to further the investigation of the discipline of clay. Emphasis on wheel throwing and hand building.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

AR2303: Ceramics III

**AR2552 : Painting**

A fundamental course in the use of color via the medium of painting. Skill development and color theory are areas of emphasis. (Summer - one credit hour) (Fall and Spring - two credit hours)

**Credits** 2

**Lab Hours** 1

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**AR2553 : Oil Painting I**

A fundamental course in the use of color via the medium of oil paint. Skill development and color theory are areas of emphasis. Students will find a basic understanding of drawing concepts is helpful.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

AR1453 Drawing I recommended

**AR2563 : Oil Painting II**

A continuation of skill development with an emphasis on individual style and self-expression via technique and organizational development.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

AR2553: Oil Painting I

**AR2813 : Graphic Design II**

Students will complete a range of advanced projects and then assemble a portfolio and résumé in preparation for seeking employment in the field of graphic design.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

AR1503: Graphic Design I

**AR2903 : Individual Studio Research**

This course will give students the opportunity to pursue special interests in art through guided independent study in a chosen area/medium. The student and instructor will develop a course outline and evaluation format.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Instructor Permission Only

**AR2953 : Directed Indep Studies in Art**

In this course advanced problems in specialty areas of art now covered in regularly scheduled courses will be stressed. The student and instructor will develop a course outline, schedule, and evaluation format. Course may be repeated for credit. ( Student must have instructor permission to enroll.)

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

## Automotive Collision and Refinishing Technology

**AT1003 : Mechanc/Electrical Components**

Through a variety of classroom and/or shop/lab learning and assessment activities, students in this course will: Determine how to diagnose and replace steering and suspension parts, install headlamp and fog/driving lamp assemblies, inspect and service brake systems, examine components of heating and air conditioning systems; Students will be introduced to important electrical concepts, starting with basic electrical theory and the use of digital volt ohm meters (DVOMs). Students will have the opportunity to learn foundational troubleshooting techniques for diagnosing electrical issues and performing wire and connector repairs through hands-on lab exercises. This course equips students with the skills needed to safely and effectively manage electrical repairs in automotive collision settings.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AT1013 : Paint and Refinishing I**

Through a variety of classroom and/or shop/lab learning and assessment activities, students in this course will : learn all the instruction you need to prepare a vehicle for refinishing, The topics you'll study will enable you to identify different undercoats, finishes, and ultraviolet-cured materials; perform surface preparation steps on both metal and plastic; understand the required tools and equipment, including types of spray environments and personal protection equipment; and mix and apply different types of primer. You will be able to play an important role in the refinishing process, because all the careful prep work you do shows up in a high-quality final finish.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AT1022 : Structural Analysis/Damage Repair I**

Through a variety of classroom and/or shop/lab learning and assessment activities, students in this course will:cover essential skills for vehicle structural repair, starting with anchoring basics and an overview of alignment tools, equipment, and hardware. Students learn strategies for precise structural alignment, proper part replacement at factory seams, and sectioning techniques to ensure integrity. The course concludes with training on dedicated and universal fixture bench systems for effective vehicle frame restoration.

**Credits 2**

**Lab Hours 1**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**AT1023 : Paint and Refinishing II**

Students in this course will have the knowledge to define mixing banks and explain their use in the painting process. Learn how to identify and verify a paint formula and understand the concepts of chroma, value, and hue. How light angle and source affect color, and how to properly prepare a vehicle for the correct color match. They will gain knowledge about the parts of a spray gun, how to assemble them, and techniques for using a spray gun effectively. Additionally, they will explain how to maintain a spray gun through lubrication and part replacement, identify spray gun adjustments, and provide methods for troubleshooting improper spraying

**Credits 3**

**Lab Hours 2**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**AT1032 : Structural Analysis/Dmg Rpr II**

Through a variety of classroom and/or shop/lab learning and assessment activities, students in this course will:be introduced to key concepts and techniques for accurately measuring vehicle structures that have been damaged in a collision. Students will learn methods for point-to-point and three-dimensional measuring, along with principles for interpreting electronic three-dimensional measurement system results. Students will be equipped with the knowledge to effectively use advanced equipment for precise structural assessments to guide the repair plan to completion.

**Credits 2**

**Lab Hours 1**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**AT1033 : Paint and Refinishing III**

This is a continuation of Paint and Refinishing 2. Through a variety of classroom and/or shop/lab learning and assessment activities, students in this course will define primer-sealers and explain their use in the painting process, along with techniques for applying primer-sealers effectively. They also learn about solvent-based and water-based basecoats, including their uses and application techniques. Students will learn blending and its role in achieving a smooth, uniform finish, as well as techniques for blending basecoats. Additionally, they will explore coatings and specialty finishes, understanding their uses and the application techniques for achieving specialty finishes. It will cover single-stage topcoats, explaining their use and proper application techniques. Finally, they will learn about the special considerations required when refinishing plastic parts.

**Credits 3**

**Lab Hours 2**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**AT1102 : Orientation & Safety**

Students will cover important groundwork needed to progress through the program and succeed in a collision repair career. The fundamental knowledge they will gain ranges from evolving vehicle construction technologies to tools of the trade to best practices to keep you and your work environment safe. These are the first steps on a learning path they will follow throughout your career in this fast-paced industry.

**Credits 2**

**Lab Hours 1**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**AT1104 : Paint and Refinishing IV**

This is a continuation of Paint and Refinishing 3 Through a variety of classroom and/or shop/lab learning and assessment activities, students in this course will: identify and perform various types of refinishing defects and explain the common methods used to correct these defects, ensuring a high-quality finish on repaired vehicles

**Credits 4**

**Lab Hours 3**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**AT1112 : Intro Est and Diag Scanning**

This course will provide a comprehensive foundation in creating accurate repair plans, starting with estimating basics, initial vehicle inspection, and techniques for proper documentation. Students will learn effective repair productivity techniques, customer communication skills, and methods for analyzing exterior, interior and structural damage. The course also covers essential concepts in mechanical and electrical systems, as well as steering, suspension, and alignment fundamentals. Key concepts in ADAS calibration, beginning with an overview of common systems and the types of calibrations that can be performed. Students will learn methods for analyzing ADAS-related damage and using scan tools for effective calibration.

**Credits 2**

**Lab Hours 1**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**AT1114 : Non-Struc Analysis/Dmg Rpr I**

Through a variety of classroom and/or shop/lab learning and assessment activities, students in this course will: have the knowledge to safely disassemble a vehicle, discover areas of hidden damage, and reattach the parts they removed at the appropriate stage of repair. This preparation includes understanding the hand tools used in these procedures, precautions that keep vehicles protected during repairs, and the removal and installation procedures for a wide variety of exterior and interior vehicle parts.

**Credits 4**

**Lab Hours 3**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**AT1115 : Non-Struc Analysis/Dmg Rpr IV**

This is a continuation of Non-Structural Analysis and Damage Repair 3. Students will continue to master their skills learned in the previous Non-Structural Analysis Courses by doing live work on vehicles. By the end of this course students should have the skills to be an entry level employee in a body shop setting.

**Credits** 5

**Lab Hours** 5

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AT1124 : Non-Struc Analysis/Dmg Rpr II**

Through a variety of classroom and/or shop/lab learning and assessment activities, students in this course will:begin developing the advanced skill of straightening collision with the entry-level task of removing small dents. Students will be prepared by learning how to remove small dents on aluminum and steel exterior body panels. They will learn how metal type and the panel shape affect repairability. They will discover the differences between working with steel and aluminum surfaces and be able to identify tools, equipment, and techniques appropriate for each metal type. Another topic they study is about body filler when completing a repair

**Credits** 4

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AT1134 : Non-Struc Analysis/Dmg Rpr III**

This is a continuation of Non Structural Analysis and Damage Repair 2 Through a variety of classroom and/or shop/lab learning and assessment activities, students in this course will:recognize the different types of automotive plastics and know when to repair or replace components through the damage analysis process. You will be well versed in the tools, materials, and different repair techniques and will understand the complications associated with Advanced Driver Assistance Systems (ADAS).

**Credits** 4

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AT1233 : Adv Estimating / Blueprinting**

This course will go beyond basic estimating and will emphasize ADAS hands-on experience to learn helpful techniques for a successful procedure. It will provide base knowledge on various types of electric, hybrid and alternative energy vehicles. Students will learn essential safety and service considerations, tools, and equipment specific to working on these types of systems. They will also cover intake procedures and how to prepare high-voltage (HV) systems for safe and effective service.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**ID1123 : Body Shop Welding**

This course provides in-depth training on essential tools and techniques for vehicle panel and component attachment methods, beginning with tool identification for saws, air hammers, spot welders, and GMA welders for both steel and aluminum. Students will learn welding safety, MIG brazing, adhesive and rivet bonding, and welding techniques like squeeze-type resistance spot welding (STRSW). This course also covers GMA welding setup, visual inspection, destructive testing, hem flanges, and rivet bonding, equipping students with the skills needed for safe and quality attachment repairs.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

## Automotive Technology

### Award Levels

AAS

Cert A

Cert B

**AU1002 : Auto Orientation & Safety**

This is an entry level course into basic automotive orientation & safety. It will cover general safety rules and procedures for the automotive lab environment, personal safety, vehicle customer and service information, tools and equipment use and safety, fastener identification and usage, and communication and employability skills.

**Credits** 2

**Lab Hours** 1

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AU1003 : Engine Performance I**

In this 3 credit hour course students will: identify engine mechanical integrity; explore the fundamentals of fuel system theory; identify fuel system concerns; explore the fundamentals of ignition theory; identify ignition system concerns; identify induction system concerns; identify exhaust system concerns; identify engine mechanical integrity through a variety of learning and assessment activities.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

AU1023: Electrical I

AU1115: Electrical II

**AU1007 : Engine Performance II**

This course will through a variety of learning and assessment activities allow students to: analyze engine mechanical integrity; analyze fuel system concerns; analyze ignition system concerns; analyze induction system concerns; analyze exhaust system concerns; service fuel system concerns; repair fuel system concerns; service ignition system concerns; repair ignition system concerns; service induction system concerns; service exhaust system concerns; repair induction system concerns; repair exhaust system concerns.

**Credits** 5

**Lab Hours** 3

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

AU1003: Engine Performance I

**AU1013 : Brakes I**

In this course students will perform various tasks through a variety of classroom and lab/shop learning and assessment activities to include, but not limited to: Research applicable vehicle service information including service precautions and technical service bulletins; Inspect and repair vehicle hydraulic brake systems using hydraulic principles and proper repair/replacement methods; Determine appropriate fluids for vehicles, observe proper methods for handling and storing brake fluids and proper testing procedures for brake fluid per manufacturers specifications; Inspect, repair, adjust and lubricate drum brake systems including removing/installing brake shoes, drums, necessary brake hardware, and parking brake apparatus per vehicle manufacturers specifications; Remove, inspect, measure, clean and refinish brake drums per vehicle manufacturers specifications. Determine replacement specifications; Inspect, repair, adjust and lubricate disc brake systems including removing/installing brake pads, rotors, and necessary brake hardware per vehicle manufacturers specifications; Remove, inspect, measure, clean and refinish brake rotors per vehicle manufacturers specifications. Determine replacement specifications; Describe importance of operating vehicle to burnish/break in replacement brake pads according to manufacturer's specifications; Determine how to remove, inspect and replace bearing and hub assemblies through a variety of classroom and lab/shop learning and assessment activities.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AU1023 : Electrical I**

This course provides a variety of learning and assessment activities in which students can: diagnose open circuit problems; diagnose short circuit problems; diagnose grounded circuit problems; diagnose high resistance problems; identify computer circuit problems using various test equipment; identify current flow on lighting, gauges, warning devices, driver information systems, horns, wiper/washer and accessory circuits on wiring diagrams; diagnose computer circuit problems using test equipment; repair computer circuit problems using test equipment; diagnose CAN/BUS systems; repair CAN/BUS systems; identify low/high voltage circuits and disconnects on hybrid vehicles.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AU1024 : Automatic Trnsmnsn/Trnsaxles**

This course provides a variety of learning and assessment activities, students will: explore the concept of theory and operation of automatic transmissions/transaxles; perform maintenance on an automatic transmission/transaxle; perform service on an automatic transmission/transaxle; diagnose automatic transmission/transaxles; inspect automatic transmission/transaxles; remove and reinstall automatic transmission; remove and reinstall automatic transaxles; disassemble automatic transmission and components; disassemble automatic transaxles and components; inspect automatic transmission components; inspect automatic transaxles and components; repair automatic transmission and components; repair automatic transaxles and components; reassemble automatic transmission and components; reassemble automatic transaxles and components

**Credits 4**

**Lab Hours 2**

**Lecture Hours 2**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**AU1033 : Suspension and Steering I**

In this course students will perform fundamental diagnostics of steering systems; perform fundamental repairs of steering systems; perform fundamental diagnostics of suspension systems; perform fundamental repairs of suspension systems; determine the need for wheel alignment and adjustment; perform fundamental diagnostics of wheel and tire systems; perform fundamental repairs of wheel and tire systems through a variety of learning and assessment activities.

**Credits 3**

**Lab Hours 1**

**Lecture Hours 2**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**AU1034 : Manual Drivetrains/Axles**

Students will determine the general drive train diagnosis procedures; explore the fundamentals of clutch operation; explore the fundamentals of clutch removal, inspection and repair; determine the power flow of the manual transmission and transaxles; perform the fundamentals manual transmission and transaxles inspection and repair according to service specifications; perform fundamentals differential inspection and repair according to service specifications; perform fundamentals diagnosis, inspection and replacement of drive axle shaft and supporting components; perform fundamentals diagnosis, inspection, adjustment and repair of four- and all-wheel drive components; diagnose drive train issues; diagnose clutch concerns; perform the removal inspection and/or repair of the clutch and components; conduct a transmission and transaxle inspection and repair according to service specification; conduct an inspection and repair according to service specification; conduct the diagnosis, inspection and replacement of drive axle shaft and supporting components; conduct the diagnosis, inspection adjustment and repair of four- and all-wheel drive components.

**Credits 4**

**Lab Hours 2**

**Lecture Hours 2**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**AU1104 : HVAC**

In this course students will learn the theory, function, service and diagnosis of automotive heating, ventilation and air conditioning systems through a variety of learning and assessment activities.

**Credits 4**

**Lab Hours 2**

**Lecture Hours 2**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**AU1112 : Brakes II**

Students enrolled in this course will perform fundamental pressure diagnostics and inspections on hydraulic brake systems, diagnose noise and braking concerns on disc brake system components and drum brake system components, and inspect for and diagnose noise and vibration concerns on both sealed and serviceable wheel bearings.

**Credits 2**

**Lab Hours 1**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**Prerequisites**

AU1013: Brakes I

**AU1115 : Electrical II**

This course provides a variety of learning and assessment activities in which students can: diagnose open circuit problems; diagnose short circuit problems; diagnose grounded circuit problems; diagnose high resistance problems; identify computer circuit problems using various test equipment; identify current flow on lighting, gauges, warning devices, driver information systems, horns, wiper/washer and accessory circuits on wiring diagrams; diagnose computer circuit problems using test equipment; repair computer circuit problems using test equipment; diagnose CAN/BUS systems; repair CAN/BUS systems; identify low/high voltage circuits and disconnects on hybrid vehicles.

**Credits 5**

**Lab Hours 3**

**Lecture Hours 2**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**Prerequisites**

AU1023: Electrical I

**AU1125 : Engine Repair**

Students will explore the theory and operation of internal combustion engine; demonstrate the ability to remove an automotive engine; demonstrate the ability to install an automotive engine; demonstrate the basic ability to inspect and repair cylinder head, valve trains and timing defects; demonstrate the ability to disassemble short block; demonstrate the ability to inspect short block; demonstrate the ability to repair short block; demonstrate the ability to reassemble short block; demonstrate the basic ability to inspect and repair engine lubrication; demonstrate the basic ability to inspect and repair engine cooling system; inspect a cylinder head and valve train; repair a cylinder head and valve train; perform advanced level engine diagnosis.

**Credits 5**

**Lab Hours 3**

**Lecture Hours 2**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**AU1131 : Suspension & Steering II**

In this course students will perform fundamental diagnostics of steering systems; perform fundamental repairs of steering systems; perform fundamental diagnostics of suspension systems; perform fundamental repairs of suspension systems; determine the need for wheel alignment and adjustment; perform fundamental diagnostics of wheel and tire systems; perform fundamental repairs of wheel and tire systems through a variety of learning and assessment activities.

**Credits 1**

**Lab Hours 1**

**Lecture Hours 0**

**Clinical Hours 0**

**Tiered Course Indicator**

T

# Behavioral Science

## **BH1001 : First Year Seminar**

This course is designed to support student learning and development in the critical first semester of college. Through a shared relationship with the course instructor and an academic advisor, students explore the purposes of higher education and begin to develop the skills needed to utilize information technology and academic resources successfully in college. Using a strength-based curriculum, the course also focuses on topics useful to college students including time management, teamwork, study skills, leadership, and education and career planning.

**Credits 1**

**Lab Hours 0**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

N

## **BH1112 : TRIO Enrichment Course**

This supplemental course is for TRiO participants only and one of the credit hours is tuition-free. It is designed to expand the basic components of the First Year Seminar course such as, time management, teamwork, study skills, leadership and career planning. In addition, professional tutors will instruct students in all subject areas. Special emphasis is given in career exploration for the undecided student utilizing StrengthsQuest. Financial literacy will also be a key component; providing the student with an understanding of financial management both as a student and as a productive citizen. Students will be provided information on how to successfully transfer to a four-year institution upon graduation. The value of being a TRiO participant and the services available to them will be emphasized.

**Credits 2**

**Lab Hours 0**

**Lecture Hours 2**

**Clinical Hours 0**

**Tiered Course Indicator**

N

## **BH1202 : Return to Learn**

**Credits 2**

## **BH1303 : General Psychology**

Survey courses of human behavior. The student will be introduced to the development and learning aspects of human behavior. Specific emphasis is placed on motivation, emotion, personality, perception, social interaction, adjustment and mental health.

**Credits 3**

**Lab Hours 0**

**Lecture Hours 3**

**Clinical Hours 0**

**Tiered Course Indicator**

N

**KRSN**

PSY1010

**KRSN Requirements**

GENERAL PSYCHOLOGY

**BH1403 : Principles of Sociology**

This course will study the factors in the social life of people. It will include the study of group behavior, culture, socialization, social groups. The nature of specific organizations of groups; their activities and the social influences that affect personalities, behavior and social change.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

SOC1010

**KRSN Requirements**

PRINCIPLES OF SOCIOLOGY

**BH1511 : Strategies for Success**

This is a course designed to assist students in developing successful skills in leadership, communication and involvement (their own, as well as the new students).

**Credits** 1

**Lab Hours** 0

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**BH1603 : Physical Anthropology**

**Credits** 3

**BH1613 : Intro Cultural Anthropology**

The course will introduce the student to the discipline of Anthropology including but not limited to principles, definitions, terminology, concepts, theories, and research techniques. Critical thinking will be facilitated by providing opportunities to apply anthropological perspectives to daily activities.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

ANT1010

**KRSN Requirements**

CULTURAL ANTHROPOLOGY

**BH2303 : Developmental Psychology**

This course is the study of how and why people change over time, as well as how and why they remain the same, from conception to death. Attention is given to emotional, social, intellectual, physical, perceptual and psychological development.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

PSY2020

**KRSN Requirements**

DEVELOPMENTAL PSYCHOLOGY

**BH2313 : Abnormal Psychology**

Abnormal Psychology is an introductory scientific study of behavior pathologies which, given the appropriate context, represent impaired functioning. The course examines the emotional, behavioral, and cognitive aspects of a wide range of behaviors. Emphasis is placed on the identification and diagnosis of symptoms; the biological, psychological, and sociological factors correlated with maladaptive behavior, as well as treatments available for specific disorders. Additionally, the course emphasizes the social, cultural, and legal outcomes of behaviors which differ from social norms and expectations. Further, the course examines the use of labels in describing individuals, myths and fallacies regarding specific maladaptive behaviors, and stresses respecting the dignity and worth of individuals afflicted with disorders.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**BH2403 : Marriage and the Family**

This course investigates the function of marriage and family in society as well as the dynamics of each. Examining change over time and the consequences of this change for both society and the individual are emphasized. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

SOC2020

**KRSN Requirements**

MARRIAGE AND THE FAMILY

## Biology

**BI1015 : Dir. Indep. Studies in Biology**

Projects in Biological Science is an independent or small group study for students to investigate topics of biological science outside the regular curriculum offering.

**Credits** 5

**Lab Hours** 5

**Lecture Hours** 5

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

A strong high school biology background, or instructor approval.

**BI1113 : Field Biology**

An intra-disciplinary exploration of the environment and the ways individual perceives it, utilizing actual outdoor experiences as well as readings and formal classroom instruction. Personal growth, understanding of the natural environment and awareness of varying land uses will be emphasized. Must also be taken with PE1511 – Camp Skills and PE1521 – Hiking and Backpacking.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**BI1129 : Emergency Medical Technician**

Credits 12

Lab Hours 0

Lecture Hours 12

Clinical Hours 0

**BI1305 : Principles of Biology**

Offered fall and spring semesters. A foundation emphasizing human interaction and place within all levels of the biosphere and the scientific process. The course will incorporate six unifying principles: 1) Evolution: Patterns and Products of Change, 2) Interaction and Interdependence, 3) Genetic Continuity and Reproduction, 4) Growth, Development, and Differentiation, 5) Energy, Matter, and Organization, and 6) Maintenance of Dynamic Equilibrium. Inquiry oriented investigations will be used to introduce, explore, and expand on concepts discussed in the classroom. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

Credits 5

Lab Hours 2

Lecture Hours 3

Clinical Hours 0

Tiered Course Indicator

N

Prerequisites

Refer to placement matrix.

KRSN

BIO1010

KRSN Requirements

PRINCIPLES OF BIOLOGY

**BI1403 : Nutrition**

This course will survey normal nutrition along with the physiological processes related to digestion, absorption, and metabolism of nutrients. The relationship of energy balance, weight control, and eating disorders will be examined. The nutritional requirements of mother, infant, child, teen, and geriatric populations will be studied. This course is designed for the student entering health related fields or those who have an interest in normal nutrition. This course will utilize computer technology to enhance student learning. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

Credits 3

Lab Hours 0

Lecture Hours 3

Clinical Hours 0

Tiered Course Indicator

N

KRSN

HSC1010

KRSN Requirements

NUTRITION

**BI1505 : Biology I for Majors**

Designed to fulfill the needs of the pre-medical and pre-veterinarian biology student, and the student who is going to enter the fields of biological related science, agriculture, physical education, or for the student who has a desire to learn more about the cell. A study of the cell structure and function. The course will deal with cellular organelles, cellular communication, and cellular metabolism, and division. Laboratory experiments will supplement the theory of lectures. For each unit of lecture credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 5

**Lab Hours** 4

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Introduction to Chemistry, a strong high school chemistry background, or instructor approval.

**KRSN**

BIO1020

**KRSN Requirements**

BIOLOGY I FOR MAJORS

**BI1515 : Biology II for Majors**

This course focuses on the structure and function of organisms with an emphasis on phylogeny. The unifying principles for this course are: 1) Biodiversity, 2) Evolutionary relationships, 3) Form and function of organisms, 4) Interaction, interdependence, and sustainability 5) Genetic continuity and reproduction. Inquiry oriented investigations will be used to introduce, explore, and expand on concepts discussed in the classroom. For each unit of lecture credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 5

**Lab Hours** 4

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Refer to placement matrix.

**KRSN**

BIO1030

**KRSN Requirements**

BIOLOGY II FOR MAJORS

**BI2114 : Anatomy and Physiology I**

This course introduces the integration of structure and function within the human body. An emphasis is placed on the correlation of gross and microscopic structure with functional maintenance of the following human organ systems: Integumentary, skeletal, muscular, and nervous. A holistic approach is used to encourage the student to develop an integrated understanding of the human body.

**Credits** 4

**Lab Hours** 1

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

BIO2030

**KRSN Requirements**

Must take both BI2114 and BI2124 to meet the KRSN requirements.

**BI2115 : Anatomy & Physiology**

Five credit hours. Three hours of lecture and four hours of lab per week. This course presents essential principles of human anatomy and physiology, including basic chemistry, cell and tissue studies, and an overview of all the body systems.

Prerequisite: Successful completion of BI1305 or higher is strongly recommended before enrolling in this course.

**Credits** 5

**Lab Hours** 4

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Refer to placement matrix.

