



Broward Community College



Broward Community College

The College reserves the right to change any provision or requirement, including fees, pursuant to law, State Board of Education rules, and College policy. The College further reserves the right to require the student to withdraw at any time pursuant to appropriate policies and procedures. It also reserves the right to impose probation on any student whose conduct is unsatisfactory in relation to established College policy. Any admission on the basis of false statements or documents may be grounds for dismissal and loss of all credit for work which may have been completed at the college.

DISTRICT BOARD OF TRUSTEES

Michael B. Curran, Chairman
Davis W. Duke, Jr., Vice Chairman
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BROWARD COMMUNITY COLLEGE
Willis N. Holcombe, President

AN EQUAL ACCESS/EQUAL OPPORTUNITY INSTITUTION

Photo Credits

PETER R. COLELLI

of

**POMPANO BEACH,
FLORIDA**

BROWARD COMMUNITY COLLEGE

A. HUGH ADAMS
CENTRAL CAMPUS
3501 Southwest Davie Road
Davie, Florida 33314
(305) 475-6865

NORTH CAMPUS
1000 Coconut Creek Boulevard
Coconut Creek, Florida 33066
(305) 973-2240

FORT LAUDERDALE CENTER
College Administration Offices
225 East Las Olas Boulevard
Fort Lauderdale, Florida 33301
(305) 761-7465

JUDSON A. SAMUELS
SOUTH CAMPUS
7200 Hollywood Pines Boulevard
Pembroke Pines, Florida 33024
(305) 963-8835

CENTER FOR HEALTH SCIENCE EDUCATION
3501 Southwest Davie Road
Davie, Florida 33314
(305)-475-6770

ACCREDITATION

Broward Community College is accredited by
The Commission on Colleges of the
Southern Association of Colleges and Schools

MEMBER OF

American Association of Community and Junior Colleges
American Association for Higher Education
American Council on Education
American Technical Education Association, Inc.
Association of Community College Trustees
Association of Governing Boards
College Entrance Examination Board
Florida Association of Colleges and Universities
Florida Association of Community Colleges
Institute of International Education
National Association of Foreign Student Affairs
Southern Association of Colleges and Schools
Southern Association of Community and Junior Colleges

BROWARD COMMUNITY COLLEGE IS
An Equal Opportunity Employer
An Equal Opportunity Educator

NOTE: BCC APPLICATION ATTACHED TO INSIDE BACK COVER.

FROM THE PRESIDENT

WELCOME TO BROWARD COMMUNITY COLLEGE



With your enrollment at Broward Community College, you are starting one of the most exciting and rewarding times of your life. Broward Community College is committed to helping you reach your personal, academic, and career goals.

As Broward County's oldest and largest institution of higher education, we are your access point to many exciting learning opportunities. Whatever your course of study, you can get an outstanding instructional program at BCC.

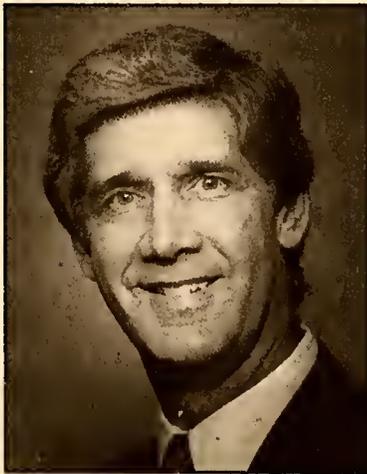
Over the years, our graduates who have transferred to upper division universities in Florida have performed as well or better than native students. Students who enter the job market after completing career programs at Broward Community College are sought after by local employers because they possess excellent technical skills.

In this decade of increasing technological change, education is the key to success. We invite you to share in our commitment to excellence as you forge your future.

Take advantage of your opportunities at Broward Community College; we are here to help you succeed. Because College Counts.

Willis N. Holcombe
President

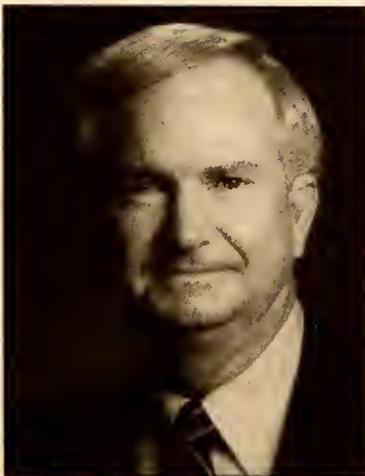
**BOARD OF TRUSTEES
BROWARD COMMUNITY COLLEGE**
is fortunate to have the leadership
that comes from an experienced and
dedicated Board of Trustees.
This group of outstanding local citizens
comprises the legal governing body of
the College and is appointed by the
Governor of the State of Florida



Michael B. Curran, Chairman
Fort Lauderdale, Florida



Davis W. Duke, Jr., Vice Chairman
Fort Lauderdale, Florida



Guy Bass, Jr.
Fort Lauderdale, Florida



Joyce B. Cross
Coral Springs, Florida



Dorsey C. Miller
Fort Lauderdale, Florida



WHERE TO GO FOR HELP

Academic Standing, Probation, Suspension, Reinstatement.....	Counselor/Advisor, Registrar
Adding, Dropping or Changing Courses.....	Counselor/Advisor, Registrar
Admissions, Registration, Academic Records.....	Registrar
Advisor or Counselor, Assignment of.....	Counseling/Advisement Office
Alumni.....	Development Office
Books and Classroom Supplies.....	Bookstore
Career Information.....	Career Center, Counselor/Advisor
Closed Class Enrollment Form.....	Professor, Department Head
College Bills, Payment or Adjustments.....	Bursar's Office
Credit Overload Form.....	Counselor/Advisor
Evaluation of Permanent Records for Graduation.....	Counselor/Advisor, Registrar
Gifts and Donations.....	Development Office
Grade Concerns.....	Department Head, Registrar
Help With Personal Problems.....	Counselor/Advisor
IN CASE OF ACCIDENT REPORT TO.....	Professor, Security
Loans and Scholarships.....	Student Financial Services
Lost and Found.....	Security, Counseling/Advisement Office
Parking Permit.....	Security
Permission to Organize a Club.....	Vice President for Student Affairs Director of Student Activities
Public Relations-Promotional Events.....	Development Office
Reserving College Facilities.....	Campus Provost
Student Grievances.....	Dean of Students
Student Work on Campus.....	Student Financial Services
Student Work off Campus.....	Career Center
Testing & Test Interpretation.....	Counselor/Advisor
Transfer (in or out) Admissions.....	Registrar, Director of Admissions
Tutoring.....	Learning Resources Center
Waiver of Requirements Form.....	Counselor/Advisor, Department Head
Withdrawal from College.....	Registrar

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CALENDARS AND FINAL EXAM SCHEDULES



Continuing Education & Career Development

College Calendar 1991-92

TERM I (9121)

	Term I	Term IA	Term IB
	Aug 26-Dec 20	Aug 26-Oct 21	Oct 23-Dec 20
*REGISTRATION AND ADVISEMENT			
8:00 AM TO 7:00 PM, Monday - Thursday			
8:00 AM TO 4:30 PM, Friday			
1. PAR-Phone Registration.....	May 13-Aug 23	May 13-Aug 23	May 13-Oct 22
2. On Campus Registration	June 10-Aug 23	June 10-Aug 23	June 10-Oct 22
3. Saturday Registration(9:00 AM-Noon)	Aug 24	Aug 24	
4. Late Registration.....	Aug 26-Aug 30	Aug 26-Aug 27	Oct 23-Oct 24
5. CLASSES BEGIN 8:00 AM	Aug 26	Aug 26	Oct 23
6. Last Day for Drop & Add and			
Last Day for 100% Refund.....	Aug 30	Aug 27	Oct 24
NO SATURDAY CLASSES.....	Aug 31	Aug 31	
HOLIDAY (Labor Day)			
No classes day or evening	Sept 2	Sept 2	
HOLIDAY (Fall Holiday)			
No classes day or evening	Sept 18	Sept 18	
HOLIDAY			
No classes day or evening	Oct 22		
**LAST DAY TO WITHDRAW			
FROM COLLEGE PREP	Oct 21	Sept 23	Nov 19
MIDTERM	Oct 22	Sept 24	Nov 20
LAST DAY TO WITHDRAW			
FROM ANY CLASS	Oct 28	Sept 26	Nov 22
***LAST DAY TO CHANGE FROM CREDIT TO			
AUDIT	Oct 28	Sept 26	Nov 22
HOLIDAY (Veterans Day)			
No classes day or evening	Nov 11		Nov 11
HOLIDAY (Thanksgiving)			
No evening classes	Nov 27		Nov 27
No classes day or evening	Nov 28-29-30		Nov 28-29-30
LAST DAY OF CLASSES	Dec 20	Oct 21	Dec 20
FINAL EXAMINATIONS	Dec 13-19	Last Class Meeting	Last Class Meeting
GRADUATION	Dec 20		Dec 20
GRADES DUE IN THE CAMPUS			
REGISTRAR'S OFFICE BY 3:00 PM	Dec 20	Oct 22	Dec 20

*International Students should refer to Page 14 for additional information regarding Admission Deadlines.

*ALL CAMPUS Registration Offices will be closed from December 23rd through January 1st.

**Last day to withdraw from College Prep Classes and not have it counted as an attempt.

***If students wish to change from credit to audit after the drop & add period has ended, they must receive permission from the professor.

NOTE:

TERM I: Friday evening and Saturday classes will have final examinations on December 13th and 14th.

TERM IB: In order to meet the required number of hours, Friday evening classes will meet on Sunday November 10th, from 1 to 5 P.M. Saturday morning classes will meet on Sunday, November 17th, from 1 to 5 P.M. Saturday afternoon classes will meet on Sunday, November 24th from 1 to 5 P.M.

College Calendar 1991-92

TERM II (9122)

	Term II	Term IIA	Term IIB
	Jan 6-May 4	Jan 6-Mar 3	Mar 4-May 4
*REGISTRATION AND ADVISEMENT			
8:00 AM TO 7:00 PM, Monday - Thursday			
8:00 AM TO 4:30 PM, Friday			
1. PAR-Phone Registration.....	Oct 28-Dec 20	Oct 28-Dec 20	Oct 28-Mar 4
2. On Campus Registration	Nov 12-Dec 20	Nov 12-Dec 20	Nov 12-Mar 4
3. Saturday Registration (9:00 AM-Noon)	Jan 4		
4. Late Registration	Jan 6-10	Jan 6&7	Mar 4&5
5. CLASSES BEGIN 8:00 AM	Jan 6	Jan 6	Mar 4
6. Last Day for Drop & Add and			
Last Day for 100% Refund	Jan 10	Jan 7	Mar 5
HOLIDAY (Martin L. King's Birthday)			
No classes day or evening	Jan 20	Jan 20	
**LAST DAY TO WITHDRAW			
FROM COLLEGE PREP	Feb 28	Feb 3	Apr 6
MIDTERM	Mar 2	Feb 4	Apr 7
LAST DAY FOR STUDENTS TO WITHDRAW			
FROM ANY CLASS	Mar 8	Feb 7	Apr 5
***LAST DAY TO CHANGE FROM CREDIT TO			
AUDIT	Mar 8	Feb 7	Apr 5
HOLIDAY (Spring Break)			
No classes day or evening	Mar 9-14		Mar 9-14
No Saturday classes	Mar 14		Mar 14
LAST DAY OF CLASSES	May 4	Mar 3	May 4
FINAL EXAMINATIONS	Apr 28-May 4	Last Class Meeting	Last Class Meeting
GRADUATION	May 5		May 5
GRADES DUE IN THE CAMPUS			
REGISTRAR'S OFFICE BY 3:00 PM	May 5	Mar 4	May 5

*International Students should refer to Page 14 for additional information regarding Admission Deadlines.

*ALL CAMPUS Registration Offices will be closed from December 23rd through January 1st

**Last day to withdraw from College Prep Classes and not have it counted as an attempt.

***If students wish to change from credit to audit, after the drop & add period has ended, they must receive permission from the professor.

College Calendar 1991-92

TERM III (9123)

	Term III	Term IIIA	Term IIIB
	May 7-Aug 5	May 7-Jun 19	Jun 23-Aug 5
*REGISTRATION AND ADVISEMENT			
8:00 AM TO 7:00 PM, Monday - Thursday			
8:00 AM to 4:30 PM, Friday			
1. PAR-Phone Registration.....	Mar 16-May 6	Mar 16-May 6	Mar 16-Jun 22
2. On Campus Registration	Apr 6-May 6	Apr 6-May 6	Apr 6-Jun 22
3. CLASSES BEGIN 8:00 AM	May 7	May 7	Jun 23
4. Last Day for Drop & Add and Last Day for 100% Refund.....	May 8	May 8	Jun 24
HOLIDAY (Memorial Day)			
No classes day or evening	May 25	May 25	
**LAST DAY TO WITHDRAW			
FROM COLLEGE PREP	Jun 18	May 28	July 14
MIDTERM	Jun 19	May 29	July 15
CROSSOVER DAY			
No classes day or evening	Jun 22		
LAST DAY FOR STUDENTS TO WITHDRAW			
FROM ANY CLASS	Jun 25	May 30	Jul 16
***LAST DAY TO CHANGE FROM CREDIT TO			
AUDIT	Jun 25	May 30	Jul 16
HOLIDAY (Independence Day)			
No classes day or evening	Jul 3-4		Jul 3-4
LAST DAY OF CLASSES	Aug 5	Jun 19	Aug 5
FINAL EXAMINATIONS	Last Class Meeting	Last Class Meeting	Last Class Meeting
GRADUATION	Aug 5	Jun 19	Aug 5
GRADES DUE IN THE CAMPUS			
REGISTRAR'S OFFICE BY 3:00 PM	Aug 6	Jun 19	Aug 6

Alternate Friday classes are divided as follows:

IIIA

Monday and Wednesday classes will meet on May 8, May 22, June 5, and June 19, 1992.

Tuesday and Thursday classes will meet on May 15, May 29 and June 12, 1992.

IIIB

Monday and Wednesday classes will meet on June 26, July 10, and July 24, 1992.

Tuesday and Thursday classes will meet on July 17, and July 31, 1992

*International Students should refer to Page 14 for additional information regarding Admission Deadlines.

**Last day to withdraw from College Prep Classes and not have it counted as an attempt.

***If students wish to change from credit to audit, after the drop & add period has ended, they must receive permission from the professor.

College Calendar 1991-92

International Student's Admission Deadlines*

TERM I

	Term I	Term IA	Term IB**
	Aug 26-Dec 20	Aug 26-Oct 21	Oct 23-Dec 20
1. Last day for all admissions documents to be received.....	Aug 9		No second language students accepted for this Term (IB)
2. Last day for admissions approval for Term I	Aug 15		

TERM II

	Term II	Term IIA**	Term IIB
	Jan 6-May 4	Jan 6-Mar 3	Mar 4-May 4
1. Last day for all admissions documents to be received.....	Dec 13	No second language students accepted for this Term (IIA)	
2. Last day for admissions approval for Term II	Dec 17		

Term III

	Term III	Term IIIA	Term IIIB
	May 7-Aug 5	May 7-Jun 19	Jun 23-Aug 5
1. Last day for all admissions documents to be received.....	Apr 24	Apr 24	Jun 12
2. Last day for admissions approval for Terms III, IIIA	Apr 26	Apr 26	Jun 15

*Any exemptions to the above schedules must be approved by the College Registrar or the Vice President for Student Affairs.

** No second language students accepted for Term IB and Term IIA.

**BROWARD
COMMUNITY COLLEGE
1991-92
FINAL EXAMINATION SCHEDULE
FOR CLASSES IN
TERM I**

All examinations will be held in regular classrooms unless students are notified to the contrary by the professor. Term I and IB Examinations may have room conflicts. Please double-check with professor.

FRIDAY, DECEMBER 13, 1991

08:00-10:00 am for classes meeting on Monday at 08:00 am
10:10-12:10 pm for classes meeting on Monday at 11:00 am
12:20-02:20 pm for classes meeting on Monday at 01:00 pm
02:30-04:30 pm for classes meeting on Monday at 02:00 pm

SATURDAY, DECEMBER 14, 1991

09:00-12:00 pm for classes meeting on Saturday morning
01:00-04:00 pm for classes meeting on Saturday afternoon

MONDAY, DECEMBER 16, 1991

08:00-10:00 am for classes meeting on Wednesday at 09:00 am
10:10-12:10 pm for classes meeting on Wednesday at 10:00 am
12:20-02:20 pm for classes meeting on Wednesday at 12:00 pm
02:30-04:30 pm for classes meeting on Wednesday at 03:00 pm

TUESDAY, DECEMBER 17, 1991

08:00-10:00 am for classes meeting on Tuesday at 08:00 am
10:10-12:10 pm for classes meeting on Tuesday at 11:00 am
12:20-02:20 pm for classes meeting on Tuesday at 12:30 pm
02:30-04:30 pm for classes meeting on Tuesday at 03:30 pm

WEDNESDAY, DECEMBER 18, 1991

09:00-11:00 am for classes meeting on T & R at 12:00 pm
11:10-01:10 pm for classes meeting on T & R at 10:00 am
01:20-03:20 pm for classes meeting on T & R at 03:30 pm
04:00-06:00 pm for classes meeting on M, W & F at 04:00 pm

THURSDAY, DECEMBER 19, 1991

08:00-10:00 am for classes meeting on Thursday at 09:30 am
10:10-12:10 pm for classes meeting on Thursday at 09:00 am
12:20-02:20 pm for classes meeting on Thursday at 01:00 pm
02:30-04:30 pm for classes meeting on Thursday at 02:00 pm

TERM IA, IB, 1991-1992. The last class meeting is for final examinations.

NIGHT EXAMINATIONS WILL BE HELD DURING EXAMINATION WEEK AT THE NORMAL CLASS HOUR.

Any classes not covered by the above schedule will have their examination time designated by the professor.

**BROWARD
COMMUNITY COLLEGE
1991-92
FINAL EXAMINATION SCHEDULE
FOR CLASSES IN
TERM II**

All examinations will be held in regular classrooms unless students are notified to the contrary by the professor. Term II and IIB Examinations may have room conflicts. Please double-check with the professor.

TUESDAY, APRIL 28, 1992

08:00-10:00 am for classes meeting on Tuesday at 08:00 am
10:10-12:10 pm for classes meeting on Tuesday at 11:00 am
12:20-02:20 pm for classes meeting on Tuesday at 12:30 pm
02:30-04:30 pm for classes meeting on Tuesday at 03:30 pm

WEDNESDAY, APRIL 29, 1992

08:00-10:00 am for classes meeting on Monday at 08:00 am
10:10-12:10 pm for classes meeting on Monday at 11:00 am
12:20-02:20 pm for classes meeting on Monday at 01:00 pm
02:30-04:30 pm for classes meeting on Monday at 02:00 pm

THURSDAY, APRIL 30, 1992

08:00-10:00 am for classes meeting on Thursday at 09:30 am
10:10-12:10 pm for classes meeting on Thursday at 09:00 am
12:20-02:20 pm for classes meeting on Thursday at 01:00 pm
02:30-04:30 pm for classes meeting on Thursday at 02:00 pm

FRIDAY, MAY 1, 1992

08:00-10:00 am for classes meeting on Wednesday at 09:00 am
10:10-12:10 pm for classes meeting on Wednesday at 10:00 am
12:20-02:20 pm for classes meeting on Wednesday at 12:00 pm
02:30-04:30 pm for classes meeting on Wednesday at 03:00 pm

SATURDAY, MAY 2, 1992

09:00-12:00 pm for classes meeting on Saturday morning
01:00-04:00 pm for classes meeting on Saturday afternoon

MONDAY, MAY 4, 1992

09:00-11:00 am for classes meeting on T & R at 12:00 pm
11:10-01:10 pm for classes meeting on T & R at 10:00 am
01:20-03:20 pm for classes meeting on T & R at 03:30 pm
04:00-06:00 pm for classes meeting on T & R at 04:00 pm

TERM IIA, IIB, 1991-1992. The last class meeting is for final examination.

NIGHT EXAMINATIONS WILL BE HELD DURING EXAMINATION WEEK AT THE NORMAL CLASS HOUR.

Any classes not covered by the above schedule will have their examination time designated by the professor.

GENERAL INFORMATION



COLLEGE BACKGROUND

The College

Broward Community College provides higher education and technical and occupational training for the citizens of Broward County, its district by law. As the first public higher education institution in the county, Broward Community College functions as the principal provider of undergraduate higher education for the residents of Broward County. As one of the twenty-eight community colleges in the Florida system, Broward Community College is designed to be a community-based institution that offers a comprehensive range of programs responsive to changes in the community and in technology. Where appropriate, these programs are articulated with the public school system, area vocational schools, and upper-level institutions to insure that students can move smoothly from one system to another.

Through this wide variety of degree and certificate programs and continuing education courses, the College attracts a great diversity of students, including individuals planning to complete a bachelor's degree program, people seeking to acquire job-entry skills, employees desiring to upgrade skills for promotion or career change, and individuals seeking education for their personal enrichment. From high school students who enroll in a course to accelerate their college education to retirees who return to education after decades devoted to other pursuits, a multitude of age groups is represented at Broward Community College. These culturally diverse students span the learning spectrum from developmental to gifted. The College's programs and services are designed to serve the community by meeting the higher education needs of all these individuals.

Serving as the principal entry level institution for higher education in its district, the College is also a source of cultural enrichment; a resource for community development, business, and industry; and an avenue for continued skill upgrading and enhancement and retraining. As a public comprehensive community college, the College serves well its role as a significant segment of America's higher education effort:

The College District Board of Trustees, the legal governing body for the operation of the College, serves as a corporate body with all powers necessary and proper for governance and operation. Trustees are appointed by the Governor, approved by the State Board of Education, and confirmed by the Florida State Senate. The College operates under statutory authority and rules of the State Board of Education. The State Board of Community Colleges, which is subject to the overall supervision of the State Board of Education, is responsible for state-wide leadership in overseeing and coordinating the individually governed public community colleges. Operational funding for college programs is provided by state appropriation and student fees. Construction and building maintenance funds are provided through state-wide capital outlay bonds, not through local property taxes.

History

In 1959 the Florida State Legislature authorized the establishment of the Junior College of Broward County. With the appointment of a local Advisory Committee under State Board of Education Regulations in October of that year, the College began to develop. Dr. Joe B. Rushing undertook his responsibilities as the first President on April 7, 1960. The following Autumn, with an enrollment of 701 students, the College opened its doors in buildings formerly used by the Naval Air Station at the Fort Lauderdale/Hollywood International Airport. From this beginning, the College has experienced solid growth in facilities, number of students, and quality of programs. When the first permanent building was completed in August 1963, the College moved to its present Central Campus location on Southwest Davie Road in Davie.

Dr. Rushing resigned as President in 1965. His successor was Dr. Myron Blee. Dr. A. Hugh Adams became the third President, assuming his duties on April 15, 1968. In May 1968, to be compatible with State terminology, the College changed its name to Broward Junior College. In July, the Florida Legislature, in special session, withdrew the State Junior Colleges from governance by the Boards of Public Instruction. Thus, the Advisory Board of Broward Junior College became the governing District Board of Trustees. In September 1970, the Board changed the name of the college to Broward Community College - a name that more aptly represents the comprehensive nature of the College's programs.

The College has several centers and numerous off-campus facilities. The Fort Lauderdale Center is the site of the College's administrative offices. The North Area Office of Business and Industry Services, on Northwest 3rd Avenue, in Pompano Beach, provides classes and counseling/advisement. Tigertail Lake, on Ravenswood Road, in Fort Lauderdale, is leased from the County for various instructional and recreational purposes.

Currently, Broward Community College has three main campuses. After Dr. Adams announced his intent to retire on December 31, 1986, Central Campus was renamed the A. Hugh Adams Central Campus in his honor. In addition to the A. Hugh Adams Central Campus, on Southwest Davie Road in Davie, the College has a North Campus on Coconut Creek Boulevard, in Coconut Creek and the Judson A. Samuels South Campus, on Hollywood Boulevard, in Pembroke Pines. The Center for Health Science has its administrative offices on Southwest Davie Road, but offers courses at each of the other three locations.

With the retirement of Dr. Adams, the District Board of Trustees appointed Dr. Willis N. Holcombe President, effective January 1, 1987. That same month, the opening of University Tower expanded the instructional activity at the Fort Lauderdale Center. The 1988 Florida Legislature established the Florida-Israel Institute to be coordinated by Broward Community College

and Florida Atlantic University to promote educational, cultural, and commercial linkages between Florida and Israel. In September 1988, the Buehler Planetarium re-opened after an extensive renovation that included installation of a state-of-the-art star dome and a Zeiss projector that doubled the number of available stars. That same month, Judson A. Samuels South Campus opened its modular complex, comprised of classrooms, faculty offices, and a pavilion. Headcount enrollment for Term I, 1988-89 numbered 21,370, a 9.1 percent increase over the Fall 1987 term. These students were taught by 294 full-time and over 450 part-time faculty.

The College has been conducting study/travel tours to foreign countries since 1974. With the establishment of the Division of International/Intercultural Education in 1977, the College offers students the opportunities to study for a semester in various countries, including Spain, England, and Israel.

Broward Community College, beginning with a small university-parallel program, has expanded its curricula to include many technical and occupational programs. Additional university-parallel courses are offered at numerous locations in Broward County and in other parts of the world.

Philosophy

As an institution committed to the ideal of the worth and dignity of the individual, Broward Community College recognizes the religious, racial, and cultural diversity of its students and staff and endeavors to provide equal educational opportunity for all students. Furthermore, the College fosters the value of lifelong learning as it strives through teaching excellence to enable students to appreciate knowledge and to acquire an education which will assist them in assuming positive roles in a changing society. Believing that educated people should be guided in their behavior by decency and civility, the College values honesty, integrity, and social responsibility among both its staff and its students. Furthermore, it aspires to empower students with the critical thinking and problem-solving skills, global perspective, clarified values, and creativity that will enable them to make moral choices and ethical decisions in all aspects of their lives. In addition, the College embraces a commitment to American democratic values and culture, the principles of responsible citizenship, life enrichment, and self-awareness.

Mission

The mission of Broward Community College is to provide all segments of the community with academic and technical educational opportunities through both traditional and progressive programs. Of primary importance in delivering these educational programs is the commitment to quality instruction delivered by a dedicated faculty engaged in continued professional growth.

As it fulfills its mission, the College is committed to responding to the cultural diversity of Broward County as the area expands. In support of its open-door policy, the College provides a variety of delivery systems and instructional modes to enable students to prepare for

the future in accordance with their own individual abilities, needs, and interests. The College is also committed to providing special academic support services to the disabled. In its role as an institution of higher education and in its efforts to be a premiere teaching institution, Broward Community College is dedicated to fulfilling the following major functions:

1. To serve as an entry-point for baccalaureate degree programs by providing the first two years of a four-year curriculum through a program of general education that stresses historical, social, ethical, and global perspectives; communication and computation skills, the sciences, an appreciation of the humanities, and physical fitness.
2. To prepare individuals for employment through a variety of specific programs in the general areas of business and management, the health sciences, the engineering and industrial technologies, and public service.
3. To provide continuing education that meets the needs of business, industry, the professions, and government. To enhance employee skills while also serving individuals seeking to maintain their competencies, upgrade their skills, change occupations, or enrich their lives through lifelong learning programs.
4. To provide college-preparatory instruction for those students who need to enhance their basic academic skills prior to attempting college-level work.
5. To serve as a cultural center for Broward County by providing a wide variety of quality visual and performing arts programs and activities which educate, entertain, enrich lives, and elevate the human spirit.
6. To provide international and intercultural educational experiences to help students develop perspectives that will enable them to function effectively in a multicultural environment and in an interdependent world. To pursue linkages with educational institutions and agencies in other countries in order to provide for a academic interchange and to assist each other in achieving educational objectives for the improvement of higher education on a global scale.
7. To provide current and prospective students a full range of student development and academic support services which are proactively available both on the College campuses and in the Broward County community.

Accreditation

Broward Community College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools. It is also authorized by the Florida Department of Education.

Equal Opportunity Policy

Broward Community College as an institution of higher learning is dedicated to the inculcation of the highest ideals of citizenship in a free society. The College seeks

to set a proper example by complying with all relevant laws enacted at every level of government. Consistent with the American ideals of equality of citizens and the dignity and worth of each person, the College hereby states that equal employment opportunity and advancement and equal educational opportunity, as well as participation in programs and activities, are guaranteed consonant with appropriate laws without regard to race, religion, color, national origin, sex, age, handicap, veteran status, or any other such factor. All members of the faculty, staff, and student body are expected to assist in making this policy a practical reality. The President of the College is empowered to implement this policy through appropriate personnel and by use of effective guidelines.

Sites and Buildings

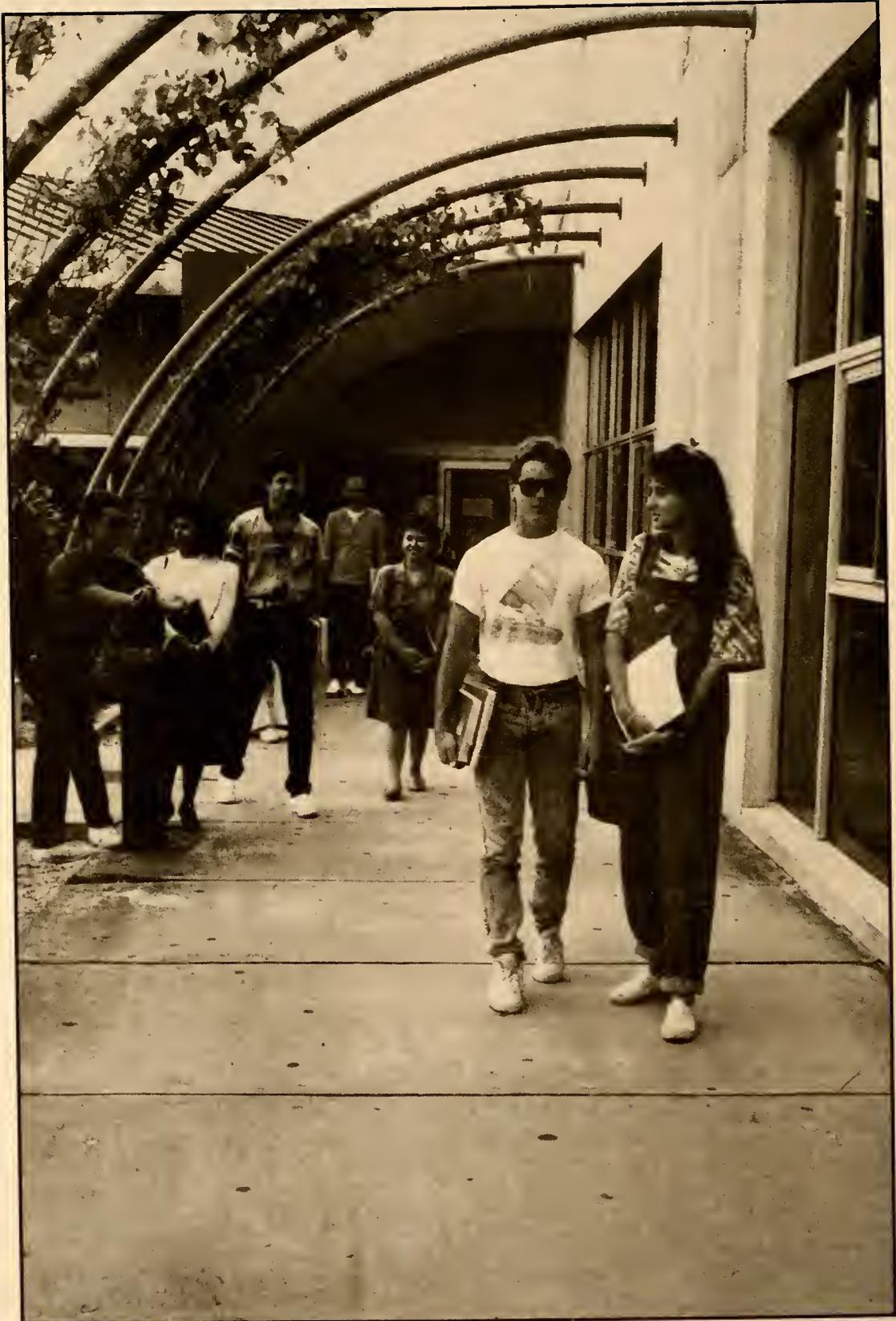
A. Hugh Adams Central Campus, which is located west of the Florida Turnpike and south of Interstate 595 on Southwest Davie Road in Davie, covers approximately 150 acres. Currently, Central Campus has thirty-two buildings that include a planetarium, an observatory, and the Ralph R. Bailey Concert Hall. Central Campus also has an aquatic complex and athletic fields. The grounds are landscaped, and parking spaces are adequate to handle current enrollments. A perimeter road aids in keeping traffic problems to a minimum.

North Campus, which is adjacent to the Florida Turnpike at Exit 67 and south of Coconut Creek Parkway in Coconut Creek, covers approximately 113 acres. North Campus has twelve buildings that include the multipurpose OMNI. Landscaping and site improvements continue as the campus expands. The mathematics/science building was completed in March of 1990.

The Judson A. Samuels South Campus, which is located west of the Florida Turnpike on Hollywood/Pines Boulevard at 72nd Avenue in Pembroke Pines, covers approximately 103 acres. The campus has many buildings, including the joint use Broward Community College/South Regional Library that was completed in October 1983. The twenty acres of land facing Hollywood Boulevard are landscaped to create a park-like setting, and improvements continue as expansion occurs.

The Fort Lauderdale Center, is located on East Las Olas Boulevard in downtown Fort Lauderdale with over 60,000 square feet; it houses the Administrative Offices, classrooms, and seminar rooms.

The North Area Office of Business and Industry Services offers classes and counseling/advisement at its location on N.W. 3rd Avenue, in Pompano Beach.



ADMISSIONS, REGISTRATION AND STUDENT SERVICES

ADMISSIONS

Admission to the College is based on a number of factors, not one of which is the sole determinant in deciding eligibility. Some specific information, records and forms are required of all applicants.

All applicants who are accepted and enrolled in college credit programs shall be provided counseling which includes assessment procedures designed to measure achievement in college-level communication and computation competencies.

Students whose continued attendance is interrupted will be subject to the rules and regulations that are in effect at the time of readmission.

The Steps to Apply for Admission to Broward Community College are:

1. Contact any Campus Registrar's Office for the official application packet.
2. Complete the admission application and return it to one of four campus Registrar's Offices or mail it to the address listed on the application, along with the non-refundable \$20.00 application fee.
3. Upon receipt, review, and evaluation of the application, the applicant will be notified of the admission status.

General Admissions Requirements

1. Applicants must properly complete the College Admission Application.
2. All applicants must show proof of graduation from an accredited high school or have a General Equivalency Diploma (GED). Individuals not meeting the general admission requirements may qualify for special admission.
3. Non-resident students may be admitted to Broward Community College under the terms and conditions published annually in the College Catalog and in program and course announcements. However, subsequent to August 1, 1987, such terms for non-residents admitted to the Associate of Arts Degree Program shall include, but are not limited to: completion of a secondary curriculum which includes 4 years of English and 3 years each of mathematics, science, and social studies, or a high school equivalency diploma. However, in lieu of the English requirement, a foreign student may use 4 years of instruction in his native language or language of instruction in the secondary school attended.
4. **Special Student Admission:** Applicants who are 18 years of age or older and do not have a high school diploma or GED may be provisionally admitted on probation in non-A.A. Degree programs. The probationary period remains in effect until the student has completed twelve semester hours of credit with a cumulative (2.0) grade point average. Failure

to obtain the required grade point average (2.0) may result in suspension. Course selection will be restricted.

5. Applicants who are under 18 years of age must have their parent's or legal guardian's signature of approval on the application.
6. Official transcripts are required of all degree seeking applicants. Applicants who have attended college previously must submit transcript(s) from all institution(s) attended within the initial term of enrollment.
7. Non-degree seeking applicants are not required to submit transcripts. Non-degree seeking applicants may petition a status change from non-degree to degree seeking by submitting a written request to the College Registrar and providing transcripts.
8. The College reserves the right to request and require a physical, psychological, and/or psychiatric examination from an applicant, if it seems to be in the best interest of the student and the College. Expenses for such examination or assessment are the responsibility of the applicant.
9. Students presenting falsified information may have their enrollment cancelled and credit forfeited.
10. Students are admitted pursuant to the requirements and conditions outlined annually in the Broward Community College Catalog.

PROGRAM ACCELERATION

Academically talented high school students may apply for admission to Broward Community College and enroll in college courses in order to accelerate their college program. Program policies and procedures are further described in joint articulation agreements available with guidance counselors. All high school applicants must obtain written approval on a special form from their principal, guidance director, and parent(s) (or guardian). When high school credit is concurrently satisfied by dual enrollment and early admission, the student's application and matriculation fees are waived.

Dual Enrollment/Early Admission/Credit in Escrow

Dual Enrollment - Superior high school junior and senior students who have an overall grade point average of 3.0 or higher, may be admitted as dual enrollment students. Credit is earned for college and applied toward the high school diploma.

Early Admission - Superior high school senior students who have an overall grade point average of at least 3.0 may be granted admittance to the early admission program. Such students will be enrolled full time as a college student during their senior year of high school. Students must complete two consecutive terms of at least 12 college level credit hours each with

an average grade of "C" or higher, in order to receive their high school diploma.

Credit in Escrow - Superior high school students may be permitted to enroll for a maximum of six semester hours of college courses each term to add depth or breadth to their academic programs. Such credits will not be used to satisfy high school diploma requirements and the student will pay appropriate fees and for textbooks. Written authorization from the principal, guidance director, and parent(s) (or guardian) is required. Earned college credits will be held in escrow until the student graduates from high school.