**KRSN**

BIO2020

**KRSN Requirements**

ANATOMY AND PHYSIOLOGY LECTURE/LAB

**BI2124 : Anatomy and Physiology II**

This course completes the second half of a two-semester sequence intended to provide the student with a basic understanding of anatomy and physiology by studying the structures and their functions and grasping the correlation between structure and function. The systems studied in this course are immune, lymphatic, endocrine, circulatory, respiratory, digestive, urinary and reproductive. This course should improve the student's ability to use and understand the terms relating to the human body and encourage the development of a scientific attitude. This course is also designed to develop within the student a greater appreciation for the phenomena with which one comes in contact with on a daily basis.

**Credits** 4

**Lab Hours** 1

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

BIO2030

**KRSN Requirements**

Must take both BI2114 and BI2124 to meet the KRSN requirements.

**BI2304 : Human Anatomy**

Designed to fulfill the requirements for two year and/or four year degrees pursued by students entering the fields of medical related sciences, physical education, and biological sciences. Structure of the human body on a cell, tissue, organ, and system level will be covered. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 4

**Lab Hours** 2

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Refer to placement matrix.

**KRSN**

BIO2030

**KRSN Requirements**

HUMAN ANATOMY & HUMAN PHYSIOLOGY

**BI2314 : Human Physiology**

Designed to fulfill the requirements for two year and/or four year degrees pursued by students entering the fields of medical related sciences, physical education, and biological sciences. System functions of the human body and related diseases (pathophysiology) will be covered. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 4

**Lab Hours** 2

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Refer to placement matrix.

**KRSN**

BIO2030

**KRSN Requirements**

HUMAN ANATOMY & HUMAN PHYSIOLOGY

**BI2705 : Microbiology**

An introduction to the study of bacteria, viruses, protozoa, fungi, and helminthes with focus on those responsible for human disease. Evolution is the unifying principle used to investigate the interaction of microbe, human, and the environment. General microbiological concepts such as microbial structure, growth, metabolism, genetics, and ecology are applied to such medically related topics as control and pathogenicity of microorganisms as well as to body defense mechanisms and the immune responses. The lab exercises stress basic clinical laboratory techniques such as staining, aseptic technique, and the biochemical and serological testing for microorganisms. Biotechnology applications are also utilized. Both laboratory and lecture relate core microbiological principles to the understanding of infectious disease.

**Credits** 5

**Lab Hours** 4

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Successful completion of BI1305 - Principles of Biology, CH1505 - College Chemistry I, and MA1173 - College Algebra or higher is strongly recommended prior to enrollment in this course. Refer to placement matrix.

**KRSN**

BIO2040

**KRSN Requirements**

MICROBIOLOGY & MICROBIOLOGY

# Business Administration

## **BA1013 : Introduction to Business**

A general survey of the business environment and the internal operations of a business firm. Attention is focused on the financing, managing, organizing, and marketing functions of a firm. The impact of a business firm on its community is examined. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**KRSN**

BUS1020

**KRSN Requirements**

INTRODUCTION TO BUSINESS

## **BA1122 : Bus Mgmt/Mkt Internship I**

Work is done in selected training stations under supervision of the instructor. The student may take the internship four times and may apply a total of 8 credit hours toward graduation. Total clock hours required to receive two hours of credit is 90 hours. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

## **BA1132 : Bus Mgmt/Mkt Internship II**

Work is done in selected training stations under supervision of the instructor. The student is required to complete a project relating to their training station and weekly visitations with the instructor. The student may take the internship four times and may apply a total of 8 credit hours toward graduation. Total clock hours required to receive two hours of credit is 90 hours. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

## **BA1183 : Personal Finance**

This course is taught as a practical approach aimed at helping the student understand and implement personal money management principles so that they can more easily cope with financial necessities throughout life. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

BUS1010

**KRSN Requirements**

PERSONAL FINANCE

**BA1213 : Business English**

Credits 3

**BA1222 : Bus Mgmt/Mkt Seminar I**

The course is specifically designed to identify business students, provide the coordinator an opportunity to give vocational counseling and individual personal assistance. Special attention will be given to such units of instruction as Enactus, competitive preparation, on-the-job problems, current business practices, and career planning. The student may take the seminar four times and apply a total of 8 credit hours toward graduation. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

Credits 2

Lab Hours 3

Lecture Hours 0

Clinical Hours 0

Tiered Course Indicator

N

Prerequisites

Instructor permission.

**BA1232 : Bus Mgmt/Mkt Seminar II**

The course is specifically designed to identify business students, provide the coordinator an opportunity to give vocational counseling and individual personal assistance. Special attention will be given to such units of instruction as Enactus, competitive preparation, on-the-job problems, current business practices, and career planning. The student may take the seminar four times and apply a total of 8 credit hours toward graduation. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

Credits 2

Lab Hours 3

Lecture Hours 0

Clinical Hours 0

Tiered Course Indicator

N

Prerequisites

Instructor permission.

**BA1242 : Bus Mgmt/Mkt Seminar III**

The course is specifically designed to identify business students, provide the coordinator an opportunity to give vocational counseling and individual personal assistance. Special attention will be given to such units of instruction as Enactus, competitive preparation, on-the-job problems, current business practices, and career planning. The student may take the seminar four times and apply a total of 8 credit hours toward graduation. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

Credits 2

Lab Hours 3

Lecture Hours 0

Clinical Hours 0

Tiered Course Indicator

N

Prerequisites

Instructor permission.

**BA1252 : Bus Mgmt/Mkt Seminar IV**

The course is specifically designed to identify business students, provide the coordinator an opportunity to give vocational counseling and individual personal assistance. Special attention will be given to such units of instruction as Enactus, competitive preparation, on-the-job problems, current business practices, and career planning. The student may take the seminar four times and apply a total of 8 credit hours toward graduation. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 2

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Instructor Permission

**BA1263 : Introduction to Marketing**

A study of the principles and practices of the marketing functions. Includes a study of consumer and industrial products, the channels through which they are distributed, and the promotion and pricing procedures followed by modern business. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**KRSN**

BUS1030

**KRSN Requirements**

INTRODUCTION TO MARKETING

**BA1273 : E-Commerce: Mrktng/Internet**

This course is designed to provide competency-based instruction on the concepts of e-commerce and the promotion of a business on the Internet. Web page design and the techniques needed to create an effective web page will be explored. Data obtained from the web page will be merged onto a promotional brochure that is designed by the student. Software will include Microsoft FrontPage, Access, and Publisher 2000.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**BA1283 : Small Business Management**

Using an international business model, the students work as team members in a simulated business firm in a state-of-the-art facility. The students have the opportunity to perform various business functions (i.e., purchasing, accounting, marketing, human resources) as the firm transacts business with students in other simulated companies both in the U.S. and in other countries. Students are involved in decision-making, critical thinking, and team activities. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**BA1303 : Business Mathematics**

Basic principle of mathematics are reviewed throughout the course and then these principles are applied to the practical problems in business which includes subjects such as checking accounts, interest, financial statements, retailing math, inventory, depreciation, stocks and bonds, taxes, and statistics. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**BA1503 : Human Relations**

This course is designed to give the student an insight into human relations on the job. Emphasis is given to identify those skills and abilities necessary to be an effectual leader. The course will also cover communication skills, attitudes, building self-esteem, identifying your motivations, learning to achieve emotional control and developing positive first impressions. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**BA1603 : Business Ethics**

This course examines ethical issues that arise in contemporary organizations. Students will examine both the goal of profit in business organizations as well as individual conduct within organizational settings. Topics include creating an ethical organizational culture, financial ethics, and ethics in advertising. Business laws and regulations will be studied. Various ethical dilemmas and situations that occur in an organization will be explored.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**BA2003 : Intro to Sports Management**

This course is designed to provide an introduction to the foundations of the management, marketing, financial, legal and ethical principles regarding sport facilities, events and organizations within interscholastic, intercollegiate, professional and international sport industries. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**BA2013 : Practicum in Sports Management**

This course is designed to help prepare students for an internship/practicum, utilize this experience to land future internships and ultimately a full-time job in the field and industry where each student is best suited. Students will receive training in important areas such as resume preparation, business etiquette, networking, developing a personal brand, and interview skills to give them an advantage when competing for an internship or job. Each student will also gain 35 hours of hands-on experience working game management for SCCC.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**BA2103 : Business & Economic Statistics**

This course will introduce students to many of the important concepts and procedures needed to interpret uses of statistics in the media, at home or at work and to use data to make decisions. The emphasis will be on performing statistical procedures and interpreting the results to draw conclusions. The course covers methods of descriptive statistics, probability theory, and inferential statistics, including confidence intervals, hypothesis testing, and linear regression. Examples and problems will include applications from business and economics and introduce time series and index numbers. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

No prerequisites

**BA2133 : Advertising**

This course is the study of the methods of creating demands and finding buyers. It deals with the various media, composition, purposes and mechanics of advertising. Emphasis is on practical application of techniques discussed; students follow in detail a complete advertising campaign. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**BA2223 : Entrepreneurship**

A course designed to acquaint the prospective business owner with the background of business, characteristics of being an entrepreneur, rewards and penalties of owning your own business. A business plan to establish one's own business will be developed. Attention will be given to business protection and community relations. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**BA2243 : Business/Tech Communications**

This course covers the gathering and using of information in the work environment. Emphasis is placed upon written communication--business letters, other forms of office communications, and technical reports. Oral communications, nonverbal communications, and listening skills will be studied.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**BA2273 : Salesmanship**

A study of the general principles, theory, practice and techniques of selling including analysis of customer personality, psychology of selling and development of sales personality. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**BA2283 : Business Management**

This course is designed to provide a basic understanding of the essential elements of management. The course provides an introduction to organizations and how individuals relate to the basic management functions of planning, organizing, leading, and controlling. General subject areas include the background of modern management, the evolution of management theory, functions of the managerial process, and applications in operational activities of a business firm. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**KRSN**

BUS2020

**KRSN Requirements**

BUSINESS MANAGEMENT

**BA2293 : Business Law I**

This course covers the history of law, the United States legal system, State court systems, court procedures, contracts, agency relationships, and personal and real property. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected. KRSN: BUS2030

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**KRSN**

BUS2030

**KRSN Requirements**

BUSINESS LAW I

**BA2533 : Human Resource Management**

The course emphasizes the performance of the personnel function in non-business organizations as well as business firms; it deals with the performance of employees in white-collar and service activities. Considerable emphasis is given to equal employment opportunities for women, minorities, other workers, the handicapped and veterans. Universal aspects of personnel administration are highlighted. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**EC2213 : Prin of Macroeconomics**

An introductory analysis of the American economic system and its place in the world economy. Topics of the course will include the core concepts of scarcity, opportunity costs and production possibilities; price determination through demand and supply analysis; macro-economic models; fiscal policy; money creation and the banking system; monetary policy; stabilization of the economy through fiscal and monetary policies.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

ECO1020

**KRSN Requirements**

PRINCIPLES OF MACROECONOMICS

**EC2223 : Prin of Microeconomics**

Basic facts, principles, and problems of economics including the study of the determination of prices by supply and demand, determination of wages, rent, interest, profit, theory of the firm; contemporary economic problems including competition, income distributions, poverty, pollution, and the underdeveloped world.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

ECO1010

**KRSN Requirements**

PRINCIPLES OF MICROECONOMICS

## Business Administrative Technology

**BT1003 : Business English**

A course designed to have students learn and apply the skills of English usage—the foundation communication skills that competent workers need in the workplace. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**BT1233 : Business/Tech Communications**

This course covers the gathering and using of information in the work environment. This course will emphasis placed upon written communication -- business letters, other forms of office communications, and technical reports. Oral communications, nonverbal communications, and listening skills will be studied.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

## Chemistry

**CH1105 : Chemistry in Society**

A study of basic chemistry principles as they are applied to everyday life. Topics include: papermaking, pigments, dyes, photography, metalworking, preservation, foods, cooking, medicine, forensics, and agriculture, among others. This course is designed for liberal arts and elementary science education majors and meets the laboratory science requirement for degree. Science majors should take College Chemistry I instead.

**Credits** 5

**Lab Hours** 4

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Skill level of English Composition I or higher.

**CH1205 : Introduction to General, Organic, and Biochemistry**

This course is designed for the student only needing one semester of chemistry. Students majoring in a natural science, engineering, or planning on medical school should take CH1505 instead. This course includes: chemical symbols and formulas, atomic theory, equation writing and balancing, chemical nomenclature, calculations involving chemical formula, heats of reactions, the chemistry of solutions; acids, bases, and salts, and an introduction to organic chemistry, physical chemistry, analytical and biochemistry. Restrictions: Not open to chemistry majors.

**Credits** 5

**Lab Hours** 2

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Student must have writing level of English Composition I.

**KRSN**

CHM1030

**KRSN Requirements**

INTRODUCTION TO CHEMISTRY

**CH1505 : College Chemistry I**

This is the first part of a two-semester chemistry program designed to provide the foundation for more advanced work. This course includes atomic structure, calculations with formulas, total ionic and net ionic equations, atomic and molecular structure, stoichiometry calculations, concentration calculations, thermochemistry, valence shell hybridization, volumetric solution calculations, oxidation-reduction reactions, gaseous state calculations, colloids, basic chemical equilibrium, and acid-base chemistry. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 5

**Lab Hours** 4

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Skill level of English Comp I and Intermediate Algebra or higher.

**KRSN**

CHM1010

**KRSN Requirements**

COLLEGE CHEMISTRY I

**CH1515 : College Chemistry II**

This is a continuation of General Chemistry I. Contents include states of matter, solution chemistry, rates of reactions, chemical equilibrium, acid-base chemistry, thermodynamics, electrochemistry, organic chemistry, and nuclear chemistry. Laboratory stress is on identification of anions and cations with some quantitative experiments. Analysis uses both wet procedures and some instrumentation. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 5

**Lab Hours** 6

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

CH 1505 - Chemistry I.

**KRSN**

CHM1020

**KRSN Requirements**

COLLEGE CHEMISTRY II

**CH2605 : Organic Chemistry I**

First semester of a two-semester course designed to meet the requirements of students needing either General Organic Chemistry or Organic Chemistry I. Course content will include a study of the basic principles of nomenclature, and the reactions pertaining to aliphatic and arene compounds, study of carbohydrates, fats, and proteins.

**Credits** 5

**Lab Hours** 6

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Student must have reading level of English Composition I

**CH2615 : Organic Chemistry II**

Second semester of organic chemistry, with three hours of lecture and six hours of laboratory. A continuation of Chemistry CH 2605. A detail study of alcohols reactions, Infrared spectroscopy, mass spectroscopy, nuclear magnetic resonances, ethers and epoxides reactions, ultraviolet spectroscopy, Aromatic compounds and their reactions.

**Credits** 5

**Lab Hours** 6

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Pre-requisite: Organic Chemistry I

## Computer Information Systems

**CA2303 : Computer Based Spreadsheets**

**Credits** 3

**CS1002 : Help Desk Fundamentals**

This course is designed to provide students with service concepts, skills sets to assist in customer support situations. This course helps the students to gain problem-solving and communication skills required in the computer support industry.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS1203 : Intro to Computer Concepts/App**

This course will introduce the beginning computer user to basic computer concepts and applications thus providing an overview of computer information systems. Students will explore various topics such as computer hardware components, operating systems software, applications software, computer network basics, ethical issues in information technology, the Internet, and e-mail. Students will gain hands-on experience in the following areas: basic computer operations, basic operating system applications, Internet and e-mail applications, word processing application, spreadsheet applications, database management applications, and presentation applications. There will be a MANDATORY pre and post test given to all students to assess what they have learned in this course. The post-test will be worth 5% of each student's grade. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

CSC1010

**KRSN Requirements**

INTRODUCTION TO COMPUTER CONCEPTS AND APPLICATIONS

**CS1303 : Programming Logic and Design**

This course is an introduction to programming concepts that emphasizes good style and logical thinking. General programming concepts are introduced and key concepts of structure are defined. Students will learn to recognize programming concepts and will learn the importance and the advantages of writing structured programs. Students will learn to recognize looping structures, decision making structures, control breaks and arrays and will learn fundamentals in developing programs that include these structures. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS1313 : Programming Fundamentals**

This course will introduce the student to logical reasoning and programming related to computer information systems, mathematics and robotics. The use of the LEGO Mindstorms EV3 will provide a solid foundation in which students will gain hands-on experience solving complex problems in a systematic method. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS1321 : Prompt Writing with Artificial Intelligence**

This course is designed to master prompt engineering, focusing on crafting increasingly accurate and effective prompts for AI applications. Students will progressively learn techniques that culminate in the creation of a customized AI-driven tool tailored to educational or administrative needs.

**Credits** 1

**Lab Hours** 0

**Lecture Hours** 1

**Clinical Hours** 0

**Prerequisites**

None

**CS1323 : Artificial Intelligence Fundamentals**

This course introduces students to the principles, techniques, and applications of Artificial Intelligence (AI). Topics include history, search algorithms, knowledge representation, natural language processing, and machine learning. Students will engage in hands-on exploration of AI tools such as OpenAI's API and learn how to design and test intelligent systems.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Prerequisites**

None

**CS1353 : Visual BASIC I**

This course is designed to teach the basic elements of creating Windows programs using Visual Basic. Emphasis is placed on event-driven programming to include the selection of the proper objects for the program, the use of the Visual Basic design tools, and the coding of the associated procedures. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS1413 : Windows Server I**

This course is designed to provide students with the process to install Windows Server through manual and automated routines, Active Directory services, networking protocols, routing and other server functions. Part one of two courses that will prepare students for the Server+ certification.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS1423 : Windows Server II**

This course is designed to provide students with routing, file systems, disk and user management, DHCP, DNS, Printer services and infrastructure skills. Part two of two courses that will prepare students for the Server+ certification.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

CS1413: Windows Server I

**CS1503 : Desktop Publishing I**

**Credits** 3

**CS1703 : Word Processing Applications**

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**CS1713 : CompTIA A+ Essentials**

This course is designed to provide students the fundamentals of troubleshooting, upgrading, repairing and connecting personal computer systems to a network. Part one of two courses that will prepare students for the Security Fundamentals and A+ certifications.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS1723 : CompTIA A+ Practical Applicati**

This course is designed to provide students with routine maintenance and troubleshooting practices for computers, mobile devices and printers. Part two of two courses that will prepare students for the A+ certification.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

CS1713: CompTIA A+ Essentials

**CS1733 : Intro to Information Technlgy**

This course Teaches modern readers to become not just computer users, but computational thinkers. Having grown up with computers, most readers already know how to use Information Technology (IT) in their daily lives—but use is not understanding. More than ever, they must become “computational thinkers,” able to conceptualize where and how computation can be used effectively. Equipping readers with a deeper understanding of the broad capabilities of technology, is taught using a project-oriented learning approach supported by examples and realistic problem-solving scenarios. The Course will teach readers to navigate IT independently and become effective users of today’s resources, forming a foundation of skills they can adapt to their personal and career goals as future technologies emerge. The text’s approach is centered on three types of content—skills, concepts, and capabilities—that prepare readers to adapt to an ever-changing computing environment. Real life examples and simulations will be covered in the MyITLab.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**CS1813 : Digital Video Production I**

This course is designed to examine and apply the skills, tools, and information necessary to create and execute small scale video productions. Students will review the current state of this growing industry to understand where it's going, which techniques hold the most promise, and which equipment represent the best choices for various types of production. As a project, students will incorporate these skills into development of an on-campus multimedia production unit that can manage a small-scale production. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS1903 : Information Security**

This course examines principles of information security. Security awareness, analysis, design, implementation and maintenance are explored. Course will prepare students for the Security+ certification.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS1914 : Python Programming I**

Python programming language is used to teach programming concepts, problem-solving skills and modularization with emphasis in principles of software development, style, and testing. Python programming provides the use of structured and logically correct programs using documentation for business, Data analysis and robotics applications. The course will begin by covering pseudocode, flowcharts and structure charts. Students will be learn the python programming language variables, data types, control structures, looping, program breaks, and arrays. Topics will include an emphasis on the design and implementation. procedures and functions, iteration, recursion, arrays and vectors, strings, an operational model of procedure and function calls, algorithms, exceptions, object-oriented programming, and GUIs (graphical user interfaces). Weekly labs provide guided practice on the computer, with staff present to help. Assignments use graphics and GUIs to help develop fluency and understanding.

**Credits** 4

**Lab Hours** 1

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS1953 : Principles of CyberSecurity**

This course covers foundational topics such as how to identify external threats and vulnerabilities and examines the common threats and vulnerabilities of an enterprise. Students in the course will explore how to use threat data and intelligence sources to identify emerging threats. This data is then used to help identify vulnerabilities, examines cloud computing and tools for assessing vulnerabilities.

Students will learn about key cybersecurity principles, common vulnerabilities, and best practices for protecting digital assets and discuss how to apply such knowledge to analyze, design and manage secure systems in the real world. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Tiered Course Indicator**

T

**Prerequisites**

None

**CS2003 : Prevention and Protection Strategies In CyberSecurity**

The course delivers extensive educational content about proactive cybersecurity defense systems where students master firewall deployment and endpoint protection methodology and risk evaluation and complete full security policy development. The course focuses on practical application with industry-standard methods receiving top priority.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

None.

**CS2013 : Intro to PC Hardware/Software**

Three credit hour lecture course. This course is designed to teach the fundamentals of troubleshooting, upgrading and repairing personal computer systems. Pre-requisite is completion of Introduction to Computer Concepts and Applications or Advanced Computer Concepts and Applications with a grade of ?C? or higher. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**CS2253 : Computer Networking I**

This course is designed to provide the student with basic information and understanding about networking technologies including descriptions, specific terminology, the OSI model for networked communications, components of networks, analysis and design of computer networking systems, including security and management of networks. Part one of two courses that will prepare students for the Network Fundamentals and Network+ certifications.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS2263 : Computer Networking II**

This course is designed to provide the student how to design, implement and maintain an organization's network and computer security policies. Part two of two courses that will prepare students for the Network+ certification.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

CS2253: Computer Networking I

**CS2303 : Computer Based Spreadsheets**

A course designed to acquaint the student with computer-based spreadsheets as used with microcomputers. This program is structured to be used as a tool for solving everyday financial or business problems for all types of businesses. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**CS2313 : Microcomputer Database Mgn Sys**

This course is designed to acquaint the student with a software system for managing the storage and collection of data used and produced by a microcomputer.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS2453 : Programming Language C ++**

This course is designed to teach the basic elements of creating Windows programs using Visual C ++. Emphasis is placed on developing programs in an object-oriented integrated development environment. Students will gain applicable knowledge of class hierarchy, inheritance, methods, and object reusability.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS2503 : Web Page Design I**

This introductory course is designed to examine and apply the skills, tools, and information necessary for Web page creation and design. Students will learn to create and publish Web pages using a variety of Web technology tools including a WYSIWYG Web authoring program and image editing program. Successful completion of this course will prepare students to take the Web Page Design II course. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS2513 : Digital Image Editing**

This course is designed to examine and apply the skills, tools, and information necessary to edit images/graphics using a PC. With image-editing software, students will create and produce high-quality digital images which can be used with a variety of documents. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS2523 : Computer Illustration**

This course is designed to introduce the student to the basics of computer illustrations techniques. Students will be able to create artwork for print, presentations, and the Web. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS2533 : 3D Modeling I**

This course is designed to introduce the skill of modeling and animating objects. Students will be able to plan and execute successful animation, implement good design techniques, and grasp the technique of preparing a sequence of images for animation. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS2543 : Desktop Digital Video Editing**

This course is designed to examine and apply the skills, tools, and information necessary to edit digital video using a PC. Students will review the current state of this growing technology to understand where it's going, which technologies hold the most promise, and which technologies represent the best choices for various applications. As a project, students will incorporate these skills into development of an on-campus multimedia production. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS2553 : Web Page Design II**

This advanced level course is designed to bring together all the Web technology tools available to create high quality Web sites. This course will give the student the opportunity to incorporate the Web technologies learned in the Web Page Design I course along with an in depth study of the available multimedia design tools. Student Web sites will incorporate the use of a WYSIWYG Web authoring tool, Web coding and programming tools, database development tools, graphic creation and editing tools, and animation, video and audio development tools. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Completion of Web Page design I with a grade of C or better, or permission of the CIS Coordinator.

**CS2573 : Web Animation I**

This course is intended to teach students how to create professional-looking interactive experiences, primarily by using animation. Along with the special animation tool, students will also gain knowledge of various tools such as special drawing tools, tools for creating interactive controls, and publishing tools. Learning this technology will allow student to create a variety of animated projects for the Internet. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS2593 : 3D Modeling II**

This course is designed to further enhance the skills of students who have successfully completed the 3D Modeling I course. Students will be able to create more dynamic 3D projects by incorporating more advanced modeling and animation skills, revolving and rotating surfaces, and learning how to use controlled mesh and advanced rendering techniques such as environment maps and depth of field. There will be a variety of projects to refine these skills. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Successful completion of the CS2533, 3D Modeling I course.

**CS2613 : Advanced Digital Image Editing**

Three hours of lecture per week. This is an advanced level course, with an emphasis on retouching, complex selections, color correction, and color accuracy for output. Students will be working with curves, levels, blending modes, special effects, and painting and drawing tools to create professional-level designs and images. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

CS2513: Digital Image Editing

**CS2623 : Sophomore Projects**

This advanced course is designed to give the student an opportunity to do a professional level project from conception to competition. This project will be portfolio ready and will prepare the student for industry level workloads and time management. The projects will be of the students choosing, if they do not have a preference of project a project will be provided for them, which may consist of projects needed by the college. Students will be required to log 5 hours a week of work with the instructor. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Instructor Approval

**CS2633 : Desktop Dig. Video Editing II**

This advanced course is designed to examine and apply the skills, tools, and information necessary to edit digital video using a PC. Students will review the current state of this growing technology to understand where it's going, which technologies hold the most promise, and which technologies represent the best choices for various applications. As a project, students will incorporate these skills into development of projects and upkeep of the CIS Hallway TV and other advertisements. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Desktop Digital Video Editing I

**CS2643 : Web Animation II**

This advanced course is intended to teach students how to create professional-looking interactive experiences, primarily by using animation. Along with the special animation tool, students will also gain knowledge of various tools such as special drawing tools, tools for creating interactive controls, and publishing tools. Learning this technology will allow student to create a variety of animated projects for the Internet. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Web Animation I

**CS2663 : 3D Game Texturing**

This course is designed to introduce the skill of building textures for scenes in a 3D game. Students will think like an artist--researching and planning the process of building the appropriate textures for various 3D game settings. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS2673 : Typographic Design**

This course will introduce the fundamentals of typographic design. Students will learn various concepts in typography—how the letterform has the power to communicate meaning and mood. The course will focus on improving design by learning to see type differently and choosing type that's appropriate for a given job and setting it in creative, attractive and effective compositions. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS2803 : Computer Info Sys Internship I**

Work is done in selected training stations under the supervision of the instructor. The student is to complete a project related to their training station. The student is required to complete weekly time sheets and visitations with the instructor. The student may take CIS Internship two times and may apply a total of six (6) hours maximum toward graduation. The student may take CIS Internship starting their third semester at SCCC. The Student-Learner must work a minimum of 135 clock hours during the semester to receive 3 hours of credit. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS2813 : Computer Info Sys Internship II**

Work is done in selected training stations under the supervision of the instructor. The student is to complete a project related to their training station. The student is required to complete weekly time sheets and visitations with the instructor. The student may take CIS Internship two times and may apply a total of six (6) hours maximum toward graduation. The student may take CIS Internship starting their third semester at SCCC. The Student-Learner must work a minimum of 135 clock hours during the semester to receive 3 hours of credit. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CS2822 : Current Issues in Info Tech I**

This course is designed to examine current issues and trends in information technology. Students will become informed of new issues and participate in class discussions as to how these issues affect society in general and their career in the information technology field. Membership and participation in the CIS student organization will be mandatory and further enhance the student's knowledge of current IT issues. Designed for Computer Information Systems and Computer Science Majors/Minors. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

N

### **CS01703 : Windows Operating System**

This course is designed to teach all students how to navigate the Windows 10 interface, as well as use its features and apps and security features. The course builds an understanding of topics such as but not limited to; How to navigate the Windows 10 user interface, Create accounts in Windows, Open apps and programs, Work with tiles, Use the Start button and Start menu ,Access and use the Action Center, Work with apps and programs, Customize settings in Windows 10, use the Settings app and the Control Panel, Search using Cortana, Use Windows 10 apps, including Mail, People, Calendar, Photos, Maps, and Weather, Managing Applications, Managing Files, and · Adjust accessibility settings for hearing and vision impaired users.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

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## **Corrosion Technology**

### **CT1103 : Introduction to Corrosion**

This course identifies the causes and common remedies for corrosion and prepares the student for a career in corrosion mitigation. An introduction to the basic understanding of all aspects and causes of common corrosion problems in industry, and general remedies such as cathodic protection, protective coatings, material selection, and chemical treatments.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

### **CT1104 : Cathodic Protection**

This course provides an in-depth study of corrosion control of buried or submerged metallic structures utilizing both impressed and galvanic cathodic protection systems. Emphasis on Installation of Cathodic Protection Systems, Maintaining and Repairing Rectifiers, Mitigation of Interference Problems, Test and Repair Shorted Casings, Conducting Close Interval Surveys, Coating Inspection and High-Pressure Blasting.

**Credits** 4

**Lab Hours** 3

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CT2103 : Internal Corrosion**

An in-depth study of internal corrosion found in oil and gas wells, pipelines, refineries, process plants, and other industrial installations including the common forms of nondestructive testing, internal corrosion monitoring techniques, and chemical corrosion treatment methods. Rationale: A basic understanding of the types of corrosion found in the petroleum, petrochemical and chemical industries should enable a Corrosion Engineer to predict the most common types of corrosion his/her facilities will experience. This course will also provide the student with knowledge of the analytical methods needed to diagnose, treat, and monitor corrosion to reduce costs, protect the environment, and increase safety.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CT2113 : Atmospheric Corrosion**

Atmospheric Corrosion is an in-depth survey of the experimental and theoretical studies of atmospheric corrosion, which has been called "the most visible of all corrosion processes," even though the atmosphere itself is often hard to see. Atmospheric Corrosion (referred to in syllabus materials as "AC") has been reported to account for more failures in terms of cost and tonnage than any other type of material degradation processes. This course covers / identifies the main factors that cause Atmospheric Corrosion, methods of monitoring the elements that influence corrosion rates, and systems to control the corrosivity of material surfaces.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

CT1103: Introduction to Corrosion

**CT2123 : Introduction to Metallurgy**

This course introduces the student to the metallurgical terms and definitions in an effort to understand the behavior and service of metals in industry. Characteristics during heating, cooling, shaping, forming, and the stress related to their mechanical properties are covered, as well as the theory behind alloys, heat treatment processes and wear resistance.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CT2143 : Coatings and Linings**

This course is an in-depth study of corrosion control with coatings and linings, which includes surface preparation, coating selection, coating application, inspection, and failure analysis. Rationale: Coatings and linings are the only protection from corrosion that is available in many environments. It has been estimated that the greatest loss of metal due to corrosion can be contributed to subsurface corrosion. This course teaches that student to maximize his company's coatings investment dollars.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CT2153 : Reports and Estimating**

This course will provide instruction of corrosion reports and estimation of cost associated with projects along with the analytical methods needed to diagnose, treat, monitor, and report corrosion projects to employers, reduce costs, protect the environment, and increase safe practices. Success in this course is based on the expectation that the students will spend for each unit of credit, three hours per week with 1 hour of class and 2 hours for studying outside/preparation outside of class time. Time spent outside the classroom will include work assignments on-line through course management systems, reading, written assignments and other course related activities.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

## Cosmetology

**CO1116 : Cosmetology I**

The purpose of the Cosmetology I course is to develop student knowledge, skills, and behaviors associated with basic manipulative skills, safety judgments, proper work habits, and desirable attitudes necessary to obtain licensure and competency for entry-level positions in cosmetology or a related field. During this course students will conduct a series of problem-solving events where teamwork as well as independent thinking are required. Areas of emphasis include Life Skills, Nails, Kansas Board of Cosmetology Statutes, Rules and Regulations, Science (Salon Ecology), Sculpture/Cut, Hair Design, Long Hair, Color and Perm and Relax.

**Credits** 16

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CO1216 : Cosmetology II**

The purpose of the Cosmetology II course is to develop student knowledge, skills, and behaviors associated with basic manipulative skills, safety judgments, proper work habits, and desirable attitudes necessary to obtain licensure and competency for entry-level positions in cosmetology or a related field. During this course students will conduct a series of problem-solving events where teamwork as well as independent thinking are required. The areas of emphasis will be Skin, Business, Science (Anatomy), Wigs and Additions, Client-Centered Design, Science (Electricity) and Science (Trichology).

**Credits** 16

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Pre-requisite: CO 1116 Cosmetology I

**Spring Start - This course will be 12 credit hours**

**CO1316 : Cosmetology III**

The purpose of the Cosmetology III course is to develop student knowledge, skills, and behaviors associated with basic manipulative skills, safety judgments, proper work habits, and desirable attitudes necessary to obtain licensure and competency for entry-level positions in cosmetology or a related field. During this course students will conduct a series of problem-solving events where teamwork as well as independent thinking are required. The areas of emphasis will be preparing for the 1000 hour written exam, Final Written Exams, Over the Top, Class Project, and Mock State Board Practicals.

**Credits** 12

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

CO 1116 Cosmetology I and CO 1216 Cosmetology II

**Spring Start - This course will be 16 credit hours.**

**CO2119 : Cosmetology Instructor**

The instructor course consists of theoretical and practical instruction in the field of teaching. This curriculum and course of study are designed to instruct a student in basic teaching methods using the Mindful Teaching approach and the latest in interactive education and technology. Following sound educational principles, the program allows each student to observe and assist experienced instructors in performing their duties and skill demonstrations, to have supervised teaching practice and to thoroughly study the principles of teaching.

**Credits** 9

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 9

**Tiered Course Indicator**

N

**Prerequisites**

Pre-requisite: Cosmetology License

# Criminal Justice

## **CJ1183 : Report Writing**

The course is designed to fulfill the needs of those students who are entering into the field of Criminal Justice or in-service officers. The class will focus on the skills needed to write a report that is complete, clear, accurate, and convincing. The actual writing of reports will be a major component of the course.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

EG0603: Pre-Composition II

## **CJ1201 : Firearms Safety & Marksmanship**

This course is a firearms course for students wanting to learn the safe handling of their handgun and to practice marksmanship skills. The course will provide training in gun safety rules for field stripping and cleaning the weapon and proper shooting techniques.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 5

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Instructor Permission

## **CJ1203 : Intro to Criminal Justice**

An introduction to the philosophy and history of law enforcement, identifying multiple facets of the criminal justice system, including the police, the courts, the correctional agencies, and the offender.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

CRJ1010

**KRSN Requirements**

INTRODUCTION TO CRIMINAL JUSTICE

## **CJ1212 : Firearms I**

This is a firearms course for criminal justice majors. Emphasis will be placed on firearms safety and marksmanship in preparation for firearms competition or other marksmanship events.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

CJ1201 Firearms Safety and Marksmanship or instructor permission

**CJ1213 : Ethics in Criminal Justice**

This course explores the major components involved in the study of ethics, particularly as it applies to the field of criminal justice. Focus is placed on the code of conduct and ethics of the criminal justice profession and the standards held to in their professional role. The aim of the course is to produce professionals who are not only critical thinkers, but who have the skills necessary to pursue sound ethics in their day-to-day decisions and activities.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

CJ1203 Introduction to Criminal Justice or instructor permission

**CJ1221 : Criminal Justice Seminar I**

This course is specifically designed to identify Criminal Justice students, provide the coordinator/instructor an opportunity to give vocational counseling and individual personal assistance. This course will give the student specialized instruction in areas which are covered by the Lambda Alpha Epsilon Society of the American Criminal Justice Association. These areas are Criminal Law, Professional Physical Agility, Criminal Investigations, Law Enforcement Principles, Corrections and Police Firearms.

**Credits** 1

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**CJ1223 : Court System and Practices**

This is an introductory course that will allow the students to have a basic understanding of the criminal justice court structure. It includes the judiciary in the criminal justice system, structure of the American court system, prosecution, right to counsel, pre-trial release, grand juries, adjudication process, types and rules of evidence and sentencing.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CJ1403 : Criminal Investigations**

This course explores issues including the effective interview and interrogation techniques, crime scene management and lab processes, crime scene documentation methods, case preparation and court presentation.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

CJ1203 Introduction to Criminal Justice OR CJ1503 Introduction to Law Enforcement

**CJ1503 : Intro to Law Enforcement**

This course introduces the student to the history and major functions of law enforcement agencies. Emphasis is placed on police interactions with society and within law enforcement agencies.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**CJ1513 : Constitutional Law**

This course is designed to provide students with an overview of the United States Constitution and its influence on the criminal justice system, placing emphasis on the 4th, 5th, 6th, and 8th Amendments.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**CJ1523 : Criminal Procedure**

Criminal procedure and courtroom practices most commonly confronting law enforcement officers in the administration of criminal law: inquests, indictments, warrants, appeals, search and seizure, use of force, and evidence.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

CJ1203 Introduction to Criminal Justice or instructor permission

**CJ1803 : Criminology**

This course will allow students to have a basic understanding of the complexities of criminology, crime causation, and reaction to offenders. Some of the topics included are a historical perspective of American crime problems, social and public factors affecting crime, crime patterns, social characteristics of specific crimes, and crime control strategies.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**CJ2113 : Agency Administration**

This course conducts a practical analysis of modern administration theory and supervisory and management principles and their application to the unique operating problems of criminal justice organizations.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Twelve hours of criminal justice courses or instructor permission

**CJ2222 : Firearms II**

This course is a firearms course for criminal justice majors. Emphasis will be placed on firearms safety and marksmanship in preparation for firearms competition or other marksmanship events.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

CJ1212 Firearms I or instructor permission

**CJ2303 : Introduction to Corrections**

This course is an introduction to the philosophy and history of corrections, identifying multiple facets of the correctional system, including: Jails and Detention Facilities, Probation, Intermediate Sanctions, Imprisonment and Parole. This course focuses on how today's correctional subsystems function within a larger criminal justice system and covers correctional systems as they apply to the individual and to society.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**CJ2313 : Juvenile Justice**

This course is a comprehensive look at youth crime and the process of juvenile justice, including theories of delinquency, application of law, and practices of law enforcement, courts, and corrections.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**CJ2533 : Criminal Law**

This course examines the history, scope and nature of law. It focuses on the parties to a crime; classification of offenses; criminal acts and intent; the capacity to commit crime; and criminal defenses. It will cover the elements of misdemeanor and felony crimes.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

CRJ2010

**KRSN Requirements**

CRIMINAL LAW

## Diesel Technology

**DI1003 : Preventive Maintenance**

After completing this course students should be able to; Define preventative maintenance; identify various types of maintenance practices; learn which federal agencies regulate the operations of commercial vehicles; identify the basis of establishing a PMI schedule; identify legislated requirements for vehicle inspections; explain why preventative maintenance is important; outline responsibilities regarding preventative maintenance (PM) and vehicle safety inspections; describe what is involved in planning a PM program and identify the inspection requirements for commercial vehicles; identify items for an inspection checklist; develop and use inspection schedules and inspection reports; distinguish between the various types of PMI; identify the requirements of PMIs; identify requirements of the Commercial Vehicle Safety Alliance Inspection Program.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**DI1005 : Electrical/Electronic Systems**

This course will cover: Principles of Electricity, Generating Electricity, Circuit Control Devices, Electrical Test Instruments, Commercial Batteries, Advanced Battery Technologies, Servicing Commercial Batteries, Heavy Duty Starting Systems and Circuits, and Charging Systems.

**Credits** 5

**Lab Hours** 3

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**DI1015 : Adv Electrical/Electron System**

**Credits** 5

**Lab Hours** 2

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

DI1005: Electrical/Electronic Systems

**DI1025 : Hydraulics**

After completing this course students should be able to. 1. Explain the fundamentals of the hydraulic system; 2. List the different types of hydraulic fluids. 3. Explain the basic operating principles common to all hydraulic systems. 4. Describe the relationship between flow rate and pressure. 5. Identify the common components of a hydraulic system. 6. Differentiate between the different types of lines used in hydraulic systems. 7. Describe the different fittings used on hydraulic lines and when it is appropriate to use each. 8. Identify and compare the different types of positive-displacement pumps. 9. Describe the operation of the various types of hydraulic pumps. 10. Describe the operation of variable-displacement pumps. 11. Explain the causes and effects of pump cavitation. 12. List the common causes of pump failure. 13. Differentiate between linear and rotary actuators. 14. Describe how hydraulic actuators are built. 15. Identify and describe the types of valves used in hydraulic systems. 16. Identify the types of hydraulic accumulators. 17. Describe how to operate and work with accumulators safely. 18. Identify the main areas of preventative maintenance for hydraulic systems. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 5

**Lab Hours** 3

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**DI1102 : HVAC**

**Credits** 2

**Lab Hours** 1

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**DI1105 : Diesel Engines I**

This course covers Diesel Engine Components and Repair including; 1. Basic Engine Terminology and Operating Principles 2. Cylinder Components 3. Cylinder Blocks and Crankshafts 4. Cylinder Heads and Valve Train Mechanisms 5. Diesel Engine Lubrication Systems 6. Diesel Engine Cooling Systems For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 5

**Lab Hours** 2

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**DI1113 : Drive Trains I**

This course covers the manual drive train, including 1. Heavy Duty Clutches 2. Servicing Heavy Duty Clutches 3. Basic Gear Concepts 4. Standard Transmissions 5. Servicing Standard Transmissions 6. Automated Standard Transmissions 7. Driveshaft Systems 8. Heavy Duty Truck Drive Axels For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 5

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**DI1115 : Advanced Diesel Engines**

This course will cover;

1. Electronic Signal Processing Principles
2. Sensors
3. Electronic Distributor Injection Pumps
4. Electronic Unit Injectors and Pumps
5. Cummins Unit Injection Systems
6. HEUI Injection Systems
7. Common Rail Fuel Systems

For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 5

**Lab Hours** 3

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

DI1105: Diesel Engines I

DI2003: Diesel Engine Fuel System

**DI1122 : DRIVE TRAINS II**

This Course Covers Heavy-Duty Vehicle Torque Converters and Automatic Transmissions Including:

1. Torque Converters
2. Planetary Gear Concepts
3. Hydraulically Controlled Automatic Transmissions
4. Maintaining Automatic Transmissions
5. Electronically Controlled Automatic Transmissions

For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits 2**

**Lab Hours 2**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**Prerequisites**

DI1113: Drive Trains I

**DI1203 : Suspension & Steering**

This Course Covers Heavy- Duty Suspension and Steering Including; 1. Commercial Vehicle Tires 2. Commercial Vehicle rims and Hubs 3. Front Axels and Vehicle Alignment Factors 4. Heavy-Duty Truck Frames 5. Heavy-Duty Truck Suspension Systems 6. Steering Systems and Integral Steering Gears For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits 3**

**Lab Hours 2**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**DI1303 : Brakes**

This course covers. 1. Medium/Heavy Duty Braking Systems 2. Braking Fundamentals 3. Air Brake Foundation Systems and Air Brake Circuits 4. Servicing Air Brake systems 5. Anti-Lock Braking -Vehicle Stability and Collision Avoidance Systems 6. Fundamentals of Hydraulic and Air-Over Hydraulic Braking systems For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits 3**

**Lab Hours 2**

**Lecture Hours 3**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**DI2003 : Diesel Engine Fuel System**

This course covers Diesel Fuel Systems including;

1. Diesel Fuel Properties and Characteristics
2. Low Pressure Fuel Systems
3. Functions of High-Pressure Fuel Systems
4. Hydraulic Nozzles
5. Governors
6. Multiple Plunger Injection Pumps
7. Electronic Signal Processing Principles

For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits 3**

**Lab Hours 2**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**Prerequisites**

DI1105: Diesel Engines I

DI1005: Electrical/Electronic Systems

**DI2103 : Alternative Fuels**

This course will cover; 1. Alternative Fuel Properties and Characteristics 2. Natural Gas Combustion Systems For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits 3**

**Lab Hours 2**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

## Drafting & Design Technology

**DF1003 : Intro to Comp Aided Drafting**

This course is a beginning course in the operational practices of computer aided drawing construction. Computer Aided Drafting (CAD) is the universal drawing tool in the production of Engineering, Architectural, Manufacturing, Mapping, Civil Engineering and Construction drawings. Students will learn basic draw and edit commands and will create simple engineering drawings.

**Credits 3**

**Lab Hours 0**

**Lecture Hours 3**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**Prerequisites**

DF1103: Print Reading

**DF1012 : Geometric Constructions**

This course is the application of plane geometry to Drafting. All traditional drafting and CAD techniques are based on the construction of simple geometric elements used to create complex forms and shapes. Topics include angular measurement, circles and arcs, triangles and polygons, areas and volumes of geometric figures. Manual and CAD drawing assignments will be completed using geometric construction principles.

**Credits** 2

**Lab Hours** 10

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

DF1003: Intro to Comp Aided Drafting

**DF1013 : Orthographic Views/Projections**

This course is the study of required views necessary for shape description. Understanding the correct placement of the views of an object on a drawing is the key to assurance that no ambiguity exists between the drafter's intent and the reader's interpretation.

**Credits** 3

**Lab Hours** 1

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**DF1015 : Civil Engineering Drafting**

This course will instruct the student to prepare drawings and maps for this field of Engineering and Construction. Civil Engineering is anything that has to do with the preparation of land for construction projects. Students will also learn Surveying principals, distance and elevation measurement, location and direction, and legal land descriptions.

**Credits** 5

**Lab Hours** 5

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

DF1103: Print Reading

DF1003: Intro to Comp Aided Drafting

**DF1023 : Auxiliary Views**

This course instructs the drafting student in the creation of drawing views of inclined and oblique lines and planes. Many objects are shaped such that their principal surfaces are not parallel to principal planes of projection. A parallel or perpendicular line-of-sight view must be created to accurately describe these inclined or oblique planes. Topics include planes of projection, projection lines, measurement procedures for auxiliary views, primary and secondary auxiliary views, and developments.

**Credits** 3

**Lab Hours** 1

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

DF1013: Orthographic Views/Projections

**DF1033 : Section Views**

This course instructs students in the drawing construction methods necessary to draw cutaway views. Section views are used by industry to improve the clarity of complex objects and assemblies. Material identification and manufacturing processes are key elements of this course.

**Credits** 3

**Lab Hours** 4

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

DF1013: Orthographic Views/Projections

**DF1043 : Dimensioning Procedures**

This course teaches the student the proper technique of dimensioning, the placement of dimensions, and the choice of dimensions. Dimensions are used to numerically or verbally describe the shape, size and character of the drawn product. Dimensions are given in linear distances, angles, or notes. The content of this course complies with ANSI/ASME standard Y-14.5M-1994.

**Credits** 3

**Lab Hours** 5

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

DF1013: Orthographic Views/Projections

**DF1053 : Pictorial Drawings**

This course instructs students how to create Pictorial Drawings to enhance engineering drawings or to illustrate the actual appearance of an object. While Multi-view drawings accurately represent complex forms, it is often necessary to prepare accurate and scientifically correct drawings that can be understood by persons without technical drafting training. Co-requisite DF1143 Technical Drafting II

**Credits** 3

**Lab Hours** 5

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

DF1003: Intro to Comp Aided Drafting

**DF1103 : Print Reading**

This course introduces the student to the Drafting profession and is designed to acquaint him or her with the techniques and skills utilized by industry. Topics include Types of Drafting, Basic Tools and Lines, Supplies and Equipment, Lettering, Media, Drafting Standards, Drawing Reproduction, and Introduction to CAD (Computer Aided Drafting).

**Credits** 3

**Lab Hours** 1

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**DF1123 : Scales and Measurement I**

This course trains the student in the use of the various scales and measurement systems used by Engineering and Architectural Drafting. Measuring and layout are key skills in design, fabrication, and manufacturing. Included in this course are Carpenter's rulers, Machinist's rulers, architects, civil engineers, and metric drawing scales.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**DF1133 : Land Measurement and Survey**

This class is taken concurrently with [DF1015](#), Civil Engineering Drafting. This course trains the student in the practice of Land measurement (surveying) and the Drafting necessary to describe tracts of land. Students will learn how to read and write Legal Land descriptions. Precision Measuring and layout skills are also taught are for design, fabrication, and manufacturing applications.

**Credits** 3

**Lab Hours** 15

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

[DF1123: Scales and Measurement I](#)

**DF1143 : Technical Drafting II**

This course is intended to train the student to utilize the basic and advanced Drafting methods to produce complex Engineering Drawings, more often called Working Drawings. The student will create design drawings, assembly drawings and exploded detail drawings to Industry standard requirements. Multi-views, Auxiliary views, and Section views will be combined with proper Dimensioning practices to produce finished "working" drawings. Three-dimensional CAD drawing methods will be introduced in this course, as well. Included in this course is 3-D plotting.