Students enrolled in the above program acceleration options must, upon completion of high school, provide final high school transcripts. If they desire to continue at Broward Community College, they must file a re-entry application to change their admissions status and to establish their educational goals.

Re-Entry /Change of Program

Any student who previously attended Broward Community College and who has not been in attendance during the previous academic year must submit a Re-Entry Application to update personal data, recertify Florida residency and to verify educational goals. If the student has attended another institution in the interim period, an official transcript must be submitted from that college or university with the Re-entry Application. There is no fee for a readmission application.

If a Broward Community College student desires to change educational goals and switch from a non-degree, A.A. degree, or A.S. degree program to another program, that student must submit a Re-Entry Application and see an advisor. Other information, such as transcripts, may be required.

Transient Students

Students attending other postsecondary institutions who wish to earn credits to transfer back to those institutions may be admitted to the College as transient students for one term. These students should present an official statement from the institution they have been attending which certifies that they are in good standing, and that the credits they earn at Broward Community College will be accepted as part of their programs. These students are not required to submit transcripts of their previous college credits.

Transfer Students

1. Transfer students who plan to earn a degree or certificate at Broward Community College must provide official transcripts from all previously attended colleges or universities prior to the end of their initial term of attendance.. Transfer course work must be earned at institutions that are fully accredited at the college by the Regional Accrediting Association.
2. An official evaluation of credit course transferability is made after the student is admitted to the College and before the end of the initial term of attendance. All official transcripts from previously attended institutions must be received before an official evaluation is completed.

3. Courses listed on official transcripts that are not parallel with courses listed in the College Catalog will be evaluated, and credit may be granted as approved by the Registrar
4. All previously earned credits and grades will transfer in but may not be accepted depending on the degree program. Failing grades are computed in the cumulative grade point average.
5. Failure to report previous college-level work attempted constitutes a falsification of application and subjects applicant to loss of all credits earned and suspension may result.
6. Transfer students on suspension or dismissal will not be admitted to Broward Community College if they are not eligible for readmission to the institution where they last attended. Student appeal process is by petition. See an Advisor.
7. Credits earned in another college during suspension/dismissal from Broward Community College will not be honored.
8. An applicant who was not in good standing at the last institution attended will be treated in the same manner as if he/she was suspended or dismissed from Broward Community College. See Academic Regulations.

Health Science Education Admission

All applicants seeking admission to programs in Health Science must complete a Health Science application in addition to the regular College admissions application.

International Students

Broward Community College is committed to cooperating in advancing the educational endeavors of international students. The College encourages application(s) for admission of all foreign students who show promise of profiting from their educational experiences in the United States. Applicants must have the equivalence of a high school diploma and the potential to be academically successful.

The credentials of international applicants are evaluated in accordance with the general regulations governing admission.

1. Applicants must submit a completed International Student Application, along with a non-refundable \$75.00 application fee, by the indicated deadline dates. See front of catalog. Two weeks before the first day of classes.
2. Students must submit a complete academic record. All secondary school records should be submitted in the language of the country. College records should be accompanied by English translation, preferably certified by the United States Consulate. International students on a visa are required by the United States Immigration Regulations to be enrolled full-time (minimum of 12 semester hours) each term.
3. Applicants must show evidence that they are proficient enough in oral and written English to do satisfactory work in English. The Test of English as a Foreign Language(TOEFL) (Minimum score of 500) administered by the Educational Testing Ser-

vice, Princeton, New Jersey, or appropriate scores certified by an English language institute is required prior to admission.

4. A statement of financial support is required of all international applicants. All international applicants must show that they have sufficient funds to cover tuition, fees, books, living expenses, transportation, and incidental expenses while attending Broward Community College. Proof of the availability of these funds is required in writing. Approximate cost is \$9,000 - \$10,000 per year.
5. International transfer students from other institutions of higher education in the United States must follow these procedures:
 - a. Meet the requirements above in Nos. 1, 2, and 3.
 - b. Submit a copy of the Immigration Form I-20 signed by the appropriate official of the institution where they were originally enrolled.
 - c. Submit an official final transcript(s) verifying previous enrollment as a full-time student. A minimum G.P.A. of 2.0 or above is required.
6. International students must make satisfactory progress toward their degree objective each term. The following standards of performance will be required:
 - a. Students must successfully complete 12 semester hours during any given term.
 - b. Students must successfully complete a minimum of 24 semester hours in one academic year.
 - c. Students may not enroll for more than three consecutive years.
 - d. Students must enroll continuously in appropriate English language courses.
 - e. Students must maintain a cumulative 2.0 grade point average.
 - f. Should a student not conform to any of the above regulations, Broward Community College will deny admission for the subsequent term(s).

Broward Community College does not provide, supervise, nor recommend student housing.

Broward Community College has limited financial aid available for International students only after their first year of enrollment.

Residency Requirements

Students shall be classified as residents or nonresidents for the purpose of assessing tuition fees at Broward Community College.

1. As defined under this section:
 - a. The term dependent means any person, whether or not living with his/her parent, who is eligible to be claimed by his/her parent as a dependent under the Federal Income Tax Code.
 - b. A legal resident is one who has maintained his/her residence in this state during the preceding year, has purchased a home which is occupied by him/her as his/her residence, or has established a domicile in this state pursuant to FS 222.17.
 - c. The term "parent" means the natural or adoptive parent or legal guardian of a dependent.

d. A "resident" for tuition purposes is a one who qualifies as provided in sub-section (2) for the in-state tuition rate; a "nonresident" for tuition purposes is a person who does not qualify for the in-state tuition rate.

2. To qualify as a resident for tuition purposes:
 - a. An applicant, or if that applicant is a dependent, his/her parent must have established legal residence in this state for at least 12 months immediately prior to submitting the application..
 - b. Every applicant for admission to Broward Community College shall be required to submit a statement as to the applicant's length of residence in the state and shall establish that his/her presence or, if the applicant is a dependent, the presence of his/her parent or parents in the state currently is, and during the requisite 12-month qualifying period was, for the purpose of maintaining a bona fide domicile, rather than for the purpose of maintaining a mere temporary residence incident to enrollment in an institution of higher education.
 - c. With respect to a dependent applicant living with an adult relative other than the applicant's parent, such applicant may qualify as a resident if the adult relative has maintained legal residence in this state for at least 12 months immediately prior to the applicant's qualification, provided the applicant has resided continuously with such relative for the 5 years immediately prior to the applicant's qualification, during which time the adult relative has exercised day-to-day care, supervision, and control of the applicant.
 - d. The legal residence of a dependent applicant whose parents are divorced, separated, or otherwise living apart will be deemed to be this state if either parent is a legal resident of this state, regardless of which parent is entitled to claim, and does in fact claim the minor as a dependent pursuant to federal individual income tax provisions.
3. An individual shall not be classified as a resident for tuition purposes and thus, shall not be eligible to receive the in-state tuition rate until he/she has provided such evidence related to legal residence and its duration as may be required by the College.
4. With respect to a dependent applicant, the legal residence of such individual's parent or parents is prima facie evidence of the individual's legal residence, which evidence may be reinforced or rebutted, relative to the age and general circumstances of the individual, by the other evidence of legal residence required of or presented by the individual. However, the legal residence of an individual whose parent or parents are domiciled outside this state is not prima facie evidence of the individual's legal residence if that individual has lived in this state for 5 consecutive years prior to enrolling or re-enrolling at Broward Community College.
5. In making a domiciliary determination related to the classification of a person as a resident or nonresident for tuition purposes, the domicile of a married

person, irrespective of sex, shall be determined, as in the case of an unmarried applicant, by reference to all relevant evidence of domiciliary intent. An applicant shall be not precluded from establishing or maintaining legal residence in this state and subsequently qualifying or continuing to qualify as a resident for tuition purposes solely by reason of marriage to a person domiciled outside this state, even when that applicant's spouse continues to be domiciled outside of this state, provided such person maintains his/her legal residence in this state.

6. An applicant shall not be deemed to have established or maintained a legal residence in this state and subsequently to have qualified or continue to qualify as a resident for tuition purposes solely by reason of marriage to a person domiciled in this state. In determining the domicile of a married person, irrespective of sex, the fact of the marriage and the place of domicile of such applicant's spouse shall be deemed relevant evidence to be considered in ascertaining domiciliary intent.
7. Any nonresident, who marries a legal resident of this state, or marries a person who later becomes a legal resident may, upon becoming a legal resident of this state, accede to the benefit of the spouse's immediately precedent duration as a legal resident for purposes of satisfying the 12-month durational requirement of this state.
8. An applicant shall not lose his/her resident status for tuition purposes solely by reason of serving, or, if such person is a dependent applicant, by reason of his/her parent's serving, in the Armed Forces outside this state.
9. A person who has been properly classified as a resident for tuition purposes but who, while enrolled in an institution of higher education in this state, loses his/ her resident tuition status because he/she or, if he/she is a dependent applicant, his/her parent established domiciles or legal residence elsewhere shall continue to enjoy the in-state tuition rate for a statutory grace period. This period shall be measured from the date on which the circumstances arose that culminated in the loss of resident tuition status and shall continue for 12 months. If the 12-month grace period ends during a semester or academic term for which such former resident is enrolled, such grace period shall be extended to the end of that semester or academic term.
10. Any student who ceases to be enrolled at or who graduates from Broward Community College while classified as a resident for tuition purposes and who subsequently abandons his/her domicile in this state shall be permitted to re-enroll at Broward Community College as a resident for tuition purposes without the necessity of meeting the 12-month durational requirement of this section if that person has re-established his/her domicile in this state within 12-months of such abandonment and continuously maintains the re-established domicile during the period of enrollment. The benefit of this subsection shall not be accorded more than once to any person.

Changes in classification are made effective at the student's next registration, not retroactively. Documentation proving guardianship, must accompany the application. Documentation for reclassification must be received prior to the last date of regular registration.

Recency of Credit

College courses completed more than ten (10) years prior to the date of enrollment (or re-admission) at Broward Community College may require validation by examination.

Academic Advisement

Academic advisement is available to all students prior to registration for each term at Broward Community College. Academic Advisors and Counselors help students plan their program of study, select individual courses, and assess their progress as they continue their studies.

All first-time in college students must see an Academic Advisor or Counselor before they register. Transfer and returning students are encouraged to seek advisement

Assessment

All degree-seeking students who have had no previous college work as determined by their application forms must be assessed and advised for courses.

1. All first-time-in-college degree-seeking-students shall be assessed as to their communication and computation competencies (English, Reading and Mathematics). This includes students who identify as seeking the following degrees: Associate of Arts - A.A., Associate of Science - A.S., and Certificates.
2. All non-degree seeking students shall be required to take the placement examination upon completion of 12 credits unless an exception is granted by the campus Dean of Student Affairs.
3. Non-degree seeking students wishing to take basic skills courses (Reading, English and Mathematics) must take the placement examination or provide scores from approved previous test(s).
4. Tests utilized in the assessment process have been determined by the State Board of Education. If a student's score falls below the cutoff, the student must enroll in and successfully complete the appropriate college preparatory course prior to enrolling in college level courses. Students enrolled in college preparatory courses may enroll in other college level courses concurrently.
5. Test scores are valid for three years.
6. Placement testing for students who have English as their second language is available through the Student Affairs Test Center. The Comprehensive English Language Test (C.E.L.T) is used for English placement.
Referral for individual testing must be made by a Counselor, Advisor, or faculty member.

Registration

After a student completes the class schedule form through either counseling or self-advisement, he/she takes his/her schedule of courses to the Registration Office where it is entered into the computer. The completed registration form is then given to the student with a total of fees and a date that payment is due. Fees may be paid immediately, or by the date shown on the registration slip.

Schedules may be changed as often as necessary at no charge to the student.

Telephone Registration (Personalized Advisement and Registration System = PAR)

Students can only register for Broward Community College courses from any touch-tone telephone. Please contact your Campus Registrar for detailed instructions.

Orientation

The Orientation Program is designed to assist students in making an adjustment to college. The program provides the students with information about campus facilities, curricula, extra class activities and services. The Orientation Program is offered prior to the beginning of Term I and II, and participation of all new students is encouraged.

Orientation materials are available in the Counseling/Advisement Office for students. The Student Handbook is available in the Student Life Office.

Student Financial Services

Financial Assistance

The purpose of the Student Financial Services program at Broward Community College is to provide needed funds and financial counseling to students who can benefit from further education but who cannot afford to attend college without financial assistance.

Parents and students are expected to contribute toward the student's educational expenses according to their means, taking into account their income, assets, number of dependents and other relevant information. Financial assistance is offered after a determination is made that the resources of the family are insufficient to meet the student's educational expenses.

How to Apply

All students applying for financial assistance must complete a Broward Community College Financial Aid Application (FAA) and a CSS Financial Aid Form (FAF). Application packets containing the required forms are available at each campus Student Financial Services Office and at Broward County high school guidance offices.

The priority deadline date is April 15th for the following academic year, however, applications will be accepted after April 15th and will be considered on the basis of available funds. Students must re-apply for

funds each year. (There is no priority deadline for Pell Grants and Stafford Student Loans).

For complete information on all financial assistance programs and application procedures, students are encouraged to request a copy of "Money Talk", a financial services handbook which is available at all campus Student Financial Services Offices.

Academic Scholarships

Full time students with a minimum 2.5 cumulative GPA, who wish to apply for a scholarship, may complete an Academic Scholarship Application. These applications along with "Academic Scholarships", a brochure listing complete information on potential donors and application procedures, are available at all campus Student Financial Services Offices. **Priority consideration will be given to students who apply for financial assistance.**

Scholarship Sources

The Student Financial Services Office on each campus provides a library of scholarship source books for students interested in seeking additional sources of assistance.

Student Financial Services Office Locations:

Central Campus	North Campus	South Campus
1st Floor	2nd Floor	2nd Floor
John Payne Hall (Bldg. 7)	Admin. Bldg. (Bldg. 48)	Schlesinger Hall (Bldg. 71)
475-6573	973-2330	963-8845

Types of Assistance Available

Federal Assistance Programs

Pell Grants provide money to eligible students who are enrolled for 6 credit hours or more. As it is the basis upon which all other aid is awarded, every student is required to apply for a Pell Grant.

Supplemental Educational Opportunity Grants (SEOG) are available on a very limited basis to eligible students. Priority is given to full-time students with the lowest expected family contribution.

College Work Study (CWS) is a program which provides part-time jobs for students to enable them to earn part of their college expenses while gaining valuable experience. Normally students work 15 hours per week in a variety of jobs both on and off campus. Priority is given to full-time students due to limited Federal funding.

Stafford Student Loans (formerly Guaranteed Student Loans) are low-interest loans made directly by participating banks, credit unions, or other lenders. Loans are available to students taking at least 6 credits, up to a maximum of \$2,625 per year at Broward Community College. Repayment of new loans will begin 6 months after graduation, dropping below 6 credit hours, or withdrawal from school, at 8 percent interest for the first four years of repayment.

State Programs

Florida Student Assistance Grants (FSAG) are awarded by the State of Florida to needy full-time students. Bona fide residents of Florida apply before the September 15th deadline by checking the appropriate box on the FAF. Students will receive their tentative award determination directly from Tallahassee.

Florida College Career Work Experience Program (CCW) provides challenging part-time employment opportunities with outside employers and agencies for eligible needy students. Students who are bonafide residents of Florida for 12 consecutive months are eligible for consideration.

Florida Undergraduate Scholars Fund is for residents of Florida who have demonstrated outstanding high school achievement. Applications are available in high school guidance offices and Broward Community College Student Financial Services Offices.

Private Sources

Donor Scholarships

Many civic and professional organizations in Broward County donate scholarship funds to the College. Normally these scholarships require a minimum 3.0 GPA and full-time attendance. Interested students should complete a Broward Community College Academic Scholarship Application Form and submit it to the Student Financial Services Office. Since many scholarships are also based on financial need, students are urged to complete the CSS Financial Aid Form (FAF).

Broward Community College Financial Assistance Programs

Broward Community College Student Assistant Program (BSA) provides part time jobs for students in various departments on each campus. Students must be enrolled for at least 12 credits, and maintain a minimum 2.0 grade point average. Normally students work 15 hours per week and receive minimum wage.

Short Term Loans are available on a limited basis in cases of financial emergency. Application must be made at a Student Financial Services Office. Repayment must be made before the end of the term in which the loan is made.

Broward Community College Tuition Scholarships are available on a limited basis for students demonstrating academic excellence, proving high financial need, performing service to the College, or experiencing a financial hardship.

Unless otherwise stated, tuition scholarships are limited to a maximum of 32 credit hours (matriculation only) per academic year for a maximum of 64 total credits. Students who withdraw from classes paid by a tuition scholarship may be required to make repayment.

Scholarships are awarded each year on the basis of available funds. Unless otherwise indicated, eligible students apply by completing an Academic Scholarship Application.

Broward Community College Tuition Scholarship Categories are as follows:

Athletic Scholarships

Qualified members of Broward Community College athletic teams are eligible to be recommended by the Director of Intercollegiate Athletics for tuition scholarships based on their service to the College.

Scholars Awards

Students who graduate in the top 10% of their high school graduating class, from a Broward County high school, may be recommended to the Scholars Program Selection Committee. Students selected for this award must maintain a minimum 3.25 term GPA and complete a minimum of 12 credit hours per major term. A special application and required recommendations must be submitted to the Honors Program Coordinator.

Principals Honors Scholarships

These scholarships are awarded to academically superior graduating seniors from Broward County high schools and adult centers, based upon the recommendation of the school principal. Students must maintain a minimum 3.0 GPA and complete a minimum of 12 credit hours per major term.

Merit Awards

These awards may be granted to high achievement students based on their academic accomplishments, talents, or service to the College. Application is made to the Director of Student Financial Services or designate and is based upon the recommendation of a faculty member. These awards are on a very limited basis.

Need Scholarships

These scholarships will pay tuition for disadvantaged students who need financial assistance in order to attend Broward Community College. Selections for these scholarships are at the discretion of the Director of Student Financial Services or designate. A Broward Community College Financial Assistance Application and Financial Aid Form (FAF) must be submitted.

Music/Theatre

Needy and deserving students majoring in Music. Talented students are selected by the Music Department.

Earl Nightingale Scholarships

Tuition scholarships are awarded to students demonstrating academic excellence in the area of marketing or sales, on the recommendation of the Business Administration Department.

Two + Two Scholarships

Black students graduating from a Broward County high school in the upper quartile of the class, with a 3.0 GPA. Students must be recommended by their High School Principal.

Tuition Waivers

Broward Community College Tuition Waiver categories are as follows:

Project Independence Fee Waiver

Aid for Dependent Children (AFDC) recipients who are enrolled in an employment and training program presenting an eligibility card will be exempted from all fees.

Foster Care Board Waivers

A foster care student who has been denied financial aid, may have all matriculation and tuition fees waived for a maximum of 32 credit hours per year. The waiver is for two years or 4 semesters but can be extended for college preparatory courses.

Senior Citizen Waivers

Florida residents who are at least 60 years of age are eligible for a waiver of in-state and matriculation fees up to a maximum of six (6) credits per major term, three (3) credits per minor term, on a space available basis. Qualified senior citizens may register for classes after the end of the drop and add period of any term registration. This privilege shall only apply to courses for which there are no established selective admissions criteria. Courses must be taken for credit only. Applications are available in the Student Financial Services Office on each campus.

Fire Rescue Waivers

In consideration of the establishment of the Judson A. Samuels Campus at North Perry Airport, eligible Broward County Aviation Division employees are entitled to full tuition waivers for fire rescue training. Application is made directly to the Broward County Aviation Division.

Special Risk Waivers

Any dependent child of a special risk member, as defined in FS 121.021, shall have matriculation and tuition fees waived, if the special risk member was killed in the line of duty. Students are eligible until their 25th birthday.

Early Admission

Superior public high school students who have completed the 11th grade, have an overall high school GPA of at least 3.0, and have obtained the written recommendation of both their high school principal and guidance director, may be admitted to the early admission program and will not be charged matriculation, application and any other fees up to a maximum of 24 semester hours, in accordance with FS 236.081 (h)(1).

Veterans Benefits

Broward Community College is committed to providing services to veterans who have served honorably in the United States armed forces and their eligible dependents. There are advisors on each campus to provide assistance with all phases of VA paper work, act as a liaison between the student and the Veterans

Administration in St. Petersburg and Atlanta, Georgia, and provide benefit counseling. Broward Community College is approved for veterans training in Associate Degree programs. A student receiving VA educational benefits who previously received postsecondary training or education elsewhere must request the school(s) to forward an official transcript to the Registrar's Office. Prior credit will be evaluated upon receipt of the transcript(s). If all transcripts are not received and evaluated within the student's first two terms, the student will not be certified for VA educational benefits. Should credit be accepted toward the student's current program, the student's tuition and training time will be reduced proportionately. The VA and the student will receive a written notice of the credit(s) allowed. In addition to being subject to the College's academic standards as outlined in the College Catalog, students receiving veterans benefits must also comply with the VA standards of progress. A student who has not maintained satisfactory progress (2.0 or better college GPA) at the end of any term will be placed on academic probation for the next two consecutive terms (for VA pay purposes, "Academic Warning" is the same as "Academic Probation"). If the student has not attained satisfactory progress (2.0 or better college GPA) by the end of the second consecutive academic probation term, the student's VA educational benefits will be terminated for unsatisfactory progress. The student may petition the college to be re-certified for VA pay purposes after one term has elapsed. The college may then re-certify the student when the college determines there is a reasonable likelihood the student will be able to attain and maintain satisfactory progress for the remainder of the program. Students needing assistance can contact a VA Advisor on Central Campus at 475-6554, on North Campus at 973-2313, and on South Campus at 963-8868.

For complete information on eligibility for veteran and dependent benefits and application procedures, students are encouraged to request a copy of "Veterans Affairs Information", a handbook which is available from each campus Student Financial Services Office.

Disability Services

As an Equal Access/Equal Opportunity Community College, Broward Community College seeks to comply with all relevant laws enacted at every level of government to provide academic services for students with special needs. Students with disabilities are assured participation in all college activities and services. Individuals who plan to attend Broward Community College should contact the Disability Services Coordinator on Central Campus. These students will be assisted in adapting to the College environment, and information will be given on how to utilize most effectively all aspects of Broward Community College.

Some of the services available are note-taking, specialized testing, interpreters for the deaf, readers for the visually impaired, and tutoring/counseling for students with learning disabilities. Specialized equipment is also available to assist disabled students in pursuing their academic objectives. Students receiving assistance from Vocational Rehabilitation or Blind Services

are required to apply for financial assistance at Broward Community College.

Students with disabilities who need assistance may contact the Disability Services Coordinator on Central Campus at 475-6527.

Student Fees

Fees (matriculation, tuition, registration, and special course fees) are due and payable in full at the Bursar's Office, on or before the due date assigned at the time of registration. Fee payments received after the assigned due date cannot be processed. When fees are not paid in full by the assigned due date the schedule of classes will be voided and the student must reregister.

Individual course fees are listed with the course descriptions beginning on page 137.

Pre-addressed payment envelopes are available, when registering, for payment of fees by mail. Care should be taken to mail the payment in sufficient time to be received by the assigned due date. The fee schedule will be mailed to the student when a return address is supplied.

Term I, I-A, and I-B or Term II, II-A, and II-B, or Term III, III-A, and III-B

	Matriculation	Tuition	Per Semester Hour
Florida Students	\$24.85	\$0	\$24.85
Non-Florida Students	\$24.85	\$26.00	\$50.85
Vocational Students			Per Contact Hour .60

(Fees subject to change)

Matriculation fees include those funds required to support a comprehensive student activities program and financial aid fee.

Fees for Noncredit Courses

The College, through the Community Service Office and other academic departments, offers noncredit courses, seminars, and workshops designed to meet the needs of citizens of all ages who reside in Broward County. Special brochures and bulletins are developed and distributed covering the specifics of each course. These documents become supplements to the official Catalog and contain the fees and special charges associated with each course. These fees are due and payable according to the terms indicated within these documents.

STUDENT SUPPORT SERVICES

Bookstores

The Broward Community College Bookstores are owned and operated by the College and function as a service to the faculty, students, administration and staff by providing the necessary tools of education.

The Bookstores offer a complete line of textbooks, both new and used and a large selection of non-required books, college supplies, including art and engineering supplies, college jewelry, soft goods, stationery items and other merchandise. Extra services include special orders for books not normally carried as basic stock, and buy-back of used books. Prices are established according to the appropriate policies typically found in other colleges and universities.

The A. Hugh Adams Central Campus Bookstore is located in Building 18 (next to the Hospitality Center). The North Campus Bookstore is located in Building 48 (Administrative Building). The South Campus Bookstore is located in Building 71 (Schlesinger Hall).

The bookstores are normally open from 7:45 A.M. to 7:15 P.M. on Monday through Thursday, and from 7:45 A.M. to 3:30 P.M. on Friday. Extended hours are in effect at the beginning of each term. Hours during the summer months are from 7:45 A.M. to 3:30 P.M.

Counseling

Broward Community College considers students to be uniquely talented human beings with individual abilities, potentials, interests, needs and life styles. College years are vital stepping stones to the future and the major decisions students must make are foundations on which life will be built.

The Counseling Center provides opportunities for students to grow as "whole" persons, to explore their attitudes and interests as they affect emotional and academic life and to accept responsibilities as mature, healthy individuals. Students may call on the Counseling Service for career-educational information and positive, realistic help in life and career goal planning. Counselors are always ready to help resolve "road blocks" that may interfere with the student's effectiveness as a student and as a person. Specialized testing is available to students in need of objective information concerning abilities, achievements, interests, and personal attributes.

The Counseling staff is sensitive to the needs of a diverse population and invites mid-life men and women, minorities, senior citizens, and all others to discuss their particular needs.

Food Services

The Robert E. Ferris Center (Building 19), the Hospitality Center on A. Hugh Adams Central Campus, consists of a large, modern cafeteria for individual and group meals. Cafeteria services, snack bar services, and private dining rooms for club and social affairs are available. A student lounge, recreational

areas, and the Student Life Office, are also located in the Hospitality Center. On North Campus the student lounge and food facility are located in the Administrative Building (Building 48). On the South Campus, the student lounge and food facilities are located in Schlesinger Hall (Building 71).

Health Services

Medical and hospital facilities are not provided. In case of accident or illness, students should report to the Health Center which, on A. Hugh Adams Central Campus, is located on the first floor of Building 7, and on North Campus, on the first floor of Building 60.

Learning Resources

Broward Community College offers a continually broadening program of Learning Resources support services to staff and students. The services are divided into four distinct categories.

1. Audio Visual Services

This area of service concerns the acquisition, cataloging, scheduling, distribution, and maintenance of audio visual materials and equipment used in supplementing classroom instruction.

2. Media Production

Learning Resources is adequately equipped to design and produce a wide variety of instructional materials including black and white photographs, color slides, overhead transparencies, and audio and video tapes.

3. Closed Circuit Television

A closed circuit television network interconnecting all classrooms on each of the College's campuses is capable of conveying several simultaneous live or pre-recorded color TV programs for supplementing classroom instruction. College personnel produce many of their own supplemental video tape materials in a color production studio.

4. Learning Laboratories

Direct service to students is provided through a Learning Laboratory on each of the Broward Community College campuses. Each of these is equipped with the necessary audio visual materials and equipment for providing remedial, supplemental, and enrichment instructional experiences to students.

Libraries

Professional librarians with college and university library experience are available to assist students most times the libraries are open. Silence is maintained in the reading rooms which house the principal book collections. Library hours are posted. The libraries are generally closed on legal and academic holidays. Students must show a Broward Community College library card to borrow material. These cards are issued at the libraries only upon presentation of current paid fees receipts. The Library Handbook, contains additional

information on the use, policies, and regulations of each campus library.

The library staff encourages students and faculty to make suggestions for the improvement of service to the college community and also appreciates recommendations for titles of books to be added to the collection. In most instances, books added reflect primarily the courses of instruction given at each campus. Broward Community College students may use and borrow from any or all of the three campus libraries, but they must return material to that library from which they borrowed.

All campus libraries conduct a library orientation program, usually toward the beginning of each term in conjunction with some English classes.

The Central Campus Library, on the second floor of Building 17, is conveniently located in the center of the campus. It has a book collection of 140,000 volumes and about 2,000 new volumes are added each year.

The North Campus Library in Building 49, is in close proximity to the classrooms, offices, and student center. This library has 67,000 volumes and about 1,500 new volumes are added each year.

Students at the South Campus are served by a library formed by the recent merging of the campus library with the (public) South Regional Library of the

Broward County Library System. This collection, located in Building 72 immediately west of Schlesinger Hall, makes available about 125,000 volumes for student research. South Campus students have access to other BCC libraries, but must present their Broward Community College ID cards to be issued a Broward Community College library card.

Academic Intervention Services

Academic Intervention Services provides those comprehensive support programs and activities that will increase student retention and enhance student persistence from entry into college to the completion of the student's educational, personal, and career aspirations. Through AIS, students receive career counseling, academic counseling, personal counseling, individualized programmed learning center experiences, CLAST preparation, tutoring, financial aid information, group support sessions, work study placement and the like. Academic Intervention Services has a special component, the Mentor Program, geared toward the successful retention and graduation of African and other minority students. Additional information relative to specifics can be obtained from the Program Director.

STUDENT LIFE

Student Life embraces projects, functions, sports and clubs which involve student participation apart from formal classroom instruction and administrative services. They form an essential segment of educational development through the cultural, intellectual, recreational and social life of the College community. The Student Entertainment Committee programs offer the students entertainment of a broad, contemporary nature both on and off the campus.

Cultural Activities

MUSIC - College Singers, North Broward Community Chorus, Pop Chamber Singer, Concert Choir, Opera Workshop, Jazz Ensemble, Neophonic Jazz Ensemble, Symphonic Band, and Orchestra are presented for various college and community events.

THEATRE - Plays and/or musicals are staged each term by the Theatre Department faculty, students, and community members who wish to participate.

FINE ARTS GALLERY - The Fine Arts Gallery supports and enhances the academic programs offered by the Art Department of Broward Community College. Art exhibitions, lectures, and shows by artists of regional, national, and international acclaim, are among the programs offered to the College and the community.

ART LYCEUM - The Art Department exhibits works by faculty members, students, and visiting artists. In addition, it sponsors an Art Film Series.

ADDITIONAL PROGRAMS - Aside from the above listed music, drama and art activities, many speakers are presented each year, and the members of the college community speak frequently to civic, church, and cultural groups. Various student groups, through the Student Life program, sponsor events of interest during the college year. The Buehler Planetarium presents two weekly shows to the public and many special shows to public schools and civic groups.

Student Publications

IT'S Magazine

The Observer

Students with communication experience and/or interest, are urged to join the staff or to submit materials for these award winning publications. All publications are available free to all students.

Intercollegiate Athletics

The purpose of the Intercollegiate Athletic program is to maintain a comprehensive, well-balanced program under the policies and regulations of the Florida Community College Activities Association (FCCAA), and the National Junior College Athletic Association (NJCAA). Eligibility for, and participation in, all Intercollegiate Athletic programs shall be without regard to race, color, age, creed, national origin or sex as

defined in Title IX of the Higher Education Act of 1974. The Intercollegiate Athletic program is considered to be an integral part of the educational program of the College.

Competitive Intramurals

Competitive Intramural programs, at the College, are to provide an opportunity for students to participate in the team sports activities of their choice. Participation is entirely voluntary, and all students are invited to participate. The team sports available include basketball, volleyball, softball, flag football, and soccer.

Student Organizations

The development of student organizations, clubs, and programs within the College is encouraged as a function of the activities program operating under the supervision and coordination of the Vice President for Student Affairs and the Director of Student Life. The goals of student organizations encourage cultural and intellectual development which bring into practice the skills and values set forth in the instructional and extracurricular programs. These groups function in prescribed formats which encourage student direction and leadership. Included are the following:

1. Honorary Organizations
2. Professional and Academic Groups
3. Religious Clubs
4. Service Clubs
5. Special Interest Clubs

The above groups center their purposes around an interest, profession, or service. They are designed to permit students to perform in areas of useful pursuits which capture their individual attention or interest. Through organizations, the students will develop mature, responsible, social and democratic ideals and attitudes. Any group of six or more students may start a club pertaining to their particular interest by obtaining a "Petition for Registration" at the Student Life office. For any information concerning these clubs, call the Student Life Office.

Honorary Groups

Competitive Edge

F-Troop

Phi Theta Kappa

Professional and Academic Groups

Alpha Eta Rho (Eta Pi Chapter) - International Aviation Fraternity

American Institute of Architects

Brain Bowl

B.U.S.H. - Horticulture Society

D.E.C.A. - Marketing

Delta Psi Omega

Florida Engineering Society

H.S.M.A. of Broward Community College - Hotel and Sales Manager Association
Phi Beta Lambda - Business
Physical Therapy Assistants Club
Speakeasy

Religious Clubs

Bahia Club
Campus Advance
Catholic Campus Ministries
Hillel-Jewish Student Union

Service Clubs

Circle K(Co-ed)-College branch of the Kiwanis Club
SOS (Student Orientation Service)
Student Ambassadors

Special Interest Clubs

African American Student Union
Alpha Phi Omega
The American West Indian Club
Broward Collegiate Art Society
College Democrats
College Republicans
Conquest Club
Delta Psi Omega (Drama)
International Club
Karate and Judo Club
Sailing Club
Students Against a Fouled Environment
Substance Abuse Committee

Students are urged to start new clubs according to their interests. The Student Activities office personnel assist in the formation of new clubs.

Student Government

Student Government Associations operate on Central, North, and South Campuses. Students are encouraged to participate in these organizations to make them a truly representative voice of the students.

Recreational Activities

The Recreational Activities Department selects activities which will provide enjoyment and physical recreation during students' college careers, contributes to students' physical well being, improves recreational skills for leisure time use, and aids in the development of sound emotional and social qualities.

Participation is entirely voluntary, and all students are invited to participate. Among the activities included in the program are table tennis, tennis, volleyball, roller skating, golf, miniature golf, bowling, racquetball, ice skating, billiards, sailing, canoeing, wind surfing, and recreational games. A Recreational activities program is offered at all three campuses

Alumni Association

The College's interest in its students does not end upon graduation, but rather a new relationship is established. A very active Alumni Association has been formed to provide opportunities for the College to continue playing a meaningful role in the lives of its students both now and in the future. The main objective of this Association is to be a service as well as a socially-oriented organization.

ACADEMIC INFORMATION



ACADEMIC REGULATIONS

College Regulations

Academic Honors

The College recognizes scholastic achievement at the end of each regular term.

The President's List includes the names of students carrying twelve (12) or more semester hours who have a grade point average of 4.0.

The Dean's List includes the names of students carrying twelve (12) or more semester hours who have a grade point average of 3.50 to 3.99.

The Honor Roll includes the names of students carrying twelve (12) or more semester hours who have a grade point average of 3.25 to 3.49

Academic Load

To be considered full-time, students must carry a minimum load of twelve (12) hours. Usually the Offices of Social Security, Railroad Retirement, and Veterans Administration consider twelve (12) hours as a full load for determining subsistence. Fifteen or sixteen hours (15 or 16) is the normal student load, and eighteen (18) is the maximum which may be carried. However, students who make a quality point average of 3.2 or above may carry an extra course, but in no event shall the maximum load exceed twenty-one (21) semester hours. The maximum load for Term IIIA or IIIB is nine (9) semester hours; the normal load is six (6) semester hours.

Academic Standards of Progress

Broward Community College strives to provide the highest quality of instructional and support services. Students accepted into certificate and degree programs will be continually evaluated to ensure that standards of progress are achieved and to identify and provide assistance to students who experience academic difficulties. BCC is committed to providing assistance for all students in order to provide an optimal learning experience so that students will be able to succeed in achieving their educational goals.

To complete certificate and degree program requirements, students are required to meet Academic Standards of Progress. A minimum grade point average of "C" (2.0 on a 4.0 scale) is necessary on all work attempted. Students will receive written notification on their final grade report if they do not maintain good academic standing.

For transfer applicants, the academic standards of progress at a previously attended college or university will be recognized by BCC and treated in the same manner as if the student had been enrolled at BCC.

GOOD ACADEMIC STANDING: Maintain a grade point average (GPA) of 2.0 or higher.

ACADEMIC WARNING: Any student, formerly in good academic standing, who earns less than a 2.0 GPA at the end of an academic term or earns a

cumulative GPA of less than 2.0 will, at the end of that term, be given an academic warning.

Penalty: Students on academic warning status must see an academic advisor or a counselor.

ACADEMIC PROBATION: A student will be placed on academic probation for any subsequent term after an academic warning, in which that student has attempted 12 or more credit hours but earned less than a 2.0 GPA.

Penalty: Students on probation must see an academic advisor and reconsider their academic goals. Non-academic activities should be restricted.

ACADEMIC SUSPENSION: Students on probation status may be academically suspended in one of two ways:

1. Failure to earn at least a 2.0 GPA during the term after which they were placed on probation, or
2. Failure to successfully complete 50% of the total hours attempted during two consecutive terms, including the term of probation. The hours attempted will include withdrawals (W).

Penalty: Students academically suspended will not be permitted to enroll for one semester (Fall or Winter) following the term in which they were suspended.

Re-Entry: After suspension, a student is required to file a re-entry application and must be approved by the Dean of Student Affairs at the campus where they plan to enroll. The applicant must follow the advisor's instructions pertaining to course selection.

ACADEMIC DISMISSAL: Any student who fails to achieve a 2.0 term or cumulative GPA following Academic Suspension will be academically dismissed.

Penalty: Students academically dismissed will not be permitted to enroll for twelve (12) months following the term in which they were dismissed.

Re-entry: After Academic Dismissal, the student is required to obtain the recommendation for readmission from the Dean of Student Affairs at the campus where she/he plans to enroll. The petition for re-entry then must be approved by the Academic Standards Committee. The student may be required to appear before the Committee to show cause why improved academic performance can be expected.

Audit

Students should indicate the desire to "audit" a course when registering for the class and cannot change from "audit" to "credit" after the "drop-add" period. Up to the end of the withdrawal period, a student may change from "credit" to "audit" with the written permission of the faculty member. Students who audit a course must adhere to attendance requirements of the course and, if the faculty member desires, "in-class" requirements; however, no grade will be assigned and no credit will be awarded. The transcript will indicate a course was

audited by listing it with an "X" symbol, but an "XW" indicating withdrawal may be given the student at the discretion of the faculty member for failure to adhere to attendance or "in-class" requirements of the course.

Students may take a course previously audited for credit but they may not petition for credit on the basis of the previous audit. The cost for auditing a course is the same as taking it for credit. A department may exclude a course from audit status.

Cancellation of Previous Unsatisfactory Record

Students seeking an A.S. Degree or Certificate who have a previous unsatisfactory academic record which is two or more years old may have the record cancelled under an established policy for students in these special programs. Students interested in having this policy applied in their case should contact a counselor or the Dean for Academic Affairs for further information and details.

Class Attendance Policy

It is the responsibility of each professor to formulate an attendance policy and to insure that this policy is communicated in writing in a timely and clear manner to all students attending classes. The professor may withdraw violators of his/her attendance policy by simply reporting a "W" on a corrected class roll and submitting the corrected class roll to the campus Registrar's Office, or by processing an administrative withdrawal form. The student is responsible for adhering to the professor's policy and for officially withdrawing from class.

Classification of Students

A student who has earned 25 or more semester hours credit is classified as a sophomore.

Conduct

Broward Community College students are considered to have reached an age of responsible citizenship and are expected to conduct themselves in a responsible manner both on and off the campus. Students, through the act of registration at Broward Community College, obligate themselves to obey all rules and regulations which the institution formulates including those contained in the College Catalog and the Student Handbook. Copies of the College Catalog may be obtained in all Registrar's Offices. Copies of the Student Handbook, which contains specific disciplinary rules and regulations as well as procedures followed in the case of infractions, may be obtained in all Student Life Offices or College Book Stores. It is the responsibility of students to obtain these publications and to be thoroughly familiar with their contents.

Examinations and Tests

Each professor is free to direct his/her class and to give such tests as are necessary. Usually there is a midterm examination and more frequent subject examinations. Final Examination Schedules are located on pages 13 and 14 of the College Catalog.

Grades and Records Policy

1. Final Grades for each term are recorded and preserved. Reports are sent to students at the end of term.
2. The following grades are used to calculate the grade point average (GPA).

Grade Points Per Semester Hour

Grades	Points
A	Excellent.....4
B	Good.....3
C	Average.....2
D	Passing.....1
F	Failure.....0
XF	Failure-excessive absences-unofficial withdrawal.....0
The following grades do not effect the GPA	
*I	Incomplete.....0
W	Official Withdrawal.....0
X	Audit.....0
XW	Audit Withdrawal.....0
NC	Non-credit course.....0
NG	No Grade Assigned
NR	Grade not received.....0
S	Satisfactory.....0

Grade point averages for graduation and honors are calculated only on college level academic work

***INCOMPLETE** An "I" may be given in courses where the student has not completed the required course work by the end of the term. The student should make arrangements to have the "I" changed to a final grade by the instructor (by the agreed upon date) during the next full semester (Summer terms are not considered in this time limit). If no change is initiated during the next full term, the "I" will automatically become an "F" on the student's permanent record. An "I" received in the term of graduation will be calculated as an "F" grade for purposes of computing the student's GPA for graduation. If the course work is completed, resulting in a passing grade, the student's transcript will be amended and final GPA calculated.

Graduation

Students planning to earn a degree or certificate at Broward Community College must contact a campus academic advisor and make an appointment for a preliminary evaluation for graduation at least one term prior to their anticipated graduation. Students are encouraged to see an academic advisor each term prior to their registration, but degree-seeking students must do this prior to their registration for the term they plan to graduate. Students will be mailed an "eligibility to graduate form" to allow them to pay their graduation fee. Diplomas are ordered in accordance with the date established in the College Catalog. Late payment will result in the late ordering of the diploma.

Diplomas will be mailed after a final graduation check is made by the Registrar's Office. Students not meeting

their degree requirements will be contacted by the Registrar's Office. If a student misses a major term, he/she must meet the degree requirements of the catalog in effect when the student re-enrolls. Students may graduate either under the catalog in effect when they first enrolled if attendance has been consecutive, or the one in effect at the time of their graduation. If attendance has been broken, students must meet the requirements of the catalog in effect when they re-enrolled, provided the attendance has been consecutive, or the one in effect at the time of graduation. The College holds two graduation ceremonies each year at the end of Term I and Term II.

The minimum degree requirements are as follows:

1. Earn at least 60 semester hours of approved credit excluding 4 hours of HPRD activity courses, which are required for the A.A. Degree and 2 hours for the A.S. Degree.
2. Achieve an average grade of "C" (2.0) or above on all work attempted.
3. Complete 24 credit hours at Broward Community College, including the last 12 hours.
4. Pass the CLAST test for the A.A. degree. See page 39 for more CLAST information.
5. Pay graduation fee (the graduation fee is not refundable).
6. Fulfill all financial obligations to the college.

Hours and grade points earned in College Preparatory Courses will not count toward an A.A. Degree and will not count toward an A.S. Degree

Graduation Honors

Students must complete a minimum of 24 semester hours at Broward Community College, including The last 12 hours. The calculation of the grade point average for honors includes the Broward Community College record and any previous credit transferred to Broward Community College.

Students may graduate with honors in three grade point categories:

Honors: Cumulative grade point average
3.250-3.499

High Honors: Cumulative grade point average of
3.500-3.749

Highest Honors: Cumulative grade point average of
3.750-4.000.

Students who earn the Honors Certificate are also recognized at graduation. The Honors Certificate requires 15 credits of Honors course work.

Repeating Courses

Responsibility for loss of credit because of duplication of courses rests with the students. Repetition of a course removes the previous grade from students' records only for the purpose of calculating grade point average. The original grade remains on the transcript, but only the grade earned in the last attempt is used for calculating the degree G.P.A.

The State's Articulation Agreement does not allow courses to be repeated for the purpose of changing students' grade point averages after the A.S. and A.A. Degrees are awarded.

Semester Hour

The unit of credit is the semester hour, representing 15-16 hours of lecture instruction. Generally, 30-32 hours of laboratory work count as one unit of credit.

Semester System

The term system is used. The academic year is divided into three terms. Terms I and II are approximately seventeen weeks in length, and Term III approximately twelve weeks. Terms I and II are also divided into A and B segments of approximately eight weeks each. Term III is divided into two segments, Term IIIA and IIIB, which are six weeks in length. Thus there are at least six periods of enrollment throughout the year. To earn a unit of credit, time schedules are adjusted during the A and B terms.

Transcripts

Students should make written requests to the Registrar's Office at least two weeks before the credentials are needed. No transcript or official statement will be issued for students who are financially indebted to the College, or who have not fully satisfied admission requirements. A request for transcript of credit should give the last date of attendance at the College. Married women should give their maiden names as well as their married names. There is no charge for transcripts.

Official Withdrawals

The College permits withdrawal from a course without receiving a grade penalty (a "W" will be assigned) during the first 55% of the term for non-College Preparatory courses. The withdrawal dates for each term are listed in the College Calendar. Any student who fails to officially withdraw, and stops attending his/her course(s) may be assigned a grade of "XF".

For the following College Preparatory courses, the student must officially withdraw prior to attending 50% of the course(s) to avoid receiving a penalty (see page 40).

REA0003	ENC0080	MAT0012	ESL0181
REA0005	ENC0020	MAT0024	ESL0141

If a student withdraws from a course(s) during the term, he/she must apply to the professor(s) for permission to re-enter the course and must do all work required for full credit. This permission normally will be granted at the discretion of the professor.

Withdrawals and Refund Policies

A student is entitled to an automatic 100% refund of tuition, matriculation, and fees for any credit or non-credit certificate courses during the term drop/add period and for courses which the student is found to be academically ineligible. From the end of the drop/add period to, and including, the midterm date, a student may petition for an 80% refund of tuition and matriculation fees through the campus registrar's office.

A refund shall be considered only for documented extenuating circumstances, including but not limited to: death of the student (automatic 100% refund to family), extended illness, and military obligation. A student must have withdrawn from any class(es) for which a petition is being considered.

A 100% refund for non-credit courses shall occur up to the date of the first class for those classes meeting only once. A 100% refund for non-credit courses may occur up to the second class period for those meeting more than once. After the first class meeting, an 80% refund shall be considered only for documented extenuating circumstances.

STATE REGULATIONS (THE GORDON RULE)

State Rule 6A-10.30, known as the Gordon Rule, requires that students graduating with an Associate of Arts Degree meet the following provisions in the areas of writing and mathematics:

Writing - All students must complete a minimum of 24,000 words of writing in specifically designated courses. In all writing courses, grade of "C" or better is necessary to meet the A.A. Degree requirements.

1. Students shall complete 12,000 words under the guided instruction provided in the six (6) credit hours of English Composition. This can be satisfied by taking ENC1101 and either ENC1102 or ENC2210.
2. The remaining 12,000 words may be completed in either of the following ways:

- * Four (4) courses from areas 2, 3, 5, and 7 designated as writing courses (3,000 words per course),

OR

- * One (1) third college-level composition course (6,000 words) and two (2) courses from areas 2, 3, 5, and 7 designated as writing courses (3,000 words per course).

In each of these courses, a variety of writing assignments relevant to the content of the courses may be made

Mathematics - All students must complete six (6) credit hours at the level of college algebra or above. For most students, this requirement may be met by taking MAC1102 and MGF1202. Other options are detailed in Area 4B of the A.A. Degree General Education Requirements. In all Mathematics courses, a grade of "C" or better is required to meet the A.A. Degree requirements.

Meeting the requirements of State Rule 6A-10.30 is required of all students whether they attend state universities or community colleges, and must be completed by the end of the sophomore year.

COLLEGE LEVEL ACADEMIC SKILLS TEST (CLAST)

The State of Florida has developed a test of college-level communication and computations skills. The test is called the College Level Academic Skills Test (CLAST).

A passing score on the test is required by Florida Statutes and rules of the State Board of Education IN ORDER TO RECEIVE AN A.A. DEGREE AND BE ADMITTED TO UPPER DIVISION STATUS IN THE STATE SYSTEM. STUDENTS WHO DO NOT PASS ALL FOUR COMPONENTS OF THE TEST WILL NOT BE AWARDED THE ASSOCIATE OF ARTS DEGREE.

The CLAST is administered to community college students who are completing Associate of Science Degree programs and to community college students who are completing Associate of Arts Degree programs and are seeking admission to upper division programs in state universities in Florida, as well as, to university students who are completing their sophomore year.

The CLAST requirements also apply to students transferring to state universities in Florida from private colleges in Florida and from out-of-state colleges.

The total testing time for CLAST is approximately five hours, which includes the time required for arrival, instructions, and a break. The time allotted for each subtest is as follows:

Essay Subtest - 60 minutes

English Language Skills and

Reading Subtests - 80 minutes

Mathematics Subtest - 90 minutes

Retake examinees are allowed double time for each subtest.

Students need an admission ticket from the institution, two identifications with at least one showing a picture, several soft-leaded pencils with erasers, and a pen.

Students also need to know if they are enrolled in or have completed their 60th semester hour.

The following skills, which have been agreed upon by community college and state university faculty members, are measured by CLAST:

ESSAY SKILLS

- * Select a subject which lends itself to development
- * Determine the purpose and audience for writing
- * Limit a subject to requirements of time, purpose, and audience.
- * Formulate a thesis or main idea statement
- * Provide adequate supporting details
- * Arrange ideas and details in an organizational pattern appropriate to the purpose and focus
- * Provide relevant supporting material
- * Write coherent prose with effective transition between parts

- * Avoid slang, jargon, clichés, and pretentious expressions
- * Use a variety of sentence patterns
- * Avoid unnecessary use of passive construction
- * Maintain consistent point of view
- * Revise, edit, and proofread for clarity, consistency, and conformity

All of the skills tested on the English language skills subtest are also tested on the essay subtest.

ENGLISH LANGUAGE SKILLS

Word Choice Skills

- * Use words which convey the meaning required by context
- * Avoid wordiness

Sentence Structure Skills

- * Place modifiers correctly
- * Coordinate and subordinate sentence elements
- * Use parallel expressions for parallel ideas
- * Avoid fragments, comma splices, and fused sentences

Grammar, Spelling, Capitalization, and Punctuation Skills

- * Use standard verb forms
- * Maintain agreement between subject and verb, pronoun and antecedent
- * Use proper case forms
- * Use adjectives and adverbs correctly
- * Use Standard spelling, punctuation, and capitalization

READING SKILLS

Literal Comprehension Skills

- * Recognize main ideas
- * Identify supporting details
- * Determine meaning of words

Critical Comprehension Skills

- * Recognize author's purpose
- * Identify author's overall organizational pattern
- * Distinguish between fact and opinion
- * Detect bias
- * Recognize author's tone
- * Recognize relationships within sentences
- * Recognize relationships between sentences
- * Recognize valid arguments
- * Draw inferences and conclusions

MATHEMATICS SKILLS

Arithmetic Skills

- * Add, subtract, multiply, and divide rational numbers in fractional form
- * Add, subtract, multiply, and divide rational numbers in decimal form
- * Calculate percent increase and percent decrease
- * Recognize the meaning of exponents
- * Recognize the role of the base number in numeration systems

- * Identify equivalent forms of decimals, percents, and fractions
- * Determine the order relation between magnitudes
- * Identify a reasonable estimate of a sum, average, or product
- * Infer relations between numbers in general by examining number pairs
- * Select applicable properties for performing arithmetic calculations
- * Solve real-world problems which do not involve the use of percent
- * Solve real-world problems which involve the use of percent
- * Solve problems which involve the structure and logic of arithmetic

Geometry and Measurements Skills

- * Round measurements
- * Calculate distance, area, and volume
- * Identify relationships between angle measures
- * Classify simple plane figures by recognizing their properties
- * Recognize similar triangles and their properties
- * Identify types of measurement (linear, square, cubic) for geometric objects
- * Infer formulas for measuring geometric figures
- * Select applicable formulas for computing measures of geometric figures
- * Solve real-world problems involving perimeters, areas, and volumes of geometric figures
- * Solve real-world problems involving the Pythagorean property

Algebra Skills

- * Add, subtract, multiply, and divide real numbers
- * Apply the order-of-operations agreement
- * Use scientific notation
- * Solve linear equations and inequalities
- * Use formulas to compute results
- * Find particular values of a function
- * Factor a quadratic expression
- * Find the roots of a quadratic equation
- * Recognize and use properties of addition and multiplication
- * Determine whether a number is among the solutions of a given equation or inequality
- * Recognize statements and conditions of proportionality and variation
- * Identify regions of the coordinate plane which correspond to specific conditions
- * Infer relations among variables
- * Select applicable properties for solving equations and inequalities
- * Solve real-world problems involving the use of variables
- * Solve problems that involve the structure and logic of algebra

Statistics Skills, Including Probability

- * Identify information contained in graphs
- * Determine the mean, median, and mode
- * Count subsets of a given set
- * Recognize properties and interrelationships among the mean, median, and mode
- * Choose the most appropriate procedures for selecting an unbiased sample
- * Identify the probability of a specified outcome
- * Infer relations and make accurate predictions from studying particular cases
- * Solve real-world problems involving the normal curve
- * Solve real-world problems involving probabilities

Logical Reasoning Skills

- * Deduce facts of set inclusion or set non-inclusion from a diagram
- * Identify the negations of simple and compound statements
- * Determine equivalence and nonequivalence of statements
- * Draw logical conclusions from data
- * Recognize invalid arguments with true conclusions

- * Infer valid reasoning patterns and express them with variables
- * Select applicable rules for transforming statements without affecting their meaning
- * Draw logical conclusions when facts warrant them

The unedited definitions of the skills listed above are contained in State Board of Education Rule 6A-10.0310, Florida Administrative Code.

The Counseling and Advisement Office located on each campus will advise students how and when to apply to take the CLAST. These offices can also provide a list of CLAST skills and advise students where the communication and computation skills are taught in the curriculum. Students are encouraged to enroll and participate in CLAST review exercises as offered by the faculty and staff.

Counseling Office telephone numbers are the following:

Central Campus	(305) 475-6520
North Campus	(305) 973-2305
South Campus	(305) 963-8875

COLLEGE PREPARATORY PROGRAM

As an open door institution, Broward Community College is committed to the philosophy that all students be offered the opportunity to achieve to their maximum potential. To attain this goal, Broward Community College offers a College Preparatory Program consisting of specific courses in the areas of Mathematics, English, Reading and ESL (English as a Second Language)

1. What is the College Preparatory Program?

The College Preparatory Program consists of a core of courses designed to help students develop the entry-level skills necessary to achieve success in their college-level programs. According to State Rule 6A-10.315, effective June 6, 1985, all state university or community college students in Florida who do not meet the competency levels required on the college placement test, must take College Preparatory courses. These courses are available in English, Reading, Mathematics, and ESL.

2. Which courses are included?

MAT0012 ENC0080 ESL0181 REA0003
MAT0024 ENC0020 ESL0141 REA0005

3. Who should take College Preparatory Courses?

College Preparatory Courses are required on the basis of individual student Placement Test scores (SAT, ACT, ASSET, or Florida MAPS).

4. How do College Preparatory Courses count?

College Preparatory Courses:

- a. Carry credit, but the credits cannot be used to satisfy degree requirements.
- b. Do count toward veteran's benefits and financial aid requirements.
- c. Are not figured into a student's overall Degree-Grade Point Average (GPA).

5. What are the steps to enter the College Preparatory Program?

- a. Students already possessing a Placement Test (SAT, ACT, ASSET, or Florida MAPS) score, should call Counseling and Advisement for an appointment.
- b. Students who are degree-seeking or who wish to take a Mathematics, English or Reading class and do not have a placement test score, should call the Counseling Office to make an appointment to take the placement test.
- c. Students whose native language is not English should contact the Counseling Office for an appointment.

6. When must students enroll in College Preparatory Courses?

Students who are required to take College Preparatory Courses must register for such courses each term until all required courses are successfully completed. Students are not required to take more than one College Preparatory Course each term.

7. How many times can students enroll in College Preparatory Courses?

Based on state regulations, students may not enroll more than three times in any one college prep skill area. ENC0080 and ENC0020 are one college prep area; MAT0012 and MAT0024 are the same college prep mathematics skill area. "Enroll" means being registered in a course after the midterm date. Students enrolled in College Preparatory courses should pay particular attention to the withdrawal deadline dates. If a Prep course is dropped prior to the designated deadline, the initial enrollment may not be counted as an attempt. Please see College deadlines in College Calendars, pages 9, 10, and 11.

SPECIAL PROGRAMS

Advanced Placement and CLEP

A) Advanced Placement

The College cooperates fully with accredited high schools and colleges in the Advanced Placement Program of the College Entrance Examination Board. Credit is given for courses for grades of 3 or better.

B) College Level Examination Program (CLEP)

Students who score at the 50th percentile or above on certain general or subject examinations administered by the Education Testing Service in its College Level Examination Program may be granted up to 30 semester hours of credit. Details of the policy are available from the Counseling Office.

Career Planning and Placement Services

Career planning and placement services are available to all students and alumni of Broward Community College as well as to residents of Broward County. Centers are located at A. Hugh Adams Central Campus on the second floor of John Payne Hall (Student Services Building), at North Campus on the second floor of Building 48 (Administration Building), and at Judson A. Samuels South Campus on the first floor of Schlesinger Hall. The Career Centers provide students with information about full- and part-time job openings, assistance in choosing and planning a career, career information, and information about other colleges and universities. A career-information library, a cooperative education program, and specialized testing are included in the Career Centers.

Career Planning Courses

The Career Planning courses offered by the Department of Non-Traditional Programs help students explore career fields, identify academic majors, understand college life and become more marketable in the employment market.

SLS 1301 Career Planning Workshop 2 Hours

This course is a study of the career decision making process. The student will learn the skills necessary for career decision making as it applies to their individual characteristics. (Including values, interests, abilities, goals, strengths, etc.)

SLS 1341 Employability Skills 1 Hour

This course is a study of the methods and techniques used in the job search process with particular emphasis on resume writing, interview techniques, employment communications, and job search strategies.

SLS 1501 College Success Skills 1 Hour

This course is designed for students who desire help in learning and adopting methods to promote their success in school. The course is a combination of study skills (note-taking, test-taking, text-reading, memory

techniques) and life skills (time-management, health, money, resources); and it also provides an introduction to college life.

Cooperative Education

Cooperative Education (Co-op) is an academic program that combines on-campus study with directly related work experience in area business, industrial or government agencies.

How does the Co-op Program operate?

There are three (3) different Co-op plans offered at Broward Community College:

1. *Co-op Work Experience*
Part-time or full-time paid work experience providing initial entry-level training.
2. *Co-op Internship*
Part-time unpaid experience providing entry-level training, often in Social Service Agencies, Schools and the Broadcast Industry.
3. *Co-op for Working Adults*
Full-time paid work experience providing intermediate to advanced training. Current employment meeting program requirements may be used. Job duties may be modified or enhanced in cooperation with the employer.

What can be gained from the Co-op Program?

As a Co-op student you can:

1. earn academic credit;
2. gain practical experience and job knowledge;
3. test your career decision;
4. make valuable contacts in your professional field;
5. earn an income through work in your field.

Who is eligible for the Co-op Program?

All students who have completed one full-time semester or at least twelve (12) credit hours are eligible to enter the Co-op Program provided they have a minimum cumulative grade point average of 2.0 and are in good academic standing (Students who do not meet this criterion may apply for special entry into the program through the Department Head of Non-Traditional Programs).

When to apply for the Co-op Program?

Students may apply as soon as they have been accepted for enrollment by the College, even though they will not be eligible to receive a work assignment until after they have completed the minimum twelve (12) credit hours at the college.

What are the application procedures?

1. Complete the Co-op application form available in the Department of Non-Traditional Programs on each campus.

2. Arrange for an interview with the campus Co-op coordinator.
3. Get accepted by an employer as a Co-op student/employee/intern/volunteer.
4. In cases where the student's current job has been determined to be related to his/her major, obtain the employer's (supervisor's) permission to take Co-op.

Experiential Learning

The Experiential Learning Program, developed primarily for working adults, is designed to recognize the academic value of what you have learned through your experiences outside the college classroom. This learning - referred to as prior experiential learning - may result from such activities as work experience, employment-related training programs and seminars, volunteer work, travel, military service or intensive self-directed study. In short, it is a way of recognizing your learning regardless of the circumstances under which it was acquired.

What is meant by assessment?

Assessment refers to the process used to determine what and how much you know. Your assessment may involve one or more of the following:

- written or performance tests
- the preparation of a portfolio which describes your learning and how it was acquired
- the evaluation of your certificates and licenses
- interviews with faculty members.

The method of assessment is decided upon by the college faculty members responsible for the courses for which you wish to receive credit.

Note: Keep in mind that not all Broward Community College courses are assessment courses. That is, even though you may feel that you have the appropriate background and knowledge, the particular course for which you wish to be evaluated may not be available for this purpose.

What can be gained from this assessment process?

Credit which you receive can provide you with a headstart toward your academic goal, whether it is a Certificate, an Associate's Degree, a Bachelor's Degree or beyond. Instead of relearning what you already know, you will be able to concentrate your time and energy on learning what you do not yet know.

If you are planning to attend classes part-time, perhaps during the evening, this program may enable you to achieve your educational goal within a reasonable time, while still maintaining your home and work responsibilities.

What are the steps in the assessment process?

1. After being accepted by the College through the Registrars Office, decide on your academic program with the help of a counselor.

2. Apply for assessment by completing the necessary forms available at the Department of Non-Traditional Programs on any campus.
3. Consult with your Experiential Learning Advisor who will help you to determine the courses for which you may choose to seek academic credit. This usually requires that you closely examine the course descriptions in the College catalog. In this "catalog search" you may find several course descriptions which you react to by saying "I know that" or "I can already do what that course is designed to teach".
4. Discuss your responsibilities in the assessment process.
For instance, you may be instructed to
 - meet with a specified instructor for an oral or written examination.
 - prepare for a written exam by reviewing textbooks.
 - inform your employer that an instructor will be visiting you at your work site.
 - bring Certificates and Licenses to the Experiential Learning Advisor so that they can be authenticated.
5. Pay necessary fees. You pay for the assessment process and not the credit. It is possible that you may not receive academic credit in all of the areas requested, but the cost of assessment remains the same.

The assessment process may take from several hours to several months, depending upon the amount of credit requested and methods of assessment required. When the process is completed, results will be forwarded to the Experiential Learning Advisor, who will then inform the Registrars Office of the amount of credit granted and entered on your transcript; failure to receive credit will not be noted on your transcript.

Displaced Homemaker's Program

The Displaced Homemaker's Program assists women over 35 years of age who are separated, divorced, widowed or have a disabled spouse. Services provided include job counseling, job training, job research, job placement and financial management. Through one-to-one counseling, structured classes and on-going support groups, clients will be helped to improve their self-image, assess their job skills, acquire additional skills where needed, and become proficient in using the appropriate skills necessary to find suitable employment. The ultimate goal of this program is to help the client to become financially and emotionally independent during the difficult transition period of separation, divorce, death or disability of spouse. Contact Carol Faber at 973-2398 (North Campus) or Brenda Gregory at 963-8874 (South Campus).

Foreign Study Program

Broward Community College provides students with opportunities to enroll in overseas academic programs. It is recognized that students will benefit from the added dimension to their education by participating in a foreign study experience. Broward Community College has conducted study programs in

foreign locations since 1974, and students participating in these programs receive transferable college credit. Broward Community College offers several overseas academic programs for students of all ages. Both short-term (summer) and long-term (semester) programs are offered. Examples of study abroad programs offered at Broward Community College include:

SEMESTER-IN-SPAIN PROGRAM: The Broward Community College Center in Spain was established in 1979 to provide students with an opportunity to study for several months in a foreign country at reasonable cost. Students live and attend classes in the beautiful city of Seville, Spain, and earn 15-18 semester hours credit by participating in the program. Unlike other programs in Spain, the Broward program does not require proficiency in Spanish; any student may participate as the language of instruction is English. Students participating in the Spain Program may choose from several housing options including Spanish families, residencias, dormitories, and pensions. The approximate cost is \$3800 per semester, including air fare.

COLLEGE CONSORTIUM FOR INTERNATIONAL STUDIES (CCIS): Broward Community College is an active member of the College Consortium for International Studies, a national organization founded for the purpose of providing high quality international/intercultural programs abroad. As a result of this membership in CCIS, Broward Community College offers semester-length academic programs in over a dozen countries including England, France, Germany, Ireland, Italy, and Israel. Students earn Broward Community College credits when they enroll in any of these programs.

SUMMER FOREIGN-STUDY PROGRAM: Broward Community College also conducts several short-term overseas academic programs in foreign locations during the summer terms. These courses provide an excellent opportunity to combine the foreign travel experience with academic instruction. By taking advantage of group rates and favorable arrangements with area travel agents, the College is able to offer these overseas academic programs at considerable savings. All foreign-study courses combine on-campus instruction with the foreign travel study experience. Participants typically earn three - six semester hours of credit in a variety of subjects, and many courses are of an interdisciplinary nature. These courses are fully accredited and may be applied toward a degree at Broward Community College or used for other purposes such as certificate renewal and/or incentive awards for public school teachers. Approximately five different study-tours are offered each summer, with opportunities to study in Europe, the Middle East, Mexico, and the Orient.

Honors Institute

The Honors Institute at Broward Community College includes both special classes that are reserved for

Honors students and Honors Option classes that may be taken by individual students for Honors credit.

The core of the Honors Institute program consists of special classes reserved for the Honors students. These classes feature in-depth studies, independent research, and creative approaches to problem solving. Special Honors classes are offered on all campuses in many areas, including: Anthropology, Biology, English Composition, History, Literature, Psychology, Sociology, Speech, and Interdisciplinary Studies.

Supplementing the core program are the "Honors Option" classes which may be taken by individual Honors students for Honors credit. Such credit is awarded to students who make a grade of A+ and satisfactorily complete an assigned Honors project. All campuses offer "Honors Option" classes in a variety of areas, such as: Art, Accounting, Botany, Calculus, Computer Science, Constitutional Law, Engineering Physics, Modern Foreign Languages, Organic Chemistry, Theatre, and Zoology.

The Honors Certificate

The Honors Certificate is awarded to students who earn at least fifteen credits in Honors classes, including three credits in the Honors Interdisciplinary Seminar, and who demonstrate computer literacy and competency in a foreign language.

National Dean's List

Full-time students earning a 4.0 grade point average in any one term are awarded a President's List Certificate. These students are then nominated by the Honors Institute for the National Deans List.

Scholarships

One hundred Scholar Awards are presented annually to selected students who rank in the top 10 percent of their graduating class in a Broward County high school. These scholarships provide admission into the Honors Institute plus full tuition at Broward Community College for two years. They may be continued for an additional two years at Florida Atlantic University or Florida International University. Additional scholarships for use at Broward Community College and upper division universities are available for other outstanding students in the Honors Institute.

Phi Theta Kappa

The national scholastic honor society, Phi Theta Kappa, has a chapter on each campus of Broward Community College. Students earning at least a 3.5 grade point average are nominated for membership. The society provides opportunities for scholarship, leadership and service, as well as fellowship with other students of high academic standing.

Social and Cultural Events

Special social activities, ranging from picnics to theatre parties, are provided for students in the Honors Institute. Honor students are encouraged to attend and to participate in the many cultural events presented by Broward Community College. Whenever possible, reduced fares are made available to students in the Honors Institute.

The Brain Bowl

Students in the Honors Institute have the opportunity to compete for a place on the Broward Community College Brain Bowl Team. Regional and state winners

of the annual Florida Community College Brain Bowl receive cash prizes and earn scholarships to upper division universities.

Honors Studies Abroad

Honors students who participate in the Broward Community College Semester Program Abroad, including Spain, England, France, and Israel, may earn honors credit by special arrangement with the Honors Director.

Honors Alumni Association

Graduates of the Honors Institute are eligible for membership in the Honors Alumni Association. The organization meets regularly, publishes a newsletter, and provides a network system for members. The members are invited to Honors Institute events, and the Honors Alumni Association provides a scholarship to an outstanding student in the Honors Institute.

Honors Curriculum

At least one of the following sequences of History courses is offered each year during Terms I and II. Only students who have qualified under the College's Honors Program may enroll in these courses:

AMH2010	HON History of the United States I
AMH2020	HON History of the United States II
EUH1000	HON Western Civilization I
EUH1001	HON Western Civilization II

At least one of the following Humanities courses is offered each academic year. Only students who have qualified under the College's Honors Program may enroll in these courses:

MUL2010	HON Music Appreciation
ARH2000	HON Art Appreciation

At least one of the following Behavioral Science sequences is offered once during each academic year as indicated. Only students who have qualified under the College's Honors Program may enroll in these courses:

PSY2012	HON Gen Psychology
DEP2004	HON Developmental Psychology
SYG2000	HON General Sociology
ANT2000	HON Anthropology

The following sequence of English courses is offered each year. Only students who have qualified under the College's Honors Program may enroll in these courses:

ENC1101	HON English Composition
ENC1102	HON English Composition

At least one of the following sequence of courses is offered during Terms I and II of each academic year:

AML2012	HON American Literature I
AML2023	HON American Literature II
LIT2110	HON World Literature I
LIT2120	HON World Literature II

The following Biology course, designed primarily for non-science majors, is offered at least once during each academic year. Only students who have qualified under the College's Honors Program may enroll in this course:

APB1150	HON Modern Principles of Biology
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The following course is offered during Term II on each campus:

IDS1936	HON Interdisciplinary Seminar
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For explanation of content see individual course listings.

To remain in the program, students must maintain a B average in Honors courses, and to graduate from the Honors Institute, students must have a 3.25 G.P.A. Though all Honors courses carry the same credit as regular courses, an H is affixed to the transcript to indicate Honors credit.

Alternative Learning Systems

Open College

Open College is an academic unit of Broward Community College offering opportunities to begin or continue academic work to those persons who may find it difficult to attend regularly scheduled classes on campus. Most Open College courses require only two visits to campus, for the midterm and final examinations.

The variety of courses offered through Open College allows students to make significant progress toward degrees from Broward Community College. A student seeking an Associate of Arts degree may complete most of the Area Requirements for graduation through Open College. Similarly, a student seeking an Associate of Science degree may complete through Open College as many as half of the courses required for graduation. Open College courses are offered in Accounting, Anthropology, Business, Composition, Data Processing, Finance, Government, Health, History, Law, Literature, Music, Philosophy, Psychology, Science, Spanish and Sociology. The Open College courses are applicable to all Associate of Arts, Associate of Science, and Certificate Degrees as well as teacher certification.

Open College courses are academically equivalent to courses taken on campus. The same credits are awarded on successful completion of the courses. Further, the level of work required of students is also equivalent to that of on-campus courses. All open college courses transfer to four-year colleges and universities.

Course requirements include lectures on television or audio tapes in place of the formal classroom sessions typical of the on-campus courses. For Open College students who miss television programs or who want to review a program, video and audio tapes of the programs are available and can be reviewed by

appointment at the Learning Resources Centers. In cooperation with Open College, the Broward County Regional Libraries (Main and West), as well as the Coral Springs, Deerfield Beach, Fort Lauderdale, Hallandale, Imperial Point and Mizell Libraries have video tapes and audio tapes of Open College courses. Thus, students may use all or any part of the taped lessons at their convenience during the open hours of the libraries. These tapes do not circulate. Another option available to student enrolled in Open College video or audio courses is the borrowing of course sets of tapes from the Tape Lending Center in the Learning Resources Center on Central Campus. A deposit is required for each set of tapes. The full deposit will be refunded when the set of tapes is returned on time and in good condition at the end of the term. Textbooks and study guides are also elements of the courses and some may also include additional or optional materials.

Courses Offered by Open College

ACG2001	Principles of Accounting I
ACG2011	Principles of Accounting II
AMH2010	History of the United States
AMH2020	History of the United States
BUL2111	Business Law I
BUL2112	Business Law II
CGS1060	Computer Literacy
CLP2000	Psychology of Adjustment
CRW1001	Creative Writing
DEP2102	Child Psychology
DEP2481	Death and Dying
ECO2013	Principles of Economics I
ECO2023	Principles of Economics II
ENC1101	English Composition I
ENC1102	English Composition II
ENC2210	Technical Report Writing
ENL2330	Introduction to Shakespeare
FIN1100	Personal Finance
GEB1011	Introduction to Business
LIT2935	Studies in the Novel
MAN2021	Introduction to Management
MAR1011	Principles of Marketing
MUL2010	Music Appreciation
PHI2010	Introduction to Philosophy
PHI2600	Introduction to Ethics
PHY1001	Applied Physics I
POS1041	National Government
POS2601	The U.S. Constitution
PSY2012	General Psychology
SPN1100	Beginning Spanish I
SYG2000	General Sociology

The specific courses offered by Open College each term are listed in the Registration Offices, in the Quarterly Newspaper and at the Open College Offices. Students must consult one of these sources for the sequence numbers of the courses and other information necessary for enrollment. Students may take one or more Open College courses exclusively or in combination with on-campus courses.

As an added convenience, Open College students may register by telephone or by mail. An application and registration form may be secured by calling the Open College office at 475-6603.

Weekend College

Weekend College is a convenient, flexible, accredited program that offers motivated students an opportunity to pursue, continue, and/or accelerate their education. It has been designed for the adult student whose work and home schedule makes it difficult to enroll in the regularly scheduled day or evening classes.

If a person is employed full-time; a full-time mother with children; a student who wishes to devote the extra effort needed to accelerate progress toward a degree; someone who wants to make more productive use of their leisure time, or an individual who simply prefers taking classes on the weekend, this program will meet their needs.

Weekend College offers courses to fulfill the Associate of Science in General Studies or the Associate of Arts Degree in the Humanities, Social Sciences, Communications and Business Science, Computer Science and the basic natural Science Areas. The courses are offered on Friday evening, Saturday or Sunday, usually in four hour time blocks, once a week for eight weeks. In addition to the 32 classroom hours, students may be required to attend midterm and final exams on a weekday evening, and some out of class learning activities are usually required. Some courses in the Disciplines previously mentioned along with Math and Advanced Sciences are offered in three hour time blocks, once a week for sixteen weeks. In all cases, Weekend College instructors make themselves available to students during the week for telephone consultation.

All Weekend College courses are full credit college courses offered by the BCC academic departments and faculty and are transferable to upper division colleges. It is possible to complete as many as 18 courses in one calendar year. There is an average of 30 students per class.

The Weekend College is another way that BCC attempts to serve the varied educational needs of the residents of Broward County.

PROGRAMS OF STUDY



ASSOCIATE OF ARTS DEGREE

Philosophy of General Education

General Education at Broward Community College is a combination of college-level courses which will provide students with the social, technical, and academic competencies they will need to participate effectively in a democratic society and in a global community.

This foundation also includes an appreciation for an understanding of one's role as an individual in a modern and rapidly changing society, and the complex workings of the physical universe.

These courses are also a foundation for the specific academic and technical programs at the community college and for further education toward a baccalaureate degree.

General Information

The Associate of Arts Degree provides the courses of study equivalent to those offered to the freshman and sophomore students in the lower division of Florida's state universities. If students receive the Associate of Arts Degree from Broward Community College, their degree will, in most cases, meet the lower division requirements of a university and will admit them to the junior-level status. The degree requirements consist of the general education requirements which parallel the university requirements and electives in preparation for a major area of study.