**Credits** 3

**Lab Hours** 12

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

DF1103 Technical Drafting, DF1003 Intro to CAD

**DF1153 : Parametric Modeling**

This course will enable the student to create/draw a residential/commercial building and section views, place mechanical equipment and plumbing items using Revit software. The instruction will include walls, roofs, placing doors/windows, stairs/ramps, mechanical systems, electrical systems and creating schedules. The student will be using "Revit" software package during this course.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

DF1003 Intro to Computer Aided Drafting with a grade of "C" or higher

**DF1163 : Architectural Drafting**

The Revit Design Suite drafting course will enable the student to create/draw a residential/commercial building and section views, place mechanical equipment and plumbing items using Revit software. The instruction will include walls, roofs, placing doors/windows, stairs/ramps, mechanical systems, electrical systems and creating schedules. The student will be using "Revit" software package during this course.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

DF1003 Computer Aided Drafting with a grade of "C" or higher and/or instructor permission.

**DF1164 : Architecture Design and Constr**

This course introduces students to basic architectural drawing skills, basic residential design concepts, and material and methods of construction. The world of Architecture is all around us. Architectural drafters need a keen eye for design, knowledge of construction materials and processes, and skillful drawing techniques. This course prepares the student for an entry-level position with an engineering firm or engineering consulting firm.

**Credits** 4

**Lab Hours** 4

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

DF1003 Computer Aided Drafting with a grade of "C" or higher; or by permission of the instructor.

## Education

**ED1103 : Introduction to Education**

This course provides an examination of the principles and purposes of the American education system. It is designed to acquaint students with teaching as a career. Students will need to enroll in ED1112 Introduction to Field Experience concurrently.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

EDU1010

**KRSN Requirements**

INTRODUCTION TO EDUCATION

**ED1112 : Intro to Education Field Exp**

This course is intended primarily to give prospective teachers the opportunity to consider seriously their suitability for a career in education. Must enroll in [ED1103](#) Introduction to Education concurrently.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

N

**ED1203 : Art in the Elementary School**

Art in the Elementary School is a fundamental course designed to familiarize students with appropriate art media and techniques used in teaching children. The focus the course is that art is an integral part of the elementary curriculum, and that the study of art is composed of four areas: art production, aesthetics, art criticism, and art history.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

ART2020

**KRSN Requirements**

ART IN THE ELEMENTARY SCHOOL

**ED1223 : Educating Exceptional Students**

This course is an overview of the field of special education geared to those who are preparing to work with children and youths with special needs. The course provides fundamental information on the identification and exceptionality, laws and legal cases affecting the delivery of services to individuals with exceptionalities, and the principles of effective educational approaches for each exceptionality. Categories of exceptionality presented include learning disabilities, behavior disorders, gifted and talented, communication disorders, autism, traumatic brain injury, physical disabilities, sensory impairments, other health impairments, and multiple and severe disabilities.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Tiered Course Indicator**

N

**Prerequisites**

None.

**KRSN**

EDU2020

**KRSN Requirements**

Educating Exceptional Students

**ED1233 : Technology for Teachers**

This course will introduce the research, pedagogy, and basic principles of educational technology. While introducing various types of technology that can be found in the school systems, the course will offer instructional strategies paired with apps and programs to instruct, engage, promote collaboration, embed creation, and assess students. The course will include foundations of how to teach digital citizenship and develop digital literacy skills. Students will be prepared to enter the school systems and identify how technology can enhance their classrooms.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Prerequisites**

None

**KRSN**

EDU2030

**KRSN Requirements**

Educating Exceptional Students

**ED1403 : Elementary School Music**

This course is for students planning to teach at the elementary level including practices, trends and philosophy of music education. Students are encouraged to integrate music within the classroom, enriching and solidifying all subject presentations.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

MUS2010

**KRSN Requirements**

ELEMENTARY SCHOOL MUSIC

**ED1503 : Children's Literature**

Children's Literature is designed to acquaint students with the award winning literature, authors and illustrators of literature for kindergarten through 8th grade levels. It explores the psychology and educational theories used in elementary school education with special emphasis on reading programs. EduKan course number: ED277

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

EDU2010

**KRSN Requirements**

CHILDRENS LITERATURE

**ED1703 : Elementary School PE**

**Credits** 3

**ED1803 : Beginning Sign Language**

This course is designed to provide the student with basic skills in sign language. The student will become familiar with the history of signs, sign language principles, basic hand shapes, manual alphabet, and basic vocabulary. In addition, the student will gain a better understanding of the hearing impaired and an awareness of problems they face.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**ED1813 : Intermediate Sign Language**

This course is designed to provide the student with additional skills in sign language. The student will become familiar with history of signs, reviewing manual alphabet, and advanced vocabulary.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

ED1803: Beginning Sign Language

# English

## **EG0113 : Transitional English**

Course is designed to improve basic listening, speaking, reading, and writing skills of students whose native language is not English. Language skills will focus on basic sentence writing and oral comprehension. There will be emphasis on terminology for math and science. Conversational comprehension will be highlighted as well as academic vocabulary and research methods. Preparation for Comp I will be a major focus. Special emphasis will be given on oral classroom participation such as asking for clarification and expressing non-comprehension, clarifying assignment details and expectations, and asking for assistance. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected. Participation in this outside class work will be weighed and scored as weekly assignments, counting towards the overall class grade.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Refer to Placement Matrix

## **EG0403 : Pre-Composition I**

The class emphasizes the foundations of standard English through a focus on basic grammar and writing paragraphs/essays. THIS COURSE WILL NOT COUNT FOR GRADUATION.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Refer to Placement Matrix

## **EG0603 : Pre-Composition II**

The class emphasizes writing thesis statements and organization of essays. THIS COURSE WILL NOT COUNT FOR GRADUATION.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Refer to Placement Matrix

## **EG0605 : Reading and Writing Strategy I**

Reading and Writing Strategies I is designed to increase student proficiency in college reading and writing skills. In this course, students will develop and apply critical reading skills and writing skills. Upon completion, students should be able to demonstrate effective reading strategies, as well as effective writing skills necessary to communicate for academic and work-oriented purposes and to succeed in Reading and Writing Strategies II. THIS COURSE WILL NOT COUNT FOR GRADUATION. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected. Pre-requisite: Refer to placement matrix.

**Credits** 5

**Lab Hours** 0

**Lecture Hours** 5

**Clinical Hours** 0

**Tiered Course Indicator**

N

**EG0613 : Fundamentals of Writing**

This course is designed especially for students who have not yet mastered the basic writing skills necessary for success in college. The course offers the opportunity to acquire a strong foundation in basic mechanics and punctuation skills, and includes instruction in writing effective paragraphs. This is a developmental course that will not count toward graduation requirements at any of the participating colleges.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**EG0622 : English Composition I Plus**

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Refer to Placement Matrix. Instructor permission is required to enroll.

**EG0705 : Reading Writing Strategies II**

Reading and Writing Strategies is designed to increase student proficiency in college reading and writing. In this course, students will develop and apply critical thinking skills, critical reading skills, and writing skills. Upon completion, students should be able to demonstrate effective skills in reading comprehension, analysis, and evaluation of college texts, as well as effective writing skills necessary to succeed in English Composition I and in the workforce. THIS COURSE WILL NOT COUNT FOR GRADUATION.

**Credits** 5

**Lab Hours** 0

**Lecture Hours** 5

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Refer to placement matrix.

**EG1103 : English Composition I**

The class emphasizes essentials of composition and selected readings, as well as practice in critical thinking and expository writing.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Refer to Placement Matrix

**KRSN**

ENG1010

**KRSN Requirements**

ENGLISH COMPOSITION I

**EG1105 : English Composition I with Review**

English Composition I with Review is a level below English Composition 1 Plus. It is designed to increase student proficiency in college reading and writing. In this course, students will develop and apply critical thinking skills, critical reading skills, and writing skills. Upon completion, students should be able to demonstrate effective skills in reading comprehension, analysis, and evaluation of college texts, as well as effective writing skills. This course will meet the expectations and requirements of English Composition I.

**Credits** 5

**Lab Hours** 0

**Lecture Hours** 5

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Refer to placement matrix.

**EG1113 : English Composition II**

This course is an extension of English Composition I and emphasizes critical thinking, analytic and persuasive writing, and research methods.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

EG1103: English Composition I

**KRSN**

ENG1020

**KRSN Requirements**

ENGLISH COMPOSITION II

**EG1303 : Introduction to Literature**

This class is an introductory study of the short story, drama, and poetry. It is designed to increase understanding and appreciation through analysis of representative writers.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

English Composition I Placement

**KRSN**

ENG1030

**KRSN Requirements**

INTRODUCTION TO LITERATURE

**EG1763 : World Literature**

This course is a study of literature from around the world in English, with emphasis upon the diverse historical, geographical and cultural contexts of human values and social orders. Selections will include prose, fiction, poetry and drama from different time periods and regions of the world. "Fiction is a particularly regarding form of literature. It yields a measure of enjoyment and insight more readily than any other form...fiction is, indeed, nothing less than all human experience." (Altenbernd. Stories. 2) Modern short stories and novels turn on issues of knowledge, self-interest and social relations, all founded in an individual character's perhaps isolated or even antisocial point of view. On the other hand, the older traditions of the fable and tale hinge on how an agent participates in a larger (usually moral) order, thus providing that he or she belongs (or fails to belong) in a larger community. Readers respond differently to the individual and communal emphasis in fiction. Some authors (like Shakespeare and Dickens) deal with personal perspective and moral agency at the same time, which is one reason why they are still so popular and influential today. Poetry moreover offers us insights into the soul, the community and the world, even as the poet modulates the language used to discover the insight and to capture the reader's ear. Drama plunges us into the traumas and delights of characters who act out key moments of their lives on stage, in order to engage the audience in their dilemmas. Different cultures have different literary styles and thematic concerns, which are what this course surveys. Yet we can do all forms of literature for all people. The selections should be valuable representative of major cultural traditions, and they must be pertinent and interesting to readers in the United States at the end of the 20th century.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**EG2103 : Creative Writing**

Students will explore the genres of short fiction, poetry, and creative non-fiction and will compose and revise works in the genre(s) of their choice. The course serves students of varying interests and abilities through the workshop peer-evaluation approach.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

English Composition I Placement

**KRSN**

ENG2030

**KRSN Requirements**

CREATIVE WRITING

**EG2303 : English Literature I**

Major authors and literary developments are studied in this chronological survey of English literature from the Anglo-Saxon period through the Augustan Age.

**Credits** 3

**Lecture Hours** 3

**Tiered Course Indicator**

N

**Prerequisites**

EG1103: English Composition I

ACT reading and writing placement scores 18+; Compass placement scores 70+ in writing/80+ in reading, or successful completion of English Composition I

**EG2403 : American Literature I**

Major authors and literary developments are studied in this chronological survey of American literature from the beginning to the Civil War (1865).

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

EG1103: English Composition I

**KRSN**

ENG2010

**KRSN Requirements**

AMERICAN LITERATURE I

**EG2413 : American Literature II**

Major authors and literary developments are studied in this chronological survey of American literature from the Civil War to the present.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

EG1103: English Composition I

**KRSN**

ENG2020

**KRSN Requirements**

AMERICAN LITERATURE II

## Fire Science

**FI1003 : Hazardous Materials Awareness**

This course prepares students to take appropriate action when first on the scene of an emergency involving hazardous materials. The class must be taken concurrently with Firefighter 1 and Hazardous Materials Operations.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**FI1013 : Hazardous Materials Operations**

This course prepares students to respond to releases or potential releases of hazardous materials as part of an initial response to the incident. This course is required for Firefighter I certification and must be taken concurrently with Firefighter I and Hazardous Materials Awareness.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**FI1025 : Firefighter I****Credits 5****Lab Hours 4****Lecture Hours 3****Clinical Hours 0****Tiered Course Indicator**

T

## Heating, Ventilation and Air Conditioning

**AI1004 : Electrical Fundamentals**

This course includes basic electrical theory as it applies to Heating, Ventilation, Air-conditioning, and Refrigeration. Success in the 4-credit hour lecture portion of the course is based on the expectation that students will spend, for each unit of credit, three hours per week with 1 of the hours for class and 2 hours for studying/preparations outside of class might include work assigned on-line through the course management system, reading, written assignments and other course related activities.

**Credits 4****Lab Hours 1****Lecture Hours 3****Clinical Hours 0****Tiered Course Indicator**

T

**AI1013 : HVAC Controls**

This course covers the operation, testing, and adjustment of conventional and electronic thermostats, as well as the operation of common electrical, electronic, and pneumatic circuits used to control HVAC systems.

**Credits 3****Lab Hours 0****Lecture Hours 3****Clinical Hours 0****Tiered Course Indicator**

T

**Prerequisites**

AI1004: Electrical Fundamentals

**AI1014 : Motors & Control Systems**

This course covers introductory instruction of variable frequency drives (VFD), motor controllers, NEC code, electrical schematics and automated systems.

**Credits 4****Lab Hours 1****Lecture Hours 3****Clinical Hours 0****Tiered Course Indicator**

T

**Prerequisites**

ID1004: Trade Basics

AI1004: Electrical Fundamentals

**AI1023 : Heating System Fundamentals**

This course will include basic principles of gas, and electrical heat. The student will also be introduced to copper and ferrous metal piping practices.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AI1024 : Heating Equipment Operations**

This course covers the principles of venting fossil-fuel furnaces and methods for selecting and installing vent systems for gas-fired heating equipment. It will also introduce the student to hot water heating systems, focusing on safe operation of the low-pressure boilers and piping systems in residential applications. Success in the 4-credit hour lecture portion of the course is based on the expectation that students will spend, for each unit of credit, three hours per week with 1 of the hours for class and 2 hours for studying/preparations outside of class time for a total of 180 hours for the semester. Time spent outside of class might include work assigned on-line through the course management system, reading, written assignments and other course related activities.

**Credits** 4

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AI1031 : Workplace Skills**

This course contains instruction for communicating effectively, including examples that emphasize the importance of both verbal and written communication on the job. Telephone and e-mail communications skills are also covered. Success in the 1-credit hour lecture portion of the course is based on the expectation that students will spend, for each unit of credit, three hours per week with 1 of the hours for class and 2 hours for studying/preparations outside of class time for a total of 45 hours for the semester. Time spent outside of class might include work assigned on-line through the course management system, reading, written assignments and other course related activities.

**Credits** 1

**Lab Hours** 0

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**AI1034 : HVAC Fundamentals**

This course contains instruction on basic refrigeration cycles and charging techniques. We will also be covering introductory copper and plastic piping practices. Success in the 4-credit hour lecture portion of the course is based on the expectation that students will spend, for each unit of credit, three hours per week with 1 of the hours for class and 2 hours for studying/preparations outside of class time for a total of 180 hours for the semester. Time spent outside of class might include work assigned on-line through the course management system, reading, written assignments and other course related activities.

**Credits** 4

**Lab Hours** 1

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AI1041 : EPA 608**

This course contains instruction on the Federal Clean Air Act EPA 608A. Success in the 1-credit hour lecture portion of the course is based on the expectation that students will spend, for each unit of credit, three hours per week with 1 of the hours for class and 2 hours for studying/preparations outside of class time for a total of 45 hours for the semester. Time spent outside of class might include work assigned on-line through the course management system, reading, written assignments and other course related activities.

**Credits** 1

**Lab Hours** 0

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**AI1044 : Cooling Equipment Operations 2**

This course contains instruction on the principles of reverse cycle heating. It will also include a general study of installation of fasteners, gaskets, seals, and lubricants, as well as the installation and adjustment of different types of belt drives, bearings, and couplings. Success to the 3-credit hour lecture portion of the course is based on the expectation that students will spend, for each unit of credit, three hours per week with 1 of the hours for class and 2 hours for studying/preparations outside of class time for a total of 135 hours for the semester. Time spent outside of class might include work assigned on-line through the course management system, reading, written assignments and other course related activities.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AI1124 : Air Distribution Fabrication**

This course contains instruction on sheet metal tools and sheet metal fabrication. It also includes instruction on fiberglass and flexible duct systems. Success in the 4-credit hour lecture portion of the course is based on the expectation that students will spend, for each unit of credit, three hours per week with 1 of the hours for class and 2 hours for studying/preparations outside of class time for a total of 180 hours for the semester. Time spent outside of class might include work assigned on-line through the course management system, reading, written assignments and other course related activities.

**Credits** 4

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AI1203 : Air Distribution**

This course will include a study of air distribution systems and their components, air flow measurement, ductwork installation principles, and the use of instruments for measuring temperature, humidity, pressure, and velocity.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**AI1204 : Environmental Systems**

This course contains instruction on techniques and equipment used in troubleshooting cooling equipment, and mainly focusing on analyzing system temperatures and pressures to isolate faults.

**Credits** 4

**Lab Hours** 2

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

AI1041: EPA 608

AI1034: HVAC Fundamentals

**AI1303 : System Design**

This course covers introductory instruction of sheet metal tools and sheet metal duct fabrication. The Course also covers instruction on installation practices for fiberglass & flexible duct systems.

**Credits** 3

**Lab Hours** 1

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

AI1004: Electrical Fundamentals

ID1004: Trade Basics

## History

**HS1303 : American History I 1492-1877**

American History I is a course designed to cover the social, political, and economic events that have shaped America from 1492 to 1877. The course will survey major events in an interpretative nature to help give insights in understanding the American Nation.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

HIS1010

**KRSN Requirements**

AMERICAN HISTORY I 1492-1877

**HS1313 : American History II 1877-Pres.**

American History II will cover the social, political, and economic events that have shaped America from 1877 to the present. This course will survey major events in an interpretative nature to help give insights in understanding the American Nation. EduKan course number: HI177

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

HIS1020

**KRSN Requirements**

AMERICAN HISTORY II 1877-PRESENT

**HS1603 : World Civilization I**

World Civilization I is a course designed to examine the social, political, economic, and technological events that have shaped world societies from prehistory to the 17th century. The course will emphasize the unique nature of each civilization and its contributions to the global community, as well as the interactions between these civilizations.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

HIS1030

**KRSN Requirements**

WORLD CIVILIZATION I

**HS1613 : World Civilization II**

World Civilization II is a course designed to examine the social, political, economic, and technological events that have shaped world societies from the 16th century to today. The course will emphasize the unique nature of each civilization and its contributions to the global community, as well as the interactions between these civilizations.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

HIS1040

**KRSN Requirements**

WORLD CIVILIZATION II

**SS1213 : Intro to Leadership**

A three-credit hour lecture course designed to immerse the student in the understanding and practical application of leadership principles. Introduction to Leadership is designed to provide students with an understanding of the history of leadership, theoretical approaches, and concepts. As students master the fundamentals of leadership, they will be encouraged to apply them in different environments. Leadership topics including goal setting, vision, personal leadership philosophy, decision-making, team building, delegating, initiating change, managing conflict, ethics, and leadership through service will be discussed and experienced. Instruction will center around a written journal, active participation, written assignments, tests, and a service-learning project.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

BUS2010

**KRSN Requirements**

INTRODUCTION TO LEADERSHIP

## Mass Communication

**M01003 : Introduction to Social Media**

Have a Facebook account? What about Twitter? Learning how to interact on various social media platforms is crucial in order to survive and thrive in this age of digital communication. In this course, students will learn the ins and outs of social media platforms such as Facebook, Twitter, Pinterest, Google+, Snapchat and more. Students will also discover how to use these personally and professionally. Learn to read analytics, find a target audience and tell stories 140 characters at a time. Students will talk about the social, economic and business benefits of social media.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**M01203 : Media Writing I**

Development of media writing styles and practice in the objective handling of news events. The course will emphasize current media trends, Associated Press news style, organizing and developing the news story, gathering information, various writing and assignment styles, and basic legal and ethical responsibilities.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**M01213 : Media Writing II**

Development of journalistic style and practice in the objective handling of news events. This course will emphasize the application of skills in current media trends, Associated Press news style, organizing and developing the news story, gathering information, writing to an assignment style, practicing media ethics and basic media law.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

MO1203: Media Writing I

**M01313 : Media Practicum I**

Media Practicum is a time for students to learn and practice skills for producing news in today's society: news writing, interviewing, editing, news budgeting, photography, advertising, ad design, social media, marketing, video, graphics, posting to web, interactive storytelling and pagination layout. Students will produce content and distribution for the college newspaper, the Crusader, and/or the website, Crusader News.

**Credits** 3

**Lab Hours** 1

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

N

**M01323 : Media Practicum II**

Media Practicum is a time for students to learn and practice skills for producing news in today's society: news writing, interviewing, editing, news budgeting, photography, advertising, ad design, social media, marketing, video, graphics, posting to web, interactive storytelling and pagination layout. Students will produce content and distribution for the college newspaper, the Crusader, and/or the website, Crusader News.

**Credits** 3

**Lab Hours** 1

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Media Practicum I

**M01333 : Media Practicum III**

Media Practicum is a time for students to learn and practice skills for producing news in today's society: news writing, interviewing, editing, news budgeting, photography, advertising, ad design, social media, marketing, video, graphics, posting to web, interactive storytelling and pagination layout. Students will produce content and distribution for the college newspaper, the Crusader, and/or the website, Crusader News.

**Credits** 3

**Lab Hours** 1

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

MO1323: Media Practicum II

**M01343 : Media Practicum IV**

today's society: news writing, interviewing, editing, news budgeting, photography, advertising, ad design, social media, marketing, video, graphics, posting to web, interactive storytelling and pagination layout. Students will produce content and distribution for the college newspaper, the Crusader, and/or the website, Crusader News.

**Credits** 3

**Lab Hours** 1

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

MO1333: Media Practicum III

**M01603 : Intro to Mass Communications**

Introduction to Mass Communications will acquaint students with various media for communicating public information. The theory of mass communications, culture of media, Internet and gaming, sound, radio, TV/Cable, movies, newspapers, magazines, photojournalism, books/publishing, advertising, and public relations are emphasized.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**M01903 : Direct Ind Studies Mass Comm**

This course will give students the opportunity to pursue special interests in journalism through guided independent study in a chosen area of journalism. It is designed to increase each student's knowledge of the journalistic field.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Consent of instructor.

## Mathematics

**MA0013 : Basic Arithmetic**

This course is for the college student whose grasp of arithmetic skills is currently weak or marginal. Competency at the college level in addition, subtraction, multiplication and division of whole numbers, integers, decimals and fractions as well as ratio, percent, and simple equations will be emphasized. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected. This course doesn't count towards graduation.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**MA0033 : Advanced Arithmetic**

This course is for the college student whose grasp of arithmetic skills is currently weak or marginal. Competency at the college level in addition, subtraction, multiplication and division of whole numbers, integers, decimals and fractions as well as ratio, percent, and simple equations will be emphasized.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

See placement matrix.

**MA0043 : Beginning Algebra**

This course is for the college student who has not had an algebra course previously or for the student who needs a refresher course in the basic algebra concepts. Successful completion of this course should prepare the student for Intermediate Algebra. This course does not count toward graduation.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

"C" or better in Advanced Arithmetic or see placement matrix.

**MA0052 : College Algebra Plus**

This course is a co-requisite of MA 1173 for those students assessed at a level below college-level algebra. This course emphasizes active learning, critical thinking skills, and algebra skills needed to be successful in MA 1173. This course will not count for graduation.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Determined by instructor.

**MA0113 : Basic Applied Math**

This course is for the student whose basic skills is weak and is designed to help develop college level skills in Addition, Subtraction, Multiplication, and Division. Emphasis will be on Integers, Prime Numbers, Common and Decimal Fractions, as well as ratios and percent problems.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**MA1005 : Math Foundations**

This course is for the college student who has not had an algebra course previously or for the student who needs a refresher course in the basic algebra concepts. This course will begin with a brief review of addition, subtraction, multiplication and division of integers, decimals, and fractions as well as ratio and percent. This will include basic definitions, algebraic expressions; linear equations and inequalities in one variable; rectangular coordinates, slope, and graphs of linear equations in two variables; polynomials and factoring; rational expressions; radicals and complex numbers; and quadratic equations. Successful completion of this course should prepare the student for their first college level mathematics course. This course does not count toward graduation.