Students are encouraged to contact the specific institution to which they wish to transfer regarding that institution's unique requirements. Specific information concerning transfer to the following Florida state universities is available in the Counseling and Advisement Office.

FAMU	Florida A and M University
FAU	Florida Atlantic University
FIU	Florida International University
FSU	Florida State University
UCF	University of Central Florida
UF	University of Florida
UNF	University of North Florida
USF	University of South Florida
UWF	University of West Florida

Program Sheets recommending courses for specific majors and programs are available in the Counseling and Advisement offices on Central, North, South, Health Sciences and the Fort Lauderdale Center campuses, in the following areas:

The Associate of Arts Degree Programs

Agricultural Science
Anthropology
Architecture
Art
Art-Graphic Design
Astronomy
Biology
Business Administration
Chemistry
Computer Science
Computer Information Systems
Criminal Justice
Dietetics
Economics
Elementary Education
Engineering
English
Fashion Merchandising
Foreign Language
Geology
History
Hospitality Administration
Interior Design
International Studies
Journalism
Liberal Arts
Mass Communications
Mathematics
Medical Technology
Music
Music Education
Pharmacy
Physical Education
Physics
Political Science
Pre-Chiropractic
Pre-Electronics Engineering Technology
Pre-Law
Pre-Medical/Dental
Pre-Nursing
Pre-Occupational Therapy
Pre-Optometry
Pre-Physical Therapy
Pre-Veterinary Medicine
Psychology
Radio & Television
Recreation
Religion
Social Welfare
Sociology
Speech
Speech Pathology/Audiology
Theatre

Degree Requirements

(University Parallel)

To graduate, students must complete 60 semester hours of academic credit as well as four semester hours of physical education activity courses with a grade-point average of at least 2.0. Of the 40 hours required for General Education (Areas 1-5), 6 credits of those 40 hours must be approved International/Intercultural courses. Excluded are special technical courses and college preparatory courses. Students must pass the CLAST. In selecting courses, students should consider catalog suggestions of the upper-level institution to which they intend to transfer.

General Education Requirements - Associate of Arts Degree

Area 1. English Composition.....6 Hours (Required of all students)

ENC1101, and ENC1102 or ENC2210. Students who complete both ENC1101 and ENC1102 may use ENC2210 to satisfy 6000 words of Area 9 Humanities writing requirements. A grade of "C" or better is required in each of these courses.

Area 2. Humanities6 Hours

You may choose only one course from each category (A, B, C, D, E, F, or G)

- A. AML2012 American Lit I, AML2023 American Lit II, ENG2100 Film as Lit, ENL2013 British Lit I, ENL2023 British Lit II, ENL2330 Intro to Shakespeare, LIT1370 Bible as Lit, LIT2020 Lit Short Story, LIT2030 Great Ideas Poetry, LIT2110 World Lit I, LIT2120 World Lit II, LIT2311 Lit Sci Fiction, LIT 2341 Mystery Fiction, LIT2350 Afro American Writers, LIT2390 Male/Fem Images, LIT2935 Seminar in Literature, LIT2950 through 2955 Travel/Seminar in Literature.
- B. FRW2100 French Lit I, FRW2101 French Lit II, GEW2010 German Lit I, GEW2011 German Lit II, SPW2010 Spanish Lit I, SPW2011 Spanish II.
- C. ARH2000 Art Appreciation, ARH2050 Art History I, ARH2051 Art History II
- D. THE2010 Theatre Appreciation, THE2100 History of the Theatre, THE 2375 Contemporary Drama
- E. MUH2111 Mus Hist Lit, MUH2112 Mus Hist Lit, MUL2010 Mus Appreciation
- F. PHI2010 Intro to Phil, PHI2600 Ethics
- G. REL2010 Intro Religion, REL2300 World Religion

Area 3. Social and Behavioral Sciences.....6 Hours (Select TWO courses from any ONE of the following sequences: A, B, C, D, or E)

- A. WOH2040 Twentieth Century, EUH1000 Western Civ, or EUH1001 Western Civ
- B. AMH2010 US History, AMH2020 US History
- C. LAH1004 Two Americas, LAH1005 Two Americas

- D. POS1041 National Govt, POS1112 State/Local Govt, or INR2002 International Relations
- E. ANT2000 Intro to Anthro, SYG2000 General Soc, SYG2441 Social Institutions, SYG2010 Social Problems

Area 4. Science and Mathematics..... 13 Hours (Be certain you have proper pre-requisites)

- A. Science - Any 7 semester hours from the following areas: physical science, astronomy, chemistry, geology, biology, zoology, botany, or physics, except courses especially designed for technical education curricula. It is strongly recommended that students take one course from the biological sciences area and one course from the physical sciences area to obtain a broad-based science background. In addition, it is strongly recommended that the companion lab be taken with each lecture course, particularly in cases of transfer. See item C below.
- B. Mathematics - Any 6 semester hours from the following list: MAC1102, MGF1202, MAC1132, MAC1133, MAC2316, (MAC2301,MAC2302), MAC2317 (MAC2303, MAC2304) MAC2233, MAS2103, MAP2302, STA2014. A grade of "C" or better in the courses must be achieved to satisfy the requirement.
- C. All students must take one course in a laboratory science from the following list: APB1150L, AST1022L, BOT1010L, CHM1045L, CHM1046L, CHM2210L, CHM2211L, GLY1010L, PHY2048L, PHY2049L, PHY2053L, PHY2054L, or PSC1191L, ZOO1013L. NOTE: Check catalog description for co-requisites.

Area 5. Additional Requirements. 9 Hours

According to requirements in a respective field, any courses from A through K.

- A. Modern Foreign Languages. Students entering a Florida State university are required to have successfully completed two years of foreign languages in high school or 8 semester hours of foreign language in a community college. Some universities have increased the requirement to 12 semester hours. Foreign Language courses must be taken in sequence.
- B. CLP2000 Psych of Adj, PSY2012 Gen Psych, PSY2043 Adv Gen Psych, DEP2102 Child Psych, DEP2302 Adolescent Psych, DEP2402 Adult & Aging, DEP2481 Death & Dying, INP2101 Applied Psych, SOP2002 Social Psych.
- C. SYG2421 Family
- D. ECO2013 Prin Eco I & ECO2023 Prin Eco II
- E. SPC1024 Intro Speech Comm, SPC1600 Public Speaking
- F. GEO1000 Intro to Geo, GEA2000 World Geo, GEO1370 Cons. Nat. Resources
- G. MUT1121 Theory I, MUT1122 Theory II, MUT2126 Theory III, MUT2127 Theory IV
- H. PHI1100 Logic

- I. ARC1701 Survey of Architectural History (Architecture majors only)
- J. PAD2002 Intro to Pub Admin
- K. Areas 2, 3, 4 (any course from Areas 2, 3, or 4 above)

Area 6. Physical Education Activities.....4 Hours

Students must complete one of the following 2-semester-hour "wellness" activity courses: HLP1081 Health Fitness; PEM1116 Slimnastics; PEM1131 Weight Training; Pem1141 Aerobic Movement; PEM1146 Walk/Jog/Run; PEM1171 Aquatic Fitness. Also, elect two courses from the various 1-semester-hour activity courses offered by the HPRD department. No more than three courses may be counted toward an A.A. Degree. Students may not take two 2-semester-hour wellness courses to fulfill this requirement. No exemptions shall be permitted from this HPRD activity requirement because of age, veterans status, or medical reasons. (NOTE: Students with medical restrictions or physical limitations must, with a physician's approval, participate in any HPRD activity class on a modified basis or participate in any HPRD class specifically designated for the medically restricted with permission of the HPRD Department Chair. Students with total activity restriction must enroll in designated HPRD lecture classes with medical verification which is approved by the HPRD Department Head.)

Area 7. Electives.....20 Hours

Any combination of college level courses from the General Education offerings (Business Administration, Cooperative Education, Communications, Humanities, Health, Physical Education and Recreation, Mathematics and Science, and Social and Behavioral Science) except College Preparatory, Physical Education activity courses, and courses designed especially for technical education curricula. When choosing electives, students should give careful attention to their major field of study and to the requirements of the institution to which they plan to transfer. Certain technical/occupational courses can be used to satisfy this area requirement.

Area 8. International/Intercultural6 Hours

Of the 40 hours required for general education requirements (Areas 1-7), 6 credits must be earned in approved International/Intercultural courses. Any combination of courses from the General Education offerings that contain a major International or Intercultural content and emphasis including appropriate courses taken under Areas 2, 3, 5, and 7 may be used to satisfy this requirement, including the following:

AMH2091,	ANT2000,	ANT2100,	ANT2211,
ANT2320,	ANT2920,	ANT2921,	ANT2922,
ARA1100,	ARA1101,	ARH2000,	ARH2004,
ARH2050,	ARH2051,	ARH2892,	ART2892,
ART2895,	CCJ2631,	CPO2142,	ECS2390,
ENL2013,	ENL2023,	EUH1000,	EUH1001,
EUH2053,	FRE1000,	FRE1120,	FRE1121,
FRE1170,	FRE2200,	FRE2201,	GEA2000,
GER1000,	GER1120,	GER1121,	GER1170,
GER2200,	GER2201,	HBR1120,	HBR1121,
HBR2200,	HBR2201,	HIS2955,	HIS2956,
HUM2700,	HUM2701,	INR2002,	INR2956,
ISC1451,	ITA1000,	ITA1120,	ITA1121,
JST1400,	JST1500,	JST2400,	LAH1004,
LAH1005,	LIT2020,	LIT2110,	LIT2120,
LIT2950,	LIT2951,	LIT2952,	LIT2953,
MAR2240,	MAR2955,	MAR2956,	MKA2955,
MKA2956,	MNA2601,	MUL2010,	MUL2955,
REL2300,	RUS1120,	RUS1121,	RUS2200,
SPN1000,	SPN1120,	SPN1121,	SPN1170,
SPN2020,	SPN2021,	SPN2200,	SPN2201,
SPN2240,	SPN2400,	SPN2401,	SPW2010,
SPW2011,	SYG2000,	SYG2421,	SYG2441,
SYG2942,	THE2010,	THE2100,	WOH2040

Area 9. Humanities Writing Requirement.....12 Hours

Some students who were enrolled in an accredited college or university prior to January 1, 1983 may be exempt from this area. Please see an Academic Advisor.

Any combination of courses from Areas 2, 3, 5, and 7 designated as a Writing Course on the term schedule and any third college-level composition course will fulfill the Humanities writing requirement. Students shall write a minimum of 3,000 words per course with the exception of a third college-level composition course in which the student shall write 6,000 words per course. In each of these courses, a variety of assignments relevant to the content of the course may be made. Students must achieve a grade of "C" or higher in the courses to satisfy the writing requirement. Pre-requisite: A grade of "C" or higher in ENC1101.

CLARIFICATION OF "OPTIONAL WRITING" DESIGNATION FOR AREA 9 COURSES

Students who enroll in "Optional Writing" courses have the option of registering for writing credit to fulfill graduation and/or Gordon Rule requirements. Students who enroll in Humanities courses may reasonably expect essay tests, in-class writing, and formal written presentation of material even though they did not choose writing credit for that specific course. The "Optional Writing" designation means that students may select which courses they will use to satisfy the State of Florida writing requirements.

ASSOCIATE OF SCIENCE DEGREE/CERTIFICATE

General Information

The Associate of Science Degree offers programs for students who are interested in preparing for a career that requires study beyond the high school level but does not require a four-year degree.

When students decide to follow an Associate of Science Degree program, they are not preparing themselves for transfer to a state university. If they decide to attend a university, they may be required to do additional work at the freshman or sophomore level in order to earn enough credit hours to transfer to junior level status.

The Associate of Science Degree program provides courses in two basic areas. One area contains specialized courses for the program. The second area includes at least 15 credits in General Education courses. General Education courses are designed to help students develop as well-rounded individuals capable of thinking and acting as mature, educated, and enlightened citizens. It is believed that courses in General Education broaden knowledge and will enhance overall employment potential. All Associate of Science Degree students are required to complete ENC1101 and at least three credits of Mathematics at or above the level of MAT1034. Two credits of Physical Education activities are also required.

FINAL RESPONSIBILITY FOR MEETING THE REQUIREMENTS FOR GRADUATION FOR AN ASSOCIATE OF SCIENCE DEGREE RESTS WITH THE STUDENT. HE/SHE MUST COMPLETE ALL OF THE COURSES AS SPECIFIED IN THE PROGRAM FOR THE DEGREE.

Program sheets are available for all Associate of Science and Certificate programs in the Counseling and Advisement Offices on Central, North, South, Health Sciences and the Fort Lauderdale Center campuses.

Associate of Science Degree Programs

Accounting Technology
Architectural Design & Construction Technology
Automotive Service Management Technology
Aviation Maintenance Management
Aviation Administration
Business Administration and Management
Child Care Center Management
Civil Engineering Technology
Computer Engineering Technology
Computer Information Systems Analysis
Computer Integrated Manufacturing Technology
Computer Programming and Analysis
Court Reporting Technology
Criminal Justice Technology
Customer Service Technology

Diagnostic Medical Sonography Technology
Dietetic Technician
Electronics Engineering Technology
Emergency Medical Services Technology (EMS)
Fashion Marketing Management
Financial Services
Fire Science Technology
Health Care Services Management
Hospitality Management
Insurance Management
Interior Design Technology
International Business Management
Landscape Technology
Legal Assisting
Legal Secretarial Technology
Marketing Management
Medical Laboratory Technology
Medical Record Technology
Medical Secretarial Technology
Nursing (Associate Degree) R.N.
LPN Transition
Office Management Technology
Office Systems Technology
Pest Control Technology
Physical Therapist Assisting
Postal Service Management
Professional Pilot Technology
Radiation Therapy Technology
Radiologic Technology
Radiologic Technology - Special Program for Degree
Real Estate Management
Respiratory Therapy Technology
Restaurant Management
Travel Industry Management
Word Processing Technology

Certificate Programs - Specialized Areas

Accounting Applications - General
Accounting Applications - Tax
Business Data Processing
Dental Assisting Technology
Diagnostic Medical Sonography Specialist
Emergency Medical Technology-EMT
Medical Assisting
Office Systems Specialist - Administration
Office Systems Specialist - General
Paramedic
Promotion Management - Fashion
Promotion Management - General
Promotion Management - International

DIVISION OF CONTINUING EDUCATION/ ECONOMIC DEVELOPMENT

Continuing Education/Economic Development is a vital part of the total program at Broward Community College. The division emphasizes the community - its needs, its desires, its people. With a director located at each campus (North, Central, South and Health Sciences) the Division of Continuing Education/Economic Development extends the College into the community through credit and noncredit offerings and programs reaching beyond the traditional limits of the College.

Continuing Education/Economic Development Programs are designed to:

- *Provide opportunities for individuals wanting to upgrade their present skills or to explore new occupational fields.
- *Provide cultural and community enrichment studies for groups and individuals seeking to enhance their quality of life.
- *Provide personal enrichment and recreation for individuals wishing to explore new activities for personal growth and enjoyment.
- *Provide quality resources for industry, government, and professional groups desiring to supplement their own training and development programs.

Programs are offered as Short Courses, Seminars, Forums, Workshops, and Institutes. The structure of a

program is determined by the nature of the material, instructional approach, and needs of the requesting individuals or organizations. Programs are offered at various locations for your convenience. They are held on the Broward Community College campuses or may be brought to condominiums, clubhouses, civic centers, libraries, or where the target group has an available facility. Courses are also conducted at business, industry, or government facilities.

Continuing Education/Economic Development Programs are offered on a credit or noncredit basis. Registration procedures are simplified to meet group or individual needs. Instructors are highly qualified professional men and women from the Broward Community College faculty and other educators with outstanding background and experience in their fields. Fees are in keeping with the community college concept of providing quality instruction at minimal cost. For further information and assistance, please call the campus nearest you.

Central Campus	475-6600
North Campus	973-2205
South Campus	963 8815
Health Sciences	475-6768

CENTER FOR HEALTH SCIENCE EDUCATION

Department Name	Prefix
Continuing Education	NSP
Dental Assisting Technology	DEA, DES
Dietetic Technology	DIE, HUN
Emergency Medical Technology	EMS
Medical Assisting Technology	MEA
Medical Laboratory Technology	MLS
Medical Record Technology	MRE
Nursing Associate Degree RN Program	NUR
Physical Therapist Assisting	PHT
Radiation Therapy Technology	RAT
Radiologic Technology (X-ray)	RTE
Diagnostic Medical Sonography (Ultrasound)	SON
Respiratory Therapy	APB, RET

Center for Health Science Education Programs

The Center for Health Science Education has two major academic divisions: Programs for Initial Professional Preparation and Programs for Post-Professional Development. Programs which prepare students for entry into specific health professions include: Dental Assisting Technology, Diagnostic Medical Sonography (Ultrasound), Dietetic Technology, Emergency Medical Services, Medical Assisting, Medical Laboratory Technology, Medical Records, Nursing (Associate Degree) RN Program, Paramedic, Physical Therapist Assisting Technology, Radiation Therapy Technology, Radiologic Technology (X-ray), and Respiratory Therapy.

Programs for post-professional development are those which enroll credentialed health professionals whose goals are to increase their knowledge and skills in various health related topics and courses. All courses/programs are offered by the Division of Continuing Education for Health Related Professionals.

Admission Requirements and Procedures:

1. Students must fulfill general admission requirements to the college.
2. Students must complete a Health Science Admissions Application for desired Health Science Program(s). Separate application must be made to each program. Applications may be obtained by calling 475-6770.
3. Transcripts for previous college work (including Broward Community College) should be sent to the appropriate department.
4. Students must have a minimum grade point average of 2.0 for all college/school work attempted unless waived by the department.
5. Students are selected into programs based on established criteria for each program in accordance with Equal Access/Equal Opportunity standards and date of completed application received by the specific departments.

6. The number of students selected is limited and varies with the availability of clinical facilities, state licensing regulations, and other related criteria.
7. Students are notified in writing of acceptance or provisional acceptance. Some students may be notified by telephone because of late application or due to students who have withdrawn their application.

Center for Health Science Education Policies

Substance Abuse Policy Statement:

A student who is unable to perform clinical activities as assigned with reasonable skill and safety to patients by reason of illness, or use of alcohol, drugs, narcotics, chemicals, or any other type material, or as a result of any mental or physical condition, shall be required to submit to a mental or physical examination. The physician or health care practitioner must possess expertise to diagnose the impairment and be approved by the department. Cost of the examination will be borne by the student. Failure to submit to such an examination may result in dismissal from the program.

Registration/Audit:

A student must be registered in the course to attend class. No student may audit any health science course without the permission of the appropriate Health Science Department Head.

Enrollment:

A student must register for theory and the corresponding lab and/or clinical course. If the student fails or withdraws from the clinical course, he/she may remain in the theory course. Following the completion of the theory course, the student must register for the clinical course as designated by the Department Head. The student may have to wait for the availability of clinical space. If the student withdraws from the theory, he/she must withdraw from the clinical/lab course. The student must later register for the theory and clinical/ lab course as designated by the Department Head. The student may have to wait for the availability of space.

Withdrawal:

A student who withdraws from a Health Science course must contact the Department Head at the time of withdrawal. If a student wishes to continue in the program at a later date, he/she must follow the readmission policy. The student may have to wait for the availability of space.

Transfer:

Students who wish to transfer Health Science credits from another college should contact the appropriate department for a copy of the procedures and policies. No student can obtain a Health Science A.S. Degree unless they have completed 24 credit hours at Broward Community College including the final 12 credits in the appropriate major.

Attendance:

Each instructor determines the attendance policy for each class, and communicates this policy to all students attending class. It is the student's responsibility to attend class. Clinical attendance is mandatory. It is the student's responsibility to contact the instructor or clinical area in case of an emergency or illness.

Cheating:

If a student is discovered cheating, the student may be expelled or suspended from the program. In submitting written work during any course, the student should be aware of the policy on plagiarism adopted by the Health Science faculty.

Transportation:

Students must have reliable transportation to and from Broward Community College and to and from the assigned clinical facility. No transportation is provided by the College or clinical facility. The student assumes all risks and responsibilities for travel to and from clinical sites and field trips.

Complaint/Grievance Procedure

A formal process for resolving complaints/grievances has been established. A student wishing to formally complain or grieve should first obtain a copy of the Complaint/Grievance Procedure form. Complaint/Grievance forms may be obtained from the office of the Department Head or Executive Director of the Center.

THE STUDENT MUST INITIATE ACTION WITHIN SIXTEEN (16) WEEKS OF THE ALLEGED OCCURRENCE. A STUDENT SHOULD ALWAYS, BEFORE INITIATING THIS PROCESS, DISCUSS THE ISSUES WITH THE INVOLVED PARTIES, I.E., INSTRUCTOR, DEPARTMENT HEAD.

Uniforms:

Uniforms that meet the approval of the appropriate Health Science Department must be furnished by the students.

Information regarding their purchase is given to each applicant following admission to a program. Failure to adhere to the appropriate dress code will result in dismissal from the clinic.

Liability Insurance:

All Health Science students are required to carry professional liability insurance each term that they are in a clinical setting. The fee of \$12.50 per year is due at the time of registration.

Accident and Personal Health Insurance:

It is recommended that all students in Health Science Programs carry accident insurance and personal health insurance due to the inherent risk of exposure to disease.

Health Examination:

A complete physical health form must be submitted upon notification of acceptance. Final acceptance into the program will be contingent upon the results of the medical form.

Continuation in Program:

Continuation in health science programs is dependent upon maintaining the course grades and GPA as specified by each department. The departments

also reserve the right to discontinue a student's enrollment at any time during the program, if in its judgment, the student does not possess the qualifications necessary for the selected health science career or demonstrates behavior deemed to be potentially detrimental to patient's safety and well being.

Readmission:

Each Health Science Department has established specific readmission policies. The student who wishes readmission consideration should check with the appropriate department for specific criteria and procedures.

Catalog Requirement:

It is important that you know the Catalog requirements under which you will graduate. Health Science students have three options:

If you have been attending continuously (Term I & II each year), you may graduate under the Catalog year you entered the College or the one in effect at the time of graduation.

If you have interrupted your attendance by one or more terms (not including Terms IIIA or IIIB), you must meet the requirement of either the Catalog year you re-enrolled or the one in effect at the time of graduation.

Health Science students may also graduate under the Catalog year in which they entered the Health Science Program.

It is very important that you see either an Academic Advisor or a Health Science Department Head if you are unsure of your Catalog year.

Continuing Education For Health Related Professions

This Continuing Education Program provides educational opportunities for health related professionals who desire to increase their knowledge and skills based on a continuum. The program supports and assists in implementing the philosophy and purpose of the College. This is done primarily through continuing education offerings for health care providers. Target groups include medical office personnel, dental assistants and hygienists, dietitians, licensed registered and practical nurses, medical assistants, medical laboratory personnel, nursing home administrators, radiographers, physical therapists and assistants, respiratory therapists, and psychological services licensees.

Continuing Education for Health Related Professions is an approved provider for the American Association of Medical Assistants, American Dietetic Association, Certification Board for Addiction Professionals, #B-002, Dental Assisting National Board, Inc., Florida State Board of Dentistry, Provider P00020, Medical Laboratory Personnel HRS Provider #JP7000003-02-0, Florida State Board of Nursing Provider 27C0093, Psychological Services Department of Professional Regulations Provider #CM-090-90, Radiologic Technologists HRS Provider #3200006, Nursing Home Administrators.

Interprofessional collaboration in programming fosters interaction among health care practitioners in order to

provide improved quality health care. We support the concept of learning as a continuous process of formal and informal educational learning experiences. Continuing Education is supplemental to formal education and, therefore, most appropriate as short-term, non-credit offerings.

Offerings are available at all campus sites and various off campus facilities. Day, evening and Saturday classes provide opportunity for continuing education. The format for classes includes seminars, workshops, short- and long-term courses and special educational programs. College credit courses, home study, audio and video offerings are also available. Contracted instructional services meet the needs of individual institutions, agencies, or groups.

Noncredit and credit courses are in the publication *Continuing Education For Health Related Professions*. Additional flyers announce individual offerings periodically.

For information regarding this program contact Continuing Education for Health Related Profession at 475-6768.

Dental Assisting Program

A career in Dental Assisting has developed into a rewarding and challenging opportunity for men and women of today. A Dental Assistant is a member of a highly qualified health team, working to improve the health of the community. The varied duties and responsibilities of the dental assistant require knowledge of the basic dental sciences, proficiency in office management procedures, and practical experience involving specialized skills.

Broward Community College has developed a unique program to meet the need for trained Dental Assistants in the community. Completion of the certificate program enables the student to take the Dental Assisting National Board and have expanded duties certification. Continuation in the program, with completion of a second year of prescribed study, leads to an Associate of Science Degree in Health Services Management.

The Dental Assisting Program is fully accredited by the Commission on Accreditation of the American Dental Association.

Criteria for Admission to the Dental Assisting Program:

1. Applicants must fulfill the general requirements for admission to the Health Science Programs (See Requirements for Admission to Health Science Programs and Procedure for Applying for Admission.).
2. Tour of the on-campus facility with Dental Assisting Department faculty is required.

Dental Assisting Certificate of Achievement

Requirements for the Certificate of Achievement in Dental Assisting:

Completion of 1104 contact hours and 6 semester hours of credit with a grade point average of 2.0 or better. No

grade lower than "C" will be acceptable in any course required for the Dental Assisting Certificate.

Contact Hours**

First Term

*DEA0022	Preclinical Orientation	64
*DEA0022L	Preclinical Laboratory.....	128
*DEA0000	Introduction to Dental Assisting.....	16
*DES0021	Dental Anatomy and Physiology ...	48
*DES0100	Dental Materials	32
*DES0100L	Dental Materials Laboratory	48
*DEA0300	Preventive Dentistry.....	32
*DES0210	Dental Radiology	32
*DES0210L	Dental Radiology Laboratory	64
*DEA0820	Expanded Functions I	48
Total Contact Hours.....		512

Second Term

*DEA0821	Expanded Functions II	16
*DEA0821L	Expanded Functions II Laboratory	48
*DEA0800	Clinical Practices and Procedures I	16
*DEA0800L	Clinical Practices Laboratory.....	192
*DEA0130	Allied Dental Theory	64
*DEA0200	(1)Practice Administration of the Dental Office	32
*DES0300	Dental Psychology	16
Total Contact Hours.....		384

Semester Hours

SPC1024	Introduction to Speech	3
ENC1101	Composition	3
Total Term Semester Hours		6

Summer Term

Contact Hours

*DEA0804	Clinical Practices and Procedures II	16
*DEA0804L	Clinical Practices and Procedures II Lab.....	192
Total Contact Hours.....		208
Total Program Contact Hours.....		1104
Total Program Semester Hours.....		6

*Requires a pre- or co-requisite. See the course description in this catalog.

(1)Satisfactory completion of a typing competency examination is necessary for course completion.

**Dental Assisting Courses are taught at the postsecondary adult vocational level and therefore, do not carry college credit.

Diagnostic Medical Sonography Technology(Ultrasound)

The Diagnostic Medical Sonography Program prepares individuals meeting certain qualifications to work with medical practitioners in the management, control and care of patients referred for ultrasound studies.

Clinical education is done in local clinics and hospitals. On completion of the 20 month course, students will be eligible to write the exams of the American Registry of Diagnostic Medical Sonographers.

Criteria for Admission to Diagnostic Medical Sonography Technology:

1. Applicants must fulfill the general requirements for admission to Health Science Programs (See Requirements for Admission to Health Science Programs and Procedure for Applying for Admission.).
2. Applicant must be a graduate of an accredited two year Radiologic Technology Program with preference given to Registered Radiographers OR a minimum of a two year Health Science Degree leading to National Certification. A minimum of a 3.0 GPA is required.
3. Candidates for admission who have only a two year Health Science degree must be interviewed by Program Coordinator.

Requirements for the Associate of Science Degree in Diagnostic Medical Sonography :

1. Completion of required courses with a grade point average of 2.0 or better. No grade lower than a "C" will be acceptable in Sonography courses.
2. Completion of the following courses (the program is sequential and full time):

First Year

	Semester Hours
<i>Term I</i>	
*SON2211 Medical Sonographic Physics I	3
*SON2111 Abdominal Sonography I	3
*SON2121 OB/GYN Sonography I	3
*SON2214 Practical Aspects of Sonography I.3	3
*SON1851L Clinic Education	3
Total Term Semester Hours	15
<i>Term II</i>	
*SON2212 Medical Sonographic Physics II	3
*SON2112 Abdominal Sonography II	3
*SON2122 OB/GYN Sonography II	3
*SON2215 Practical Aspects of Sonography II	3
*SON1861L Clinical Education	3
Total Term Semester Hours	15
<i>Term III</i>	
ENC1101 Composition	3
*SON2141 Small Parts Sonography.....	3
*SON1871L Clinical Education	4
Total Term Semester Hours	10

Completion of the above listed courses qualifies the student as a candidate for the Specialist Certificate and qualification to write the ARDMS Examinations in OB/GYN, Abdomen, and Physics and Instrumentation.

Second Year

	Semester Hours
<i>Term I</i>	
*SON2131 Echocardiography I.....	3
*SON2161 Neurosonology	3
CHM1033 Chemistry Health Sci	3
*APB1811 Anatomy and Physiology	3
*APB1811L Anatomy and Physiology Lab	1
Physical Education Elective	1
*SON2834L Clinical Education.....	3
Total Semester Hour	17
<i>Term II</i>	
*SON2132 Echocardiology II	3
*SON2171 Vascular Sonography	3
MAT1034 Intermediate Algebra	3
*APB1812 Human Anatomy and Physiology II.....	3
Physiology II Lab	1
Physical Education Elective	1
*SON2844L Clinical Education	3
Total Semester Hours	17
<i>Term IIIA/B</i>	
ENC1102 Composition (or)	
ENC2210 Technical Report Writing.....	3
Computer Science Elective	3
Behavioral Science Elective	3
Total Semester Hours	9
Total Program Semester Hours	83

*Requires a pre- or co-requisite. See course description in the Catalog.

Dietetic Technician Program Nutrition Care Services

This Dietetic Technician Program prepares students to function under the supervision of the Registered Dietitian. Typical duties include: assessment of the patient situation, interviews, menu planning, diet instruction for routine modifications and employee training. The program is approved by the American Dietetic Association, the national professional accreditation organization.

The Dietetic Technician Program accepts transfer credits from Atlantic Vocational Training Center for the student completing the Dietary Manager's Program. At program entrance, each student must confer with the Coordinator of the Dietetic Technician Program.

Criteria for Admission to the Dietetic Technician Program:

1. Applicants must fulfill the general requirements for admission to Health Science Programs (See Requirements for Admission to Health Science Programs and Procedure for Applying for Admission.).

2. A personal interview with the Coordinator of the Dietetic Technician Program is recommended.

Requirements for a Dietetic Technician A.S. Degree:

1. Completion of 64 semester hours of credit with a grade point average of 2.0 or better.
2. Completion of courses in the major field (A grade of "C" or better must be earned in each major course).

First Year

	Semester Hours
<i>Term I</i>	
HUN1201 Essentials of Nutrition.....	3
*DIE2412 Nutrition Counseling and Education.....	2
FSS2307 Dietetic Seminar	1
APB1150 Prin of Biology	3
APB1150L Prin of Biology Lab	1
ENC1101 Composition	3
(1) Elective	3
Total Term Semester Hours	16

<i>Term II</i>	
*DIE2222 Nutritional Care in Community and Institutions	3
*DIE1270 Nutrition Clinical I.....	3
*ENC2210 Tech Report Writing	3
EDF2010 Educational Psychology	3
*MAT1034 Intermediate Algebra or higher ...	3
Total Term Semester Hours	15

<i>Term IIIA</i>	
HSA2111 Health Care Facilities.....	3
SYG2000 General Sociology	3
Total Term Semester Hours	6

Second Year

<i>Term I</i>	
*DIE2243 Applied Nutrition	3
*DIE2271 Nutrition Clinical II	3
FSS1221 Volume Foods	3
HFT1210 Supervisory Development	3
(2)Elective.....	3
Total Term Semester Hours	15

<i>Term II</i>	
*FSS2301 Dietary Department Operations....	3
*DIE2272L Nutrition Clinical III.....	4
*HFT2220 Organization and Personnel Management	3
(3)Physical Education Activity	2
Total Term Semester Hours	12
Total Program Semester Hours.....	64

*Requires a pre- or co-requisite. See course description in the catalog.

- (1) Recommended: MEA1010 Medical Terminology.
- (2) Recommended: CGS1570C Microcomputer Applications
- (3) Recommended: 2 credit wellness track course.

Emergency Medical Services Technology Program

Broward Community College has developed a three stage program in Emergency Medical Services to meet the needs of the community. Certificate programs for the EMT and Paramedic are included in the two-year Associate of Science Degree Program. Satisfactory completion of the Basic EMT Certificate Program will enable the student to take the Florida State EMT Examination.

Satisfactory completion of the advanced courses in the Paramedic Certificate Program will enable students to take the Florida State Paramedic Examination. Those desiring an Associate of Science Degree may elect to take additional general academic and specialized EMS courses.

Applicants to the Emergency Medical Services program must fulfill the general requirements for admission to the college and complete the application process at the Emergency Medical Services Department. The selection of students is based upon the student meeting the Health Science Admission Requirements and the following additional factors:

1. Freedom from any physical or mental defects or diseases which might impair candidate's ability to perform duties.
2. Freedom from any addiction to alcohol or any controlled substance.
3. Satisfactory personal interview with the Emergency Medical Services Department Head when requested.
4. Complete Employment History Form.

Enrollment in all EMS courses is limited. Courses may not be audited if State certificate is contemplated, since a grade of "C" or better is required. All admission requirements are based on the eligibility requirements of the State of Florida to take the certification examination.

Emergency Medical Technology Certificate Programs

These programs are designed solely for individuals who desire credentials at the EMT and/or Paramedic level. Individuals seeking admission to the certificate program must contact the Emergency Medical Services Department for permission to register in EMS courses.

EMT Certificate Program

A priority for admission into the EMT Certificate Program is given to the following individuals who serve in a "first response" capacity:

1. Fire Department Personnel
2. Ambulance Personnel
3. Police Personnel
4. Lifeguard Personnel
5. EMS Personnel

All other interested individuals will be assigned class space as available.

A certificate will be awarded upon completion of the following courses:

Semester Hours

	Semester Hours
*EMS1119 Emergency Medical Technician, Basic	6
*EMS1119L EMS Skills Lab.....	1
*EMS1431 EMS Clinical	2
Total Semester Hours.....	9

*Requires a pre- or co-requisite. See course description in catalog.

Paramedic Certificate Program

Florida State certified EMTs are eligible to apply for the Paramedic Certificate Program.

In addition to meeting the admission requirements for the College, the Health Science Center Campus and the EMS Department, the student must:

1. Hold a current EMT Certificate from the State of Florida.
2. Take the Reading and Math test for the Paramedic Program

A Certificate of Achievement will be awarded upon completion of the following courses:

	Semester Hours
*EMS2254 Paramedic I.....	6
*EMS2254L Paramedic I, Skills Lab	1
*EMS2464 Paramedic I, Clinical	2
*EMS2255 Paramedic II	6
*EMS2255L Paramedic III, Skills Lab	1
*EMS2465 Paramedic II - Clinical	2
*EMS2458 Paramedic II, Field Internship	5
Total Semester Hours	23

*Requires a pre- or co-requisite. See course descriptions.

Associate of Science in Emergency Medical Services Technology

Admission into the Emergency Medical Services Technology Degree Program requires academic approval and notice of acceptance from the EMS Department at Broward Community College. A minimum Grade Point Average of 2.0 in all College courses previously attempted is required.

Requirements for the Associate of Science Degree in Emergency Medical Services Technology are the following:

1. Completion of 73 hours of credit and a grade point average of 2.0 or better.
2. Completion of all EMS courses with a grade of "C" or better.

In addition to the EMT and Paramedic courses included in the certificate programs, the student must complete the following courses to earn an Associate of Science Degree in Emergency Medical Services Technology:

ENC1101	Composition	3
*ENC1102	Composition or	
*ENC2210	Technical Report Writing	3
PSY2012	General Psychology	3
*MAT1034	Intermediate Algebra	3
	Social Science Elective	3
MEA1010	Medical Terminology	3
*APB1811	Human Anatomy and Physiology I	3
*APB1811L	Human Anatomy and Physiology I Lab	1
*APB1812	Human Anatomy and Physiology II	3
*APB1812L	Human Anatomy and Physiology II Lab	1
APB1600	Pharmacology I	2
*EMS2513	Crisis Intervention	3
*EMS2514	Emergency Medical Technician Assessment	3
*EMS2311	Leadership/Practicum	2
	(1)Elective	3
	Physical Education Activity	2
	Total Program Hours.....	73

* Requires a pre- or co-requisite. See course description in catalog.

(1) EMS Electives:

*EMS2361	Aquamedic Injury Management
*EMS2331	Emergency Care in Flight
*EMS2511	Emergency Respiratory Therapy
*EMS2512	Endotracheal Preceptor/Practicum
*EMS2515	Emergency Care of Children
*EMS2517	OB Preceptor/Practicum

Medical Assisting Program

The Medical Assisting Program at Broward Community College is a one year program which may be completed as a full or part time student.

The role of the Medical Assistant within the physician's office is becoming more varied, demanding, and complex. Duties and responsibilities may encompass those skills of administrator, clinician, or technician. In many instances, the Medical Assistant functions in all three areas while being a public relations specialist.

The Medical Assisting Certificate Program is AMA/CAHEA/AAMA accredited. Graduates are eligible to take the National Certification Examination for Medical Assistants immediately upon graduation.

The placement of students into externships in physicians' offices offers maximum flexibility and has been especially designed to meet the individual needs of the student, thus allowing for the development of specific skills within a chosen interest or specialty area. Students enrolled in externships will be required to spend a total of 400 hours.

Criteria for Admission into Medical Assisting Program:

1. Applicants must fulfill the general requirements for admission to Health Science programs (See Requirements for Admission to Health Science Programs and Procedures for Application.).
2. Applicants must submit an original copy of a typing test verifying a 35 WPM proficiency. This should be signed and dated by the professor administering the test.
 - a. Applicants without signed typing tests should go to the Office Careers Department (South Campus) and make arrangements to take this test in the Typing Lab.
 - b. Applicants meeting all admission criteria except their typing skill may receive a preliminary acceptance until proof of their typing skill is on file with the Medical Assisting Department.

Medical Assisting Certificate of Achievement

Requirements for the Certificate of Achievement in Medical Assisting:

1. Completion of 784 clock hours, 13 credit hours and a grade point average of 2.0 or better. No grade lower than "C" will be acceptable in ALL courses required for the Medical Assisting Certificate.

	Clock Hours
*MEA0002 Introduction to Medical Assisting.....	32
*MEA0200 Clinical Practices I.....	8
*MEA0200L Clinical Practices I Lab.....	16
*MEA0242 Pharmacology for the Medical Assistant.....	16
*MEA0302 Administrative Office Procedures.....	32
*MEA0382 Medical Law and Ethics.....	32
*MEA0201 Clinical Practices II.....	8
MEA0201L Clinical Practices II Lab.....	16
*MEA0251 Introduction to Non-Invasive Cardiology.....	16
*MEA0258 Radiology for Medical Assistants I.....	32
*MEA0259 Radiology for Medical Assistants II.....	48
*MEA0259L Radiology for Medical Assistants II Lab.....	32
*MEA0800 Externship.....	200
*MEA0255 Medical Office Lab Procedures I.....	16
MEA0255L Medical Office Lab Procedures I Lab.....	32
*MEA0256 Medical Office Lab Procedures II.....	16
*MEA0256L Medical Office Lab Procedures II Lab.....	32
*MEA0832 Advanced Externship.....	200
Total Clock Hours.....	784

2. In addition to the above Medical Assisting core courses, students must complete the following courses for credit:

	Semester Hours
OST1113 (1)Intermediate Typing	1
Computer Science or Word Processing.....	3
*OST2601 Transcribing Machines I.....	3
MEA1010 Medical Terminology	3
*MEA1011 Clinical Terminology	3
(2)CPR	No Credits
Total Credit Hours.....	13
Total Program Clock Hours.....	784

*Requires a pre- or co-requisite. See course description in catalog.

(1)Students who do not meet pre-requisites will have to take qualifying typing courses. As a pre-requisite to receive a grade in OST1115, Medical Assisting students are required to pass three timed writings of 45 WPM each. Each timed writing of five minutes shall have no more than five errors. Even if all assignments have been passed and an "A" average is achieved in the class, a grade will not be assigned until the speed requirements have been met.

An original copy of the typing test verifying a 45 WPM proficiency should be put on file in student's folder in the Medical Assisting Department. This copy shall be signed and dated by the instructor administering the test.

(2)CPR and First Aid will be taught through Continuing Education in Term I. Specifics will be announced.

Medical Laboratory Technology Program

The Medical Laboratory Technology Associate Degree Program (MLT-AD) was developed specifically to enable the Medical Laboratory Technician-Certificate (MLT-C)* graduates to continue their education and qualify for higher level positions in the clinical laboratory field. MLT-AD graduates will be able to work with less direct supervision and perform more difficult procedures than would be expected of the MLT-C. They will be eligible to take a national certifying examination for Medical Laboratory Technician and the Florida State Licenser Examination for Clinical Laboratory Technologist.

The Medical Laboratory Technology-AD program of Broward Community College is approved by CAHEA through the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) and is open to graduates of one year MLT-C programs approved by CAHEA.

Applicants must satisfy requirements for admission to the College and submit verification of graduation from an approved MLT-C program within the previous five years. Applicants whose MLT-C graduation is pending will need the recommendation of their MLT-C instruc-

tor. MLT-C credentials must be approved by the Medical Laboratory Technology Coordinator.

The MLT-C Program at Sheridan Vocational Center is affiliated with this program and the program reserves the right to require applicants who are not recent graduates of the approved program at the Sheridan Vocational Center to take a series of examinations covering all clinical laboratory areas to demonstrate knowledge and skills at least equivalent to minimum requirements for current Sheridan Vocational Center MLT-C graduates. Students with limited areas of insufficient competence will be able to take supplemental courses at Sheridan Vocational Center to raise their knowledge and skills to the required entry level for the MLT-AD program. When competencies are demonstrated in all areas on retesting, the student will be accepted in the program. Graduates of medical laboratory programs which are not accredited by CAHEA (NAACLS) who are interested in pursuing entrance into the MLT-AD program should contact the Experiential Learning Department on Central Campus to determine eligibility for credits at the MLT-C level. Students who are on the waiting list for the MLT-C program at the Sheridan Vocational Center may be admitted to the MLT-AD program at Broward Community College on verification by the Sheridan Vocational Center that they have met the entrance requirements of the MLT-C program. These students may not take courses prefixed with MLS until they have completed the MLT-C program, but may take all other courses required for the MLT Associate Degree.

Upon acceptance into the program MLT-C graduates may have the 30 credits for MLS1010C, MLS1021C, MLS1210C and MLS1520C awarded (fee \$30.00). Students must complete 40 or 43 semester hours credit at the College to satisfy the Associate of Science Degree requirements for graduation. Once accepted into the Medical Laboratory Technology program, students may select one of two curriculum tracks toward the Associate Degree. Track I is designed essentially for students not interested in transferring to a university for further study. Track II has more university parallel credits for students who plan to eventually apply them toward earning a Baccalaureate Degree in Medical Technology or a related science. Track II contains 30 university parallel credits.

Students who are not interested in acquiring career entry skills prior to earning a Baccalaureate Degree in Medical Technology may take the Pre-Medical Technology (A.A. Degree) program (see Counseling Program Sheet). The A.A. Degree does not require the first year in the MLT C program.

* Formerly Certified Laboratory Assistant (CLA).

Requirements for the Associate of Science Degree in Medical Laboratory Technology:

1. Completion of 70 (Track II) or 73 (Track I) semester hours of credit with a grade point average of 2.0 or better.
2. Completion of the following courses at Sheridan Vocational School or equivalent institution:

	Semester Hours
MLS1010C Medical Laboratory Technology I.....	10
MLS1210C Medical Laboratory Technology II.....	10
MLS1520C Medical Laboratory Technology III.....	5
MLS1021 Medical Laboratory Technology IV.....	5
Total Semester Hours.....	30

3. Completion of the following courses in major field (no grade lower than "C" will be acceptable for MLS courses):

	Semester Hours
*MLS2605 Medical Laboratory Instrumentation	2
*MLS2605L Medical Laboratory Instrumentation Laboratory	2
*MLS2610 Clinical Chemistry	1
*MLS2610L Clinical Chemistry Laboratory	1
*MLS2402 Clinical Microbiology	1
*MLS2402L Clinical Microbiology Laboratory	1
*MLS2360 Clinical Hematology	1
*MLS2360L Clinical Hematology Laboratory .	1
Total Semester Hours.....	10

These 1000 level courses are offered in 12-month CAHEA approved MLT-C Programs and credits are awarded upon verification of successful completion of the MLT-C Program within the last five years (\$30.00).

4. Completion of the following courses in General Education:

	Semester Hours
ENC1101 Composition	3
*MAC1102 College Algebra or	
*MAC1132 Pre-Calculus Mathematics I	3
CHM1045 (1)General Chemistry I	3
CHM1045L General Chemistry I Lab	1
*CHM1046 General Chemistry II	3
*CHM1046L General Chemistry II Lab	1
	Behavioral Science Elective
	3
*ENC2210 Technical Report Writing or	
*ENC1102 Composition	3
	Physical Education Activities
	2
Total Semester Hours.....	22

Students may elect one of the following tracks to complete their requirements for the A.S. Degree (See preceding "Medical Laboratory Program" section for explanation of tracks.):

Track I (73 Semester Hours)

*APB1811 Human Anatomy and Physiology I	3
*APB1811L Human Anatomy and Physiology I Lab	1
*APB1812 Human Anatomy and Physiology II	3

*APB1812L Human Anatomy and Physiology II Lab	1
SYG2000 General Sociology	3
Total Semester Hours.....	11

Track II (70 Semester Hours)

*MAC1132 (2)Pre-Calculus Mathematics I or MAC1133 Pre-Calculus Mathematics II.....	3
APB1150L(3)Principles of Biology Lab	1
*ZOO1013 General Zoology	3
*ZOO1013L General Zoology Lab	1
Total Semester Hours	8
Total Program Semester Hours.....	70-73

*Requires a pre- or co-requisite. See course description in catalog.

(1) General Chemistry is offered as either a two-semester sequence (CHM1045-1046) or as a three-semester sequence (CHM1040-1041-1046E). Placement is determined by a Placement Exam.

(2) Six hours of math courses are required for Track II. All students must take either MAT1102 and MAC1132 or MAC1133.

(3) Students who wish to qualify to take the Florida Clinical Laboratory Technologist Examination must also take APB1150 or another 3 credit biology course.

Medical Record Technology Program

This two-year program of study prepares the student for employment as a Medical Record Technician (MRT) in a variety of health care settings. The MRT has responsibilities such as coding of diagnoses and procedures; preparing, abstracting, and processing of records after the patient is discharged from the health facility. Storage and retrieval of medical information, statistical reporting, medical care evaluation studies, medical-legal aspects, and supervision of daily department activities comprise other functions. Clinical practice is conducted in local health care facilities under the supervision of qualified professional personnel.

The program is accredited by the Committee on Allied Health Education and Accreditation (CAHEA) of the American Medical Association (AMA) with the Council on Education of the American Medical Record Association (AMRA). Graduates are eligible to apply to write the national qualifying examination for certification as an Accredited Record Technician (ART). Students may attend full-time or part-time, days or evenings. Students who successfully complete the Medical Record Transcription Program at Atlantic or Sheridan Vocational Centers will receive transfer credit.

Criteria for Admission into the Medical Record Technology Program:

1. Applicant must fulfill the general requirements for admission to the Health Science Programs (see Requirements for Admission to Health Science Programs and Procedure for Applying for Admission).

2. An occupational information interview with Medical Record Technology Program Coordinator is required.

Requirements for the Associate of Science Degree in Medical Record Technology

1. Completion of 72 hours of credit and a grade point average of 2.0 or better.
2. Completion of all MRE courses with a grade of "C" or better.
3. Completion of a minimum of 24 semester hours at the College, including the final 12 credits in MRT.

General Education

	Semester Hours
ENC1101 English Composition.....	3
*ENC2210 Technical Report Writing.....	3
**MAT1034 Intermediate Algebra.....	3
Social Science Electives (2 courses)	6
Physical Education	2
Total Semester Hours	17

Related Areas

*APB1811 Human Anatomy & Physiology I...3	
*APB1811L Human Anatomy & Physiology I Lab	1
*APB1812 Human Anatomy & Physiology II .3	
*APB1812L Human Anatomy & Physiology II Lab	1
MEA1010 Medical Terminology	3
*MEA1011 Clinical Terminology	3
HSA2111 Health Care Trends & Delivery Systems.....	3
CGS1570 Microcomputer Applications.....	3
+ OST1115 Intermediate Typing (or 45 wpm speed).....	1
*OST2601 Transcribing.....	3
Total Semester Hours	24

Medical Record Curriculum

MRE1000 Introduction to Medical Records ..2	
*MRE1110 Medical Record Science	3
*MRE1110L Medical Record Science Lab	1
*MRE1800L Directed Practice I	2
*MRE2430 Concepts of Disease	3
*MRE1202 Coding: BASic ICD-9-CM	2
*MRE1203 Coding: CPT-4/HCPCS	1
*MRE2400 Health Record Networks.....	3
*MRE2400L Health Record Networks Lab.....	1
*MRE2810L Directed Practice II.....	2
*MRE2510 QA & Management.....	2
*MRE2510L QA & Management Lab.....	1
*MRE2012 Health Record Law.....	2
*MRE2201 Health Data Management	3

**Semester
Hours**

*MRE2201L Health Date Management Lab	1
*MRE2820L Directed Practice II	2
Total Semester Hours.....	31
Total Program Semester Hours.....	72

*Requires a pre- or co-requisite
 + A typing/keyboarding speed of 45 wpm is required. Testing is available.
 **or a higher level Math course

**Semester
Hours**

CHM 1033 Chemistry for Health Sciences	3
*APB 1811 Human Anatomy and Physiology I	3
*APB 1811L Human Anatomy and Physiology I Lab	1
Total Semester Hours	7

*Requires a pre or co-requisite. See course description in Catalog.

Nursing (Associate Degree) RN Program

The Associate Degree Program in Nursing is designed to prepare men and women for a career as registered nurses. The program recognizes as its purpose the education of persons to provide competent nursing care at the technical level and to contribute to the promotion of health in the community.

The Nursing Program is approved by the Florida State Board of Nursing, is accredited by the National League for Nursing, and holds membership in the Associate Degree Council of the National League for Nursing.

The Department of Nursing Technology offers an Associate of Science Degree in Nursing to both Licensed Practical Nurses (LPNs) and those who have no previous nursing education. The LPN/RN Transition Track recognizes the LPN's nursing knowledge and skills. This is designed for the LPN who feels qualified to participate in an accelerated track. The Generic Track is for the applicant who has no previous nursing education or the LPN who does not wish to enroll in an accelerated track. Also, the Generic Track has a special scheduling option for Emergency Medical Technician/Paramedic (EMT/PM) nursing students who work a 24-hours-on and 48-hours-off schedule.

The program combines studies in general education and nursing education at the College with selected clinical experiences in hospitals and other community facilities. Nursing courses require students to spend 20 to 36 hours per week in the classroom and clinical experiences.

Students are scheduled for both day and evening clinicals throughout the program. It is expected that students will have made arrangements to meet these hours.

Criteria for Admission to the Nursing Program

1. Applicants must complete general requirements for admission to Health Science Programs. (See Requirements for Admission to Health Science Programs and Procedures for Application.)
2. Complete the following courses with a grade of "C" or better:

3. Cumulative grade point average of 2.0 or better.
4. LPN/RN Transition Track students need a current Florida LPN License. LPN's who are interested in the LPN/RN Transition Track will be required to pass (50 percentile or above) the NLN/PN Comprehensive Test prior to submitting the application.
5. Admission into the Nursing Program is provisionally based upon acceptance of an approved health evaluation record. This health evaluation record must be submitted no later than the first day of class (NUR1021-Generic, EMT/PM students and NUR2001-LPN/RN students)

Graduates will receive an Associate of Science Degree in Nursing which meets the academic requirements for eligibility to write the National Council Licensure Examination (NCLEX) for licensure as a Registered Nurse.

STUDENTS IN THE NURSING PROGRAM WHO HAVE BEEN CONVICTED OF A FELONY CHARGE MAYBE DENIED LICENSURE OR HAVE A STIPULATION PLACED ON THEIR LICENSE BY THE FLORIDA STATE BOARD OF NURSING. CLARIFICATION ON THIS ISSUE IS THE RESPONSIBILITY OF THE STUDENT. INQUIRIES SHOULD BE DIRECTED TO THE FLORIDA STATE BOARD OF NURSING.

Requirements for the Nursing (Associate of Science Degree) R.N. Program:

1. Completion of 87 hours of credit and a cumulative grade point average of 2.0 or better. A grade lower than "C" is not acceptable for any course required for the Nursing Degree.
2. Completion of the following courses in General Education:

	Semester Hours
ENC1101 Composition	3
*ENC1102 Composition or	
*ENC2210 Technical Report Writing	3
Social Science Elective	3
PSY2012 General Psychology	3
**DEP2102 Child Psychology or	
**DEP2004 Human Development	3
*MAT1034 Intermediate Algebra or Higher ..	3
Physical Education Activities	2
Total Semester Hours	20

3. Completion of the following courses in related areas:

	Semester Hours
*APB1811 Human Anatomy and Physiology I	3
*APB1811L Human Anatomy and Physiology I Lab	1
*APB1812 Human Anatomy and Physiology II	3
*APB1812L Human Anatomy and Physiology II Lab	1
CHM1033 Chemistry for Health Sciences	3
HUN1202 Essentials of Nutrition and Diet Therapy	3
APB1600 Pharmacology I	2
*MCB2013 Microbiology	3
*MCB2013L Microbiology Lab	2
Total Semester Hours	21

4. Completion of courses in major field of Nursing:

GENERIC TRACK

	Semester Hours
*NUR1021 Nursing Process	6
*NUR1021L Nursing Process Clinical Lab	4
*NUR1421 Health Care of Women	3
*NUR1421L Health Care of Women Clinical Lab	2
*NUR1524 Nursing Care of the Psychiatric Patient	3
*NUR1524L Nursing Care of the Psychiatric Patient Clinical Lab	2
*NUR1730 Pediatric Nursing & Common Elements of Nursing Care	3
*NUR1730L Pediatric Nursing & Common Elements of Nursing Care Clinical Lab	2
*NUR2220 Medical-Surgical Nursing I	3
*NUR2220L Medical-Surgical Nursing I Clinical Lab	2
*NUR2221 Medical-Surgical Nursing II	3
*NUR2221L Medical-Surgical Nursing II Clinical Lab	2
*NUR2222 Medical-Surgical Nursing III	3
*NUR2222L Medical-Surgical Nursing III Clinical Lab	2
*NUR2223 Medical-Surgical Nursing IV	3
*NUR2223L Medical-Surgical Nursing IV Clinical Lab	2
Total Semester Hours.....	46

LPN/RN TRANSITION TRACK.

	Semester Hours
***NLN/PN Comprehensive Test 50 percentile	13
*NUR2001 Nursing Transition I	9
*NUR2001L Nursing Transition I Clinical Lab	3
*NUR2412 Nursing Transition II	9
*NUR2412L Nursing Transition II Clinical Lab	3
*NUR2203 Nursing Transition III	4
*NUR2203L Nursing Transition III Clinical Lab	1
NUR2801 Nursing Transition IV	2
*NUR2801L Nursing Transition IV Clinical Lab	2
Total Semester Hours	46
Total Program Semester Hours	87

*Requires a pre- or co-requisite. See course description in catalog.

**See Catalog for transferability to University.

*** Upon successful completion of NUR2001 and NUR2001L, 13 equivalent credits will be awarded for the NLN/PN Comprehensive Test. A fee will be charged.

ANY STUDENT, INCLUDING THE RE-ADMITTED STUDENT, WHO FAILS FOUR (4) OR MORE NURSING CREDITS WILL BE DISMISSED FROM THE NURSING PROGRAM.

Physical Therapy Assisting Program

The training and education of the Physical Therapy Assistant is a joint venture with the profession, the community, and Broward Community College.

The program provides the student with the opportunity to develop competency in technical skills relative to physical therapy through planned clinical, classroom and laboratory experiences. The graduate will be prepared to participate in providing a variety of services under the direction and guidance of a supervising physical therapist.

The program is accredited by the American Physical Therapy Association. Licensing examinations are required upon completion of the two year program and the Physical Therapy Assistant shall be eligible for an appropriate membership category in the American Physical Therapy Association.

Criteria for Admission in the Physical Therapy Assisting Program:

Applicants must fulfill the general requirements for admission to Health Science programs (See Requirements for Admission to Health Science Programs and Procedures for applying for admission). For further information, call 475-6770.

Requirements for the Associate of Science Degree in Physical Therapy Assisting:

1. Completion of a minimum of 73 semester hours of credit and a grade point average of 2.0 or better.
2. No grade lower than "C" will be acceptable in Physical Therapy Assisting courses or APB courses.
3. Completion of a minimum of 24 semester hours of residence at the College of which at least 12 hours must be Physical Therapy Assisting courses.

First Year

	Semester Hours
<i>Term I</i>	
PHT1000 Introduction to Physical Therapy	2
PHT1000L Introduction to Physical Therapy Lab	1
CHM1033 Chemistry for Health Sciences	3
*APB1811 Human Anatomy and Physiology I	3
*APB1811L Human Anatomy Physiology I Lab	1
MEA1010 Medical Terminology	3
ENC1101 Composition	3
PHT1350 Basic Pharmacology for PTA	1
Total Term Semester Hours	17

Term II

*PHT1211 Disabilities and Therapeutic Procedures I	2
*PHT1211L Disabilities and Therapeutic Procedures I Lab	2
*APB1812 Human Anatomy and Physiology II	3
*APB1812L Human Anatomy and Physiology II Lab	1
*PHT1103 Anatomy for the PTA	3
*PHT1103L Anatomy for the PTA Lab	1
*EMS1031 Emergency Medical Science	3
*ENC1102 Composition or	
*ENC2210 Technical Report Writing	3
Total Term Semester Hours	18

Term IIIA

*PHT2224 Disabilities and Therapeutic Procedures II	2
*PHT2224L Disabilities and Therapeutic Procedures II Lab	1
*PHT1801L Clinical Practice I	3
Total Term Semester Hours	6

Second Year

Term I

* PHT2120 Applied Kinesiology	2
* PHT2120L Applied Kinesiology Lab	1
* PHT2810L Clinical Practice II	4
* PHT2162 Survey of Neurological Deficits.	2
* PHT2162L Survey of Neurological Deficits Lab	1
PSY2012 General Psychology	3
HLP1081 Health & Fitness	2
Total Term Semester Hours	15

Term II

* PHT2701 Rehabilitative Procedures	2
* PHT2701L Rehabilitative Procedures Lab	1
* PHT2820L Clinical Practice III	6
Behavioral Science Elective	3
* PHT2931 Transition Seminar	2
* MAT1034 Intermediate Algebra	3
Total Term Semester Hours	17
Total Program Semester Hours	73

* Requires a pre- or co- requisite. See course description in Catalog.

Radiation Therapy Technology

The Radiation Therapy Technology program prepares individuals to assist the Radiation Therapist with the management, control and care of patients receiving Radiation Therapy. Clinical education is done in local hospitals. The Radiation Therapy Technology program is approved by the Joint Review Committee on Education in Radiation Therapy Technology.

Criteria for Admission to Associate of Science Degree Program:

Applicants must fulfill the general requirements for admission to Health Science Programs (See Requirements for Admission to Health Science Programs and Procedures for Applying for Admission.).

Requirements for A.S. Degree in Radiation Therapy Technology:

Complete 68 hours of credit (as listed) with a grade point average of 2.0 or better. No grade lower than a "C" will be acceptable in Radiation Therapy Technology courses.

First Year

	Semester Hours
<i>Term I</i>	
RAT1001 Introduction to Radiation Therapy.....	3
RAT1021 Principles of Radiation Therapy I	3
*APB1811 Human Anatomy and Physiology I	3
*APB1811L Human Anatomy and Physiology I Lab	1
CHM1033 Chemistry for Health Sciences	3
*MAT1034 Intermediate Algebra (1)	3
Total Term Semester Hours	16

Term II

*RAT1023 Oncology	2
*RAT1111 Radiographic Process	1
*RAT1111L Radiographic Process Lab	1
*RAT1614C Radiation Physics	2
*RAT1800L Clinic	2
*APB1812 Human Anatomy and Physiology II	3
*APB1812L Human Anatomy and Physiology II Lab	1

**Semester
Hours**

Physical Education Activity	1
Total Term Semester Hours	13

Term III

*RAT1930L Radiation Therapy Seminar (Term IIIA)	2
RAT1810L Clinic	3
Total Term Semester Hours.....	5

Second Year

Term I

*RAT2617 Advanced Radiation Physics I	2
*RAT2021 Principles of Radiation Therapy II	2
*RAT2840L Clinic	3
Behavioral Science Elective	3
ENC1101 Composition	3
Physical Education Activity	1
Total Term Semester Hours	14

Term II

*RAT2241 Pathology and Radiobiology	2
*RAT2618 Advanced Radiation Physics II	2
*RAT2850L Clinic	3
*RAT2619 Dosimetry and Computer Treatment Planning	3
*ENC2210 Technical Report Writing	3
SPC1600 Public Speaking	3
Total Term Semester Hours	16

Term III

*RAT2860L Clinic	4
Total Term Semester Hours.....	4
Total Program Semester Hours.....	68

*Requires a pre- or co-requisite. See course description in Catalog.

Radiologic Technology Program

The Radiologic Technologists assist Radiologists and other Physicians by operating X-ray equipment and preparing patients for diagnostic X-rays. He or she takes radiographs of internal parts of the body to seek evidence of disease or injury or to provide other significant medical information. The Radiographer adjusts X-ray equipment, positions the patient and determines proper voltage, current and exposure time for each radiograph. The Radiographer may also process X-ray film, perform radiographs in surgery, and perform other tasks as assigned.

Associate of Science Degree for Radiologic Science Graduates

Broward Community College provides a means for graduates of hospital based two year programs who are currently registered Radiologic Technologist, Nuclear Medicine Technologists, Radiation Therapy Technologists and Diagnostic Medical Sonographers to pursue an Associate Degree through the Office of Non-Traditional Programs. To qualify, the applicant must submit a copy of their A.R.R.T. or A.R.D.M.S. certificates plus a copy of the transcript from the program attended.

Requirements for Associate of Science Degree for Radiologic Science Graduates.

1. Submit completed Credit Request Form for Previous Training or Experience. Form should be obtained through the Department Head's Office. Applicants will be awarded 44 credits (fee \$44.00) for previous training or experience.
2. Submit completed Broward Community College application along with the \$20.00 application fee and original transcripts.
3. Complete 23 hours of credit (as listed below):

	Semester Hours
ENC1101 Composition	3
*ENC2210 Technical Report Writing	3
*MAT1034 Intermediate Algebra	3
SPC1600 Public Speaking	3
Computer Science Elective	3
PSY2012 General Psychology	3
Social Science Elective	3
Physical Education	2
Total Semester Hours	23
Total Program Semester Hours	67

* Requires a pre- or co-requisite. See course description in catalog.

Associate of Science Degree in Radiologic Technology

Broward Community College provides a means for individuals with a high school diploma or GED to complete two years of study which leads to the Associate of Science Degree in Radiologic Technology. All classes are taught in the Center for Health Science Education, located on Central Campus in Davie. Clinical Practice for the two year Radiologic Technology program is performed in local hospitals toward the satisfactory completion of this portion of the program. Individuals will be eligible to write the exam of the American Registry of Radiologic Technology and become certified by the State of Florida as a CRT(advanced) upon completion of the program. Employment opportunities exist on a national scale.

Criteria for Admission into Radiologic Technology:

1. Applicants must fulfill the general requirements for admission to Health Science Programs (See Requirements for Admission to Health Science Programs and Procedures for Applying for Admission).
2. Complete 8 hours of clinical observation in a local hospital.

Requirements for A.S. Degree in Radiologic Technology

1. Complete 74 hours of credit (as listed) in a two year (six semester) period with a Grade Point Average of 2.0 or better.

2. No grade lower than a "C" will be acceptable in Radiologic Technology courses.

Semester Hours

First Year

	Semester Hours
<i>Term I</i>	
RTE1510 Radiographic Anatomy and Positioning I	2
RTE1510L Radiographic Anatomy and Positioning Lab I	1
RTE1002 Radiologic Technology I	2
RTE1111 Nursing Procedures	2
RTE1804L Clinical Education I	2
CHM1033 Chemistry for Health Sciences	3
*MAT1034 Intermediate Algebra	3
Total Term Semester Hours	15

Term II

RTE1512 Radiographic Anatomy and Positioning II	2
RTE1512L Radiographic Anatomy and Positioning II Lab	1
*RTE1418 Principles of Imaging I	2
RTE1418L Principles of Imaging I Lab	1
RTE1614 Physics I	2
*RTE1814L Clinical Education II	2
*APB1811 Human Anatomy and Physiology I	3
*APB1811L Human Anatomy and Physiology I Lab	1
Total Term Semester Hours	14

Term III

*RTE1526 Radiographic Anatomy and Positioning III	1
*RTE1526L Radiographic Anatomy and Positioning III Lab	1
ENC1101 Composition	3
*APB1812 Human Anatomy and Physiology II	3
*APB1812L Human Anatomy and Physiology II Lab	1
*RTE1827L Clinical Education III	2
Total Term Semester Hours	11

Second Year

Term I

*ENC1102 Composition or Tech Report Writing	3
*RTE2527 Radiographic Anatomy and Positioning IV	2
*RTE2527L Radiographic Anatomy and Positioning IV Lab	1
*RTE2847L Clinical Education IV	3
*RTE2616 Physics II	2
(1)Physical Education Activity	1
Total Term Semester Hours	12

Term II

*RTE2385 Radiation Biology	2
*RTE2546 Radiographic Anatomy and Positioning V	2
*RTE2857L Clinical Education VI	3
*RTE2547 Imaging II	2

*RTE2547L Imaging II Lab	1
Behavioral Science Elective	3
(1)Physical Education Activity	1
Total Term Semester Hours	14

Term III

*RTE2570 Survey of Imaging Modalities	2
*RTE2473 Radiographic Quality Assurance	2
*RTE2869L Clinical Education VI	1
Computer Science Elective	3
Total Term Semester Hours	8
Total Program Semester Hours	74

* Requires a pre- or co-requisite. See course description in catalog.

(1) Recommended: 2 credit Wellness Track course.

Respiratory Therapy Program

Respiratory Therapy is a specialty dealing with the diagnosis, treatment and rehabilitation of patients with cardiorespiratory diseases.

Students who complete the program will receive an Associate of Science Degree in Respiratory Therapy. The degree satisfies the requirements established by the National Board For Respiratory Care and qualifies the graduate as a candidate for the national registry examination.

Students who complete the portion of the program designated as the first year are qualified candidates for the Respiratory Therapy Certification Examination.

Continuation in the program is contingent upon attaining at least a "C" grade in all Respiratory Therapy and Science classes attempted. Failure to attain a "C" in two attempts in a course will result in permanent dismissal from the program.

Criteria for Admission to the Respiratory Therapy Program:

1. Applicants must fulfill the general requirements for admission to Health Science programs (See Requirements for Admission to Health Science Programs and Procedure for Applying for Admissions.).
2. Completion of the courses listed as pre-requisites for admission to the Respiratory Therapy Program. These courses must be completed with grades of "C" or better. Students who have not completed the pre-requisite courses may be admitted into the Respiratory Therapy courses, on a probationary basis, if space is available. In such cases, the student still is required to complete the pre-requisites.

Requirements for the Degree of Associate of Science in Respiratory Therapy:

1. Completion of 73 hours of credit and a grade point average of 2.0 or better. No grade lower than a "C" will be acceptable in Respiratory Therapy or Science courses.

Pre-requisite Courses

	Semester Hours
*APB1811 Human Anatomy and Physiology I	3
*APB1811L Human Anatomy and Physiology I Lab	1
*CHM1033 Chemistry for Health Sciences	3
*MAT1033 or *MAT1034 Intermediate Algebra	3
Total Semester Hours	10

First Year

Term I

RET1485 Pulmonary Anatomy and Physiology	3
RET1026 Respiratory Therapy Equipment	3
RET1026L Respiratory Therapy Equipment Lab	1
*APB1812 Human Anatomy and Physiology II	3
*APB1812L Human Anatomy and Physiology II Lab	1
MEA1010 Medical Terminology	3
Total Term Semester Hours	14

Term II

*RET1484 Introduction to Cardiopulmonary Disease	3
*RET1264 Mechanical Ventilation	3
*RET1264L Mechanical Ventilation Lab	1
*RET1832L Clinic I	3
RET1350 Pharmacology	2
Total Term Semester Hours	12

Term IIIA

*RET2414 Pulmonary Function	2
*RET1714 Pediatric Respiratory Care	1
*RET1833L Clinic II	3
Total Term Semester Hours	6

Completion of all of the above listed courses, including the pre-requisites, with a "C" or better qualifies the student as a candidate for the Respiratory Therapy Certification (CRTT) and the Certified Pulmonary Function Technician (CPFT) exams.

Second Year

Semester
Hours

Term I

ENC1101 Composition	3
*MCB2013 Microbiology	3
*MCB2013L Microbiology Lab	2
*RET2503 Advanced Cardiopulmonary Pathophysiology	2
RET2418 Cardiopulmonary Diagnostics	2
*RET2834L Clinic III	3
Physical Education Activity	1
Total Semester Hours	16

Term II

Social Science Elective	3
*ENC1102 (1)Composition or	
*ENC2210 Technical Report Writing	3
*RET2284 Respiratory Care	2
*RET2286 Intensive Care Management	2
*RET2835L Clinic IV	3
*RET2601 Hospital Interactions	1
Physical Education Activity	1
Total Term Semester Hours	15
Total Program Semester Hours	73

Completion of the program qualifies the student as a candidate for the Registered Respiratory Therapist examination (RRT).

* Requires a pre- or co-requisite. See course description in catalog.

(1) Completion of ENC1101 and ENC2210 will satisfy the requirements for a Degree in Technology at this institution. However, students contemplating transfer to a university should complete ENC1101 and ENC1102.

AUTOMOTIVE TECHNOLOGY

(South Campus only)

The Automotive Technology Program is offered jointly through Broward Community College, Sheridan Vocational Technical Center and South Florida Automobile Dealerships.

This program is designed to provide up-to-date training for beginning service technicians. Students learn through classroom lectures, laboratory sessions on state-of-the-art products and practical training through alternating cooperative education work sessions at sponsoring automobile dealerships.

Enrollment is limited and selections are made for classes on the basis of academic abilities and acceptance by a sponsoring dealership. International students must have prior employment authorization.

	Semester Hours
<i>Term I</i>	
AER1000 Introduction to Automotive Technology	3
AER2120 Steering and Suspension	3
REA0005 General Education Elective	3
College Prep Reading (if required).....	(4)
Cooperative Education Work Experience	0
Total Term Semester Hours.....	9(13)
<i>Term II</i>	
AER1100 Automotive Electrical Systems	3
AER1108 Automotive Electronic	3
AER1004 Power Plant Overhaul	3
Social Science Elective	3
MAT0024 Elementary Algebra (if required)	(4)
AER2943 Cooperative Education Work Experience	3
Total Term Semester Hours.....	15(19)

	Semester Hours
<i>Term III</i>	
AER2121 Brakes	3
AER2150 Tune-up and Emission	3
*MAT1034 Intermediate Algebra	3
ENC0020 English Fundamentals (if required).....	(4)
AER2944 Cooperative Education Work Experience	3
Total Term Semester Hours.....	12(16)
<i>Term IV</i>	
AER2171 Heating and Air Conditioning	3
AER1131 Transmission and Drive Systems ...	6
ENC1101 English Composition	3
AER2945 Cooperative Education Work Experience	3
Total Term Semester Hours	15
<i>Term V</i>	
AER2112 Computer Engine Controls Drivability	3
AER2160 Service Department Management	3
**Communications Elective	3
Physical Education Elective	2
EGN2949 Cooperative Education Work Experience	3
Total Term Semester Hours	14
Total Program Semester Hours.....	65-67
*Requires a pre or co-requisite. See course descriptions in the Catalog.	
**Choose one from:	
SPC2300 Interpersonal Communication	
*ENC1102 Composition II	
*ENC2210 Technical Writing	



AVIATION TECHNOLOGY

AVIATION PROGRAMS

Education in aviation prepares students for employment in one of the most rapidly growing segments of the nation's largest industries. Air transportation and its allied activities are growing at a phenomenal rate, and economic forecasts indicate this growth will continue during the next decade. Opportunities for management and technically trained personnel are almost limitless. There are three aviation programs leading to the Associate of Science degree. They are the following:

1. *Aviation Administration*, prepares students for employment or advancement in management positions or as air traffic controllers.
2. *Aviation Maintenance Management*, leads to FAA Airframe and Powerplant Certificates and employment with the airlines or within the general aviation sector.
3. *Airline Marketing*, prepares students for a career as a flight attendant, reservations agent, customer services agent or other related marketing positions.
4. *Professional Pilot*, prepares students for FAA ratings as Private Pilot, Commercial Pilot, Instrument Flight, and Flight Instructor.

AVIATION ADMINISTRATION

The program is designed for students who would like to work in the aviation industry, but not primarily as pilots or technicians. Selected aviation knowledge is provided together with general business management and specialized aviation management courses.

First Year

	Semester Hours
<i>Term I</i>	
ATT1100 Aeronautical Science	3
ASC1100 Navigational Science I	3
ASC1010 History of Aviation	3
ENC1101 Composition	3
MAC1132 (1)Pre-Calculus I	3
Total Term Semester Hours	15
<i>Term II</i>	
*ASC1210 Meteorology	3
*ENC1102 Composition or	
*ENC2210 Technical Report Writing	3
AVM2301 (2)General Aviation Marketing	3
POS 1041 National Government	3
*STA2014 (1)Elementary Statistics	2
Total Term Semester Hours	15
<i>Term IIIA</i>	
AVM2410 Airport Management	3
POS1112 State and Local Government	3
Total Term Semester Hours	6

Second Year

	Semester Hours
<i>Term I</i>	
General Aviation Elective (Area 2-5)	3
ECO2013 Principles of Economics I.....	3
ACG2001 (2)Principles of Accounting I	3
ASC2870 Aviation Safety.....	3
(3)Physical Education Activity	1
Total Term Semester Hours	13
ASC2870 Aviation Safety.....	3
Total Term Semester Hours	12
<i>Term II</i>	
AVM2510 Airline Management	3
*ECO2023 Principles of Economics II	3
*ACG2011 (2)Principles of Accounting II	3
*PHY1001 (4)Applied Physics	3
*PHY1001L(4)Applied Physics Lab	1
(3)Physical Education Education.....	1
Total Term Semester Hours	14
Total Program Semester Hours	62

*Requires a pre- or co-requisite. See course description in catalog.