**Credits** 5

**Lecture Hours** 5

**Tiered Course Indicator**

N

**Prerequisites**

None

**MA1103 : Intermediate Algebra**

A study of basic algebra, beginning with linear equations and continuing through quadratic equations. A brief review of basic definitions, properties and operations of signed numbers and algebraic expressions; linear equations and inequalities in one variable; rectangular coordinates, functions and graphs; slope and graphs of linear equations; polynomials and factoring; rational expressions; radicals and complex numbers; quadratic equations, inequalities and graphs; systems of equations and inequalities.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

"C" or better in Beginning Algebra or a satisfactory score on the ACCUPLACER Placement Test

**KRSN**

MAT0990

**KRSN Requirements**

INTERMEDIATE ALGEBRA

**MA1113 : Intermediate Algebra / Review**

This course is a combination of Intermediate Algebra and a review of Introductory Algebra concepts. It will include the study of systems of linear equations, functions, rational exponents and radicals, polynomial division, advanced factoring techniques, solving quadratic equations, rational expressions, and appropriate application problems.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**MA1163 : Contemporary Mathematics**

Contemporary Math is a college level mathematics course for non-STEM majors. The primary goal of this course is to ensure that students have college level critical thinking and mathematical skills. The focus is on mathematics in everyday life, specifically in finance, probability, and real-world applications.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

MA0043: Beginning Algebra

MA0043 Beginning Algebra with a C or better, or a satisfactory placement score. (See placement matrix.)

**MA1165 : Contemporary Mathematics with Review**

Contemporary Math is a college level mathematics course for non-STEM majors. The primary goal of this course is to ensure that students have college level critical thinking and mathematical skills. The focus is on mathematics in everyday life, specifically in finance, probability, and real-world applications. This course also includes review of foundational topics needed for the standard Contemporary Math outcomes. Many other programs recommend Contemporary Mathematics or its level of competence for continued study leading to a related field.

**Credits** 5

**Lab Hours** 0

**Lecture Hours** 5

**Clinical Hours** 0

**Prerequisites**

No prerequisites.

**MA1173 : College Algebra**

College Algebra involves the study of functions, graphing and solving problems using polynomial, rational, radical, exponential, and logarithmic functions. College Algebra is the first course in the college mathematics curriculum for mathematics and science majors and a general education requirement for most students. Success in college level mathematics courses begins with a good understanding of algebra and the goal of this course is to help the student develop that understanding. Many other programs recommend College Algebra or its level of competence for continued study leading to a related field. KRSN MAT1010 Prerequisite: Satisfactory placement score or a ?C? or better in Intermediate Algebra or satisfactory placement score. (See Placement Matrix)

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

MAT1010

**KRSN Requirements**

COLLEGE ALGEBRA

**MA1175 : College Algebra with Review**

College Algebra involves the study of functions, graphing and solving problems using polynomial, rational, radical, exponential, and logarithmic functions. College Algebra is the first course in the college mathematics curriculum for mathematics and science majors and a general education requirement for most students. Success in college level mathematics courses begins with a good understanding of algebra and the goal of this course is to help the student develop that understanding. This course also includes review of foundational topics needed for the standard College Algebra outcomes. Many other programs recommend College Algebra or its level of competence for continued study leading to a related field.

**Credits** 5

**Lab Hours** 0

**Lecture Hours** 5

**Tiered Course Indicator**

N

**Prerequisites**

Satisfactory placement score. (See placement matrix.)

**MA1183 : Trigonometry**

A study moving from triangular to analytical trigonometry. The course further serves as necessary background for the calculus sequence in mathematics and for a study of physics. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

a C or better in College Algebra.

**KRSN**

MAT1030

**KRSN Requirements**

TRIGONOMETRY

**MA1203 : Technical Mathematics**

This course is for students in industrial technology programs. Students will develop the mathematical skills necessary to be successful in these programs. Topics include basic algebraic operations, complex equations, graphs of linear equations, systems of equations, quadratic equations, plane geometry, angular measurements, angular geometric principles, triangles, congruent and similar figures, polygons, circles, areas of common polygons, circles, sectors, segments and ellipse, prisms and cylinders: volumes, surface area, and weights, pyramids and cones: volumes, surface areas, and weights, spheres and composite figures: volumes, surface areas, and weights, introduction to trigonometric functions, trigonometric functions with right triangles, practical applications with right triangles, practical applications with right triangles, and vectors.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Refer to placement matrix.

**MA2103 : Elementary Statistics**

This course will introduce students to many of the important concepts and procedures needed to interpret uses of statistics in the media, at home or at work, and to use data to make decisions. The emphasis will be on performing statistical procedures and interpreting the results to draw conclusions. The course covers methods of descriptive statistics, probability theory, and inferential statistics, including confidence intervals, hypothesis testing, and linear regression.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

No prerequisites

**KRSN**

MAT1020

**KRSN Requirements**

ELEMENTARY STATISTICS

**MA2105 : Elementary Statistics with Review**

This course will introduce students to many of the important concepts and procedures needed to interpret uses of statistics in the media, at home or at work, and to use data to make decisions.

The emphasis will be on performing statistical procedures and interpreting the results to draw conclusions. The course covers methods of descriptive statistics, probability theory, and inferential statistics, including confidence intervals, hypothesis testing, and linear regression. This course also includes review of foundational topics needed for the standard Elementary Statistics outcomes. Many other programs recommend Elementary Statistics or its level of competence for continued study leading to a related field.

**Credits** 5

**Lab Hours** 0

**Lecture Hours** 5

**Clinical Hours** 0

**Prerequisites**

No prerequisites

**MA2304 : Business Calculus**

This course is an introduction to calculus and the methods of calculus, with applications to business, economics, the social and behavioral sciences, life sciences as an ecology, health, agricultural and other fields. For the non-mathematics majors needing some skills of calculus.

**Credits** 4

**Lab Hours** 0

**Lecture Hours** 4

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

MAT1050

**KRSN Requirements**

BUSINESS CALCULUS

**MA2605 : Analytic Geometry/Calculus I**

Calculus is the study of variables and functions with emphasis on the changing, dynamic properties of relationships that can be described mathematically. This course is to provide students majoring in mathematics, science, computer programming, engineering, and many non-science fields an opportunity to begin a study of analysis. The tools of calculus including differentiation and integration of functions are studied and used in geometric and various applied problems.

**Credits** 5

**Lab Hours** 0

**Lecture Hours** 5

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

MA1173 and MA1183 - College Algebra and Trigonometry or their equivalent, or a satisfactory ACCUPLACER score and consent of the instructor.

**KRSN**

MAT2010

**KRSN Requirements**

ANALYTIC GEOMETRY AND CALCULUS I

**MA2615 : Analytic Geometry/Calculus II**

This course is a continuation of MA 2605, Analytic Geometry/Calculus I, in which the tools of single variable differential and integral calculus are further developed. Applications of these mathematical tools are investigated. Differential Equations, integration techniques, parametric equations and polar coordinates are studied. Infinite series convergence and divergence tests are presented along with power series including Taylor's theorem.

**Credits** 5

**Lab Hours** 0

**Lecture Hours** 5

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

A grade of "C" or better in MA 2605 Analytic Geometry and Calculus I.

**MA2625 : Calculus III**

This course is a continuation of [MA2615](#) in which the tools of differential and integral calculus are further developed. Study includes two and three dimensional vectors, vector functions, partial differentiation, multiple integration and line integrals.

**Credits** 5

**Lab Hours** 0

**Lecture Hours** 5

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

A grade of "C" or better in MA2615 - Analytic Geometry and Calculus II

**MA2903 : Differential Equations**

A differential equation is an equation that contains derivatives or differentials of one or more functions. In this course, we will study Ordinary Differential Equations; that is, differential equations in which the unknown factor in the equation depends upon only one independent variable. We will consider First Order Differential Equations, Higher Order Differential Equations, Linear Differential Equations (both Homogeneous and Non-Homogeneous), Laplace Transforms, Inverse Laplace Transforms, and Solutions to Linear Systems of Differential Equations, with many applications. This course is designed for those majoring in Mathematics, Mathematical Sciences and Engineering. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

A grade of "C" or better in Calculus III (MA 2625).

# Medical Laboratory Technology

## **MT1203 : Intro to Medical Technology**

The course is designed to acquaint the student with the wide variety of procedures performed in a clinical laboratory. Laboratory skills involving measurement and instrumentation are introduced. Topics to be covered include safety, medical terminology, laboratory mathematics, specimen collection, microscope use, staining procedures, professional behavior, ethics, use of general lab equipment, and introductory procedures in serology, urinalysis, chemistry, hematology, blood banking, and microbiology. The laboratory time will enhance knowledge gained in the lecture by allowing the student to work in the simulated laboratory at the Colvin Family Center for Allied Health or arranged time in an approved clinical affiliate site.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

## **MT1304 : Phlebotomy**

A course designed to teach phlebotomy skills for specimen collection using a vacutainer system as well as equipment for difficult draws. Participants will obtain phlebotomy skills to proficiently obtain blood specimens by venipuncture and dermal techniques. The course will consist of lecture and laboratory sessions. The course will also include preparation for a national certification exam.

**Credits** 4

**Lab Hours** 1

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

None

## **MT1312 : Phlebotomy Clinical Practicum**

Two credit hours clinical rotation. Students will work one-on-one with clinical instructors to refine phlebotomy skills within a designated clinical affiliate facility. This rotation will include 120 hours of clinical practicum experience which includes 100 successful, documented, unaided venipuncture procedures and 5 successful, documented, unaided dermal punctures. This course will integrate knowledge gained in all phlebotomy courses with practical experience in a clinical setting.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 2

**Tiered Course Indicator**

T

**Prerequisites**

MT1304 (Phlebotomy)\*; MT1203 (Introduction to Medical Technology)\*; HI1023 (Medical Terminology)\*

## **MT1903 : MLT Immunology**

A survey of basic immunological principles is presented for the student to provide a general orientation to immunology. Certain concepts and the major effectors of immune responses are introduced and more detailed discussions are held later in the course. Central aspects of humoral and cellular immune responses, both specific and non-specific are covered. Exploration of special topics in immunology such as autoimmunity and immunodeficiency is held. Immunologic principles of laboratory diagnosis of human disease are emphasized.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**MT2206 : MLT Hematology/Coagulation**

This course presents the theory behind hematologic principles including the formation of blood cells, identification of normal and abnormal cells as they correlate to disease. Also included is the study of coagulation, the clotting and fibrinolytic mechanisms of the blood. Students will learn the theory and skills required to perform medical laboratory testing in hematology and Coagulation.

**Credits** 6

**Lab Hours** 3

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Admission to the MLT program.

**MT2306 : MLT Pathogenic Microbiology**

Normal flora and pathogenic bacteria will be identified by morphology, staining characteristics, colonial morphology, growth on selective media, biochemical testing and serological methods. Basic theory in antimicrobial susceptibility testing will be covered. Principles of all tests will be studied. Study of viruses will be limited to the processing and handling of specimens for consultant referral and principles of serological testing. Normal and pathogenic parasites and fungal elements will be identified, and procedures utilized for proper identification will be discussed.

**Credits** 6

**Lab Hours** 3

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Admission to the MLT program.

**MT2406 : MLT Clinical Chemistry**

This course will cover the physiology of the body and the biochemical reactions that are necessary for a healthy existence. The human condition is evaluated by biochemical shifts in different systems that maintain homeostasis during healthful periods. Basic interpretations of biochemistry and the concentration of enzymes, carbohydrates, lipids, proteins, electrolytes, blood gases, and therapeutic drug monitoring will be discussed. The student will perform routine clinical tests on biological fluids, maintain quality assurance records, and perform preventative maintenance on instrumentation.

**Credits** 6

**Lab Hours** 3

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Admission to the MLT program.

**MT2506 : MLT Immunohematology**

A study of the immunology of blood, including those principles and practices that are known collectively as blood banking. An overview of blood component collection and component preparation is presented. Basic concepts of genetics, immunology and antiglobulin testing are included as a foundation for the understanding of the blood group systems and antibody detection and identification. Current transfusion practices are discussed. The student will gain experience in performance of techniques in immunohematology.

**Credits** 6

**Lab Hours** 3

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Admission in the MLT program.

**MT2703 : MLT Urinalysis and Body Fluids**

This course will provide the student with in-depth knowledge of the function of the kidney, urine formation, and the procedures utilized in performing a routine urinalysis and body fluid analysis. Correlation of abnormal findings and disease states will be discussed. Other body fluids covered in this course include feces, seminal, amniotic, cerebrospinal, pleural, pericardial, and peritoneal. Discrimination between normal and abnormal findings and relating this knowledge to disease states will be included in the course material.

**Credits** 3

**Lab Hours** 1

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Admission to the MLT program.

**MT2907 : MLT Clinical Practicum**

Seven credit hours. Seven credit hours clinical rotation. Students will work one-on-one with clinical instructors to refine clinical laboratory skills within a designated clinical affiliate laboratory. This rotation will include 400 hours of clinical practicum experience. This course will integrate knowledge gained in all MLT courses with practical experience in hematology, coagulation, chemistry, immunology, immunohematology, microbiology, urinalysis, and serology.

**Credits** 7

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 7

**Tiered Course Indicator**

T

**Prerequisites**

Admission to the MLT program. Successful completion of all previous MLT courses.

# Music

## **MU1103 : Film Music Appreciation**

The purpose of this course is to develop music appreciation and listening skills through the study and analysis of the history and stylistic development of film music during the 20th and 21st Centuries.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

None.

## **MU1141 : Chorus I**

Open admission to college students. Focus on correct vocal technique and choral style. Performance of sacred and secular music literature representing all style periods. Several public programs and concerts each semester. May be repeated for credit.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

## **MU1151 : Chorus II**

Open admission to college students. Focus on correct vocal technique and choral style. Performance of sacred and secular music literature representing all style periods. Several public programs and concerts each semester. May be repeated for credit.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

## **MU1161 : Chorus III**

Open admission to college students. Focus on correct vocal technique and choral style. Performance of sacred and secular music literature representing all style periods. Several public programs and concerts each semester.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**MU1171 : Chorus IV**

Open admission to college students. Focus on correct vocal technique and choral style. Performance of sacred and secular music literature representing all style periods. Several public programs and concerts each semester. May be repeated for credit.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**MU1203 : Music Appreciation**

This course is an overview of music through the ages, its place in society, its language, and its masterworks. An elective designed to provide the student with additional breadth and enjoyment through listening and discussion of selected works.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

MUS1010

**KRSN Requirements**

MUSIC APPRECIATION

**MU1303 : Theory I**

First semester. A study of major and minor scales, intervals, primary and secondary triads, cadences and part-writing exercises. Application at the piano of harmonic progressions and principles in this course.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

MUS1020

**KRSN Requirements**

MUSIC THEORY I

**MU1313 : Theory II**

Second semester. Continuation of Music Theory I including the dominant seventh and supertonic seventh chords. Modulation. Non-harmonic tones. Application at the piano of principles and techniques presented in this course.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

MU1303: Theory I

**KRSN**

MUS1030

**KRSN Requirements**

MUSIC THEORY II

**MU1323 : Theory III**

Continuation of Theory II, including seventh chords, altered chords, advanced modulation, voice leadings.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

MU1313: Theory II

**MU1333 : Theory IV**

Continuation of Theory III. Study of the harmonic practices of the late 19th Century and into the 20th Century.

Application of principles through performance and written exercises.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

MU1323: Theory III

**MU1402 : Sight Singing & Ear Train I**

First semester. Harmonic and melodic dictation, applying principles and techniques presented in Theory I along with development of sight reading skills.

**Credits** 2

**Lab Hours** 1

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**MU1412 : Sight Singing & Ear Train II**

Harmonic and melodic dictation, applying principles and techniques presented in Theory II.

**Credits** 2

**Lab Hours** 1

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

MU1402 Sight Singing and Ear Training I

**MU1803 : Jazz Appreciation**

History of jazz from its beginning to the present rock styles which utilize jazz. The appreciation of the art form will be studied through the elements that make up all music. Special emphasis will be given to the development of jazz and its contribution to American culture.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**MU2202 : Introduction to Conducting**

An introduction into vocal and instrumental conducting. Starting with basic beat patterns and progressing into more advanced rhythms. Besides having a chance to conduct in class, the student will have a chance to conduct in front of the choir or wind ensemble. This should enhance the appreciation and apprehension of being in front of an ensemble.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**MU2402 : Sight Singing & Ear Train III**

Consists of harmonic and melodic dictation, applying principles, and techniques presented in Theory III. Further development of sight reading skills, including all major and minor keys and simple part singing.

**Credits** 2

**Lab Hours** 1

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

MU1412 Sight Singing and Ear Training II

**MU2412 : Sight Singing & Ear Train IV**

Harmonic and melodic dictation, applying principles and techniques presented in Theory IV.

**Credits** 2

**Lab Hours** 1

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

MU2402 Sight Singing and Ear Training III.

**MU2851 : Concert Band I**

Study through performance of music for wind band. Development of fundamentals appropriate to a performing group. Performs two concerts each semester (fall and spring). Community performances are also possible.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**MU2861 : Concert Band II**

Study through performance of music for wind band. Development of fundamentals appropriate to a performing group. Performs two concerts each semester (fall and spring). Community performances are also possible.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**MU2871 : Concert Band III**

Study through performance of music for wind band. Development of fundamentals appropriate to a performing group. Performs two concerts each semester (fall and spring). Community performances are also possible.

Credits 1

Lab Hours 1

Lecture Hours 0

Clinical Hours 0

Tiered Course Indicator

N

**MU2881 : Concert Band IV**

Study through performance of music for wind band. Development of fundamentals appropriate to a performing group. Performs two concerts each semester (fall and spring). Community performances are also possible.

Credits 1

Lab Hours 1

Lecture Hours 0

Clinical Hours 0

Tiered Course Indicator

N

**MUF1612 : Applied Music I/ Finale**

Private instruction in the area of Finale music notation software. An additional fee is required for this course. Two hours credit for music majors only by permission of instructor.

Credits 2

Lab Hours 2

Lecture Hours 0

Clinical Hours 0

Tiered Course Indicator

N

**MUF1622 : Applied MusicII/ Finale**

Private instruction in the area of Finale music notation software. An additional fee is required for this course. Two hours credit for music majors only by permission of instructor.

Credits 2

Lab Hours 2

Lecture Hours 0

Clinical Hours 0

Tiered Course Indicator

N

**MUG1612 : Applied Music I/ Guitar**

Private instruction in the area of guitar. Student recital performance is required. An additional fee is required for this course. Two hours credit for music majors only by permission of instructor.

Credits 1

-2

Lab Hours 2

Lecture Hours 0

Clinical Hours 0

Tiered Course Indicator

N

**MUG1622 : Applied Music II/ Guitar**

Private instruction in the area of guitar. Student recital performance is required. An additional fee is required for this course. Two hours credit for music majors only by permission of instructor.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**MUG1622 : Applied Music II/ Guitar**

Private instruction in the area of guitar. Student recital performance is required. An additional fee is required for this course. Two hours credit for music majors only by permission of instructor.

**Credits** 1

-2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**MUG1632 : Applied Music III/ Guitar**

Private instruction in the area of guitar. Student recital performance is required. An additional fee is required for this course. Two hours credit for music majors only by permission of instructor.

**Credits** 1

-2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**MUG1642 : Applied Music IV / Guitar**

Private instruction in the area of guitar. Student recital performance is required. An additional fee is required for this course. Two hours credit for music majors only by permission of instructor.

**Credits** 1

-2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**MUI1612 : Applied Music I/ Instrument**

Private instruction in the area of woodwind, brass, and percussion. Student recital performance is required. An additional fee is required for this course. Two hours credit for music majors only by permission of instructor.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**MUI1622 : Applied Music II/ Instrument**

Private instruction in the area of woodwind, brass, and percussion. Student recital performance is required. An additional fee is required for this course. Two hours credit for music majors only by permission of instructor

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**MUI1632 : Applied Music III/ Instrument**

Private instruction in the area of woodwind, brass, and percussion. Student recital performance is required. An additional fee is required for this course. Two hours credit for music majors only by permission of instructor.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**MUI1642 : Applied Music IV/ Instrument**

Private instruction in the area of woodwind, brass, and percussion. Student recital performance is required. An additional fee is required for this course. Two hours credit for music majors only by permission of instructor.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**MUP1612 : Applied Music I/ Piano**

Private instruction in the area of piano. Student recital performance is required. Two hours credit for music majors only by permission of instructor.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

None

**KRSN**

MUS1060

**KRSN Requirements**

APPLIED MUSIC I/PIANO

**MUP1622 : Applied Music II/ Piano**

Private instruction in the area of piano. Student recital performance is required. Two hours credit for music majors only by permission of instructor.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

MUP1612 Applied Music I Piano

**KRSN**

MUS1070

**KRSN Requirements**

APPLIED MUSIC II/PIANO

**MUP1632 : Applied MusicIII/ Piano**

Private instruction in the area of piano. Student recital performance is required. Two hours credit for music majors only by permission of instructor.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

MUP1622 Applied Music II Piano

**MUP1642 : Applied Music IV/ Piano**

Private instruction in the area of piano. Student recital performance is required. Two hours credit for music majors only by permission of instructor.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

MUP1632 Applied Music III Piano

**MUV1612 : Applied Music I/ Voice**

Private instruction in the area of voice. Student recital performance is required. An additional fee is required for this course. Two hours credit for music majors only by permission of instructor.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

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**MUV1622 : Applied Music II/ Voice**

Private instruction in the area of voice. Student recital performance is required. An additional fee is required for this course. Two hours credit for music majors only by permission of instructor.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

MUV1612 Applied Music I

**MUV1632 : Applied Music III/ Voice**

Private instruction in the area of voice. Student recital performance is required. An additional fee is required for this course. Two hours credit for music majors only by permission of instructor.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

MU1622 Applied Music II/Voice

**MUV1642 : Applied Music IV/ Voice**

Private instruction in the area of voice. Student recital performance is required. An additional fee is required for this course. Two hours credit for music majors only by permission of instructor.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

MUV1632 Applied Music III/Voice

## Natural Gas

**NG1003 : Engine Theory**

This course provides instruction of the internal combustion natural gas engine and its components, to include; air intake systems, exhaust systems, lubrication and cooling systems, basic ignition theory, fuel analysis and basic fuel system operation.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**NG1013 : Compressor Overhaul 1**

This course provides instruction in beginning skills and techniques to overhaul natural gas compressors. This course will include a complete teardown of a natural gas compressor. For

**Credits 3**

**Lab Hours 0**

**Lecture Hours 0**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**NG1022 : Precision Measurement**

Students are introduced to the science of dimensional metrology and its applications to ensure form and function of machined parts and assemblies using semi-precision and precision measuring instruments.

**Credits 2**

**Lab Hours 0**

**Lecture Hours 0**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**NG1023 : Compressor Overhaul 2**

This course provides instruction in skills and techniques to inspect, repair & reassemble natural gas compressors. This course will include a complete rebuild of a natural gas compressor.

**Credits 3**

**Lab Hours 0**

**Lecture Hours 0**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**NG1033 : Engine Overhaul 1**

This course provides instruction in beginning skills and techniques to overhaul an internal combustion natural gas engine. This course will include a complete teardown of a natural gas engine to include the air intake system, exhaust system, lubrication & cooling system, ignition system & fuel system

**Credits 3**

**Lab Hours 0**

**Lecture Hours 0**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**NG1043 : Engine Overhaul 2**

This course provides instruction in skills and techniques to inspect, repair & reassemble an internal combustion natural gas engines. This course will include a complete rebuild of an internal combustion natural gas engine including the air intake system, exhaust system, lubrication and cooling systems, ignition system & fuel system.

**Credits 3**

**Lab Hours 0**

**Lecture Hours 0**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**NG1102 : Compressor Theory**

This course will provide instruction in theory of natural gas compressors operation & maintenance.

**Credits 2**

**Lab Hours 0**

**Lecture Hours 0**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**NG1103 : Internship in Natural Gas**

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. During this course the employer will dictate the work environment rules according to their company procedures, schedules, and requirements. The scheduling of the intern experience is flexible to accommodate the needs of the student and employing company. The minimum of 150 hours of related work may be scheduled over a longer time period through part-time work but is usually accomplished during a summer employment of approximately 12 weeks. Students will document all work experiences.

**Credits 3**

**Lab Hours 0**

**Lecture Hours 0**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**NG1112 : Engine Preventative Maint**

This course will provide instruction with original engine manufacturer (OEM) procedures for performing preventive maintenance on natural gas engines.