(1) MTB1321 Technical Math I and MTB1322 Technical Math II may be taken if the student does not plan to transfer to an upper division university or college

(2) Students seeking employment with the Federal Aviation Administration should substitute the following courses for those marked with (2): ASC1550 Aerodynamics, ASC2110 Navigation Science II, and ATT2120 Instrument Flight Theory.

Note: Students accepted into the FAA Air Traffic Control Co-op Program will enroll in ATT2940 Directed Studies in ATC and ASC2949 Co-op Work Experience.

(3) Recommended: 2 credit Wellness Track course.

(4)PHY2053 General Physics I and PHY2053L General Physics I Lab may be substituted by students with math prerequisites.

AVIATION MAINTENANCE MANAGEMENT

The Aviation Maintenance Management Program leads to the Associate of Science Degree and the Federal Aviation Administration Airframe and Powerplant Mechanic Certificates.

The plan of study complies with the Federal Aviation Regulations, Part 147, for an approved mechanics school and in addition, offers the advantage of college level academic and management courses.

First Year

	Semester Hours
Term I (General)	
*AMT1101 Basic Electricity	2
*AMT1010 Aircraft Drawings 1	
*AMT1020 Weight & Balance	1
*AMT1030 Fluid Lines & Fittings	1
*AMT1040 Material Processes	2
*AMT1050 Ground Operations and Servicing.....	1
*AMT1060 Cleaning and Corrosion Control	1
*AMT1070 Applied Mathematics	1
*AMT1080 Maintenance Forms & Records	1
*AMT1085 Maintenance Publications.....	1
*AMT1088 Mechanic Privileges and Limitations	1
*AMT1090 Basic Physics.....	1
ATT1100 Aeronautical Science or ASC1010 Aviation History	3
Total Term Semester Hours	17

Term II (Airframe)

*AMT1110 Wood Structures	1
*AMT1115 Aircraft Covering.....	1
*AMT1120 Aircraft Finishes	1
*AMT1130 Sheetmetal Structures	3
*AMT1140 Aircraft Welding	1
*AMT1155 Assembly and Rigging	2
*AMT1200 Aircraft Landing Gear Systems	2
MAT1034 Intermediate Algebra	3
POS1041 National Government	3
Total Term Semester Hours	17

Term III (Airframe)

*AMT1160 Airframe Inspection	1
*AMT1210 Hydraulic and Pneumatic Systems	2
*AMT1220 Cabin Atmosphere Control Systems	1
*AMT1230 Aircraft Instrument Systems.....	1
*AMT1240 Communications and Navigation Systems	1
*AMT1250 Aircraft Fuel Systems	1
*AMT1260 Aircraft Electrical Systems	3
*AMT1270 Position and Warning Systems.....	1
*AMT1280 Ice and Rain Control Systems	1
*AMT1290 Fire Protection Systems.....	1
ENC1101 Composition	3
Total Term Semester Hours	16

Second Year

Term I (Powerplant)

*AMT2300 Reciprocating Engines	5
*AMT2310 Turbine Engines	2
*AMT2320 Engine Inspection	1
*AMT2400 Engine Instrument Systems	1
*AMT2420 Engine Electrical Systems.....	2
ENC2210 Technical Report Writing.....	3
MAN2342 Prin of Supervision.....	3
Total Term Semester Hours	17

Semester Hours

Term II (Powerplant)

*AMT2410 Engine Fire Protection Systems.....	1
*AMT2435 Lubrication Systems	2
*AMT2440 Ignition Systems	2
*AMT2451 Fuel Metering Systems.....	2
*AMT2450 Engine Fuel Systems.....	1
*AMT2460 Induction Systems.....	1
*AMT2470 Engine Cooling System	1
*AMT2480 Engine Exhaust System.....	1
*AMT2490 Propellers	2
(1)Physical Education.....	2
General Education Elective (Area 2-5)	3
Total Term Semester Hours	18
Total Program Semester Hours	85

*Requires a pre or co-requisite. See course description in Catalog.

(1) Recommended: 2 credit Wellness Track course. 1 credit physical education courses are also available.

Note: Students may enter the program during any term but must register for the AMT courses as a block during a particular term. Enrollments for individual AMT courses will not be permitted without special permission from the Department Head.

Professional Pilot Technology

The Professional Pilot Program provides both the flight and ground school required for the private a commercial pilot certificates with instrument rating as well as an Associate in Science Degree. The Flight Instructor Certificate is an option. The ground and flight schools are fully approved by the FAA and the College is certificated as an FAA Air Agency under Federal Aviation Regulations Part 141.

Job opportunities for pilots are expanding rapidly. The airlines are hiring at a record pace. Career pilots are among the highest paid professionals in the country.

BCC's Aviation Department and Placement Office work closely with industry to place our graduates. Many students start their aviation careers while attending Broward Community Collge. Recent graduate are working as flight instructors, corporate pilots and airline pilots.

Most airlines will only hire pilots with college degrees. BCC's Professional Pilot degree is highly regarded in the industry. Students who wish to get a bachelor's degree can readily transfer BCC's credits to a four-year institution.

First Year

	Semester Hours
<i>Term I</i>	
ATT1100 Aeronautical Science	3
ASC1100 Navigational Science I	3
*ATF1100C Primary Flight	3
ENC1101 Composition	3
*MAT134 Intermediate Algebra	3
Total Term Semester Hours	15
<i>Term II</i>	
*ASC1210 Meteorology	3
*ASC1550 Aerodynamics	3
*ASC1610 Aircraft Engines, Structures & Systems	3
*ASC2870 Aviation Safety	3
*MGF1202 Finite Mathematics	3
Total Term Semester Hours	15
<i>Term III</i>	
*ATF2200 Intermediate Flight	3
Total Term Semester Hours	3

Second Year

<i>Term I</i>	
*ASC2110 Navigational Science II	3
*ATT2120 Instrument Flight Theory	3
*ATF2210 Advanced Flight	3
*PHY1001 (1)Applied Physics	3
*PHY1001L(1)Applied Physics Lab.....	1
(2)Physical Education Activity.....	1
Total Term Semester Hours	14

Semester Hours

<i>Term II</i>	
*ATF2300 All Weather Flight	3
ASC1010 History of Aviation	3
ATF2600 (3)Flight Simulator Training	1
General Education Elective (Area 2-5)	3
(4)Aviation Elective	2-3
(2)Physical Education Activity	1
*ENC2210 Technical Report Writing	3
Total Term Semester Hours.....	16-17
Total Program Semester Hours.....	63-64

*Requires a pre or co-requisite. See course description in catalog.

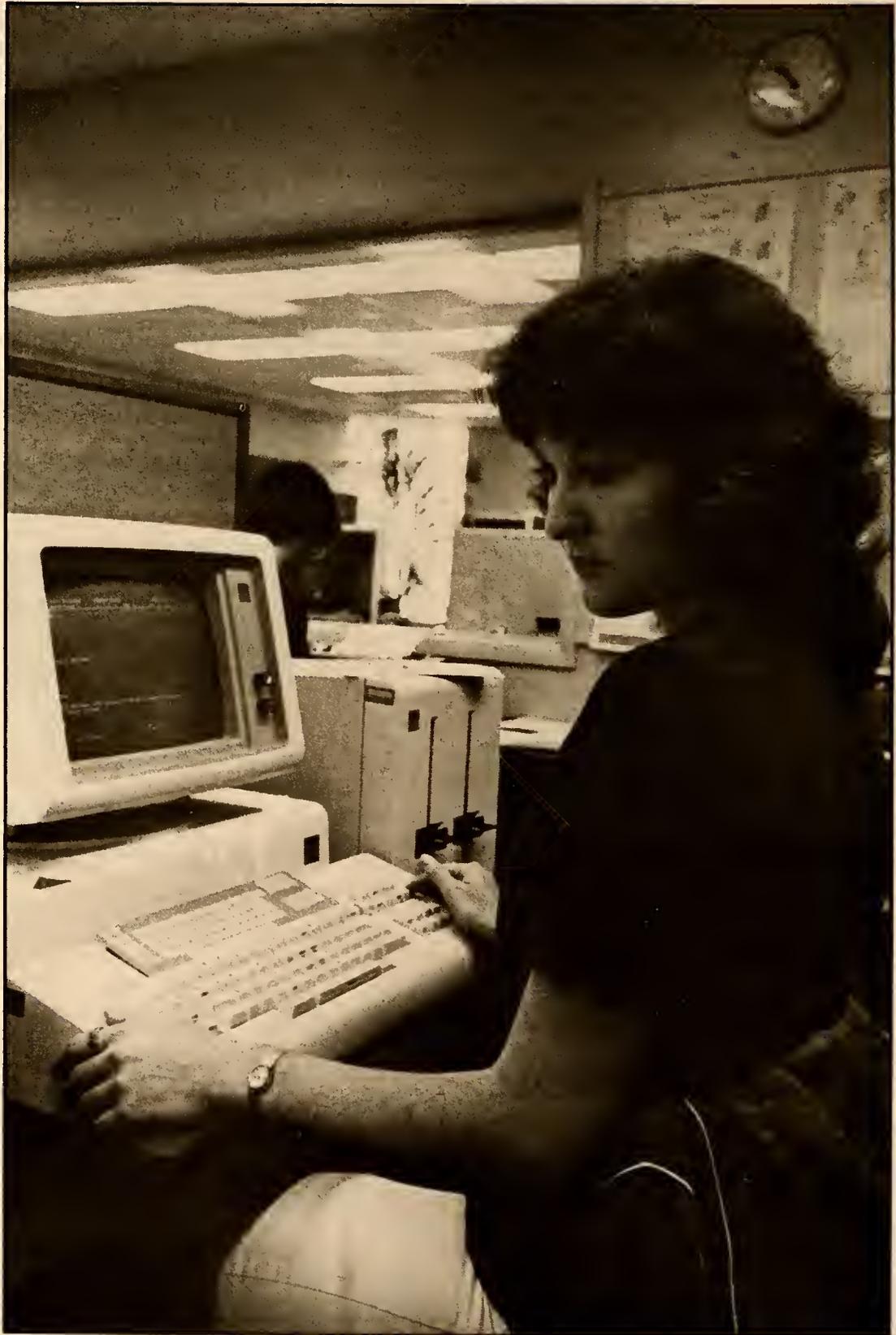
(1) PHY2053 General Physics I and PHY2053L General Physics I Lab may be substituted by students with the math pre-requisites.

(2) Recommended: 2 credit Wellness Track Course.

(3) ATF2600 may be repeated up to three times and a total of three credits granted.

(4) Students may select AVM2512 Airline Management; AVM2510 General Aviation Marketing; AVM2410 Airport Management; or ATF2500 Flight Instructor Training.

Credit for Experiential Learning: For those students who already possess a certificate or rating, credit for the subject courses may be obtained by contacting the Office of Non-Traditional Programs.



BUSINESS ADMINISTRATION

Business education prepares students academically and vocationally while developing the social and economic attitudes essential for success in a democratic economic system. Business studies offer an understanding of business, knowledge of business methods, competency in skills, and the development of character and personality that help students adapt in a dynamic society.

The Department of Business Administration offers two-year degree programs in the following areas:

ACCOUNTING TECHNOLOGY

BUSINESS ADMINISTRATION AND MANAGEMENT

- General Business
- General Insurance Management

CUSTOMER SERVICE TECHNOLOGY

FINANCIAL SERVICES

- Banking

HOSPITALITY MANAGEMENT

INSURANCE MANAGEMENT

- Agents Qualification (License Exam 2-20)
- Property and Casualty Insurance (CPCU)

INTERNATIONAL BUSINESS MANAGEMENT

LEGAL ASSISTING

MARKETING MANAGEMENT

- Fashion Marketing Management
- Marketing Management

POSTAL SERVICE MANAGEMENT

REAL ESTATE MANAGEMENT

RESTAURANT MANAGEMENT

TRAVEL INDUSTRY MANAGEMENT

In addition, one-year programs are offered in the following areas:

ACCOUNTING APPLICATIONS

- General Accounting
- Tax Accounting

PROMOTION MANAGEMENT

- Fashion Marketing
- General Marketing
- International Marketing

The Department of Computer Sciences/Office Information Systems offers two-year degree programs in the following areas:

COMPUTER INFORMATION SYSTEMS ANALYSIS

COMPUTER PROGRAMMING AND ANALYSIS

COURT REPORTING TECHNOLOGY

LEGAL SECRETARIAL TECHNOLOGY

MEDICAL SECRETARIAL TECHNOLOGY

OFFICE MANAGEMENT TECHNOLOGY

WORD PROCESSING TECHNOLOGY

In addition, one-year programs are offered in the following areas:

BUSINESS DATA PROCESSING

OFFICE SYSTEMS SPECIALIST

- Administrative Specialist
- Office Specialist

The programs of study offered by each department lead to the following awards:

ASSOCIATE OF ARTS degree programs covering suggested courses for the first two years of a four-year university program leading to a Bachelor's degree. Program sheets are available from the Office of Student Affairs.

ASSOCIATE OF SCIENCE degree programs offer specialized courses to develop or improve skills that, upon successful completion, enable students to enter the job market. These programs normally require two years of full-time study. Program sheets are available from the Office of Student Affairs.

CERTIFICATES are granted for specialized one-year programs that develop job-entry competencies. Potential students that already have a degree may use these programs as a means to attain new employability skills. Program sheets are available from the Office of Student Affairs.

Day, evening, and weekend classes are offered for the convenience of the student. The employed student can select courses to attain higher skills, knowledge and understanding in an area of study.

Students with extensive business backgrounds may be eligible to receive credit for work experience. For more information, contact the Department of Non-Traditional Programs on any campus.

ASSOCIATE OF SCIENCE DEGREE PROGRAMS

ACCOUNTING TECHNOLOGY

The Associate of Science in Accounting Technology is designed for students who intend to seek employment in the accounting field and for those who are presently employed in accounting and desire advancement. Some of the careers which this sequence may lead to are accounting, banking, and general business management.

1. Core Courses (Required for all students):

	Semester Hours
ENC1101	Composition3
*ENC2210	Technical Report Writing3
SPC1600	Public Speaking3
*MAT1034	Intermediate Algebra or higher3
MTB1103	Business Mathematics3
GEB1011	Introduction to Business or
MAN2021	Introduction to Management3
FIN1100	Personal Finance3
ACG2001	Principles of Accounting I3
*ACG2011	Principles of Accounting II3
BUL2111	Business Law I3
BUL2112	Business Law II3
ECO2013	Principles of Economics I3
CGS1000	Fundamentals of Data Processing or
COP1170C	Programming in BASIC3
	Physical Education Activities2
	General Education Elective (Areas 2-5)3
Total Core Course Semester Hours	44

2. Specialization Courses:

*ACG2100	Intermediate Accounting I3
*ACG2360	Cost Accounting3
TAX2000	Income Tax I3
*TAX2010	Income Tax II3
	**Business Electives6
Total Specialization Semester Hours	18
Total Program Semester Hours	62

*Requires a pre- or co-requisite. See course description in catalog.

**Business Electives can be satisfied by any 6 credit hours taken from the specialization/options of any of the Associate of Science degree programs in Business Administration. Special consideration should be given to courses in electronic spreadsheets and database management.

BUSINESS ADMINISTRATION AND MANAGEMENT

The Associate of Science in Business Administration and Management has three career options.

1. Core Courses (Required for all options):

	Semester Hours
ENC1101	Composition3
*ENC2210	Technical Report Writing3
SPC1600	Public Speaking3
*MAT1034	Intermediate Algebra or higher3
MTB1103	Business Mathematics3
GEB1011	Introduction to Business or
MAN2021	Introduction to Management3
FIN1100	Personal Finance3
ACG2001	Principles of Accounting I3
*ACG2011	Principles of Accounting II3
BUL2111	Business Law I3
BUL2112	Business Law II3
ECO2013	Principles of Economics I3
CGS1000	Fundamentals of Data Processing or
	## Computer Applications3
	Physical Education Activities2
	General Education Elective (Areas 2-5)3
Total Core Course Semester Hours	44

2. One of the following specialization options:

Option #1 General Business

This option is designed for students seeking immediate employment in business and for those presently employed in a business career who desire advancement.

MAR1011	Principles of Marketing3
MNA2345	Principles of Supervision3
*OST2335	Business Communications3
TAX2000	Income Tax I3
	**Business Electives6
Total Option Semester Hours	18
Total Program Semester Hours	62

Option #2 General Insurance

This option is designed for students interested in insurance sales, adjusting, underwriting, or management; and it allows, but does not require, specialization in either property or life insurance.

Students seeking CPCU preparation or Agent's Qualification programs should follow the Insurance Management program presented in one of the following pages of the catalog.

	Semester Hours
RMI1001 Intro to Risk and Insurance.....	3
*RMI2521 Principles of Risk and Insurance ...	3
*RMI2522 Property and Marine Insurance	3
*RMI2523 Casualty, Health and Life Insurance.....	3
**Business Electives	6
Total Option Semester Hours	18
Total Program Semester Hours.....	62

Option #3 Management

This option is designed for those students seeking careers or advancement in the areas of line or middle management.

*ECO2023 Principles of Economics II.....	3
INP1301 Human Relations in Business & Industry	3
MAR1011 Principles of Marketing.....	3
MAN2021 Introduction to Management	3
MNA2345 Principles of Supervision.....	3
RMI1001 Intro to Risk & Insurance	3
**Business Elective.....	3
Total Option Semester Hours	21
Total Program Semester Hours.....	65

*Requires a pre- or co-requisite. See course description in catalog.

**These courses are only offered at the Fort Lauderdale Center and require a pre- or co-requisite. See course description in catalog.

***Business Electives can be satisfied by any 3 to 6 credit hours taken from the specialization/options of any of the Associate of Science degree programs in Business Administration. Special consideration should be given to courses in electronic spreadsheets and database management. Students in the Management option should strongly consider the following courses: CGS1570C, MKA1511, MKA2031 and MNA2601.

##Students are to select from CGS1570C Microcomputer Applications or CGS1510C Electronic Spreadsheets

COMPUTER SCIENCES

The Computer Sciences department offers two Associate of Science degrees. These are:

Computer Information Systems Analysis

The Associate of Science in Computer Information Systems Analysis develops competencies to attain job entry-level programmer positions in the use of systems

and applications software which support scientific/engineering problem-solving.

This program is only offered at North and Central Campuses.

First Year

	Semester Hours
<i>Term I**</i>	
ENC1101 Composition.....	3
*MAC1102 College Algebra.....	3
CGS1000 Fundamentals of Data Processing.....	3
COP1170C Programming in BASIC.....	3
Science	3
Physical Education Activity	1
Total Term Semester Hours.....	16

Term II**

*ENC2210 Technical Report Writing	3
*MAC1132 Pre-Calculus I	3
ECO2013 Principles of Economics I.....	3
COP1120C COBOL I.....	3
Science	3
Physical Education Activity	1
Total Term Semester Hours	16

Term IIIA or IIIB**

COP1200C FORTRAN Programming	3
Social Science	3
Total Term Semester Hours	6

Second Year

Term I**

*MAC1133 Pre-Calculus II.....	3
*CIS2321 Systems Development & Design ...	3
*COP2121C COBOL II	3
*COP2400C Assembly Programming.....	3
Total Term Semester Hours.....	12

Term II**

*PHY1001 Applied Physics	3
*PHY1001L Applied Physics Lab	1
*COP1160C RPG Programming.....	3
*COP2401C CICS/COBOL Programming.....	3
#Elective.....	3
Total Term Semester Hours	13
Total Program Semester Hours	63

*Requires a pre- or co-requisite. See course description in catalog.

**Courses should be taken in the sequence and term suggested unless approved by the department head.

#The student should select an elective from the following suggested courses:

*COP1210C, *COP1220C, *COP1341C, *COP2222C, GEB1011, MAN2021, MAR1011, MNA2345, SPC1024 or Humanities (Area 2).

Computer Programming and Analysis

The Associate of Science in Computer Programming and Analysis is designed for students seeking employment in business programming and for those presently

employed in business data processing desirous of advancement.

This program is only offered at North and Central Campuses.

First Year

	Semester Hours
<i>Term I**</i>	
ENC1101 Composition	3
MTB1103 Business Mathematics	3
##ACG2001 Principles of Accounting I	3
CGS1000 Fundamentals of Data Processing	3
COP1170C Programming in BASIC	3
Physical Education Activity	1
Total Term Semester Hours	16

<i>Term II**</i>	
*ENC1102 Composition or	
*ENC2210 Technical Report Writing	3
*MAC1102 College Algebra or	
*MAC1132 Pre-Calculus I	3
*ACG2011 Principles of Accounting II	3
*COP1120C COBOL I	3
*COP1160C RPG Programming	3
Physical Education Activity	1
Total Term Semester Hours	16

<i>Term IIIA or IIIB**</i>	
ECO2013 Principles of Economics I	3
Social Science	3
Total Term Semester Hours	6

Second Year

<i>Term I**</i>	
*STA2014 Elementary Statistics	3
*CIS2321C System Development & Design	3
*COP2121C COBOL II	3
*COP2400C Assembly Programming	3
Total Term Semester Hours	12

<i>Term II**</i>	
CIS2949 Co-op Work Experience	3
COP1200C FORTRAN Programming	3
*COP2401C CICS/COBOL Programming	3
Science	3
#Elective	3
Total Term Semester Hours	15
Total Program Semester Hours	65

*Requires a pre- or co-requisite. See course description in catalog.

**Courses should be taken in the sequence and term suggested unless approved by the department head.

#The student should select an elective from the following suggested courses:

*COP1160C, *COP1210C, *COP1220C,
*COP1341C, GEB1011, MAN2021, MAR1011,
MNA2345, SPC1024 or Humanities (Area 2).

##ACG1003, while not transferable, may be substituted for ACG2001.

COURT REPORTING

The Associate of Science in Court and Conference Reporting prepares students for careers in the field of high-speed verbatim reporting of business meetings, conventions, legal hearings, courtroom proceedings, and depositions. The program is designed to prepare graduates to meet the standards set forth by the National Shorthand Reporters Association.

The curriculum includes basic courses in computer compatible machine shorthand theory and speed development to the level of 225 words per minute.

Students who complete two semesters of machine shorthand theory with a speed of 100 to 150 words per minute may use this high speed note-taking skill in general, legal, or other specialized office career programs. Court Reporting courses are only offered at South Campus.

First Year

	Semester Hours
<i>Term I</i>	
ENC1101 Composition	3
*MAT1034 Intermediate Algebra or higher	3
*OST1113 Intermediate Typing 4	1
*OST1114 Intermediate Typing 5	1
*OST1115 Intermediate Typing 6	1
*OST1221 Machine Shorthand I	6
Physical Education Activity	1
Total Term Semester Hours	16

<i>Term II</i>	
GEB1011 Introduction to Business	3
BUL2111 Business Law I	3
*OST1222 Machine Shorthand II	6
*OST2335 Business Communications	3
Physical Education Activity	1
Total Term Semester Hours	16

<i>Term III</i>	
*OST1223 Machine Shorthand III	6
Total Term Semester Hours	6

Second Year

<i>Term I</i>	
*ENC1102 Composition or	
*ENC2210 Technical Report Writing	3
MEA1010 Medical Terminology	3
*OST2731 Info/Word Processing Applications 1	1
*OST2224 Machine Shorthand IV	6
PSY2012 General Psychology	3
Total Term Semester Hours	16

<i>Term II</i>	
*MEA1011 Clinical Terminology	3
*OST2225 Machine Shorthand V	6
*OST2944 Practicum in Court Reporting	3
General Education Elective (Areas 2-5)	3
Total Term Semester Hours	15
Total Program Semester Hours	69

*Requires a pre- or co-requisite. See course description in catalog.

CUSTOMER SERVICE TECHNOLOGY

The Associate of Science in Customer Service Technology is designed for students seeking employment or who desire advancement in service strategy positions.

1. Core Courses (Required for all students):

		Semester Hours
ENC1101	Composition	3
*ENC2210	Technical Report Writing	3
SPC2300	Introduction to Interpersonal Communication	3
*MAT1034	Intermediate Algebra or higher	3
MTB1103	Business Mathematics	3
GEB1011	Introduction to Business or	
MAN2021	Introduction to Management	3
FIN1100	Personal Finance	3
ACG2001	Principles of Accounting I	3
BUL2111	Business Law I	3
BUL2112	Business Law II	3
ECO2013	Principles of Economics I	3
CGS1000	Fundamentals of Data Processing	3
MAR1011	Principles of Marketing	3
	General Education Elective (Areas 2-5)	3
	Physical Education Activities	2
Total Core Course Semester Hours		44

2. Specialization Courses:

INP1301	Human Relations in Business	3
MKA1021	Salesmanship	3
MNA1161	Introduction to Customer Service	3
MNA2169	Seminar in Customer Service	3
	Co-op Work Experience	3
Total Specialization Semester Hours		15

3. Other:

#OST1141	Computer Keyboarding	1
*OST2731	Info/Word Processing Applications 1	1
*OST2732	Info/Word Processing Applications 2	1
*OST2733	Info/Word Processing Applications 3	1
	**Business Elective	3
Total Other Semester Hours		6-7
Total Program Semester Hours		65-66

*Requires a pre- or co-requisite. See course description in catalog.

#Only required for students who have not had keyboarding or typing courses.

**Business Electives can be satisfied by any 3 semester hours taken from the specialization/options in any of the Associate of Science degree programs in Business Administration. Special consideration should be given to courses in electronic spreadsheets, database management, and Cooperative Work Experience.

FINANCIAL SERVICES

The Associate of Science in Financial Services prepares students for careers in banking and financial services.

Banking

The following banking options are offered under the auspices of the American Institute of Banking (AIB), as part of the American Bankers Association. AIB provides career-related education to chapter member bank employees and employees of other financial institutions. A student following this program may also earn AIB Diplomas.

1. Core Courses (Required for all options):

		Semester Hours
ENC1101	Composition	3
*ENC2210	Technical Report Writing	3
SPC1024	Introduction to Speech Communications	3
*MAT1034	Intermediate Algebra or higher	3
MTB1103	Business Math	3
GEB1011	Introduction to Business	3
#ACG2001	Principles of Accounting I	3
*ACG2011	Principles of Accounting II	3
#BUL2111	Business Law I	3
#BUL2112	Business Law II	3
#ECO2013	Principles of Economics I	3
CGS1000	Fundamentals of Data Processing	3
#BAN1004	Principles of Banking	3
GEB2949	Co-op Work Experience	3
	General Education Elective (Areas 2-5)	3
	Physical Education Activities	2
Total Core Course Semester Hours		47

2. One of the following specialization options:

Option #1 General Banking

#BAN1231	Commercial Lending	3
#BAN1742	Bank Management	3
BAN2412	Financial Planning	3
#ECO2220	Money and Banking	3
MAR1011	Principles of Marketing	3
	(1)Banking or Business Elective	3
Total Option Semester Hours		18
Total Program Semester Hours		65

Option #2 Commercial Lending

	Semester Hours
#BAN1231 Commercial Lending.....	3
BAN1933 Commercial Loan Officer.....	3
#BAN2213 Analyzing Financial Statements.....	3
#ECO2220 Money and Banking.....	3
MAR1011 Principles of Marketing.....	3
(1) Banking or Business Elective.....	3
Total Option Semester Hours	18
Total Program Semester Hours.....	65

Option #3 Consumer Credit

#BAN2213 Analyzing Financial Statements.....	3
#BAN2240 Consumer Lending.....	3
BAN2761 Retail Banking.....	3
#ECO2220 Money and Banking.....	3
MAR1011 Principles of Marketing.....	3
(1) Banking or Business Elective.....	3
Total Option Semester Hours	18
Total Program Semester Hours.....	65

Option #4 Mortgage Lending

#BAN1742 Bank Management.....	3
#BAN2213 Analyzing Financial Statements.....	3
#ECO2220 Money and Banking.....	3
MAR1011 Principles of Marketing.....	3
REE1200 Real Estate Finance.....	3
(1)(2) Banking or Business Elective.....	3
Total Option Semester Hours	18
Total Program Semester Hours.....	65

Option #5 Customer Service

BAN2412 Financial Planning.....	3
MAR1011 Principles of Marketing.....	3
*OST2335 Business Communications.....	3
(1) Business Elective.....	3
(2) Banking Elective.....	3
Total Option Semester Hours	15
Total Program Semester Hours.....	62

Option #6 Securities Service

BAN1413 Securities Processing.....	3
BAN1161 Corporate Securities Service.....	3
BAN2400 Trust Operations.....	3
BAN2401 Trust Business.....	3
BAN2412 Financial Planning.....	3
(1) Banking or Business Elective.....	3
Total Option Semester Hours	18
Total Program Semester Hours.....	65

Option #7 Supervision

	Semester Hours
BAN2761 Retail Banking.....	3
MAN2021 Introduction to Management.....	3
MNA2345 Principles of Supervision.....	3
INP1301 Human Relations in Business.....	3
*OST2335 Business Communications.....	3
(1) Business Elective.....	3
Total Option Semester Hours	18
Total Program Semester Hours.....	65

Option #8 Bank Operations

BAN1161 Corporate Securities Service.....	3
BAN1413 Securities Processing.....	3
BAN2400 Trust Operations.....	3
BAN2114 Deposit Operations.....	3
MNA2345 Principles of Supervision.....	3
(1)(2) Banking or Business Elective.....	3
Total Option Semester Hours	18
Total Program Semester Hours.....	65

*Requires a pre- or co-requisite. See course description in catalog.

#Prerequisite for ABA's Professional Development Program.

(1) Suggested Banking or Business Electives:

Option #1: BAN2240, BAN2401, #BAN2782, CGS1510C, *ECO2023.

Option #2: #BAN1742, BAN2155, CGS1510C, *ECO2023.

Option #3: #BAN1742, BAN2412, CGS1510C, *ECO2023, INP1301.

Option #4: BAN1997, BAN2253, *ECO2023, REE1040, REE1101.

Option #5: BAN1403, #BAN2782, CGS1510C, *ECO2023, INP1301, MKA1021.

Option #6: BAN1403, #BAN2782, CGS1510C, *ECO2023, FIN1100.

Option #7: CGS1570C, *ECO2023, #ECO2220, MAR1011, MNA2601.

Option #8: BAN1241, BAN1746, BAN1997, CGS1570C, #ECO2220, MAN2021, MAR1011.

(2) Seminars:

AIB and BCC co-sponsor a series of seminars that may be required to obtain an AIB Diploma or Certificate. Students taking these seminars will be granted up to 3 semester hours of BCC Banking elective credits for the following:

Option #4 - Mortgage Lending: Income Property Lending (1 credit), Real Estate Documentation (1 credit), and Consumer Compliance Seminars (1 credit).

Option #5 - Customer Service: Safe Deposit Operations (1 credit), Customer Service (1 credit), Product Knowledge (1 credit), Selling Bank Services (1 credit), and Bank Security Seminars (1/2 credit).

Option #8 - Bank Operations: Safe Deposit Operations (1 credit), Bank Security (1/2 credit), Compliance Management (1 credit), Computer Crime (1/2 credit), Bank Card Fraud (1/2 credit), Bank Secrecy Act (1/2 credit).

Students must apply through the Department of Non-Traditional Programs to be assigned credit for BAN1997 upon verified completion of seminars equivalent to 3 credit hours.

Listed below are the AIB Diplomas and Certificates available through the American Institute of Banking. For more information, please see the AIB catalog or contact your AIB bank representative.

Professional Banking Diplomas:

General Banking: This 18 AIB credit introductory diploma is designed to provide an overview of banking and banking functions.

Consumer Credit: This 25 AIB credit diploma provides the knowledge and skills needed by those planning to specialize in consumer credit.

Commercial Lending: This 25 AIB credit diploma provides the knowledge and skills needed by those wishing to specialize in commercial lending.

Mortgage Lending: This 25 AIB credit diploma provides the knowledge and skills needed by those wishing to specialize in mortgage lending.

Banking Skills Certificates:

Customer Service Skills: This 12 AIB credit certificate provides customer-contact personnel with the skills and knowledge they need to effectively deliver bank services.

Securities Services Skills: This 14 AIB credit certificate is designed for entry level and more experienced bank staff in trust and securities services areas. More specifically, it is geared for securities processing, trust operations, and corporate securities services personnel who need to not only learn specific job-related skills, but also gain an overview of the securities business as well.

Supervisory Skills: This 12 AIB credit certificate prepares new and potential first-level supervisors by integrating sound management concepts with practical experience.

HOSPITALITY MANAGEMENT

The Associate of Science in Hospitality Management emphasizes the development of mid-management skills needed in the Food Service/Lodging Industry. Through practicums, students obtain on-the-job skills that enhance their value as graduates.

Hospitality Management courses are only offered at Central Campus.

First Year

	Semester Hours
<i>Term I</i>	
SPC1024	Introduction to Speech 3
FSS1221C	Volume Foods 3
HFT1210	Supervisory Development 3
	**Elective (field related) 3
	Physical Education Activity 1
Total Term Semester Hours	13
<i>Term II</i>	
ENC1101	Composition 3
MTB1103	Business Mathematics 3
HFT1851	Beverage Management 3
HFT1941	Operations & Service Practicum... 3
*HFT2220	Organization & Personnel Management 3
	Physical Education Activity 1
Total Term Semester Hours	16
<i>Term IIIA or IIIB</i>	
*MAT1034	Intermediate Algebra or higher.... 3
	Social Science Elective 3
Total Term Semester Hours	6

Second Year

<i>Term I</i>	
*ENC2210	Technical Report Writing 3
#MKA1021	Salesmanship or Principles of Accounting I..... 3
ACG2001	Catering 3
FSS1284	Marketing 3
HFT2500	Management & Control Practicum 3
*HFT2942	
Total Term Semester Hours	15
<i>Term II</i>	
#ACG1003	Accounting Survey or Principles of Accounting II 3
*ACG2011	Food Service Costing & Controls or Financial Management 3
FSS2500	Group Business & Conventions Marketing and Management..... 3
*HFT2460	Psychology Elective 3
HFT2511	**Elective (field related) 3
Total Term Semester Hours	15
Total Program Semester Hours	65

*Requires a pre- or co-requisite. See course description in catalog.

**Students are to select 6 semester hours from the following courses congruent with their career goals:

*FOS2100C	Experimental Foods 3
HFT1700	Introduction to Tourism Industry & Administration 3
HFT2600	Legal Aspects of Hotel Tourism Operations 3
*HFT2730	Tour Packaging 3

#Students selecting MKA1021, Salesmanship, in Term I should select from ACG1003 Accounting Survey, or ACG2001 Principles of Accounting I in Term II.

Students selecting ACG2001 Principles of Accounting I in Term I must select *ACG2011 Principles of Accounting II in Term II.

INSURANCE MANAGEMENT

The Associate of Science in Insurance Management has two career options.

1. Core Courses (Required for all options):

	Semester Hours
ENC1101 Composition	3
*ENC1102 Composition or	
*ENC2210 Technical Report Writing.....	3
SPC1024 Introduction to Speech.....	3
RMI1001 Intro to Risk and Insurance.....	3
PSY2012 General Psychology	3
*MAT1034 Intermediate Algebra or higher	3
(1) Business Electives.....	9
General Education Elective	
(Areas 2-5).....	3
Physical Education Activities	2
Total Core Course Semester Hours	32

2. One of the following specialization options:

Option #1 Agents Qualification

Students interested in meeting the educational course requirements under Chapter 626, Florida Statutes (Fire and Casualty Insurance Agents and Solicitors Qualification Law) to qualify for the 2-20 Agents License Exam, should take the following courses.

*RMI2600 (2) Agents Qualification Course	17
(3) Insurance Electives	13
Total Option Semester Hours	30
Total Program Semester Hours	62

Option #2 Charter Property and Casualty Underwriter

Students interested in property and casualty insurance should take the following advanced courses. Successful completion of these courses will prepare the student to take the national CPCU examinations and, if successful, receive the CPCU professional designation.

APA2314 Accounting and Finance	3
ECO2032 Insurance Economics	3
MNA2042 Management.....	3
RMI2510 Principles of Risk Management	
& Insurance	3
RMI2511 Personal Loss Exposures and	
Their Treatment	3

Semester Hours

RMI2512 Commercial Property Loss	
Exposures and Treatment.....	3
RMI2513 Commercial Liability Loss	
Exposures and Treatment.....	3
RMI2514 Insurance Company Operations....	3
RMI2515 The Legal Environment of	
Insurance	3
RMI2517 Insurance Issues & Professional	
Ethics	3
Total Option Semester Hours	30
Total Program Semester Hours	62

*Requires a pre- or co-requisite. See course description in catalog.

(1) Business Electives to be selected from:

ACG2001, BUL2111, BUL2112, CGS1510C, CGS1540C, ECO2013, *ECO2023, GEB1011, MAR1011, MAN2021, MKA1021.

(2) This course will consist of a minimum of 240 hours of instruction as required by State Rule. No refund will be given after the first class meeting. No credit will be granted unless the entire 17 credit-hour sequence is completed.

Students who have not had general insurance agency or company experience should take RMI1001 prior to enrolling in the Agents Qualification course.

(3) See catalog for insurance courses. It is highly recommended that the Insurance Electives include *RMI2521, *RMI2522 and *RMI2523, which may be taken in any order, and that this series of courses be started prior to or concurrently with RMI2600.

INTERNATIONAL BUSINESS MANAGEMENT

The Associate of Science in International Business Management is designed for students seeking to enter management training and entry-level jobs in international businesses such as manufacturers, wholesalers, exporters, banks, freight forwarders, transportation firms, and importers.

1. Core Courses (Required for all students):

	Semester Hours
ENC1101 Composition.....	3
*ENC2210 Technical Report Writing	3
SPC1600 Public Speaking	3
*MAT1034 Intermediate Algebra or higher.....	3
MTB1103 Business Mathematics	3
GEB1011 Introduction to Business or	
MAN2021 Introduction to Management.....	3
FIN1100 Personal Finance	3
ACG2001 Principles of Accounting I.....	3
*ACG2011 Principles of Accounting II	3

		Semester Hours
BUL2111	Business Law I.....	3
BUL2112	Business Law II.....	3
ECO2013	Principles of Economics I.....	3
CGS1000	Fundamentals of Data Processing or	
COP1170C	Programming in BASIC.....	3
	Physical Education Activities.....	2
Total Core Course Semester Hours.....		41

2. Specialization Courses:

FIN2600	Finance of International Trade.....	3
MAR2141	International Marketing.....	3
MNA2601	International Business Environment.....	3
	##Foreign Languages.....	8
	***Business Elective.....	3
	(1) Elective.....	3
Total Specialization Semester Hours.....		23
Total Program Semester Hours.....		64

*Requires a pre- or co-requisite. See course description in catalog.

##Students may satisfy the 8-credit foreign language requirements by demonstrating proficiency through examination. Contact the Department of Non-Traditional Programs.

***Business Electives can be satisfied by any 3 credit hours taken from the specialization/options of any of the Associate of Science degree programs in Business Administration. Special consideration should be given to courses in electronic spreadsheets and database management.

(1) The student should strive to include courses from the International/Intercultural areas for this elective. The following courses are recommended:

ANT2000	Introduction to Anthropology
ANT2211	Introduction to World Ethnology
CPO2002	Introduction to Comparative Governments
GEA2000	World Geography
INR2002	International Relations
	Additional History courses
	Additional Foreign Language courses.

LEGAL ASSISTING

Legal Assisting is a program designed for students seeking a career in a law-related field as a paraprofessional and for legal secretaries presently employed who wish to advance in their work.

Upon successful completion of this program, a student will be able to work under the supervision of an attorney and perform many vital functions as a legal assistant. A legal assistant may not practice law, give advice or collect fees. Legal assistants work in law firms, legal departments of major corporations, government

agencies (federal, state and local), real estate departments of large businesses, trust departments of banks, brokerage houses, and insurance companies.

This program is accredited by the American Bar Association (ABA).

First Year

		Semester Hours
<i>Term I</i>		
ENC1101	Composition.....	3
BUL2111	Business Law I.....	3
*MAT1034	Intermediate Algebra or higher.....	3
PLA1003	Introduction to Legal Assisting.....	3
PLA1104	Law Library.....	3
Total Term Semester Hours.....		15

<i>Term II</i>		
BUL2112	Business Law II.....	3
*OST2335	Business Communications.....	3
SPC1600	Public Speaking.....	3
PLA1273	Torts, Liability and Claims.....	3
PLA1504	Procedures for Real Estate Title Closing.....	3
	Word Processing/Software Application Course.....	3
Total Term Semester Hours.....		18

Term IIIA and IIIB

	General Education Elective (Areas 2-5).....	3
	Physical Education Activities.....	2
Total Term Semester Hours.....		5

Second Year

<i>Term I</i>		
ACG1003	Accounting Survey I.....	3
PSY2012	General Psychology.....	3
PLA1303	Criminal Litigation.....	3
PLA1435	Corporations.....	3
*PLA2114	Legal Writing and Drafting.....	3
Total Term Semester Hours.....		15

Term II

CCJ1250	Constitutional Law.....	3
PLA1603	Probate Practice.....	3
PLA1803	Domestic Relation Law.....	3

Select two (2) Electives from the following:
 *ENC2210 Technical Report Writing (3)
 MTB1103 Business Mathematics (3)
 RMI1001 Intro to Risk & Insurance (3)
 - OR -

<i>Term III</i>		
PLA2940	Legal Assisting Practicum (6) (Taken in place of electives).....	6
Total Term Semester Hours.....		15
Total Program Semester Hours.....		68

*Requires a pre- or co-requisite. See course description in catalog.

MARKETING MANAGEMENT

Semester
Hours

The marketing programs are designed for those students seeking careers in the marketing occupations such as corporate marketing manager, retail management, marketing research, advertising, wholesaling, and service industries. Students are given the opportunity to join and participate in Delta Epsilon Chi related activities.

Fashion Marketing Management

The Associate of Science in Fashion Marketing Management is a two-year program preparing students for employment in the fashion business. After completion of the program, students should be capable of assuming management responsibilities.

This program combines instruction and practical work experience in a fashion marketing position. Students are encouraged to be employed in a fashion marketing occupation. Cooperative Work Experience credit may not be substituted for MKA1930, *MKA2931, and *MKA2932. Students are given the opportunity to join and participate in Delta Epsilon Chi related activities.

Fashion Marketing courses are only offered at Central Campus.

First Year

	Semester Hours
<i>Term I</i>	
ENC1101 Composition	3
MKA1004 Fashion Merchandising	3
MKA1021 Salesmanship	3
MKA1431 Fashion Sales Promotion	3
MKA1930 Seminar I: Marketing in Perspective	3
Physical Education Activity	1
Total Term Semester Hours	16

<i>Term II</i>	
SPC1600 Public Speaking	3
MTB1103 Business Mathematics	3
MAR1011 Principles of Marketing	3
CTE1401 Textiles	3
*MKA2931 Seminar II: Research in Marketing	3
Physical Education Activity	1
Total Term Semester Hours	16

<i>Term IIIA or IIIB</i>	
CGS1000 Fundamentals of Data Processing	3
*MAT1034 Intermediate Algebra or higher	3
Total Term Semester Hours	6

Second Year

<i>Term I</i>	
ACG2001 Principles of Accounting I	3
ECO2013 Principles of Economics I	3
MKA2424 Fashion Buying	3
#Fashion Marketing Elective	3
Total Term Semester Hours	12

<i>Term II</i>	
*ECO2023 Principles of Economics II	3
*OST2335 Business Communications	3
MKA2102 Retailing	3
General Education Elective (Areas 2-5)	3
Total Term Semester Hours	12
Total Program Semester Hours	62

*Requires a pre- or co-requisite. See course description in catalog.

#Fashion Marketing Electives can be satisfied by taking one of the following courses:

MKA1951 Merchandising Tour - New York City	
MKA2940 Fashion Marketing Practicum	
MKA2955 Fashion Marketing Study Tour	
MKA2956 Fashion Marketing Study Tour	
MNA1161 Introduction to Customer Service.	

Marketing Management

This program is designed for students seeking careers in marketing occupations, such as retailing, advertising, buying, selling, wholesaling, international marketing, import/export, and services. Emphasis is placed on the skills, responsibilities and attitudes necessary for marketing occupations. Students are given the opportunity to join and participate in Delta Epsilon Chi related activities. Cooperative Work Experience credit may not be substituted for MKA1930, *MKA2931, and *MKA2932.

This program may be taken concurrently with the Promotion Management Certificate. A student interested in transferring to a university for a four-year degree should follow the appropriate A.A. Degree Program.

First Year

	Semester Hours
<i>Term I</i>	
ENC1101 Composition	3
MAR1011 Principles of Marketing	3
MKA1021 Salesmanship	3
MKA1930 Seminar I: Marketing in Perspective	3
Physical Education Activity	1
Total Term Semester Hours	13

<i>Term II</i>	
*OST2335 Business Communications	3
MTB1103 Business Math	3
MKA1511 Advertising	3
*MKA2931 Seminar II: Research in Marketing	3
Physical Education Activity	1
Total Term Semester Hours	13

	Semester Hours
<i>Term IIIA or IIIB</i>	
CGS1000 Fundamentals of Data Processing	3
*MAT1034 Intermediate Algebra or higher	3
Total Term Semester Hours	6

Second Year

<i>Term I</i>	
ACG2001 Principles of Accounting I	3
BUL2111 Business Law I.....	3
ECO2013 Principles of Economics I	3
MAR2141 International Marketing.....	3
*MKA2932 Seminar III: Marketing Management	3
Total Term Semester Hours	15

<i>Term II</i>	
SPC1600 Public Speaking.....	3
*ECO2023 Principles of Economics II.....	3
MAN2021 Introduction to Management or	
MNA2345 Principles of Supervision.....	3
MKA2102 Retailing	3
General Education Elective (Areas 2-5).....	3
Total Term Semester Hours	15
Total Program Semester Hours.....	62

*Requires a pre- or co-requisite. See course description in catalog.

OFFICE INFORMATION SYSTEMS

The Department of Office Information Systems offers four Associate of Science degree programs. These degrees provide a broad background in office skills with accompanying general business administration subjects enabling individuals to assume a wide range of responsibilities in industry, government, services, and the professions.

These programs are offered at North and South Campuses. Some courses may not be offered at both locations. Please check catalog descriptions.

There is a common body of knowledge in these degrees that all students must observe as represented in the following core courses. Students then select their degree area of specialization.

1. Core Courses (Required for all students):

	Semester Hours
ENC1101 Composition	3
*ENC2210 Technical Report Writing.....	3
*MAT1034 Intermediate Algebra or higher	3
MTB1103 Business Mathematics	3
GEB1011 Introduction to Business	3
ACG1003 Accounting Survey or	
ACG2001 Principles of Accounting I	3

	Semester Hours
BUL2111 Business Law I.....	3
CGS1000 Fundamentals of Data Processing.....	3
*OST1113 Intermediate Typing 4.....	1
*OST1114 Intermediate Typing 5.....	1
*OST1115 Intermediate Typing 6.....	1
*OST2335 Business Communications.....	3
*OST2601 Transcribing Machines I.....	3
PSY2012 General Psychology.....	3
General Education Elective (Areas 2-5)	3
Physical Education Activities.....	2
Total Core Course Semester Hours.....	41

2. Degree area of specialization:

Legal Secretarial Technology

Individuals planning to work in legal offices as secretaries should follow this degree. Emphasis is placed upon providing advanced office skills in typing and shorthand as well as legal techniques and procedures used in law offices.

	Semester Hours
BUL2112 Business Law II	3
+ *OST1212 Shorthand II.....	3
+ *OST2213 Shorthand III	3
*OST2431 Legal Office Techniques I.....	3
*OST2432 Legal Office Techniques II.....	3
*OST2402 Secretarial Procedures.....	3
*OST2123 Expert Typing 7,	
*OST2124 Expert Typing 8, &	
*OST2125 Expert Typing 9	
OR	
*OST2731 Info/Word Processing Applications 1,	
*OST2732 Info/Word Processing Applications 2, &	
*OST2733 Info/Word Processing Applications 3.....	3
Total Specialization Semester Hours	21
Total Program Semester Hours	62

Medical Secretarial Technology

This degree is for those individuals planning to work in medical offices. Emphasis is placed upon keyboarding skills, medical and clinical terminology, and medical office procedures.

	Semester Hours
MNA2345 Principles of Supervision	3
MEA1010 Medical Terminology	3
*MEA1011 Clinical Terminology	3
*OST1401 Office Procedures	3

	Semester Hours
*OST2123 Expert Typing 7,	
*OST2124 Expert Typing 8, &	
*OST2125 Expert Typing 9	
OR	
*OST2731 Info/Word Processing Applications 1,	
*OST2732 Info/Word Processing Applications 2, &	
*OST2733 Info/Word Processing Applications 3	3
#Computer Applications or Word Processing	3
#Business Elective	3
Total Specialization Option Semester Hours ..21	
Total Program Semester Hours.....62	

Office Management Technology

This degree is for individuals planning immediate employment in office positions requiring advanced skill in shorthand, typing, and word processing. Emphasis is placed on preparing individuals to assume much of the responsibility of the executive in the office.

	Semester Hours
*OST1401 Office Procedures	3
+ *OST1212 Shorthand II.....	3
+ *OST2213 Shorthand III.....	3
OST1701 Information Processing: Theory and Supervision	3
*OST2402 Secretarial Procedures	3
*OST2123 Expert Typing 7,	
*OST2124 Expert Typing 8, &	
*OST2125 Expert Typing 9	
OR	
*OST2731 Info/Word Processing Applications 1,	
*OST2732 Info/Word Processing Applications 2, &	
*OST2733 Info/Word Processing Applications 3	3
#Computer Applications	3
Total Specialization Semester Hours.....21	
Total Program Semester Hours.....62	

Word Processing Technology

This degree is for those individuals seeking advanced skills in the area of word processing. Managerial skills, word processing applications, and computer applications are emphasized in this option.

	Semester Hours
*OST1401 Office Procedures	3
OST1701 Information Processing: Theory and Supervision	3

	Semester Hours
*OST2123 Expert Typing 7,	
*OST2124 Expert Typing 8, &	
*OST2125 Expert Typing 9.....	3
*OST2731 Info/Word Processing Applications 1,	
*OST2732 Info/Word Processing Applications 2, &	
*OST2733 Info/Word Processing Applications 3.....	3
#Computer Applications or Word Processing.....	2
Total Specialization Semester Hours	21
Total Program Semester Hours	62

*Requires a pre- or co-requisite. See course description in catalog.

#Based on the degree, the student is to select 3 or 9 credit hours from the following computer application or word processing courses:

CGS1510C, CGS1570C, CGS1540C, OST1811C,
*OST2731, *OST2732, *OST2733, *OST2734,
*OST2735, *OST2736.

+Students who have taken OST1221, *OST1222 and/or *OST1223, Machine Shorthand, may substitute these courses for Gregg Shorthand: OST1211, *OST1212 and/or *OST2213. This substitution may cause the student an additional 3 to 9 credit hours over the total program semester hours.

POSTAL SERVICE MANAGEMENT

This program is designed to provide postal employees with the management skills needed in the postal service.

1. Core Courses (Required for all students):

	Semester Hours
ENC1101 Composition.....	3
*ENC2210 Technical Report Writing	3
SPC1600 Public Speaking	3
*MAT1034 Intermediate Algebra or higher.....	3
MTB1103 Business Mathematics	3
MAN2021 Introduction to Management.....	3
FIN1100 Personal Finance	3
ACG1003 Accounting Survey I.....	3
ACG2001 Principles of Accounting I.....	3
BUL2111 Business Law I.....	3
ECO2013 Principles of Economics I	3
CGS1000 Fundamentals of Data Processing.....	3
**Business Elective.....	3
General Education Elective (Areas 2-5)	3
Physical Education Activities.....	2
Total Core Course Semester Hours.....	44

2. Specialization Courses:

	Semester Hours
MNA1161	Introduction to Customer Service...3
MNA1392	USPS Postal Customer Service3
MNA1394	Postal Finance3
MNA1395	USPS Mail Processing I3
MNA1396	USPS Mail Processing II.....3
MNA2345	Principles of Supervision.....3
MNA2398	Postal Labor Relations3
	Total Specialization Semester Hours.....21
	Total Program Semester Hours.....65

*Requires a pre- or co-requisite. See course description in catalog.

**Business Elective can be satisfied by any 3 semester hours taken from the specialization/options in any of the Associate of Science degree programs in Business Administration. Special consideration should be given to courses in Marketing, Sales, Customer Services, Human Relations, Computer Applications, or Cooperative Work Experience.

REAL ESTATE MANAGEMENT

The Associate of Science in Real Estate Management is designed for students interested in a career in real estate sales and management.

1. Core Courses (Required for all students):

	Semester Hours
ENC1101	Composition3
*ENC2210	Technical Report Writing3
SPC1600	Public Speaking.....3
*MAT1034	Intermediate Algebra or higher3
MTB1103	Business Mathematics3
GEB1011	Introduction to Business or
MAN2021	Introduction to Management3
FIN1100	Personal Finance3
ACG2001	Principles of Accounting I3
*ACG2011	Principles of Accounting II.....3
BUL2111	Business Law I.....3
BUL2112	Business Law II3
ECO2013	Principles of Economics I3
CGS1000	Fundamentals of Data Processing
	or
COP1170C	Programming in BASIC3
	General Education Elective
	(Areas 2-5).....3
	Physical Education Activities2
	Total Core Course Semester Hours44

2. Specialization Courses:

REE1040	FREC I.....4
*REE1085	FREC Post-Sales Course3

Semester
Hours

*REE1180	FREC Residential Appraisal I4
REE1200	Real Estate Finance3
*REE2041	FREC II.....5
	***Business Elective3
	Total Specialization Semester Hours 22
	Total Program Semester Hours 66

*Requires a pre- or co-requisite. See course description in catalog.

***Business Electives can be satisfied by any 6 credit hours taken from the specialization/options of any of the Associate of Science degree programs in Business Administration. Special consideration should be given to courses in electronic spreadsheets and database management or other real estate courses such as REE2881 and REE2883.

RESTAURANT MANAGEMENT

The Associate of Science in Restaurant Management emphasizes the development of mid-management skills needed in the Food Service Industry. Through practicums, students obtain on-the-job skills that enhance their value as graduates.

Restaurant Management courses are only offered at Central Campus.

First Year

	Semester Hours
<i>Term I</i>	
ENC1101	Composition.....3
SPC1024	Introduction to Speech3
FSS1221C	Volume Foods3
HFT1210	Supervisory Development3
	Physical Education Activity1
	Total Term Semester Hours..... 13
<i>Term II</i>	
*ENC2210	Technical Report Writing3
*MAT1034	Intermediate Algebra or higher.....3
*FSS1240C	Classical Cuisine3
HFT1851	Beverage Management3
HFT1941	Operations & Service Practicum...3
	Physical Education Activity1
	Total Term Semester Hours 16

Term III

FSS1120	Food & Beverage Purchasing3
*FSS2242C	International Cuisine3
	Total Term Semester Hours.....6

Second Year

Term I

ACG2001	Principles of Accounting I.....3
FSS1284	Catering.....3
*HFT2942	Management & Control
	Practicum3
	**Electives (field related).....6
	Total Term Semester Hours..... 15

	Semester Hours
<i>Term II</i>	
*ACG2011 Principles of Accounting II.....	3
FSS2614 Food & Beverage Merchandising ..	3
Social Science Elective.....	3
**Elective (field related).....	3
Total Term Semester Hours	15
Total Program Semester Hours.....	65

*Requires a pre- or co-requisite. See course description in catalog.

**Electives (field-related):

Students are to select 9 credits that will be congruent with their career goals from the following courses:

*FOS2100C Experimental Foods.....	3
FSS2500 Food Service Costing & Controls ..	3
HFT1850 Dining Room & Lounge Operations	3
HFT2220 Organization & Personnel Management.....	3

TRAVEL INDUSTRY MANAGEMENT

The Associate of Science in Travel Agency Management prepares students for mid-management positions in all segments of the Tourism Industry. The course work required addresses the educational needs of the industry as it serves the continued growth in our area.

Travel Agency courses are only offered at Central Campus.

First Year

	Semester Hours
<i>Term I</i>	
ENC1101 Composition	3
MTB1103 Business Mathematics.....	3
HFT1210 Supervisory Development.....	3
#HFT1700 Introduction to Tourism Industries Administration.....	3
Physical Education Activity.....	1
Total Term Semester Hours	13

	Semester Hours
<i>Term II</i>	
*ENC2210 Technical Report Writing	3
*MAT1034 Intermediate Algebra or higher.....	3
ACG1003 Accounting Survey I.....	3
Elective	3
Physical Education Activity	1
Total Term Semester Hours.....	13

<i>Term IIIA</i>	
GEO1000 Geography.....	3
*HFT2220 Organization & Personnel Management	3
Total Term Semester Hours.....	6

Second Year

<i>Term I</i>	
HFT2500 Marketing.....	3
HFT2600 Legal Aspects of Hotel Tourism Operations.....	3
*HFT2730 Tour Packaging	3
Foreign Language.....	4
Total Term Semester Hours.....	13

<i>Term II</i>	
GEB2949 Co-op Work Experience or Elective	3
HFT2511 Group Business & Convention Management	3
Business Elective	3
Foreign Language.....	4
Total Term Semester Hours.....	13

<i>Term IIIA</i>	
*OST1401 Office Procedures or Elective.....	3
Management Elective	3
Total Term Semester Hours.....	6
Total Program Semester Hours	64

*Requires a pre- or co-requisite. See course description in catalog.

#It is recommended that students take the Travel Agency I (beginning) and Travel Agency II (advanced) courses in the Adult and Vocational Division of the Broward County Schools before or concurrently with HFT1700.

CERTIFICATE PROGRAMS

ACCOUNTING APPLICATIONS CERTIFICATE

The Accounting Applications Certificate is designed to qualify successful completers for jobs as accounting clerks or preparers of personal income tax returns. The student must select a specialization option congruent with their career goals.

1. Core Courses (Required for all options):

	Semester Hours
ENC1101 Composition	3
*OST2335 Business Communications	3
MTB1103 Business Math	3
BUL2111 Business Law I.....	3
CGS1000 Fundamentals of Data Processing	3
**Business Electives.....	6
Total Core Course Semester Hours	21

2. One of the following specialization options:

Option #1 General Accounting Applications

ACG2001 Principles of Accounting I	3
*ACG2011 Principles of Accounting II	3
*ACG2100 Intermediate Accounting I.....	3
TAX2000 Income Tax I	3
Total Option Semester Hours	12
Total Certificate Semester Hours.....	33

Option #2 Tax Accounting Applications

ACG2001 Principles of Accounting I	3
*ACG2011 Principles of Accounting II	3
TAX2000 Income Tax I	3
*TAX2100 Income Tax II.....	3
Total Option Semester Hours	12
Total Certificate Semester Hours.....	33

*Requires a pre- or co-requisite. See course description in catalog.

**Suggested Business Electives:

BUL2112 Business Law II	3
CGS1510C Electronic Spreadsheet	3
CGS1540C Database Management	3
FIN1100 Personal Finance	3

BUSINESS DATA PROCESSING CERTIFICATE

This program is designed for students seeking to be trained in computer applications and in the areas of business and/or computer programming.

1. Core Courses (Required for all students):

	Semester Hours
ENC1101 Composition	3
*OST2335 Business Communications.....	3
MTB1103 Business Mathematics	3
CGS1000 Fundamentals of Data Processing.....	3
CGS1510C Electronic Spreadsheet	3
CGS1570C Microcomputer Applications	3
OST1811C Desktop Publishing	
OR	
*OST2731 Info/Word Processing Applications 1,	
*OST2732 Info/Word Processing Applications 2, &	
*OST2733 Info/Word Processing Applications 3	3
#OST1141 Keyboarding.....	1
Total Core Course Semester Hours	24-25

2. Select 9 semester hours from the following courses:

ACG1003 Accounting Survey or	
ACG2001 Principles of Accounting I.....	3
COP1110C FORTRAN Programming	3
*COP1120C COBOL I.....	3
COP1170C Programming in BASIC.....	3
*COP1210C PASCAL Programming	3
*COP1220C "C" Programming	3
ECO2013 Principles of Economics I.....	3
GEB1011 Introduction to Business.....	3
MNA2345 Principles of Supervision	3
*MAT1034 Intermediate Algebra or higher.....	3
*OST2731 Info/Word Processing Applications 1,	
*OST2732 Info/Word Processing Applications 2, &	
*OST2733 Info/Word Processing Applications 3	
OR	
OST1811C Desktop Publishing	3
OST1701 Information Processing: Theory and Supervision	3
Total Selected Semester Hours	9
Total Certificate Semester Hours.....	33-34

*Requires a pre- or co-requisite. See course description in catalog.

#Required for all students who have not had keyboarding or typing courses.

OFFICE SYSTEMS SPECIALIST CERTIFICATE

Semester
Hours

This Office Systems Specialist certificate is designed for students seeking employment in specific areas of specialization. The program has two options.

1. Core Courses (Required for all options):

	Semester Hours
ENC1101	Composition3
ACG1003	Accounting Survey or
ACG2001	Principles of Accounting I3
*OST1113	Intermediate Typing 4.....1
*OST1114	Intermediate Typing 5.....1
*OST1115	Intermediate Typing 6 or higher....1
*OST1401	Office Procedures3
*OST2335	Business Communications3
*OST2731	Info/Word Processing Applications 1
*OST2732	Info/Word Processing Applications 2 &
*OST2733	Info/Word Processing Applications 33
Total Core Course Semester Hours18	

2. One of the following specialization options:

Option #1 Administrative Specialist

This option is designed for students seeking to enter administrative office work at the junior level. Upon successful completion, the student should be able to work effectively with the changing demands of administrative employment, take and transcribe dictation, and demonstrate appropriate work habits.

GEB1011	Introduction to Business3
MTB1103	Business Mathematics3
+ OST1211	Shorthand I.....3
*+ OST1212	Shorthand II.....3
*OST2402	Secretarial Procedures3
*OST2601	Transcribing Machines I.....3
Total Option Semester Hours18	
Total Certificate Semester Hours36	

Option #2 Office Specialist

This option is designed for students seeking immediate employment in special areas of office work. By selecting a specialty area, students can obtain competencies for office work in areas such as accounting, insurance, legal, medical, real estate, office management, word processing, and others.

2. Select four (4) courses from one of the following specialty areas:

Accounting Office Specialist

*ACG2001	Principles of Accounting I or
*ACG2011	Principles of Accounting II3
TAX2000	Income Tax I3
MTB1103	Business Mathematics3
	Co-op Work Experience3
	#Computer Applications3
Total Option Semester Hours12	

Computer Applications Office Specialist

CGS1000	Fundamentals of Data Processing3
MTB1103	Business Mathematics3
	Co-op Work Experience3
	#Computer Applications.....3-9
Total Option Semester Hours12	

Executive Office Specialist

MNA2345	Principles of Supervision.....3
MTB1103	Business Mathematics3
OST1701	Information Processing: Theory and Supervision3
*OST2601	Transcribing Machines I.....3
	Co-op Work Experience3
	#Computer Applications3
Total Option Semester Hours12	

General Office Specialist

CGS1000	Fundamentals of Data Processing3
GEB1011	Introduction to Business3
MTB1103	Business Mathematics3
*OST2601	Transcribing Machines I.....3
	Co-op Work Experience3
	#Computer Applications3
Total Option Semester Hours12	

Insurance Office Specialist

BUL2111	Business Law I3
GEB1011	Introduction to Business3
MTB1103	Business Mathematics3
RMI1001	Introduction to Risk & Insurance...3
	Co-op Work Experience3
	#Computer Applications3
Total Option Semester Hours12	

Legal Office Specialist

BUL2111	Business Law I3
BUL2112	Business Law II.....3
*OST2431	Legal Office Techniques I.....3

Semester

	Semester Hours
*OST2432 Legal Office Techniques II	3
Co-op Work Experience	3
#Computer Applications	3
Total Option Semester Hours	12

Medical Office Specialist

Required in this specialty:

*OST2601 Transcribing Machines I.....	3
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Select three (3) courses:

MEA1010 Medical Terminology.....	3
*MEA1011 Clinical Terminology.....	3
Co-op Work Experience	3
#Computer Applications	3
Total Option Semester Hours	12

Real Estate Office Specialist

BUL2111 Business Law I.....	3
BUL2112 Business Law II	3
MTB1103 Business Mathematics	3
REE1040 FREC I.....	4
Co-op Work Experience	3
#Computer Applications	3
Total Option Semester Hours.....	12-13
Total Certificate Semester Hours.....	30-31

*Requires a pre- or co-requisite. See course description in catalog.

#The student is to select 3 to 9 credit hours from the following application courses:

CGS1510C, CGS1540C, CGS1570C, OST1811C, *OST2734, *OST2735, *OST2736.

+ Students that have taken OST1221, OST1222 and/or OST1223, Machine Shorthand, may substitute these courses for Gregg Shorthand, OST1211, OST1212 and/or OST2213. This substitution may cause the student an additional 3 to 9 credit hours over the total program semester hours.

PROMOTION MANAGEMENT CERTIFICATE

The Promotion Management Certificate is a program designed to prepare students for immediate employment in the area of marketing. It will also meet the needs of those students who already have a two or four-year degree and are seeking new employability skills.

1. Core Courses (Required for all options):

	Semester Hours
ENC1101 Composition or	
*ENC2210 Technical Report Writing	3
GEB1011 Introduction to Business or	
MAN2021 Introduction to Management (with Department Head's approval).....	3
ACG2001 Principles of Accounting I.....	3
BUL2111 Business Law I.....	3
ECO2013 Principles of Economics	3
CGS1000 Fundamentals of Data Processing.....	3
Total Core Course Semester Hours.....	18

2. One of the following specialization options:

Option #1 Fashion Marketing

MKA1004 Fashion Merchandising.....	3
MKA1021 Salesmanship.....	3
MKA2940 Fashion Marketing Practicum or CTE1401 Textiles	3
MKA1431 Fashion Sales Promotion	3
Total Option Semester Hours	12
Total Certificate Semester Hours	30

Option #2 General Marketing

MAR1011 Principles of Marketing	3
MKA1021 Salesmanship.....	3
MKA1511 Advertising	3
MKA1930 Seminar I: Marketing in Perspective or	
MKA2102 Retailing	3
Total Option Semester Hours	12
Total Certificate Semester Hours	30

Option #3 International Marketing

MAR1011 Principles of Marketing	3
MAR2141 International Marketing	3
MNA2601 International Business Environment	3
MKA2957 International Marketing - Overseas or	
MKA1930 Seminar I: Marketing in Perspective.....	3
Total Option Semester Hours	12
Total Certificate Semester Hours	30

*Requires a pre- or co-requisite. See course description in catalog.

CERTIFIED PROFESSIONAL SECRETARY

Broward Community College recognizes the achievement of the secretary awarded the Certified Professional Secretary (CPS) designation by granting college credits for the relevant parts of the CPS examination passed. Credit for the following courses may be obtained through the Department of Non-Traditional Programs:

	Semester Hours
ACG1003	Accounting Survey I or
ACG2001	Accounting Principles I.....3
BUL2111	Business Law I.....3
ECO2013	Principles of Economics I.....3
INP1301	Human Relations in Business & Industry.....3
MAN2021	Introduction to Management3

These courses may be applied towards the Associate of Science or Certificate programs of the Office Infor-

mation Systems department with the respective limits of completing 24 credit hours at Broward Community College, including the last 12 credit hours.

In addition, Broward Community College recognizes the need for secretaries seeking preparation for the CPS examinations by offering the following courses:

OST2391	CPS Exam Preparation I Behavioral Science in Business..... 1
OST2392	CPS Exam Preparation II Business Law 1
OST2393	CPS Exam Preparation III Economics & Management..... 1
OST2394	CPS Exam Preparation IV Accounting 1
OST2395	CPS Exam Preparation V Office Administration & Communication 1
OST2396	CPS Exam Preparation VI Office Technology..... 1

For more information, please contact the Department Head of Office Information Systems.

CRIMINAL JUSTICE

The primary mission of the Broward Community College, Criminal Justice Institute, is to provide the student with current knowledge and techniques used in the Criminal Justice field to prepare the student as a Criminal Justice practitioner.

Students seeking to transfer to a university for a baccalaureate degree for a "professional position" such as Probation Officer, Parole Officer, Juvenile Counselor, or Social Case Worker should take the Associate of Arts Degree program with the required Criminal Justice electives.

Those students seeking an Associate of Science degree in Criminal Justice Technology are offered four options: #1 - Criminal Justice, #2 - Crime Scene Emphasis, #3 - Security Emphasis and #4 - Polygraph Emphasis.

The Criminal Justice Core subjects are taken by all Criminal Justice students. General Education Core subjects are English, Mathematics, Political Science, Psychology and Sociology. Other subjects, as listed, are taken to suit the requirements of the option selected by the students. All degrees and options have the following requirements.

1. Completion of at least 24 hours at Broward Community College, including the last 12 semester hours.
2. Completion of evaluation of graduation requirements in the Advisement Office at the time of advisement/registration for the final term. Students are responsible for completing all graduation requirements.
3. Removal of all admission requirements.
4. Attendance at all official graduation exercises.

Suggested program sheets are available in the Counseling office for all options.

Criminal Justice students with extensive non-credit experience and/or training may receive credit for specific courses by satisfactorily completing all requirements and examinations for the course. Applications should be made to the Experiential Learning Office.

The associate degree does not prepare students for state certification as corrections or law enforcement officers. A student must complete the Florida Criminal Justice Standards and Training Commission Basic Recruit Training Program for state certification.

The Criminal Justice Institute is certified by the Criminal Justice Standards and Training Commission as a training center which authorizes the basic Law Enforcement and Corrections Academy training as well as in-service, advanced and career development training to meet local needs.

Criminal Justice Technology

An A.S. Degree in Criminal Justice may be earned by completing the Core Requirements and any twelve (12) Criminal Justice credits and nine (9) elective credits; twenty-six (26) credits from Option 2; twenty-four (24) credits from Option 3; or twenty-five (25) credits from Option 4.

General Education and Criminal Justice Core Requirements

	Semester Hours
ENC1101	Composition3
*ENC1102	Composition or
*ENC2210	Technical Report Writing3
Area 4B	Mathematics3
POS1041	National Government3
POS1112	State and Local Government3
PSY2012	General Psychology3
SYG2000	General Sociology3
	General Education Elective3
	Physical Education Activities2
CCJ1020	Introduction to Criminal Justice3
CCJ1250	Constitutional Law3
CCJ1400	Introduction to Criminal Justice Organization and Management3
CJT2100	Criminal Investigation3
SJC1024	Introduction to Speech.....3
	Total Core Semester Hours41
 Option #1 Criminal Justice Emphasis	
	(1)Criminal Justice Electives 12
	# Electives2
	Total Option Semester Hours21
	Total Program Semester Hours.....62
 (1) Criminal Justice Electives to be selected from:	
CCJ1220	Criminal Law.....3
CCJ1230	Criminal Evidence & Court Procedures.....3
CCJ2191	Human Behavior in Criminal Justice3
*CJT2110	Introduction to Criminalistics.....3
CJD1420	Correctional Law3
CCJ1440	Correctional Administration3
CCJ2330	Probation & Parole Procedure.....3
CCJ2631	Comparative World Police Agencies.....3
*CCJ2933	Corrections Practicum3
 Option #2 Crime Scene Emphasis	
CCJ1220	Criminal Law.....3
CCJ1230	Criminal Evidence and Court Procedures3

	Semester Hours
*CJT2110	Introduction to Criminalistics3
*CJT2120	Forensics Photography3
*CJT2130	Criminalistics Practicum3
	Science and Laboratory Elective ..8
PHI2010	Introduction to Philosophy or
PHI2600	Introduction to Ethics3
	Total Option Semester Hours26
	Total Program Semester Hours67

Option #3 Security Emphasis

CJT2813	Private Security Specialization3
CJT2826	Fire Prevention in Security3
	Criminal Justice Elective3
CJT2820	Private Security Administration3
CJT2840	Legal Aspects of Private Security ..3
	#Electives.....2
	Total Option Semester Hours24
	Total Program Semester Hours65

Option #4 Polygraph Emphasis

The following courses in Polygraph are the credits awarded to a student through Experiential Learning who has completed the polygraph training at Deception Control, Inc., Fort Lauderdale. Applicants must submit verification of completion of approved polygraph training to the Criminal Justice Department Head and Experiential Learning.

CJD2250	Interviews & Interrogations3
CJT2250	Polygraph Theory & Operations3
CJT2251	Test Questions Construction & Semantics, Personnel Screening.....3
CJT2252	Test Questions Construction & Semantics, Criminal Cases.....3
CJT2253	Chart Analysis, Validity & Reliability4
CJT2254	Polygraph Operations Practicum ...3
	Electives6
	Total Option Semester Hours25
	Total Program Semester Hours66

#Electives may be chosen from CGS1000, Sociology, Psychology or Science.

*Requires a pre-requisite or co-requisite. See course description in catalog.

Fire Science Technology

The Fire Science Technology (A.S.) Program is designed for public and private sector fire service or fire protection related professionals, to enhance technical competencies, and to prepare them for career advancement through participation in appropriate courses of study. The program is flexible enough to accommodate concentrated study ranging from EMS, to Fire Officer, through Municipal Fire Inspector specialities. Accelerated programs are offered consisting of a series of required (3) credit courses, to prepare students for

State of Florida Fire Officer I or Municipal Fire Inspector Certification

Sixty-five (65) semester hours of credit with a grade point average of 2.0 or better must be completed for this degree.

First Year

	Semester Hours
<i>Term I</i>	
ENC1101	Composition3
SPC1024	Introduction to Speech.....3
FFP1200	Fire Prevention Theory and Application3
FFP1400	Fire Ground Tactics and Strategy ..3
	(1) Electives.....3
	(2) Physical Education Activity.....1
	Total Semester Hours.....16

<i>Term II</i>	
ENC2201	Tech Report Writing3
FFP1620	Fire Protection and Detection Systems3
*FFP2130	Fire Department Supervision.....3
	(1)Electives.....3
	(2)Physical Education Activity.....1
	Total Semester Hours16

<i>Term IIIA</i>	
	(2)FFP Elective.....3
	Total Semester Hours.....3

Second Year

<i>Term I</i>	
*FFP2150	Techniques of Instruction in Fire Science3
FFP2500	Hazardous Materials I3
	Area 4B Mathematics3
	(1)Elective3
	(2)FFP Elective.....3
	Total Semester Hours15

<i>Term II</i>	
POS1112	State and Local Government3
FFP1100	Fire Administration I.....3
*FFP2501	Hazardous Materials II.....3
	(3)FFP Elective.....3
	Total Semester Hours15
	Total Program Semester Hours.....65

* Requires a pre or co-requisite. See course description in catalog.