**Credits 2**

**Lab Hours 0**

**Lecture Hours 0**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**NG1122 : Compressor Preventative Maint**

This course provides instruction in compressor preventative maintenance and provides students with the techniques, skills and procedures to adequately perform routine maintenance on natural gas compressor equipment

**Credits 2**

**Lab Hours 0**

**Lecture Hours 0**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**NG1132 : Compressor Mounting / Alignmnt**

**Credits 2**

**Lab Hours 0**

**Lecture Hours 2**

**Clinical Hours 0**

**Tiered Course Indicator**

T

# Nursing

## Accreditation:

Seward County Community College is accredited by the Higher Learning Commission and the Kansas Board of Regents. The Practical Nursing program is approved by the Kansas State Board of Nursing. The Associate Degree Nursing program is approved by the Kansas State Board of Nursing and accredited by the Accreditation Commission for Education in Nursing, Inc. (ACEN)

ACEN  
3390 Peachtree Road NE  
Suite 1400  
Atlanta, GA 30326  
www.acenursing.org  
404-975-5000

Kansas State Board of Nursing  
Landon State Office Building  
900 SW Jackson Suite 1051  
Topeka, KS 66612-1230  
www.ksbn.org  
785-296-3929

### **NR1004 : Certified Medication Aide**

This course provides the student with a knowledge base to administer medications safely and accurately in a long-term care facility. Basic principles of drug action, medication therapy and measurement and dosage calculations are used as framework. The course teaches principles for safe administration of medication and the importance of being an effective member of a team within a long-term care facility. The student is taught the importance of focused approach to preparing and administering medications and continually seeking opportunities to learn more about medications.

**Credits 4**

**Lab Hours 1**

**Lecture Hours 3**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**Prerequisites**

Possess C. TABE Score of 576. The TABE score must be reached before new students are eligible to enroll in these courses.

### **NR1005 : Certified Nurses Aide**

The focus of this course is providing personal care for patients, especially elders living in a long-term care facility. The student will be prepared to successfully pass the state of Kansas Certification Test of CNAs. All procedures are taught with a focus on communication, safety, and infection control. Instruction promotes treating each person as an individual, respect resident rights, and self-esteem.

**Credits 5**

**Lab Hours 1**

**Lecture Hours 4**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**Prerequisites**

TABE Score of 563. The TABE score must be reached before new students are eligible in these course.

**NR1102 : Pharmacology for Nursing I**

This course will introduce the student to core concepts in pharmacology and the terms, principles, and pharmacological concepts related to providing nursing care. It will provide an overview of the major categories of pharmacological agents and emphasize safe medication administration. A review of contemporary issues in pharmacology is also included.

**Credits 2**

**Lab Hours 0**

**Lecture Hours 2**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**Prerequisites**

Pre-requisite: Admission to the Nursing Program.

Co-requisite: Foundations of Nursing Care I

**NR1110 : Foundations of Nursing Care I**

The Foundations of Nursing I course is designed to provide the student with a foundation of nursing practice and holistic care for the client throughout the lifespan with an emphasis on the older adult. Foundations of Nursing I is an introduction to the nursing process, assessment skills, client teaching/learning and use of techniques of interpersonal communication threaded throughout the course. The nursing process will be utilized as the framework to introduce students to the actual or potential health problems, human responses, and the nurse's role as provider of care and member within the healthcare team. Introductory information concerning nursing skills, ethical/legal aspects of nursing, and development of critical thinking will be included. The clinical component of this course requires the student to care for clients across the lifespan in both acute and gerontological care settings.

**Credits 10**

**Lab Hours 4**

**Lecture Hours 6**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**Prerequisites**

Pre-requisite: Admission to the Nursing Program.

Co-requisite: Pharmacology for Nursing I

**NR1113 : IV Therapy for the LPN**

Three (3) credit hours. 2.5 credit hours lecture. 0.5 credit hour lab/clinical. An online format classroom with face-to-face clinical and lab component designed to prepare the licensed practical nurse to perform limited and expanded administration of intravenous (IV) therapy under the supervision of a registered nurse. Prerequisites: To be eligible to enroll in the IV therapy course the individual shall be a nurse with a current Kansas license (no later than the first day of the course); maintain continued BLS (CPR) certification during the course; and, present evidence of negative TB testing or chest x-ray within the past year.

**Credits 3**

**Lab Hours 1**

**Lecture Hours 2**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**Prerequisites**

Successful completion of Level I or Admission to Level II of the nursing program.

**NR1202 : Gerontological Nursing**

Two (2) credit hours. A one (1) credit hour theory/lecture and one (1) credit hour clinical/lab per week. The nursing roles of provider of care and member within the discipline of nursing are emphasized as they apply to gerontological nursing. The nursing process serves as a guide for implementing nursing care and evaluating human response to actual or potential health problems of the geriatric population. Included is development of a knowledge base in the areas of physiological, psycho-social, and emotional changes which occur with the aging process. Integrated throughout the course are concepts relating to illness prevalent in the geriatric population as well as therapeutic regimens. Curriculum threads of pharmacology, communication, critical thinking, and client teaching are integrated throughout the course.

**Credits** 2

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Admission to the Practical Nursing Program and successful completion of Fundamentals of Nursing.

**NR1410 : Nursing Care II**

Ten (10) credit hours. A six (6) credit hour theory and four (4) credit hour clinical course. Builds upon the concepts, processes and competencies developed in Foundations of Nursing Care I. Through classroom and clinical experience, the student is provided with knowledge and skills for applying appropriate physical and psychosocial nursing care for adults, childbearing/childrearing families and children (from infancy through adolescence). Nursing care is delivered through the application of the nursing process, including teaching/learning, critical thinking, and concepts of communication. The nurse's role as provider of care and member within the healthcare team is emphasized throughout the course. Included are common diagnostic, therapeutic and psychosocial nursing care measures relevant to clients in medical-surgical, perioperative, maternity, and pediatric settings.

**Credits** 10

**Lab Hours** 4

**Lecture Hours** 6

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Pre-requisite: Admission to the Nursing program and completion of Foundations of Nursing I & Pharmacology I with a grade of 'C' or higher. Co-requisite: Pharmacology II

**NR1411 : Pharmacology for Nursing II**

One (1) Credit hour This course builds upon the concepts presented in Nursing Pharmacology I. This course focuses on specific therapeutic regimens that are related to the peri-operative experience, maternal/newborn and pediatric experiences.

**Credits** 1

**Lab Hours** 0

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Pharm I and Nursing Foundations I

**NR1605 : Maternal Child Health**

Five (5) credit hours. A three (3) credit hour theory/lecture and two (2) credit hour clinical/lab per week. Maternal-Child Health is a course which emphasizes utilization of the nursing process to meet the human responses of child-bearing families and children from infancy through adolescence with actual or potential health problems. The student will learn to function as provider of care and member within the discipline of nursing as these roles relate to maternal and child nursing. Curriculum threads of pharmacology, communication, critical thinking, and client teaching are integrated throughout the course.

**Credits** 5

**Lab Hours** 6

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Admission to the Nursing Program & successful completion of fundamentals of nursing & Gerontological Nursing.

**NR1801 : Pharmacology for Nursing III**

: One (1) Credit hour course This course builds upon the concepts presented in Nursing Pharmacology I & II. It focuses on specific therapeutic regimens related to the clients experiencing alterations in oxygenation (cardiovascular & respiratory), metabolism, motion, and mental and emotional health.

**Credits** 1

**Lab Hours** 0

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Successful completion of Pharmacology II and Nursing Care II with a C or above.

**NR1809 : Nursing Care III**

Nine credit hours (9). Five (5) credit hour theory and four (4) credit hour clinical course. Builds upon the concepts, processes and competencies developed in Foundations of Nursing Care I and Nursing Care II, while expanding critical thinking and developing clinical judgment and clinical reasoning. Physical and psychosocial assessment skills are expanded while applying the nursing process to provide and manage care for clients and families in the mental health and acute care settings. The role of the nurse is enhanced as both a provider and manager of care as the student learns to recognize actual/potential health and behavior patterns in adults, children (pediatrics), and families. Clinical experience will provide an opportunity to increase skills and knowledge of communication, client teaching, and function as a member of the healthcare team.

**Credits** 9

**Lab Hours** 4

**Lecture Hours** 5

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Prerequisite: Completion of Nursing Care II and Pharmacology II with a grade of 'C' or higher OR a Licensed Practical Nurse admitted to the second year (Level II) of the nursing program and has successfully completed the LPN/ADN course.

Co-requisite: Pharmacology III

**NR2101 : From LPN to ADN**

One (1) credit hour. A one (1) credit hour theory/lecture. The content of this theory course is to orient the practical nurse (LPN, LVN) who is returning to school for an associate degree in nursing to the curriculum. Content will be individualized based on student experiences and needs. Role changes from LPN to RN are discussed in relation to SCCC's nursing philosophy and conceptual framework. Emphasis will be placed on use of critical thinking, communication, medication calculations, and the nursing process as integral tools of nursing practice. The student will have an opportunity to socialize into the student role before integrating into a classroom of Level II nursing students. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 1

**Lab Hours** 0

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Graduate from LPN/LVN program.

**NR2103 : Integration Seminar**

This required theory seminar course provides an opportunity for students to integrate their nursing educational experiences, applying concepts, principles, and critical thinking to solve problems and make decisions in simulated client care situations which include communication, pharmacology, client teaching, prioritization, and delegation. This course is designed to facilitate successful entry into nursing practice and is required.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Admission to the ADN program or previously completed a professional nursing program.

**NR2603 : Maternity Nursing**

Maternity Nursing Level II is a three (3) credit hour course made up from two (2) credit hour theory and one (1) credit hour clinical. In Maternity Nursing, the course focus is on the antepartum, intrapartum, postpartum and newborn at risk. A family centered approach to maternity nursing care, with a greater depth for understanding the previously acquired knowledge and skills for diagnosis and treatment of human responses to actual or potential health problems and for the promotion, maintenance and restoration of health. Curriculum threads of client teaching, critical thinking, clinical reasoning, clinical judgement, communication and pharmacology are included. A minimum of three (3) hours per week with one (1) of the hours for class and two (2) hours for studying/preparation outside of class is expected for each unit of credit.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Successful completion of Level I or Admission to Level II of the nursing program.

**NR2703 : Client Care Nursing**

This one credit hour theory and two credit hour clinical course emphasizes the nursing roles of provider of care, manager of care, and member within the discipline of nursing. The nursing process serves as a framework for studying management principles utilized in the health care environment. Management principles will be applied in prioritizing and delegating nursing care for a group of patients based on their responses to actual or potential health problems. Curriculum threads of critical thinking, pharmacology, communication, and client teaching are emphasized.

**Credits** 3

**Lab Hours** 6

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Admission to the A.D.N. program.

**NR2705 : Nursing Care IV**

Five credit hours (5). Two (2) credit hour theory and three (3) credit hour clinical course. Builds upon the concepts, processes and competencies developed in Foundations of Nursing Care I through Nursing Care III, while expanding critical thinking, clinical judgment, and clinical reasoning. This course focuses upon nursing care for clients throughout the lifespan in acute and critical care settings. Physical and psychosocial assessment skills are expanded while applying the nursing process to provide and manage care for clients and families. The role of the nurse is enhanced as both a provider, leader, and manager of care. Clinical experience will provide an opportunity to increase skills and knowledge of communication, client teaching, nursing leadership and integrate as a member of the healthcare team.

**Credits** 5

**Lab Hours** 3

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Pre-requisite: Completion of Nursing Care III and Pharmacology III with a grade of 'C' or higher.

## Philosophy

**PH1303 : Intro to the Old Testament**

Introduction to the Old Testament will enable students to become familiar with the historical, literary, and theological backgrounds of the Old Testament. The course will be an objective study, utilizing the best in biblical and archaeological scholarship.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

REL1020

**KRSN Requirements**

INTRODUCTION TO THE OLD TESTAMENT

**PH1313 : Intro to the New Testament**

Introduction to the New Testament will provide students with an overview of the New Testament as literary text, focusing attention upon its oral, rhetorical, contextual, and documentary natures. As the semester unfolds, participants will become acquainted with the written traditions of those who belonged to a community of faith, whose writings and stories attempted to proclaim a message of hope to themselves and the world.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

REL1030

**KRSN Requirements**

INTRODUCTION TO THE NEW TESTAMENT

**PH1323 : Survey of World Religions**

Survey of World Religions will provide students with an overview of the history, beliefs, practices, and evolution of Hinduism, Buddhism, Judaism, Christianity, and Islam, as well as various indigenous religions and modern religious movements. The intent of the class is to develop an understanding and appreciation of religious pluralism and to engage students in an interfaith dialogue.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

REL1010

**KRSN Requirements**

SURVEY OF WORLD RELIGIONS

**PH2103 : Introduction to Ethics**

Introduction to Ethics will provide an opportunity to encounter the ethical theories of some of the great thinkers of the western world. These theories will provide a basis for study of contemporary ethical issues.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

PHL1020

**KRSN Requirements**

INTRODUCTION TO ETHICS

**PH2203 : Introduction to Philosophy**

Introduction to Philosophy will acquaint students with some of the great Western philosophers and their thoughts on reality, knowledge, religion, identity, freedom, ethics, the state, and beauty. The course will also provide students an opportunity to encounter Eastern philosophy in matters of religion and self-identity.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

PHL1010

**KRSN Requirements**

INTRODUCTION TO PHILOSOPHY

## Physics

**PS1115 : Physical Science**

This is a general survey course and lab with topics in physics, astronomy, and chemistry, with emphasis on basic universal laws. Included are topics chosen in measurement, motion, gravitation, energy, electricity and magnetism, atomic structure, chemical change, nuclear change, light and waves, solar system and stars. Intended for the non-physical science major. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 5

**Lab Hours** 2

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Writing level of English Composition I, Intermediate Algebra or equivalent of each.

**KRSN**

PS11010

**KRSN Requirements**

PHSICAL SCIENCE LECTURE /LAB

**PS1313 : Introduction to Astronomy**

A general survey course in astronomy intended for the student with little or no background in the physical sciences. The course will be composed of a study of the solar system, stellar astronomy, galaxies, and cosmology. The course will include the motions of the earth and the measurement of time, as well as the planets and other bodies of the solar system. Also covered is stellar characteristics and evolution. Telescopes will be introduced and some observations taken. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Writing level of English Composition I

**KRSN**

PHY1021

**KRSN Requirements**

INTRODUCTION TO ASTRONOMY

**PS1322 : Environmental Science Lab**

This course encompasses the study of current environmental conditions, issues, and problems. Students will study the different types of ecosystems, the use and availability of natural resources, population dynamics, and environmental risks. Students will also explore possible solutions to such environmental issues such as global warming, acid rain, extinction of species, and energy waste by examining current specific and political thought.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

BIO1042

**KRSN Requirements**

ENVIRONMENTAL SCIENCE LAB

**PS1323 : Environmental Science**

This course encompasses the study of current environmental conditions, issues, and problems. Students will study the different types of ecosystems, the use and availability of natural resources, population dynamics, and environmental risks. Students will also explore possible solutions to such environmental issues such as global warming, acid rain, extinction of species, and energy waste by examining current specific and political thought.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

BIO1041

**KRSN Requirements**

ENVIRONMENTAL SCIENCE

**PS1775 : Intro to Geology / with Lab**

This is a one semester survey course that will introduce students to the study of the earth, its processes and materials. It is designed to be for non-science majors, as well as students that need an introductory course before starting a program of study requiring several semesters of science.

**Credits** 5

**Lab Hours** 0

**Lecture Hours** 5

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

PS11030

**KRSN Requirements**

INTRODUCTION TO GEOLOGY

**PS2205 : General Physics I**

The course covers the basic principles of mechanics, heat and thermodynamics, wave motion and sound from a non-calculus point of view. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected. EduKan course number:PH207

**Credits** 5

**Lab Hours** 4

**Lecture Hours** 4

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

College Algebra and Trigonometry or equivalent, writing level of English Composition I

**KRSN**

PHY1010

**KRSN Requirements**

GENERAL PHYSICS I

**PS2215 : General Physics II**

The course covers the basic principles of light, electricity, magnetism and modern physics from a non-calculus point of view. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 5

**Lab Hours** 3

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

PS2205: General Physics I

**KRSN**

PHY2020

**KRSN Requirements**

GENERAL PHYSICS II

**PS2505 : Engineering Physics I**

This course covers the basic principles of mechanics, heat and thermodynamics, wave motion and sound. Calculus is used as a tool in this course for discovering the laws of physics. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 5

**Lab Hours** 4

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Calculus I, writing level of English Composition I.

**KRSN**

PHY1030

**KRSN Requirements**

ENGINEERING PHYSICS I

**PS2515 : Engineering Physics II**

This course covers the basic principles of electricity and magnetism, and light using calculus as a tool. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 5

**Lab Hours** 4

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

PS2505: Engineering Physics I

KRSN

PHY2030

**KRSN Requirements**

ENGINEERING PHYSICS II

## Physical Education

**PE0001 : Community Health & Conditionin**

This course is designed for non-degree seeking individuals only. Emphasis on proper exercise form and exposure to various exercise equipment. The class does NOT fulfill general education physical education requirements.

**Credits** 1

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PE1001 : Indiv. Health and Conditioning**

This course provides an emphasis on individual appropriate exercise program, proper exercise form and exposure to various exercise equipment. This course does not fulfill the physical education requirement of the general education requirements. Sixteen hours (16 hr) of physical activity logged in the SCCC wellness center is a requirement for this course. Students are required to check in and out of the wellness center with the front desk staff. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 1

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PE1113 : Personal Fitness Trainer I**

This is a three hour theory course presented in the classroom and online. The online portion of the course requires the student to have the following software on their personal computers or access to: Microsoft Word; Microsoft Excel; and Microsoft Powerpoint. Each student will need access to the Internet. The course is designed to acquaint the student with the fundamentals of human movement science, integrated program design, optimum performance training, nutrition and supplementation, and client interaction and professional development. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Reading Skills

**PE1123 : Personal Fitness Trainer II**

**Credits** 3

**PE1161 : Personal Fitness Trainer II**

This course is a continuation of the Personal Fitness Trainer I course and is presented in the classroom, online, and with practical applications. The online portion of the course requires the student to have the following software on their personal computers or access to Microsoft Word; Microsoft Excel; and Microsoft Powerpoint. Each student will need access to the Internet. The course is designed to acquaint the student with the fundamentals of human movement science, assessments, training concepts, and program design. Students will meet in the classroom and online for lecture, notes, and quizzes and will meet in the wellness center for the practical application of the course. The practical application of the course will require students to work with their instructor and with their client and apply the personal training concepts that they have learned in class. The student must demonstrate the ability to apply the personal training concepts before they can pass the course. Prerequisite: Personal Fitness Trainer I.

**Credits** 1

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PE1201 : Yoga**

This is a user-friendly fitness style of yoga suitable for the general and athletic population. This class will demonstrate new ways to move, breathe, stretch, and feel. Traditional yoga postures will be linked with flowing fitness moves. Students will breathe better, move easier, and be more comfortable. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 1

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PE1211 : Weight Training I**

This course is focused on weightlifting designed to improve flexibility and muscle tone using universal machines and free weights. The course will also cover the basic functionality of the muscle groups in the lifts. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**PE1291 : Tai Chi**

One credit hour and two hours of lab per week. Tai Chi consists of a series of slow, continuous movements designed to relax and develop the whole body. Increased balance, body awareness, muscle tone, flexibility, digestion and reduced stress are all part of Tai Chi. One of its great attractions is that no matter what your age you can practice its full range of movements. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PE1311 : Aquarobics I-IV**

This course is a variety of basic aerobic exercises and wall toning in the water to improve muscle strength, muscle endurance, flexibility, cardiovascular endurance and body composition. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 1

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PE1352 : Scuba Diving**

20 hours of classroom instruction and 20 hours of pool instruction. This class includes scuba theory, design, physics, physiology, and safety. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 2

**Lab Hours** 3

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PE1431 : Concepts of Health and Wellness**

This course provides a survey of health/wellness and fitness concepts and practices. It will provide a framework for improving the overall health status of the students on our campus. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 1

**Lab Hours** 0

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PE1491 : Ballroom Dance**

This class includes basic steps in current ballroom dances and knowledge of ballroom etiquette.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PE1503 : Concepts of Exercise Science**

Lecture course that is designed to explore the principles and practices which will provide the foundation for the health and fitness disciplines. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

HSC1050

**KRSN Requirements**

CONCEPTS OF EXERCISE SCIENCE

**PE1511 : Camp Skills**

One credit hour lab that meets one evening a week with the Hiking/Backpacking and Field Biology classes. This course introduces students to actual field experiences. It provides both a challenge and opportunity for the student to live comfortably in a wilderness environment. Instruction is provided in trip planning, gear selection, outdoor-living techniques, cooking, etc. The voyager is challenged to solve diverse problems with a limited number of resources. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 1

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Co-Requisites: PE 1521-Hiking Backpacking and BI 1113-Field Biology.

**PE1521 : Hiking and Backpacking**

One credit hour meeting one hour per week. This course introduces students to actual field experiences. It provides both a challenge and opportunity for the student to live comfortably in a wilderness environment. Instruction is provided in trip planning, gear selection (packs, boots, etc.), technique in basic hiking and some minor rock climbing, general rules for environmental friendliness, outdoor-living techniques, etc. The student is challenged to assess, analyze and solve a variety of situations with limited resources. The student must also be able to hike at altitude with a pack for up to 10 miles per day. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 1

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Co-Requisites: PE 1511-Camping and BI 1113-Field Biology.

**PE1551 : Cheerleading I-IV**

These courses are designed to impart knowledge and practical experience in progressive sophistication and difficulty of cheerleading skills, coordination, crowd motivation, gymnastic skills, and practical experience in field-expedient physical and mental conditioning. Each course emphasizes techniques of leadership, teamwork, physical coordination, improvement of muscle strength, flexibility, cardiovascular endurance, muscle endurance and safety. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits 1**

**Lab Hours 2**

**Lecture Hours 0**

**Clinical Hours 0**

**Tiered Course Indicator**

N

**PE1671 : Skeet and Trap Shooting**

**Credits 1**

**Lab Hours 2**

**Lecture Hours 0**

**Clinical Hours 0**

**Tiered Course Indicator**

N

**PE1731 : Archery**

One credit hour, meeting two hours per week. This class emphasizes the fundamentals of archery with attention given to techniques, rules, terminology, scoring, and safety. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits 1**

**Lab Hours 2**

**Lecture Hours 0**

**Clinical Hours 0**

**Tiered Course Indicator**

N

**PE1761 : Lifestyle Management**

Lifestyle Management is an introductory course to physical fitness and wellness. The focus is on altering a person's present lifestyle to include exercise. Students will learn the basic concepts of an exercise program, develop a program and participate in the program (independently). Self-motivation will play an important role in completing the individual exercise program.

**Credits 2**

**Lab Hours 0**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

N

**PE2112 : Responding to Emergencies**

This 2-hour course is designed to prepare students to respond to emergency situations with the confidence to perform the necessary skills. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits 2**

**Lab Hours 0**

**Lecture Hours 2**

**Clinical Hours 0**

**Tiered Course Indicator**

N

**KRSN**

HSC1040

**KRSN Requirements**

RESPONDING TO EMERGENCIES

**PE2213 : Personal & Comm Health**

This course involves a study of basic health problems, hazards and changes. It is geared strictly for the college student and the changing outlooks of today.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

HSC1020

**KRSN Requirements**

PERSONAL AND COMMUNITY HEALTH

**PE2312 : Theory of Coaching Basketball**

To present different ideas on teaching and coaching the game of basketball. To cover fundamentals, as well as, philosophies of offense and defense, and styles of individual and team play. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PE2322 : Theory of Coaching Baseball**

Taught as a practical approach at helping the student understand and implement coaching baseball in a way that can help both the student and the players under him or her. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PE2332 : Rules and Officiating**

Rules and Officiating is an introductory course designed to provide students with foundational knowledge and practical understanding of sport rules, officiating responsibilities, and the role of officials in promoting fair play and safety. This course explores the principles, mechanics, and professional expectations of sports officials across a variety of team and individual sports. Students will learn how officials contribute to the structure, flow, and integrity of athletic competition while developing the decision-making skills essential to effective officiating.

**Credits** 2

**Lecture Hours** 2

**Prerequisites**

No Prerequisites

**PE2413 : Intro to Health, PE, and Rec**

This class is an introductory course designed for men and women entering the field of Physical Education and related areas. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PE2502 : CPR/AED for Prof. Rescuer SM**

This course is designed for students with a sports medicine scholarship to develop CPR/AED and sports medicine clinical skills to assist the certified athletic trainer in the athletic training room. Those enrolled in this course will be required to attend/complete all class meetings, skills demonstrations and written examinations.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Instructor Approval

**PE2613 : Care & Prev of Athletic Injury**

This course discusses the principles, practices and techniques involved in prevention and care of athletic injuries.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

HSC2010

**KRSN Requirements**

CARE AND PREVENTION OF ATHLETIC INJURIES

**PE2621 : Sports Medicine Practicum I**

This course is designed to develop athletic training knowledge and clinical skills through online instruction and clinical hours performed by the student with a certified athletic trainer. Those enrolled in this course will be required to complete 50 clinical hours with a certified athletic trainer or physical therapist if not completed with the instructor. The online portion of the course requires the student to have the following software on their personal computers or access to: Microsoft Word; Microsoft Excel; and Microsoft Powerpoint. Each student will need access to the Internet. The course is designed for the student interested in athletic training, sports medicine, or physical therapy. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PE2631 : Sports Medicine Practicum II**

This is the second of two required courses in the athletic training curriculum. Increasing knowledge and practical applications required of athletic trainers is a primary purpose in each practicum. Basic skills from previous practicum will be repeated in the day to day operation of the training room. The content of this course is the concentration of basic first aid skills, preventive measures, and the basic use of modalities in the training room.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

PE 2621 - Sports Medicine Practicum I

**PE2641 : Sports Medicine Practicum III**

This is the third level in a sequence of four levels. This course is designed to increase knowledge and practical applications for the student trainer to allow him/her to gain the skills necessary to become successful trainer candidate. Basic skills from previous practicum will be repeated in the day to day operation for the training room. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

PE2631: Sports Medicine Practicum II

**PE2651 : Sports Medicine Practicum IV**

This is the fourth level in a sequence of four levels. This course is designed to increase knowledge and practical applications for the student trainer to allow him/ her to gain the skills necessary to become successful trainer candidate. Basic skills from previous practicums will be repeated in the day to day operation for the training room. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

PE2641: Sports Medicine Practicum III

**PE2712 : Lifeguard Training**

This course is designed to provide individuals with the basic knowledge and skills to recognize an aquatic emergency and take the appropriate action. Participants will also receive knowledge on pool sanitation, record keeping, training of staff, water rescues and special concerns. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEB1101 : Athletic Conditioning I Baseball**

This course physically prepares the student/athlete to participate at the varsity level of collegiate sports. This preparation will be accomplished through an intensive weight training, swimming conditioning program, and plyometrics.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEB1111 : Athletic Conditioning II Baseball**

This course physically prepares the student/athlete to participate at the varsity level of collegiate sports. This preparation will be accomplished through an intensive weight training, swimming conditioning program, and plyometrics.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEB1151 : Varsity Athletics I Baseball**

The course will involve daily practice before a matches and/or game. The course will also involve participating in collegiate games and/or matches in accordance with the NJCAA, Jayhawk Conference and the guidelines of the SCCC Athletic Department. Players will gain competitive skills and improve skills that they already possess by competing against competition at the collegiate level.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEB1161 : Varsity Athletics II Baseball**

The course will involve daily practice before a matches and/or game. The course will also involve participating in collegiate games and/or matches in accordance with the NJCAA, Jayhawk Conference and the guidelines of the SCCC Athletic Department. Players will gain competitive skills and improve skills that they already possess by competing against competition at the collegiate level.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEB2111 : Athletic Conditioning III Baseball**

This course physically prepares the student/athlete to participate at the varsity level of collegiate sports. This preparation will be accomplished through an intensive weight training, swimming conditioning program, and plyometrics.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEB2121 : Athletic Conditioning IV Baseball**

This course physically prepares the student/athlete to participate at the varsity level of collegiate sports. This preparation will be accomplished through an intensive weight training, swimming conditioning program, and plyometrics.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEB2151 : Varsity Athletics III Baseball**

The course will involve daily practice before a matches and/or game. The course will also involve participating in collegiate games and/or matches in accordance with the NJCAA, Jayhawk Conference and the guidelines of the SCCC Athletic Department. Players will gain competitive skills and improve skills that they already possess by competing against competition at the collegiate level.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEB2161 : Varsity Athletics IV Baseball**

Inter-school competition between varsity level players. This course represents credit given to any student enrolled who intends to participate on the Varsity Baseball Team. This credit is based on the student's active participation in daily practice sessions and any other activities assigned by the head coach. Game participation is not considered evaluation criteria due to the nature of the sport (playing time, red-shirt participation, injuries, etc.) Practice and other activity participation can be held on any day of the week and may have varying starting and ending times.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEC1101 : Athletic Conditioning I Soccer**

This course physically prepares the student/athlete to participate at the varsity level of collegiate sports. This preparation will be accomplished through an intensive weight training, swimming conditioning program, and plyometrics.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

None

**PEC1111 : Athletic Conditioning II Soccer**

This course physically prepares the student/athlete to participate at the varsity level of collegiate sports. This preparation will be accomplished through an intensive weight training, swimming conditioning program, and plyometrics.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

None

**PEC1151 : Varsity Athletics I Soccer**

The course will involve daily practice before a match and/or game. The course will also involve participating in collegiate games and/or matches in accordance with the NJCAA, KJCCC, and the guidelines of the SCCC Athletic Department. Players will gain competitive skills and improve skills that they already possess by competing against competition at the collegiate level.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

None

**PEC1161 : Varsity Athletics II Soccer**

The course will involve daily practice before a matches and/or game. The course will also involve participating in collegiate games and/or matches in accordance with the NJCAA, KJCCC, and the guidelines of the SCCC Athletic Department. Players will gain competitive skills and improve skills that they already possess by competing against competition at the collegiate level.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

None

**PEC2111 : Athletic Conditioning III Soccer**

This course physically prepares the student/athlete to participate at the varsity level of collegiate sports. This preparation will be accomplished through an intensive weight training, swimming conditioning program, and plyometrics.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

None

**PEC2121 : Athletic Conditioning IV Soccer**

This course physically prepares the student/athlete to participate at the varsity level of collegiate sports. This preparation will be accomplished through an intensive weight training, swimming conditioning program, and plyometrics.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

None

**PEC2151 : Varsity Athletics III Soccer**

The course will involve daily practice before a matches and/or game. The course will also involve participating in collegiate games and/or matches in accordance with the NJCAA, KJCCC, and the guidelines of the SCCC Athletic Department. Players will gain competitive skills and improve skills that they already possess by competing against competition at the collegiate level.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

None

**PEC2161 : Varsity Athletics IV Soccer**

The course will involve daily practice before a matches and/or game. The course will also involve participating in collegiate games and/or matches in accordance with the NJCAA, KJCCC, and the guidelines of the SCCC Athletic Department. Players will gain competitive skills and improve skills that they already possess by competing against competition at the collegiate level.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

None

**PEE1101 : Athletic Conditioning I Esports**

This course physically prepares the student/athlete to participate at the varsity level of collegiate sports. This preparation will be accomplished through an intensive weight training, swimming conditioning program, and plyometrics.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

None

**PEE1111 : Athletic Conditioning II Esports**

This course physically prepares the student/athlete to participate at the varsity level of collegiate sports. This preparation will be accomplished through an intensive weight training, swimming conditioning program, and plyometrics.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

None

**PEE1151 : Varsity Athletics I Esports**

The course will involve daily practice before a match and/or game. The course will also involve participating in collegiate games and/or matches in accordance with the NJCAA, Jayhawk Conference and the guidelines of the SCCC Athletic Department. Players will gain competitive skills and improve skills that they already possess by competing against competition at the collegiate level.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

None

**PEE1161 : Varsity Athletics II Esports**

The course will involve daily practice before a match and/or game. The course will also involve participating in collegiate games and/or matches in accordance with the NJCAA, Jayhawk Conference and the guidelines of the SCCC Athletic Department. Players will gain competitive skills and improve skills that they already possess by competing against competition at the collegiate level.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

None

**PEE2111 : Athletic Conditioning III Esports**

This course physically prepares the student/athlete to participate at the varsity level of collegiate sports. This preparation will be accomplished through an intensive weight training, swimming conditioning program, and plyometrics.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

None

**PEE2121 : Athletic Conditioning IV Esports**

This course physically prepares the student/athlete to participate at the varsity level of collegiate sports. This preparation will be accomplished through an intensive weight training, swimming conditioning program, and plyometrics.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Prerequisites**

None

**PEE2151 : Varsity Athletic III Esports**

The course will involve daily practice before a match and/or game. The course will also involve participating in collegiate games and/or matches in accordance with the NJCAA, Jayhawk Conference and the guidelines of the SCCC Athletic Department. Players will gain competitive skills and improve skills that they already possess by competing against competition at the collegiate level.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

None

**PEE2161 : Varsity athletic IV Esports**

The course will involve daily practice before a match and/or game. The course will also involve participating in collegiate games and/or matches in accordance with the NJCAA, Jayhawk Conference and the guidelines of the SCCC Athletic Department. Players will gain competitive skills and improve skills that they already possess by competing against competition at the collegiate level.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

None

**PEK1101 : Athletic Conditioning I Basketball**

This course physically prepares the student/athlete to participate at the varsity level of collegiate athletics (basketball). This preparation will be accomplished through intensive weight training, swimming, conditioning program and polymerics.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEK1111 : Athletic Conditioning II Basketball**

This course physically prepares the student/athlete to participate at the varsity level of collegiate athletics (basketball). This preparation will be accomplished through intensive weight training, swimming, conditioning program and polymerics.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEK1151 : Varsity Athletics I Basketball**

Inter-school competition between varsity level players. This course represents credit given to any student enrolled who intends to participate on Varsity Basketball Team. This credit is based on the student's active participation in daily practice sessions and any other activities assigned by the head coach. Game participation is not considered evaluation criteria due to the nature of the sport (playing time, red-shirt participation, injuries, etc.) Practice and other activity participation can be held on any day of the week and may have varying starting and ending times.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEK1161 : Varsity Athletics II Basketball**

Inter-school competition between varsity level players. This course represents credit given to any student enrolled who intends to participate on Varsity Basketball Team. This credit is based on the student's active participation in daily practice sessions and any other activities assigned by the head coach. Game participation is not considered evaluation criteria due to the nature of the sport (playing time, red-shirt participation, injuries, etc.) Practice and other activity participation can be held on any day of the week and may have varying starting and ending times.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEK2111 : Athletic Conditioning III Basketball**

This course physically prepares the student/athlete to participate at the varsity level of collegiate athletics (basketball). This preparation will be accomplished through intensive weight training, swimming, conditioning program and polymerics.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEK2121 : Athletic Conditioning IV Basketball**

This course physically prepares the student/athlete to participate at the varsity level of collegiate athletics (basketball). This preparation will be accomplished through intensive weight training, swimming, conditioning program and polymerics.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEK2151 : Varsity Athletics III Basketball**

Inter-school competition between varsity level players. This course represents credit given to any student enrolled who intends to participate on Varsity Basketball Team. This credit is based on the student's active participation in daily practice sessions and any other activities assigned by the head coach. Game participation is not considered evaluation criteria due to the nature of the sport (playing time, red-shirt participation, injuries, etc.) Practice and other activity participation can be held on any day of the week and may have varying starting and ending times.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEK2161 : Varsity Athletics IV Basketball**

Inter-school competition between varsity level players. This course represents credit given to any student enrolled who intends to participate on Varsity Basketball Team. This credit is based on the student's active participation in daily practice sessions and any other activities assigned by the head coach. Game participation is not considered evaluation criteria due to the nature of the sport (playing time, red-shirt participation, injuries, etc.) Practice and other activity participation can be held on any day of the week and may have varying starting and ending times.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PES1101 : Athletic Conditioning I Softball**

This course physically prepares the student/athlete to participate at the varsity level of collegiate athletics (softball). This preparation will be accomplished through intensive weight training, swimming, conditioning program and polymeric.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PES1111 : Athletic Conditioning II Softball**

This course physically prepares the student/athlete to participate at the varsity level of collegiate athletics (softball). This preparation will be accomplished through intensive weight training, swimming, conditioning program and polymeric.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PES1151 : Varsity Athletics I Softball**

Inter-school competition between varsity level players. This course represents credit given to any student enrolled who intends to participate on Varsity Softball Team. This credit is based on the student's active participation in daily practice sessions and any other activities assigned by the head coach. Game participation is not considered evaluation criteria due to the nature of the sport (playing time, red-shirt participation, injuries, etc.) Practice and other activity participation can be held on any day of the week and may have varying starting and ending times.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PES1161 : Varsity Athletics II Softball**

Inter-school competition between varsity level players. This course represents credit given to any student enrolled who intends to participate on Varsity Softball Team. This credit is based on the student's active participation in daily practice sessions and any other activities assigned by the head coach. Game participation is not considered evaluation criteria due to the nature of the sport (playing time, red-shirt participation, injuries, etc.) Practice and other activity participation can be held on any day of the week and may have varying starting and ending times.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PES2111 : Athletic Conditioning III Softball**

This course physically prepares the student/athlete to participate at the varsity level of collegiate athletics (softball). This preparation will be accomplished through intensive weight training, swimming, conditioning program and polymerics.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PES2121 : Athletic Conditioning IV Softball**

This course physically prepares the student/athlete to participate at the varsity level of collegiate athletics (softball). This preparation will be accomplished through intensive weight training, swimming, conditioning program and polymerics.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PES2151 : Varsity Athletic III Softball**

Inter-school competition between varsity level players. This course represents credit given to any student enrolled who intends to participate on Varsity Softball Team. This credit is based on the student's active participation in daily practice sessions and any other activities assigned by the head coach. Game participation is not considered evaluation criteria due to the nature of the sport (playing time, red-shirt participation, injuries, etc.) Practice and other activity participation can be held on any day of the week and may have varying starting and ending times.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PES2161 : Varsity Athletics IV Softball**

Inter-school competition between varsity level players. This course represents credit given to any student enrolled who intends to participate on Varsity Softball Team. This credit is based on the student's active participation in daily practice sessions and any other activities assigned by the head coach. Game participation is not considered evaluation criteria due to the nature of the sport (playing time, red-shirt participation, injuries, etc.) Practice and other activity participation can be held on any day of the week and may have varying starting and ending times.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PET1101 : Athletic Conditioning I Tennis**

This course physically prepares the student/athlete to participate at the varsity level of collegiate athletics (tennis). This preparation will be accomplished through intensive weight training, swimming, conditioning program and polymerics.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PET1111 : Athletic Conditioning II Tennis**

This course physically prepares the student/athlete to participate at the varsity level of collegiate athletics (tennis). This preparation will be accomplished through intensive weight training, swimming, conditioning program and polymerics.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PET1151 : Varsity Athletics I Tennis**

Inter-school competition between varsity level players. This course represents credit given to any student enrolled who intends to participate on Varsity Tennis Team. This credit is based on the student's active participation in daily practice sessions and any other activities assigned by the head coach. Game participation is not considered evaluation criteria due to the nature of the sport (playing time, red-shirt participation, injuries, etc.) Practice and other activity participation can be held on any day of the week and may have varying starting and ending times.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PET1161 : Varsity Athletics II Tennis**

Inter-school competition between varsity level players. This course represents credit given to any student enrolled who intends to participate on Varsity Tennis Team. This credit is based on the student's active participation in daily practice sessions and any other activities assigned by the head coach. Game participation is not considered evaluation criteria due to the nature of the sport (playing time, red-shirt participation, injuries, etc.) Practice and other activity participation can be held on any day of the week and may have varying starting and ending times.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PET2111 : Athletic Conditioning III Tennis**

This course physically prepares the student/athlete to participate at the varsity level of collegiate athletics (tennis). This preparation will be accomplished through intensive weight training, swimming, conditioning program and polymerics.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PET2121 : Athletic Conditioning IV Tennis**

This course physically prepares the student/athlete to participate at the varsity level of collegiate athletics (tennis). This preparation will be accomplished through intensive weight training, swimming, conditioning program and polymerics.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PET2151 : Varsity Athletics III Tennis**

Inter-school competition between varsity level players. This course represents credit given to any student enrolled who intends to participate on Varsity Tennis Team. This credit is based on the student's active participation in daily practice sessions and any other activities assigned by the head coach. Game participation is not considered evaluation criteria due to the nature of the sport (playing time, red-shirt participation, injuries, etc.) Practice and other activity participation can be held on any day of the week and may have varying starting and ending times.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PET2161 : Varsity Athletics IV Tennis**

Inter-school competition between varsity level players. This course represents credit given to any student enrolled who intends to participate on Varsity Tennis Team. This credit is based on the student's active participation in daily practice sessions and any other activities assigned by the head coach. Game participation is not considered evaluation criteria due to the nature of the sport (playing time, red-shirt participation, injuries, etc.) Practice and other activity participation can be held on any day of the week and may have varying starting and ending times.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEV1101 : Athletic Conditioning I Volleyball**

This course physically prepares the student/athlete to participate at the varsity level of collegiate athletics (volleyball). This preparation will be accomplished through intensive weight training, swimming, conditioning program and polymerics.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEV1111 : Athletic Conditioning II Volleyball**

This course physically prepares the student/athlete to participate at the varsity level of collegiate athletics (volleyball). This preparation will be accomplished through intensive weight training, swimming, conditioning program and polymerics.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEV1151 : Varsity Athletics I Volleyball**

Inter-school competition between varsity level players. This course represents credit given to any student enrolled who intends to participate on Varsity Volleyball Team. This credit is based on the student's active participation in daily practice sessions and any other activities assigned by the head coach. Game participation is not considered evaluation criteria due to the nature of the sport (playing time, red-shirt participation, injuries, etc.) Practice and other activity participation can be held on any day of the week and may have varying starting and ending times.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEV1161 : Varsity Athletics II Volleyball**

Inter-school competition between varsity level players. This course represents credit given to any student enrolled who intends to participate on Varsity Volleyball Team. This credit is based on the student's active participation in daily practice sessions and any other activities assigned by the head coach. Game participation is not considered evaluation criteria due to the nature of the sport (playing time, red-shirt participation, injuries, etc.) Practice and other activity participation can be held on any day of the week and may have varying starting and ending times.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEV2111 : Athletic Conditioning III Volleyball**

This course physically prepares the student/athlete to participate at the varsity level of collegiate athletics (volleyball). This preparation will be accomplished through intensive weight training, swimming, conditioning program and polymerics.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEV2121 : Athletic Conditioning IV Volleyball**

This course physically prepares the student/athlete to participate at the varsity level of collegiate athletics (volleyball). This preparation will be accomplished through intensive weight training, swimming, conditioning program and polymerics.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEV2151 : Varsity Athletics III Volleyball**

Inter-school competition between varsity level players. This course represents credit given to any student enrolled who intends to participate on Varsity Volleyball Team. This credit is based on the student's active participation in daily practice sessions and any other activities assigned by the head coach. Game participation is not considered evaluation criteria due to the nature of the sport (playing time, red-shirt participation, injuries, etc.) Practice and other activity participation can be held on any day of the week and may have varying starting and ending times.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**PEV2161 : Varsity Athletics IV Volleyball**

Inter-school competition between varsity level players. This course represents credit given to any student enrolled who intends to participate on Varsity Volleyball Team. This credit is based on the student's active participation in daily practice sessions and any other activities assigned by the head coach. Game participation is not considered evaluation criteria due to the nature of the sport (playing time, red-shirt participation, injuries, etc.) Practice and other activity participation can be held on any day of the week and may have varying starting and ending times.

**Credits** 1

**Lab Hours** 3

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

## Pre-Engineering

**EN1102 : Intro to Engineering Careers**

The course introduces students to the various disciplines within the field of engineering via lectures given by professional engineers working in the field. The course also allows students to discover the skills and knowledge needed to become an engineer. During the semester students will be assigned projects and problems involving elementary engineering concepts. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

MA 1103 Intermediate Algebra or the permission of the instructor.

### **EN1202 : Engineering Graphics I**

The program is designed to prepare either men or woman in the basics of engineering drafting. The core curriculum is competency based, with each unit developed for specific knowledge and skill to be performed. Draftsmen's activities primarily involve the translation of ideas, rough sketches, specifications, calculations and proposals of engineers, architects, designers and manufacturers into complete detailed and accurate working drawings for using engineering, research, manufacturing, construction and the building trades. Engineering Graphics I is the course competency based curriculum to introduce students to problem-solving situations and teaching them the fundamentals of drafting.

**Credits 2**

**Lab Hours 4**

**Lecture Hours 0**

**Clinical Hours 0**

**Tiered Course Indicator**

T

### **EN1212 : Engineering Graphics II**

This course is designed to prepare students for more advanced drafting room practices in the drafting field over and beyond that offered in Engineering Graphics I. Draftsmen's activities primarily involve the translation of ideas, rough sketches, specifications, calculations and proposals of engineers, architects and designers into complete and accurate working plans for use in the engineering, research, construction, manufacturing or building trades. Engineering Graphics II is an individualized study of advanced basic drafting techniques used to communicate ideas from a designer to the finished product. The study is programmed to develop the student as a continuing process of more advanced drafting practices used in problem-solving situations with drafting drawings as the media for communication. For each unit of credit, a minimum of three hours per week with one hour for class and two hours for studying/preparation outside of class is expected.

Co-requisite: DF-1103 Print reading or EN1202 Engineering Graphics I & DF 1003 Intro to Computer Aided Drafting

**Credits 2**

**Lab Hours 1**

**Lecture Hours 1**

## **Respiratory Care**

### **RC1104 : Respiratory Physiology**

This is a four-hour lecture course that provides an in-depth discussion of the structure and function of the pulmonary and cardiovascular systems. Content includes laboratory analysis and diagnostic testing of the cardiopulmonary system. This course also presents a detailed study of the physiology of human respiration and circulation. Topics include functional cardiopulmonary anatomy, ventilation, diffusion, blood flow, gas transport, acid-base states, mechanics and regulation of ventilation and basic cardiac function.

**Credits 4**

**Lab Hours 0**

**Lecture Hours 4**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**Prerequisites**

Admission to the Respiratory Care Program.

**RC1112 : Respiratory Diseases**

This is a two-credit-hour hybrid course that is designed to provide the student with basic knowledge in the etiology, diagnosis, pathophysiology and treatment of pulmonary related diseases and disorders. Students will utilize an online case study learning tool to apply the concepts. Hybrid Class Code: Student meets in a traditional classroom or lab setting for part of the class, but also must participate regularly in online sessions using a course management system.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Admission to the Respiratory Care Program.

**RC1126 : RC Procedures I**

This four-hour lecture, one-hour lab, and one-hour clinical course is designed to acquaint the student with fundamental patient assessment skills to include chest auscultation, vital signs, and ability to perform a basic physical assessment. In addition, students will learn medication delivery via small volume nebulizer, MDI's and DPI's, theory of equipment operation, and indications and hazards of clinical applications. Content also includes therapeutic gas administration, humidity and aerosol therapy, hyperinflation therapy, and chest physiotherapy. Laboratory sections are used to familiarize the student with operation, safety, and assembly of various pieces of equipment and to practice application of knowledge gained in election to patient care. Clinical sections will introduce students to the clinical setting allowing them to apply concepts learned in class and lab to patient care. The clinical and laboratory components are graded as a pass/fail and the theory with a letter grade. If either component is failed, the concurrent component is also failed.

**Credits** 6

**Lab Hours** 1

**Lecture Hours** 4

**Clinical Hours** 1

**Tiered Course Indicator**

T

**Prerequisites**

Admission to the Respiratory Care Program.

**RC1502 : Respiratory Pharmacology**

This is a one-credit-hour hybrid course that is designed to cover general principles of pharmacology, basic terminology, drug action, dosage, adverse reactions, and drug toxicity. The focus of this course is on pharmacologic agents affecting the respiratory system. Additionally, advanced cardiac life support medications and sedation/analgesics will be covered. Hybrid Class Code: Student meets in a traditional classroom or lab setting for part of the class, but also must participate regularly in online sessions using a course management system.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Must be accepted to the Respiratory Care program.

**RC2013 : Pediatric & Neonatal Respiratory Care**

This is a three-credit hour lecture course emphasizing the respiratory therapist role in management of neonatal patients with respiratory diseases. The course is designed to acquaint the student with the unique pathophysiology of the more common neonatal and pediatric pulmonary disorders and the application of respiratory care modalities used in the diagnosis and treatment of patients in this age group. Course content includes patient assessment, etiology, clinical signs and symptoms, and diagnosis of the most common diseases affecting the neonatal/pediatric patient. Treatment approaches will include oxygen and gas therapy, medication delivery, and mechanical ventilatory support.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Must be accepted to the Respiratory Care program.

**RC2014 : RC Clinical Practicum II**

This course is a two-hour lecture and two-credit-hour clinical course that is a continuation of general clinical practice. The student acquires more critical care experience with emphasis on pulmonary function testing, chest x-rays, physician rounds, blood gas sampling and analysis, non-invasive monitoring, and non-invasive ventilation. The classroom portion of this course introduces the student to advanced procedures that include: fiberoptic bronchoscopy, thoracentesis, chest tube management, and non-invasive ventilation. The clinical portion of this course supports the application of this critical care content.

**Credits** 4

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 2

**Tiered Course Indicator**

T

**Prerequisites**

Admission into the Respiratory Care program.

**RC2121 : RC Procedures II Lab**

This is a one-hour laboratory course. Through laboratory experiences, the student will develop an appropriate knowledge base of respiratory care protocols utilized to initiate and manage mechanical ventilatory support to critically ill patients. Course content includes airway management and initiating, managing, and discontinuing mechanical ventilation.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Pre-requisite: Admission to the Respiratory Care program.

**RC2124 : RC Procedures II Lecture**

This is a four-hour theory course. Through classroom discussion the student will develop an appropriate knowledge base of airway management and the indications for initiation and management of mechanical ventilation for critically ill patients.

**Credits** 4

**Lab Hours** 0

**Lecture Hours** 4

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Admission to the Respiratory Care program.

**RC2133 : Respiratory Care Procedures III**

This is a three-hour lecture course that is designed to further the student's understanding of treatment of the critically ill patient. The student will learn to monitor and assess critically ill patients on the mechanical ventilator and the new technology and accessories that can be applied to mechanical ventilation. This includes the study of hemodynamics with a review of the pathophysiology of the heart and lungs and the placement and use of catheters to monitor blood pressure, central venous pressure, pulmonary artery pressure, and pulmonary capillary wedge pressure. This course will enhance their knowledge of lung protective strategies including high frequency oscillatory ventilation, heliox therapy, and special maneuvers on the mechanical ventilator. Students will learn how to troubleshoot and fix problems for mechanically ventilated patients in addition to methods used to enhance patient-ventilator synchrony and prevent/decrease the risk for ventilator associated events.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Admission to the Respiratory Care Program.

**RC2251 : Clinical Simulation and Review**

This is an online course that emphasizes the critical thinking skills required for an advanced respiratory care practitioner. The course content includes an extensive review of the application of all respiratory care learned while in the program. In addition, this course utilizes computer-based respiratory care clinical scenarios which require the student to assemble and analyze patient data and make therapeutic and diagnostic recommendations. The students will participate in a webinar exam review to prepare them further for the national board exam.

**Credits** 1

**Lab Hours** 0

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Admission to Respiratory Care Program.

**RC2315 : RC Clinical Practicum III**

This three-hour lecture and two-hour clinical course will provide information on the respiratory therapist's role in management of neonatal and pediatric patients with respiratory diseases. This course will include in-depth case studies and utilize simulations with simulators to enhance this content/experience. Clinical experiences in this course will provide the students with opportunities to apply the concepts and to prepare them for their summer critical care rotations/practicum.

**Credits** 5

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 2

**Tiered Course Indicator**

T

**Prerequisites**

Admission to the Respiratory Care Program.

**RC2601 : Respiratory Care Seminar**

This one credit hour hybrid course that includes topics in professionalism, ethics, management, alternative sites for respiratory care, uses of oxygen saturation for monitoring and testing, internal and external patient transfers, and emergency management. This course will prepare students for different aspects of respiratory care that they will encounter in their career both in and out of the hospital setting. Hybrid Class Code: Student meets in a traditional classroom or lab setting for part of the class but also must participate regularly in online sessions using a course management system.

**Credits** 1

**Lab Hours** 0

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Admission into the Respiratory Care program.

**RC2606 : Critical Care Practicum**

This is a six-credit hour clinical course that exposes the student to different aspects of respiratory care in critical care areas in a clinical setting. This course allows the student to apply the knowledge they have acquired in lecture to real-life situations in the monitoring, management, and treatment of critically ill adult, neonatal, and pediatric patients. Students will take and pass a NBRC TMC-like exam with a 65% or better for successful completion of this course.

**Credits** 6

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 6

**Tiered Course Indicator**

T

**Prerequisites**

Admission to the Respiratory Care Program.

# Social Science

## **SS1211 : Practical Politics in Action**

A course designed to initiate the student into practical application of social sciences in the nature of serving on the Student Government Association. The student will be in a position that forces him or her to resolve conflicts that arise before the Association. In short, the student will learn the basics of governmental processes. The students are required to attend all SGA meetings and specific scheduled activities. The SGA assists the college administration by handling student input and presenting it to the proper people, overseeing campus club activities and administering governmental related activities involving students of the college.

**Credits** 1

**Lab Hours** 0

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

## **SS1403 : American Nat'l Government**

American National Government will cover the origin and adoption of the American Constitution, structure of the national government, the processes of popular control and the basic principles of the American Constitutional System.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

POL1020

**KRSN Requirements**

AMERICAN NATIONAL GOVERNMENT

## **SS1503 : Leadership Concepts**

Organizational Leadership Concepts is designed to provide students with an understanding of the history of leadership, theoretical approaches, and concepts. As students master the fundamentals of leadership they will be encouraged to apply them in different environments.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

None

## **SS1903 : Introduction to the U.S. Intelligence Community**

This course provides a comprehensive look at the roles, missions, and structure of the U.S. Intelligence Community. Students will develop an understanding of the components of the intelligence process used by the U.S. Intelligence Community: (1) planning and direction, (2) collection, (3) processing, (4) analysis and production, and (5) dissemination. This course also addresses the various policies and executive orders shaping intelligence collection both domestically and abroad, such as, intelligence oversight and restrictions on sharing and dissemination of information within and between local, state, and federal government agencies and the private sector. On completion of the course, students will have an in-depth understanding of the roles of the various components of the U.S. Intelligence Community and the intelligence processes used to support national security decision makers.

**Credits** 3

**Lecture Hours** 3

**Tiered Course Indicator**

N

**Prerequisites**

None.

**SS2103 : Stats/Social Behavioral Sci.**

This course will introduce students to many of the important concepts and procedures needed to interpret uses of statistics in the media, at home or at work and to use data to make decisions. The emphasis will be on performing statistical procedures and interpreting the results to draw conclusions. The course covers methods of descriptive statistics, probability theory, and inferential statistics, including confidence intervals, hypothesis testing, and linear regression. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

No prerequisites

## Speech and Drama

**DR1103 : Stagecraft I**

A course which emphasizes in the basic principles of set construction, stage equipment, painting, lighting techniques and equipment.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

THT1030

**KRSN Requirements**

STAGECRAFT I

**DR1113 : Stagecraft II**

A course which emphasizes the basic principles of set construction, stage lighting and making properties and costumes for productions given by the drama department.

**Credits** 3

**Lab Hours** 2

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

DR1103: Stagecraft I

**DR1203 : Acting I**

A basic course in the practical experiences of acting in both classroom and major productions. There is extensive work in characterization, fundamental techniques of acting, body language, and effective stage speech.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

THT1020

**KRSN Requirements**

ACTING I

**DR1213 : Acting II**

A course designed to expand the student's knowledge of the techniques and principles used in Acting I.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

DR1203 Acting I or permission of the instructor

**KRSN**

THT2010

**KRSN Requirements**

ACTING II

**DR1503 : Introduction to Cinema**

This course surveys the motion pictures or cinema as an art form. It specifically covers film terminology, the demographics of and genres of motion pictures, and the influence of film on world culture.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**DR1611 : Dramatic Participation I**

Both semesters. A maximum of four hours credit may be earned. Dramatic participation provides the student an opportunity for individual study in the areas of theatrical arts. Individual projects are required.

**Credits** 1

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Permission of the instructor

**KRSN**

THT1040

**KRSN Requirements**

DRAMATIC PARTICIPATION I

**DR1621 : Dramatic Participation II**

Both semesters. A maximum of four hours credit may be earned. Dramatic participation provides the student an opportunity for individual study in the areas of theatrical arts. Individual projects are required.

**Credits 1**

**Lab Hours 2**

**Lecture Hours 0**

**Clinical Hours 0**

**Tiered Course Indicator**

N

**Prerequisites**

DR1611 Dramatic Participation I or permission of instructor

**KRSN**

THT1040

**KRSN Requirements**

DRAMATIC PARTICIPATION II

**DR1631 : Dramatic Participation III**

Both semesters. A maximum of four hours credit may be earned. Dramatic participation provides the student an opportunity for individual study in the areas of theatrical arts. Individual projects are required.

**Credits 1**

**Lab Hours 2**

**Lecture Hours 0**

**Clinical Hours 0**

**Tiered Course Indicator**

N

**Prerequisites**

DR1621 Dramatic Participation II or permission of instructor

**KRSN**

THT1040

**KRSN Requirements**

DRAMATIC PARTICIPATION III

**DR1641 : Dramatic Participation IV**

Both semesters. A maximum of four hours credit may be earned. Dramatic participation provides the student an opportunity for individual study in the areas of theatrical arts. Individual projects are required.

**Credits 1**

**Lab Hours 2**

**Lecture Hours 0**

**Clinical Hours 0**

**Tiered Course Indicator**

N

**Prerequisites**

DR1631 Dramatic Participation III or permission of instructor

**KRSN**

THT1040

**KRSN Requirements**

DRAMATIC PARTICIPATION IV

### **DR2203 : Theater Appreciation**

This course is a basic Humanities course designed to introduce students to the realm of the live theatre. The principal components of the theatre will be examined in relation to their application to the performing arts. Selected plays will be discussed and analyzed from a theatrical and literary view.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

N

**KRSN**

THT1010

**KRSN Requirements**

THEATER APPRECIATION

## Sports Management

### **BA2023 : Practicum in Fitness Management**

## Surgical Technology

### **ST1004 : Intro to Surgical Technology**

This is a four credit hour theory course designed to provide the student with in-depth knowledge concerning the scope and practice of Surgical Technology. Students will be exposed to concepts of hospital structure and management and the physical environment of a surgical suite. Students will learn patient safety procedural issues such as identification, consent, and needs of the patient. Students will also study skills related to teamwork, professional credentialing and organizations, and legal and ethical issues as defined by the AST Core Curriculum for Surgical Technology, 6th edition. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside class is expected.

**Credits** 4

**Lab Hours** 0

**Lecture Hours** 4

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Admission to the Surgical Technology program.

### **ST1007 : Sterile Process. Distrib Tech**

This course provides the fundamentals of sterile processing, and distribution (SPD). Instruction and practice is given in aseptic technique. The student shall be exposed to a clinical experience in the preparation and packaging of surgical instrument sets, as well as the identification of basic surgical instruments. The objective is for the student to learn the material from the lecture component, as well as attain the necessary skills to take the certification exam provided by the Certified Board of Sterile Processing and Distribution. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 7

**Lab Hours** 3

**Lecture Hours** 4

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

.

**ST1013 : Surgical Technology Lab**

This is a three credit hour laboratory course designed to expand the student's knowledge using hands-on instruction necessary to learn the perioperative skills required to enter the clinical setting and to function as a beginning surgical technologist. This course includes supervised practice in the lab and instruction on the basic concepts necessary to establish, maintain, and coordinate tasks required for good patient care in the perioperative setting. Students will apply aseptic technique, surgical principles and surgical conscience in learning and demonstrating the skills specific to those of the first scrub, second scrub and assistant circulator roles. Upon completion of this course the student will demonstrate understanding in the cognitive, psychomotor and affective learning domains related to principles and practice of surgical technology as outlined in the Core Curriculum for Surgical Technology, 6th Ed.

**Credits** 3

**Lab Hours** 10

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Admission into the ST Program.

**ST1015 : Princ & Practices of Surg Tech**

This online theory course is designed to acquaint the student with the skills necessary to function as a beginning surgical technologist. The course includes basic concepts necessary to establish, maintain, and coordinate the methods required for patient care in the operating room. Safe patient care and principles of operating room technique are covered. Students will study skills related to sterile storage and distribution, sterilization and aseptic technique as defined by the AST Core Curriculum for Surgical Technology 6th edition. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 5

**Lab Hours** 2

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Admission to the Surgical Technology program.

**ST1111 : ST Certification Review**

This face-to-face course is designed to be a comprehensive review of surgical technology concepts and practical preparation for the National Board of Surgical Technology and Surgical Assisting Surgical Technologist Certifying Examination. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 1

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

N

**Prerequisites**

Admission to Surgical Technology program.

**ST1124 : Surgical Procedures I**

This online course is designed to help students utilize knowledge related to anatomy and pathophysiology, endoscopic surgical procedures and open procedures in the following specialties: Obstetric and Gynecological (OB/GYN), genitourinary, orthopedic, otorhinolaryngologic, ophthalmic and general as defined by the AST Core Curriculum for Surgical Technology, 6th edition. The students will also learn basic concepts related to robotics as they apply to surgical technology. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 4

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Admission to Surgical Technology program.

**ST1125 : Surgical Procedures II**

This online course is designed to help students utilize knowledge related to anatomy and pathophysiology, and surgical procedures in the following specialties: oral/maxillofacial, cardiothoracic, peripheral vascular, and neurosurgery, as defined by the AST Core Curriculum for Surgical Technology, 6th edition. The students will also learn employability skills related to surgical technology. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 5

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Admission to Surgical Technology program.

**ST1126 : Clinicals I**

This clinical course is designed to allow the student to begin to apply skills learned in the first semester to real life procedures. The student will learn to select instrumentation and other supplies for specific procedures, apply learning in anatomy and pathophysiology, apply techniques learned from the Fall Surgical Technology course of preparing for surgeries, passing instruments to the surgeon in the clinical setting. The student will apply aseptic technique and adhere to the strict standards of the core curriculum.

**Credits** 6

**Lab Hours** 0

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Admission to Surgical Technology program.

**ST1127 : Clinicals II**

This clinical course is designed to allow the student to master skills learned in previous semesters and apply those real life procedures. Students will transition to three clinical days a week to prepare for world of work experiences while gaining additional knowledge of advanced procedures. Students will be required to work independently at all clinical sites while being supervised by clinical instructor.

**Credits** 7

**Lab Hours** 7

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Admission to Surgical Technology program.

**ST1303 : Pharmacology for Surg Techs**

This online course is designed to introduce the scientific principles of pharmacology. This course defines the rationale for use of specific drugs, their effects and major side effects on the surgical patient, how they may alter or influence surgical intervention and the role the surgical technologist plays in handling and labeling medications as defined by the AST Core Curriculum for Surgical Technology, 6th edition. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 3

**Lab Hours** 0

**Lecture Hours** 3

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

Admission to the Surgical Technology program

## Truck Driving

**TD1001 : ELDT Theory**

This course provides the federally mandated theory instruction for Entry-Level Driver Training (ELDT) under FMCSA regulations. Students will complete required online modules covering safety, vehicle operation, and regulatory compliance in preparation for the CDL skills portion. Successful completion of this course satisfies the FMCSA online ELDT theory training requirement and is a prerequisite to behind-the-wheel instruction.

**Credits** 1

**Lecture Hours** 1

**Tiered Course Indicator**

T

**TD1002 : CDL Permit**

This 2-credit hour course is designed to familiarize and orient students to safe driving practices and review state of Kansas Tractor Trailer Driver Training manual & DOT rules & regulations. The program also offers Bumper to Bumper online training.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**TD1012 : CDL Inspections**

This two credit hour course is designed to familiarize and orient students to safe driving practices and review state of Kansas Tractor Trailer Driver Training manual & DOT rules & regulations with specifics to Pre-Trip & Post-Trip Inspections along with Truck & Trailer preventive maintenance & repairs.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**TD1022 : CDL Log Books**

This two credit hour course is designed to familiarize and orient students to safe driving practices and review state of Kansas Tractor Trailer Driver Training manual & DOT rules & regulations with specifics to maintain an Over-the-Road Record Management system.

**Credits** 2

**Lab Hours** 0

**Lecture Hours** 2

**Clinical Hours** 0

**Tiered Course Indicator**

T

**TD1102 : CDL Range Driving**

This two credit hour course is designed to familiarize and orient students to safe driving practices and review state of Kansas Tractor Trailer Driver Training manual & DOT rules & regulations with specifics to backing trailers, road safety & courteous driving practices.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**TD1112 : CDL Road Driving**

This two credit hour course is designed to familiarize and orient students to safe driving practices and review state of Kansas Tractor Trailer Driver Training manual & DOT rules & regulations with specifics to driving in country roads, paved roads & city streets.

**Credits** 2

**Lab Hours** 2

**Lecture Hours** 0

**Clinical Hours** 0

**Tiered Course Indicator**

T

**Prerequisites**

A permit, TD1022 CDL Log Books, TD1012 CDL Inspections, & TD1102 CDL Range Driving

# Welding Technology

## **WE1001 : Introduction to Welding**

This course is an introduction to welding processes, terminology, metals and consumables identification. This course also covers the application of welding processes in industry. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits 1**

**Lab Hours 0**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

## **WE1002 : Arc Cutting and Gouging**

This course covers the air carbon arc cutting process. This course also carries out shape cutting operations using the manual plasma arc cutting process. In this course the student performs minor external repairs to weldments. Entry Level occupational orientation for Welders wishing to pursue a career in Welding need follow; safe practices, perform housekeeping duties, and follow verbal, written work instructions for the completion of detail assignments. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits 2**

**Lab Hours 2**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

## **WE1003 : Oxy-Fuel Gas Cutting I**

Oxy-fuel Cutting sets up and performs manual oxy-fuel gas cutting operations that include straight and shape cutting, beveling, and weld removal (weld washing). Sets up and operates machine oxy-fuel cutting equipment (track burner) to perform straight cutting and beveling operations. The student performs minor external repairs to equipment and accessories. Welders need follow; safe practices, perform housekeeping duties, and follow verbal, written work instructions for the completion of detail assignments. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits 3**

**Lab Hours 3**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

## **WE1023 : Flux Core Arc Welding**

The student sets up flux cored arc welding operations for all positions, fillet and groove welding within a limited thickness range of plain carbon steel material...Welders need follow; safe practices, perform housekeeping duties, and follow verbal, written work instructions for the completion of detail assignments. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits 3**

**Lab Hours 3**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**WE1032 : Weld Inspection & Testing**

Visually examines all personal welding and cutting assignments for unfavorable weld and cut edge discontinuities before final inspection by a supervisor. The student shall have a fundamental understanding of code/standard interpretation and certification. Examine cut and welded surfaces. Understand and identify weld discontinuities. Entry Level & Level 1 occupational orientation for Welders wishing to pursue a career in Welding need follow; safe practices, perform housekeeping duties, and follow verbal, written work instructions for the completion of detail assignments.

**Credits** 2

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**WE1033 : Cutting Processes**

This course is taught through classroom and/or shop/lab learning and assessment activities, students in this course will: distinguish several types of mechanical and thermal cutting equipment and processes used in the welding trade; demonstrate the safe and correct set up, operation and shut down of the Oxy-fuel (OFC) workstation; demonstrate the safe and correct set up, operation and shut down of the Plasma Arc (PAC) workstation; demonstrate the safe and correct set up, operation and shut down of the Carbon Arc Cutting with Air (CAC-A) workstations; demonstrate safe and proper operation of several types of mechanical cutting equipment; and inspect quality and tolerance of cuts according to industry standards.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**WE1043 : Welding Print Reading**

Entry Level occupational Blueprint Reading and Weld Symbol Interpretation for Welders wishing to pursue a career in Welding. Prepare parts from simple sketches or drawings and performs weld operations for the completion of detail assignments. Welders wishing to pursue a career in Welding need follow; safe practices, perform housekeeping duties, and follow verbal, written work instructions for the completion of detail assignments

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**WE1101 : Welding Codes & Standards**

This course provides a fundamental understanding of code and standard interpretation. Level I occupational orientation for Welders wishing to pursue a career in Welding need to understand the basics of the American Welding Codes.

**Credits** 1

**Lab Hours** 1

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**WE1102 : Introduction to Welding**

This course is an introduction to welding processes, terminology, metals and consumables identification. This course also covers the application of welding processes in industry. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

**Credits** 2

**Lab Hours** 1

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**WE1103 : Structural Qualification/Cert**

This course is a fundamental understanding of code/standard interpretation and certification. Level I occupational orientation for Welders wishing to pursue a career in Welding need follow; safe practices, perform housekeeping duties, and follow verbal, written work instructions for the completion of detail assignments. Students will be required to pass all AWS and NCCER Welding assignments to the specified criteria.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

N

**WE1133 : Gas Metal Arc Welding (GMAW)**

Through classroom and/or shop/lab learning and assessment activities, students in this course will: explain gas metal arc welding process (GMAW) and; demonstrate the safe and correct set up of the GMAW workstation.; correlate GMAW electrode classifications with base metals and joint dimension criteria; demonstrate proper electrode selection and use based on metal types and thicknesses; build pads of weld beads with selected electrodes in the flat position; build pads of weld beads with selected electrodes in the horizontal position; produce basic GMAW welds on selected weld joints; and conduct visual inspection of GMAW welds

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**WE1143 : Gas Tungsten Arc Welding (GTAW)**

Through classroom and/or lab/shop learning and assessment activities, students in this course will: explain the gas tungsten arc welding process (GTAW); demonstrate the safe and correct set up of the GTAW workstation; relate GTAW electrode and filler metal classifications with base metals and joint criteria; build proper electrode and filler metal selection and use based on metal types and thicknesses; build pads of weld beads with selected electrodes and filler material in the flat position; build pads of weld beads with selected electrodes and filler material in the horizontal position; perform basic GTAW welds on selected weld joints; and perform visual inspection of GTAW welds.

**Credits** 3

**Lab Hours** 3

**Lecture Hours** 1

**Clinical Hours** 0

**Tiered Course Indicator**

T

**WE1153 : Shielded Metal Arc Welding (SMAW)**

Through classroom and/or lab/shop learning and assessment activities, students in this course will: describe the Shielded Metal Arc Welding process (SMAW); demonstrate the safe and correct set up of the SMAW workstation; associate SMAW electrode classifications with base metals and joint criteria; demonstrate proper electrode selection and use based on metal types and thicknesses; build pads of weld beads with selected electrodes in the flat position; build pads of weld beads with selected electrodes in the horizontal position; perform basic SMAW welds on selected weld joints; and perform visual inspection of welds.

**Credits 3**

**Lab Hours 3**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**WE1303 : Layout and Fit-up Practices**

Layout /Fit up Practices. The student must possess the prerequisite drawing and welding symbol interpretation skill of and entry level welder. The student demonstrates a fundamental knowledge of layout and fit up principles. Shows the ability to operate shop equipment safely and use layout tools for geometric construction. Has a fundamental understanding of advanced measurement practices, design for welding and the use of fixture and positioned. Works from drawings or sketches to prepare, form or cut multiple parts and assemble simple weldments. Recognizes welded joint and welding requirements based on welding symbol information. Level II occupational orientation for Welders wishing to pursue a career in Welding need follow; safe practices, perform housekeeping duties, and follow verbal, written work instructions for the completion of detail assignments. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected. Pre-requisite: none

**Credits 3**

**Lab Hours 2**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T

**WE1313 : Arc Welding Plate**

AWS - Continuation of Layout /Fit-up Practices. Demonstrates knowledge of joint design and preparation, selection of materials, arc welding application, weld quality and weld repairs (corrective actions). Set up shielded metal arc welding operations, for all position fillet and groove welding on an unlimited thickness range of carbon steel plat and pipe, and a limited thickness range of stainless plate. Set up gas metal arc welding (short circuit transfer) operations, for all position fillet and groove welding on a limited thickness range of carbon steel plate, and limited position fillet and groove welding on pipe. Set up gas metal arc welding (spray transfer) operations for a limited position, unlimited thickness range of carbon steel plat, limited position fillet welding on pipe, and all positions fillet and groove welding a limited thickness range of aluminum plate. Set up flux cored arc welding operations, for all position fillet and groove welding of carbon steel pipe. Set up gas tungsten arc welding operations, for all position fillet and groove welding within a limited thickness range of carbon steel stainless steel and aluminum sheet metals. Set up gas tungsten arc welding operations, for limited position, limited thickness fillet and groove welding of carbon steel, stainless steel and aluminum pipe or tubing.

Performs minor external repairs to equipment and accessories, safe practices, perform housekeeping duties, and follow verbal, written work instructions for the completion of detail assignments. For each unit of credit, a minimum of three hours per week in the Welding Shop environment.: *none*

**Credits 3**

**Lab Hours 2**

**Lecture Hours 1**

**Clinical Hours 0**

**Tiered Course Indicator**

T