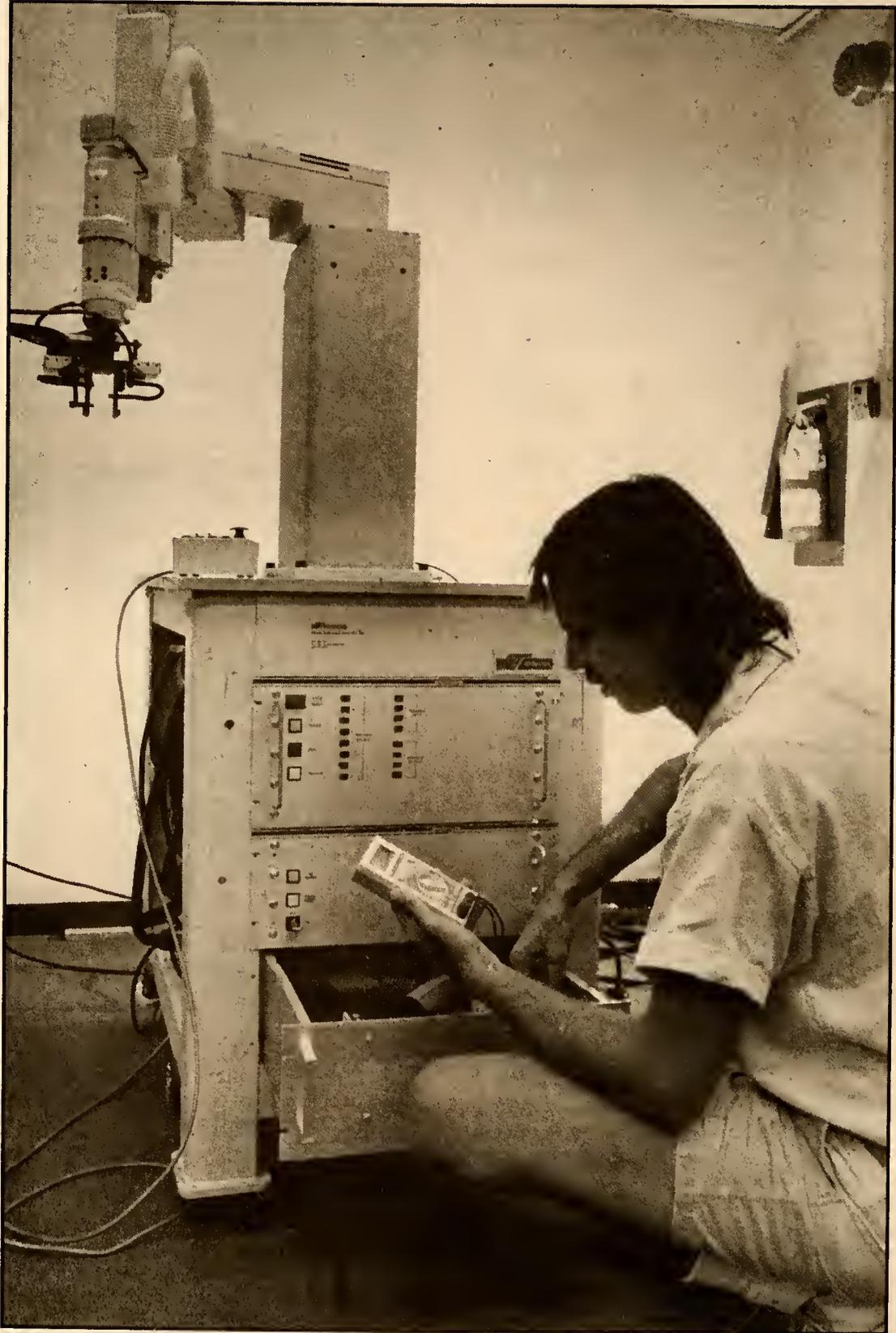
(1) Recommended: 2 credit Wellness Track course.

(2) Fire Science Electives to be selected from:

FFP1000	(4)Introduction to Fire Science
FFP1300	Codes and Standards
FFP1320	Fire Protection through Building Construction
FFP2101	Fire Administration II
FFP2240	Arson and Fire Investigation
FFP2247	Fire Service Photography
FFP2326	Construction and Plans Examination
FFP2420	Application of Fire Ground Tactics

FFP2600 Fire Apparatus and Procedures
FFP2600L Fire Apparatus and Procedures Lab
FFP2640 Fire Hydraulics Theory and
Application
FFP2640L Fire Hydraulics Plus Lab

(3) Any currently enrolled student in the Fire Science Program with at least thirty (30) credits completed toward the Broward Community College Fire Science degree shall be awarded three (3) credits for FFP1000 upon presenting his/her State Certificate to the Experiential Learning Department.



ENGINEERING TECHNOLOGY

The Engineering Technology Department provides A.S. and A.A. degree programs for students who wish to pursue careers in engineering and applied science. Students who complete the A.S. degree programs may seek employment in the fields of architecture, interior design, civil engineering, building construction, electronics and computer technology. A.A. degree graduates may continue their education at an upper level architecture or engineering institution.

The following programs of study are offered in the Engineering Technology area:

- Architectural Design and Construction Technology (A.S. Degree)
- Architecture (A.A. Degree)
- Civil Engineering Technology (A.S. Degree)
- Computer Engineering Technology (A.S. Degree)
- Electronics Engineering Technology (A.S. Degree)
- Engineering Technology (A.A. Degree)
- Interior Design Technology (A.S. Degree)

Architectural Design and Construction Technology

First Year

	Semester Hours
<i>Term I</i>	
ARC1301 Architectural Design I.....	3
ENC1101 Composition	3
MTB1321 Technical Mathematics I.....	3
ETD1324 Basic CAD	3
	Physical Education Activity.....1
Total Term Semester Hours	13

<i>Term II</i>	
*ARC1302 Architectural Design II	3
*ENC2210 Technical Report Writing.....	3
*MTB1322 Technical Mathematics II.....	3
*ARC2201 Theory of Architecture	3
*ETD2350C Advanced CAD	3
	Physical Education Activity
Total Term Semester Hours	16

<i>Term IIIA</i>	
ARC2461 Materials and Methods	3
	Elective.....
Total Term Semester Hours	6

Second Year

<i>Term I</i>	
*TAR2122 Commercial Architectural Drafting.....	3
*ETG2530 Strength of Materials.....	2
*ETG2530L Strength of Materials Lab.....	1
*SUR2001 Surveying.....	1

Semester Hours

*SUR2001L Surveying Lab	2
#Elective.....	3
Total Term Semester Hours	12
<i>Term II</i>	
*TAR2154 Multi-Story Architectural Drafting.....	3
*BCN2614C Construction Planning and Estimating.....	3
BCN2561 Mechanical and Electrical Systems.....	3
*PHY1001 Applied Physics	3
*PHY1001L Applied Physics Lab	1
#Elective.....	4
Total Term Semester Hours	17
Total Program Semester Hours	64

* Requires a pre- or co-requisite. See course description in catalog.

Suggested Electives: ART1201C, GEB1011, *ETC2410.

Students enrolled in the cooperative Work Experience Program should enroll in one of the following courses during their work period:

OST2390 Work Experience I	
OST2391 Work Experience II	

Architecture - Associate in Arts

This degree prepares students to transfer into third year level Architecture programs at accredited universities in the State of Florida. Out-of-state transfers would be considered on an individual basis. Students must contact potential universities of their choice as to specific admission requirements.

First Year

	Semester Hours
<i>Term I</i>	
ARC1301 Architectural Design I	3
ARH2000 Art Appreciation	3
ENC1101 Composition	3
*MAC1132 Pre-Calculus I	3
	General Education
	Elective (Area 2-5).....
Total Term Semester Hours	16

<i>Term II</i>	
*ARC1302 Architectural Design II.....	3
*ENC1102 Composition or	
*ENC2210 Tech Report Writing.....	3
*MAC1133 Pre-Calculus II	3
EUH1000 Western Civilization	3
ARC2201 Theory of Architecture	3
	Physical Education Activity
Total Term Semester Hours	16

	Semester Hours
<i>Term IIIA</i>	
ARC2461 Materials and Methods	3
Humanities.....	3
Total Term Semester Hours	6

Second Year

Term I

ARC1701 Survey of Architectural History (Area 5).....	3
*ARC2303 Architectural Design III.....	4
EUH1001 Western Civilization.....	3
PHS2464 Acoustics or PSC1121 Physical Science	3
*MAC2301 Calculus IA	3
Total Term Semester Hours	16

Term II

*ARC2304 Architectural Design IV.....	4
*ARC2580 Architectural Structures	3
*ARC2681 Environmental Tech.....	3
*PHY2053 General Physics	3
*PHY2053L General Physics	1
Physical Education Wellness Course	2
Total Term Semester Hours	16
Total Program Semester Hours.....	70

*Requires a pre or co-requisite. See course descriptions in Catalog.

Building Construction

The following courses are offered to provide ongoing educational opportunities for members of the construction trades to prepare for licensing examinations. These courses can also be used as electives in the Civil Engineering Technology program.

BCN1272 Plans Interpretation	2
BCN1610 Estimating Fundamentals	2
BCN1740 Building Construction Law	2
BCN1750 Building Construction Finance	2
BCN1930 Special Topics	2
BCN2561 Mechanical & Electrical Systems ...	3
BCN2614C Planning & Estimating	3
BCN2742 Contractor's License Preparation..	4

Civil Engineering Technology

The Civil Engineering Technology program prepares students for employment as engineering aides. The courses emphasize fundamentals and techniques of construction of buildings, utilities, highways and bridges.

First Year

	Semester Hours
<i>Term I</i>	
*ETC1250 Materials and Processes.....	2
*ETC1250L Materials Testing Lab.....	1
ETD1121C Civil Drafting I	3
MTB1321 Technical Mathematics I	3

Semester
Hours

Elective	3
(2)Physical Education Activity	1
Total Term Semester Hours	13

Term II

ENC1101 Composition	3
(1)Technical Elective	3
EVS2005 Water Supply.....	3
*MTB1322 Technical Mathematics II	3
*PHY1001 Applied Physics	3
*PHY1001L Applied Physics Lab	1
(2)Physical Education Activity	1
Total Term Semester Hours	17

Term IIIA

*SUR2001 Surveying	1
*SUR2001L Surveying Lab	2
Total Term Semester Hours.....	3

Second Year

Term I

*ETG2530 Strength of Materials	2
*ETG2530L Strength of Materials Lab	1
*ETD2122C Civil Drafting II	3
*SUR2200C Route Surveying	3
ETD1324 Basic CAD	3
*ENC2210 Technical Report Writing	3
Total Term Semester Hours	15

Term II

BCN2561 Mechanical and Electrical Systems	3
*ETC2410 Structural Design	3
*BCN2614C Planning and Estimating	3
(1)Technical Elective	3
Humanities	3
Total Term Semester Hours	15
Total Program Semester Hours	63

* Requires a pre- or co-requisite. See course description in catalog.

(1) Suggested Technical Electives:

BCN1740 Building Construction Law
BCN1750 Building Construction Financing
BCN1930 Building Construction Special Topics
BCN2742 Contractor's License Preparation
ETD2350C Advanced CAD

(2) Recommended: 2 credit Wellness Track course

Electronics Engineering Technology

This program prepares students to work as engineering assistants, field service personnel technicians, and as research assistants. This degree will transfer to those upper level institutions offering BET and BSET degrees. Courses should be taken in the sequence and term suggested unless approved by the department head. The program is accredited by the Technology Accreditation Commission of the Accreditation Board for Engineering and Technology.

First Year

	Semester Hours
<i>Term I</i>	
*EET1015C DC Circuits	5
CET1112C Digital Techniques	5
ENC1101 Composition I	3
MTB1321 (1)Technical Mathematics I	3
(2)Physical Education Activity	1
Total Term Semester Hours	17
<i>Term II</i>	
*EET1025C AC Circuits	5
*EET1141C Linear Techniques I	5
*ENC2210 Technical Report Writing	3
*MTB1322 (1)Technical Mathematics II	3
(2)Physical Education Activity	1
Total Term Semester Hours	17
<i>Term IIIA</i>	
*CET1317 Technical Programming	3
*CET1123C Microprocessors I	4
Total Term Semester Hours	7
<i>Term IIIB</i>	
SPC1024 Introduction to Speech	3
Total Term Semester Hours	3

Second Year

<i>Term I</i>	
*PHY2053 General Physics I	3
*PHY2053L General Physics Lab	1
*EET2142C Linear Techniques II	4
*EET2037C Circuit Analysis	4
*ECM2104 Calculus for Electronics	4
Total Term Semester Hours	16
<i>Term II</i>	
*EET2326C Electronic Communications	4
*PHY2054 General Physics II	3
*PHY2054L General Physics Lab	1
*CET2131C Microprocessors II	5
(3)Elective	3
Total Semester Hours	16
Total Program Semester Hours	76

* Requires a pre- or co-requisite. See course description in catalog.

(1) Students planning to pursue BSET or BET degrees are advised to replace Technical Mathematics with university parallel math courses MAC1132 and MAC1133.

(2) Recommended: 2 credit wellness track course.

(3) Humanities/Social and Behavioral Science Areas 2 or 3.

Bio-Medical Engineering Technology Option

The Bio-Medical Engineering Technology Option provides the EET graduate with additional education and training for employment in the bio-medical technology field. The sequence of courses, which includes several from the biology and health sciences area, can

be taken concurrently with the Electronics Engineering Technology program. Practical experience is provided in a practicum at the end of the program.

For Bio-Medical Engineering Technology Certification, students would also have to take:

	Semester Hours
MEA1010 Medical Terminology	3
*CHM1033 Chemistry for Health Science	3
*CHM1033L Chemistry for Health Science Lab	1
*APB1811 Human Anatomy and Physiology I	3
*APB1811L Human Anatomy and Physiology I Lab	1
*APB1812 Human Anatomy and Physiology II	3
*APB1812L Human Anatomy and Physiology II Lab	1
*EST2949 Bio-Medical Practicum	2
Total Term Semester Hours	17

*Requires a pre- or co-requisite. See course descriptions in catalog.

Computer Engineering Technology

The Computer Engineering Technology program prepares students for employment in the fields of computer design and development, data acquisition, microprocessor system analysis, programming and data communications. Graduates of the program may transfer to upper level BET and BSET programs or become data communications technicians.

First Year

	Semester Hours
<i>Term I</i>	
*EET1015C DC Circuits	5
CET1112C Digital Techniques	5
ENC1101 Composition	3
MTB1321 (1)Technical Math I	3
(2)Physical Education Activity	1
Total Term Semester Hours	17

Term II

*EET1025C AC Circuits	5
*EET1141C Linear Techniques I	5
*CET1123C Microprocessors I	4
*MTB1322 (1)Technical Math II	3
(2)Physical Education Activity	1
Total Term Semester Hours	18

Term IIIA

*ENC2210 Tech Report Writing	3
*CET1317 Technical Programming	3
Total Term Semester Hours	6

Second Year

<i>Term I</i>	
*CET2253 Applied Operating Systems	4
*EET2142C Linear Techniques II	4
*EET2353C Data Communication	4

	Semester Hours
*CET2131C Microprocessors II	5
Total Term Semester Hours	17

Term II

*PHY1001 Applied Physics.....	3
*PHY1001L Applied Physics Lab.....	1
*CET2133C Computer Technology I.....	4
(3)General Education Elective (Area 1- 5)	3
*CET2186C Peripheral Devices.....	4
Total Term Semester Hours	15
Total Program Semester Hours.....	73

*Requires a pre- or co-requisite. See course descriptions in catalog.

(1) Students planning to pursue BSET or BET degree are advised to replace Technical Mathematics with university parallel math courses MAC1132 and MAC1133.

(2) Recommended: 2 credit Wellness Track course.

(3) Recommended: SPC1024 Introduction to Speech.

Interior Design Technology

First Year

	Semester Hours
<i>Term I</i>	
IND1020 Interior Design I.....	3
IND1100 History of Interiors I.....	3
ARC1301 Architectural Design I.....	3
ART2205C Color and Composition	3
ENC1101 Composition	3
Physical Education Activity	1
Total Term Semester Hours	16

Term II

*IND1200 Interior Design II	3
*ARC1302 Architectural Design II.....	3
IND2420 Materials and Sources.....	3
*IND2130 History of Interiors II	3
Physical Education Activity	1
Total Term Semester Hours	13

Term IIIA

ARC2461 Methods & Materials of Building Construction.....	3
Total Term Semester Hours.....	3

Second Year

Term I

*IND2012 Interior Design III	3
ETD1324 Basic Cad.....	3
*ENC2210 Technical Report Writing	3
*MAT1034 Intermediate Algebra or higher	3
PSY2012 General Psychology	3
Total Term Semester Hours	15

Term II

*IND2220 Interior Design IV	3
ARH2051 Art History II	3
*ARC2201 Theory of Architecture	3
Elective	3
*IND2500 Professional Practices	3
Total Term Semester Hours	15
Total Program Semester Hours.	62

* Requires a pre- or co-requisite. See course description in catalog.

LANDSCAPE TECHNOLOGY PROGRAM

The opportunities in this rapidly expanding industry for technically trained personnel are almost limitless. Technological advances, increased emphasis on environmental control through the use of plants, additional consumer leisure time and greater aesthetic interest have greatly increased the need for personnel in the areas of landscape design, landscape contracting, nursery and turf production and management, horticultural pest control, horticultural sales, and garden supply. Our industry has been targeted by the Federal Government as a profession with a critical employees' shortfall.

Positions are available as landscape installation foremen and installers, draftsmen and field assistants for landscape architectural firms; and sales specialists in all aspects of landscaping, landscape design, and retail sales. The broad scope of the wholesale nursery industry in Florida opens the job market door to multi-level supervisory positions for plant-growing operations. On-site sales and even world-wide plant brokering jobs exist for those whose ability lies in this direction and in the allied fields of nursery supplies, soils, fertilizer and chemical products.

Although geared for entry-level students, many of the courses meet the requirements of people currently in the industry and seeking upward advancement, as well as those from other professions and occupations desiring a mid-life career change. The program motto of "learn-it-today, use-it-tomorrow" expresses the philosophy and enthusiasm existing in this pragmatic two-year, Associate of Science curriculum. Most of the courses are offered in the afternoon and evening, one day a week, for the convenience of working students.

Requirements for the Associate of Science Degree in Landscape Technology:

First Year

	Semester Hours
<i>Term I</i>	
ENC1101 Composition	3
ORH1000 Horticultural Biology	3
ORH1000L Horticultural Biology Lab	1
ENY1004 Entomology	3
ORH1510 Landscape Plant Identification I...4	4
Health Fitness Course	2
Total Term Semester Hours .	16

	Semester Hours
<i>Term II</i>	
*HOS1031C Horticultural Practices	5
SOS1102 Soils and Fertilizers	3
*ORH1511 Landscape Plant Identification II...4	4
*ENC2210 Technical Report Writing	3
Department Elective	2
Total Term Semester Hours	18

<i>Term IIIA</i>	
	General Education Elective (Areas 1-5)
ORH2941 Field Service	3
Total Term Semester Hours.....	6

Second Year

<i>Term I</i>	
SPC1024 Introduction to Speech	3
ORH2820C Irrigation.....	3
*ORH2800 Introduction to Landscape Design	2
***ORH2512 Advanced Landscape Plant Identification III	3
IPM2631 Plant Pest Control.....	4
Total Term Semester Hours.....	15

<i>Term II</i>	
ORH2862 Landscape and Turf Business Administration	3
*ORH2942 Advanced Field Service	3
**MAT1034 Intermediate Algebra.....	3
Department Elective	3
General Education Elective (Areas 1-5)	3
Total Term Semester Hours	15
Total Program Semester Hours	70

*Requires a pre- or co-requisite. See course description in catalog.

**Students considering transfer should take MAC1102, College Algebra.

***Pre-requisite or instructor permission required. Course will be offered alternate years beginning in 1990.

Landscape Technology Seminars & Short Courses

Throughout the year, seminars and short courses oriented toward the industry are offered in turf grass management, weed control, diagnosing plant problems, home landscape design, plant identification, and other subjects.

PEST CONTROL TECHNOLOGY

The tremendous increase in population is creating a pressing demand on the services offered by structural and landscape pest control companies. The opportunities are endless for technicians trained in the control of insects, diseases, nematodes, and weeds that cause a threat to environmental health and economic well-being.

This two-year program combines studies in general education, pest control technology, and business administration at the College with occupational experience under certified and licensed pest control operators. The Associate of Science graduates of this program will have the basic knowledge and practical skills necessary for rapid advancement in the industry. Emphasis is placed on the control of general household pests, termites and other wood-destroying organisms, public health pests, and pests of landscape plants and turf.

Many of the major courses are offered in the evening for industry members who wish to continue their education and advance in their field. Upon completion of graduation requirements, students will receive an Associate of Science degree in Pest Control Technology and will be eligible to take the Florida State Department of Health Examinations in all four pest control categories.

Requirements for the Associate of Science Degree in Pest Control Technology:

First Year

	Semester Hours
<i>Term I</i>	
ENC1101 Composition	3
MTB1103 Business Mathematics	3
ORH1000 Horticultural Biology	3
ENY1004 Entomology.....	3
General Education Elective (Areas 1-5)	3
Total Term Semester Hours	15

**Semester
Hours**

Term II

*ENC2210 Technical Report Writing.....	3
ORH2220 Turf Grass Management	3
IPM1301 Pesticides	3
IPM1111 Insect Identification	3
Health Fitness Course	2
Total Term Semester Hours.....	14

Term IIIA

IPM2940 Field Service I	3
PLS2600 Weed Identification	3
Total Term Semester Hours.....	6

Second Year

Term I

**MAT1034 Intermediate Algebra.....	3
SPC1024 Introduction to Speech	3
IPM2612 Household Pests and Control	4
IPM2631 Plant Pest Control.....	4
IPM2932 Seminar	2
Total Term Semester Hours.....	16

Term II

MKA1021 Salesmanship or	
MAR1011 Principles of Marketing	3
IPM2622 Wood Destroying Pests and Control.....	4
IPM2811 Pest Control Business Administration	3
IPM2943 Field Service II.....	3
Department Elective	3
Total Term Semester Hours.....	16
Total Program Semester Hours	67

*Requires a pre- or co-requisite. See course description in catalog.

**Students considering transfer should take MAC1102, College Algebra.



CHILD CARE CENTER MANAGEMENT

Opportunities for a rewarding career in the early childhood field abound for the well trained professional interested in being a teacher of young children, supervisor of children's programs, or owner of a child care facility.

The A.S. Degree program combines classroom and field experience to give the student the necessary background for success in the job market. Course work provides graduates with the ability to design an effective educational curriculum, manage children in a classroom setting, supervise early childhood personnel, and efficiently administer child care business operations.

General Education Courses:

	Semester Hours
ENC1101 English Composition	3
*ENC2210 Technical Report Writing or	
*ENC1102 English Composition	3
SPC1024 Introduction to Speech	3
PSY2012 General Psychology	3
*DEP2102 Child Psychology	3
AREA 3 Social or Behavioral Science Elective	3
SYG2421 Marriage & Family - Intercultural Comparison	3
AREA 2 Humanities Course	3
*MAT1034 Intermediate Algebra or	
*MGF1202 Finite Mathematics	3
AREA 4 Science Elective	3
AREA 4 Laboratory Science Course	1
Elective	3
Physical Education activities	2
Total Semester Hours.....	36

Early Childhood Education Courses:

	Semester Hours
EEC1200 Early Childhood Education	3
EEC1603 Child Guidance.....	3
CHD1338 Mathematics and Science for the Young Child	3
CHD1334 Children's Literature and Language Arts	3
CHD1940 Practicum I Observation & Evaluation	3
CHD1331 Creativity for Young Children.....	3
CHD1320 Curriculum Planning for Early Childhood	3
*CHD2441 Practicum II	3
CHD2800 Administration and Management in Early Childhood Education	3
Total Semester Hours	27
Total Program Semester Hours	63

*Requires a pre or co-requisite. See course description in catalog.

Early Childhood Education courses do not have to be taken in any sequence.

Completers of Broward County's School Board Child Care Certificate Program earn the following 9 credits toward this A.S. Degree: DEP 2102 Child Psychology (3 credits); CHD 1331 Creativity for Young Children (3 credits); and CHD1940 Practicum I (3 credits).

DISCIPLINE/COURSE INFORMATION



DISCIPLINE/COURSE INFORMATION

Art

The Art curriculum offers the student courses which meet the Associates of Art Degree requirements and lead to a major or minor in Art. Students who plan intensive study in Art should confer with an advisor prior to registration to plan their program of study. Since lower division requirements at upper division institutions vary considerably, it is strongly recommended that students who intend to transfer to a university consult the programs offered at these institutions.

Art majors need to take the basic studio courses before taking 2000 level studio subjects. The basic studio courses are ART1300C Drawing I, ART1330C Life Drawing, ART1201C 2D Design and ART1202C 3D Design. In addition, Art majors should take the Art Histories ARH2050 and ARH2051.

All the courses listed in the Catalog are not necessarily taught during the academic year due to limitations of studio space, instructor availability and sufficient number of students for particular courses. Students concerned with a particular advanced class should check the schedule for the academic term or ask the Department Head about course offerings before including the advanced course in their schedules.

Art supplies and materials costs for studio courses vary. Some courses require a student fee (see course description). The department reserves the right to retain any student artwork created in Studio Art courses.

Fine Arts

The Fine Arts programs offer students an opportunity to investigate and acquaint themselves with the visual arts, theatre, and music. Students may select courses which increase their understanding and appreciation of the arts as part of their general cultural knowledge and heritage, or they may follow a program of studies in one discipline area leading to a major at an upper division institution.

Suggested curriculum program sheets for an A.A. Degree are available for Art, Theatre, Music and Music Education in the Counseling and Advisement Office.

English

University Parallel Program

Students enrolled in the University Parallel Program must complete a minimum of 6 hours of English Composition.

The first composition course in this sequence is ENC1101 which must be completed with a grade of "C" or higher. Following successful completion of ENC1101, the second course may be either ENC1102 or ENC2210.

College Prep English Courses

Students who do not qualify for ENC1101 must enroll in non-credit College Preparatory courses. These courses are ENC0080 or ENC0020. Students enrolled in ENC0020 are encouraged to enroll in REA0005. Students who have difficulty with grammar and mechanics should take LIN1670 Grammar.

Creative Writing

A cluster of specialized courses provides training and experience in creative writing. If students wish, they may combine these writing courses with related writing opportunities in the Journalism Department.

English As A Second Language

English as a Second Language courses are designed to provide English language instruction to students whose native language is not English. Registration in courses is required of all incoming international students (F-I Visa) and of residents whose native language is not English.

Placement in courses is determined by an interview and placement testing. The appropriate combination of speech and English instruction is determined individually according to the student's existing English language skills. Once enrolled in a sequence a student may be exempted from a course only by instructor recommendation. Upon successful completion of a course sequence, students are eligible to register for ENC1101.

Literature

In Literature courses, the ability to evaluate critically is given paramount importance. Emphasis is placed upon preparing the students to express themselves in both oral and written forms. ENC1101 is a pre-requisite for all literature, humanities, and social sciences courses with "writing" credits.

Health, Physical Education, Recreation and Dance (HPRD)

The Department of Health, Physical Education, Recreation, and Dance offers 1- semester-hour activity courses in the areas of aquatics (non-swimmers are encouraged to enroll in a beginning swimming course), dance, team sports, individual sports, and 2-semester-hour activity courses which emphasize "wellness" concepts: HLP1081 - Health Fitness; PEM1116 - Slimnastics; PEM1131 - Weight Training; PEM1141- Aerobic Movement; PEM1146 - Walk/Jog/Run; PEM1171 - Aquatic Fitness.

All A.S. Degree programs require at least two credit hours of HPRD activity. The department strongly urges students in these programs to complete one of the 2-semester-hour "wellness" concept courses.

All A.A. Degree programs require 4 credit hours of HPRD activity. Students must complete one of the 2-semester-hour "wellness" concept courses and two

additional 1-semester-hour activity courses. Students may not take two 2-semester-hour "wellness courses" to fulfill the requirement

No exemptions shall be permitted from A.S. or A.A. Degree HPRD requirements because of age, veteran status or medical reasons. (Students with medical restrictions or physical limitations must, with a physician's approval, participate in any HPRD activity class on a modified basis or participate in any HPRD class specifically designated for the medically restricted with permission of the HPRD Department Head). Students having medical verification of a total activity restriction must enroll in designated HPRD lecture classes (HES2000 and HSC1102 or HSC2103 or an appropriate activity course) which is approved by the HPRD Department Head.

Students should be aware that participation in physical activity carries a degree of risk. Therefore, students are expected to follow instructions and safety precautions given by the HPRD instructor. Also, students must inform the instructor of any existing medical problems. The College does not carry insurance to cover accidents which occur during college classes. Students are advised to carry his/her own insurance.

Apparel that meets the approval of the Physical Education Department must be worn by the students.

The following Health, Physical Education, Recreation, and Dance courses do not satisfy the requirement for General Education, Area 6:

DAA1376, DAA2290, DAA2291, HSC1400, HES2000, LEI1000, LEI1310, LEI1700, PEO1003, PEO1341, PEO2321, PEQ1101, PEQ2231, PET1010.

Students cannot receive credit for a beginning course after they have gained credit in the intermediate sequence of a particular sport. For example, a student cannot get credit for Beginning Tennis after taking Intermediate Tennis. Nor can a student take a beginning and an intermediate sequence of the same sport concurrently.

A program of studies leading to a major in the areas of Health, Physical Education, Recreation, and Dance at an upper division institution is available. Program sheets which list suggested courses may be obtained from the Counseling and Advisement Office or the HPRD Department. Students are advised to acquaint themselves with the course requirements at the institution to which they plan to transfer and select courses accordingly.

Journalism and Publications

The Journalism curriculum offers students survey courses and basic courses in both print and broadcast journalism. Writing and editing courses and practicums give the students opportunities to apply their knowledge by writing for campus publications. Students are encouraged to seek off campus as well as on campus newsworthy material. Student newspapers and magazines provide opportunities for journalism students to participate in state and national competition. The Broward Community College Journalism Program

prepares students for further study in pursuit of a degree, and may lead to entry-level positions in media upon completion of the Associate of Arts Degree.

Students are encouraged to contact the Journalism Department Head regarding their particular interest and recommended courses of study. Lists of required and recommended courses are available in the Journalism area and in the Counseling and Advisement Office.

Mathematics

The Mathematics Curriculum has course offerings for major and non-mathematic majors. Entering students will be assigned to the mathematics course best suited to their needs and abilities on the basis of high school records, placement test scores, and stated goals.

Option I: NON-MAJORS

MAT0012, MAT0024 and MAT1034 are basic studies designed to correct deficiencies in students' high school backgrounds. These courses will not count toward the General Education Mathematics requirements for A.A. Degree students' graduation. MAT1034 may however, carry 3 semester hours of elective credit. MGF1202, MAC1102 and STA2014 are General Education courses recommended for most A.A. Degree students. A.S. Degree students should consult their program requirements.

Option II: MAJORS

For students majoring in Mathematics or Science and for other students needing 9 or more semester hours of mathematics, the following sequence of courses is available: MAC1102, MAC1132, MAC1133, MAC2316 (or MAC2301 and MAC2302), MAC2317 (or MAC2303 and MAC2304), MAP2302, STA2014, MAS2103. MAS2103 may be taken following MAC1133. MTB1304 is a nonsequential service course which may be taken concurrently with any other mathematics course. MTB1320, MTB1321, and MTB1322 are designed to meet the needs of students in technical and specialized programs.

A student who earns a "C" or better in a course with one or more stated or implied pre-requisites may not subsequently earn credit in the pre-requisite course(s) unless approved by the Mathematics Department Head.

Modern Foreign Languages

The student enrolled in foreign languages will receive intensive preparation in the basic skills of the language so that they will be able to continue their work and interest in this area after graduating from Broward Community College. A combination of modern and traditional methods helps students learn to speak the language and gives insight into the culture. Students are offered language training that assists in the preparation for upper division work or for use in a vocation or profession. Advanced courses permit students to proceed in a given language beyond the basic skills and offer a substantial introduction to literary masters and to the culture of each country. Special conversation courses at the elementary and intermediate levels are designated as 1000 and 2240 courses. For students who

wish to continue in more advanced conversation courses, FRE2400 and 2401 and/or SPN2400 and 2401 are recommended.

Modern Foreign Language Requirement

The State of Florida has mandated that as of 1989, students who plan to enter Florida universities must have completed two years of a high school foreign language or 8-10 credit hours of one foreign language at the community college level. During the registration period all students who have had two years or more of a foreign language in high school and who are to continue in that language are given placement tests to determine their suitable level of study. Students transferring from other colleges should continue equivalent sequential courses.

Modern Foreign Language Activities

Various travel studies are available through the International Studies Institute. See course descriptions for FRE1170, and SPN1170 and available Foreign Study Programs such as the "Semester in Seville, Spain Program."

Laboratory Attendance Requirement

Attendance in the language laboratory is required for students in most language courses. Separate laboratory fees are charged. Refer to the course fee listing in this Catalog.

Humanities Requirement

Students should note that Studies in Literature and Culture (FRW2010, FRW2011, SPW2010, SPW2011, GEW2010 and GEW2011) may be applied to fulfill three hours of the Humanities requirement.

Music

The Music curriculum offers two specialized Associate of Arts Degrees which represent the first two years of work leading to a degree in music or music education at a senior institution. Courses are also offered to meet the needs of students in Music Humanities and in Vocal and Instrumental Music.

All Music majors are required to participate in at least one performing organization each term, as well as a Music Theory course until the theory course sequence is completed.

Music Education majors are required to take three technique classes (to be chosen from MUE1440, MUE1450, MUE1460, and MUE1470). It is advisable that Instrumental Music Education majors study the three technique classes outside their principal instrument area.

Musical Activities

The following music activities are open to all students of the College, either for credit or audit with the instructors' approval.

Choral/Vocal Organizations

MUN1310	College Singers
MUN1310	Concert Choir
MUN1340	Vocal Ensemble
MUN1340	Seahawk Singers
MUN1350	Gold Coast Opera Chorus
MUO1501	Opera Workshop

Instrumental Organizations

MUN1120	Symphonic Band
MUN1280	Broward Symphony Orchestra
MUN1430	Brass Ensemble
MUN1440	Percussion Ensemble
MUN1460	Chamber Ensemble
MUN1480	Classical Guitar Ensemble
MUN1481	Jazz Guitar Ensemble
MUN1710	Jazz Ensemble
MUN1710	Neophonic Jazz Ensemble

Applied Music

Applied music lessons are offered for all instruments listed below. These courses require a special fee (see course descriptions).

Secondary instrument courses: one half-hour lesson weekly and one hour practice daily, 1 semester hour credit.

Principal instrument courses: one hour lesson weekly and two hours practice daily, 2 semester hours credit.

Major instrument courses: one hour lesson weekly and three hours practice daily, 2 semester hours credit.

Instrument	Secondary		Principal		Major	
	Yr I	Yr II	Yr I	Yr II	Yr I	Yr II
Trumpet	MVB1211,2221,		1311,2321,1411,2421			
French Horn	MVB1212,2222,		1312,2322,1412,2422			
Trombone	MVB1213,2223,		1313,2323,1413,2423			
Baritone	MVB1214,2224,		1314,2324,1414,2424			
Horn	MVB1214,2224,		1314,2324,1414,2424			
Tuba	MVB1215,2225,		1315,2325,1415,2425			
Jazz Piano	MVJ 2220,		2320,		2420	
Jazz Guitar	MVJ 2223,		2323,		2423	
Electric Bass	MVJ 2224,		2324,		2424	
Piano	MVK1211,2221,		1311,2321,1411,2421			
Organ	MVK1213,2223,		1313,2323,1413,2423			
Percussion	MVP1211,2221,		1311,2321,1411,2421			
Violin	MVS1211,2221,		1311,2321,1411,2421			
Viola	MVS1212,2222,		1312,2322,1412,2422			
Cello	MVS1213,2223,		1313,2323,1413,2423			
String Bass	MVS1214,2224,		1314,2324,1414,2424			
Guitar	MVS1216,2226,		1316,2326,1416,2426			
Voice	MVV1211,2221,		1311,2321,1411,2421			
Flute	MVW1211,2221,		1311,2321,1411,2421			
Oboe	MVW1212,2222,		1312,2322,1412,2422			
Clarinet	MVW1213,2223,		1313,2323,1413,2423			
Bassoon	MVW1214,2224,		1314,2324,1414,2424			
Saxophone	MVW1215,2225,		1315,2325,1415,2425			

Radio/Television Activities

Students with an interest in Radio/Television are encouraged to explore the opportunities available to them in the "BCC Broadcasters" student activity. Membership in this organization assists students in developing Radio/Television production skills as they participate in creating programs for the college. Enrollment in RTV2000, Introduction to Radio/Television and RTV2220, Television Production I is suggested for involvement in the "BCC Broadcasters" activity.

Reading

The Reading curriculum provides opportunities for students to improve their reading skills, study techniques, and vocabulary development to enhance their success in college curricula and vocational objectives.

REA0003, ESL Preparatory Reading, and REA0005, College Preparatory Reading, are College Prep Reading courses which teach basic reading and study skills to prepare students for college course work. Recommended co-requisite for REA0003: ESL1241. Recommended co-requisite for REA0005: ENC0020 and ENC0080.

REA1105 is the course in which all CLAST reading competencies are taught. In REA1105, students learn how to find main ideas, details, make inferences, draw conclusions, and think logically. Attention is also given to increasing rate, expanding vocabulary, and taking notes and tests. Recommended co-requisite: ENC1101

Science

Biological Sciences

The Biological Sciences offerings provide students with a variety of courses. Students, depending upon background and academic or professional goals, may enter these courses by exercising one of three options.

Option I: NON-MAJORS

APB1150, APB1150L. are introductory courses recommended to students planning to take only one term of Biology. APB1150L should be taken by students planning to transfer to schools that require a laboratory science.

Option II: MAJORS

APB1150, APB1150L, BOT1010, BOT1010L, ZOO1013, ZOO1013L. Biology majors should start their sequence with these courses.

Option III: HEALTH SCIENCES

APB1811, APB1811L, APB1812, APB1812L, MCB2013, MCB2013L. These courses are required in certain programs offered by the Center for Health Science Education. These courses do not meet Area 4A or 5 General Education requirements for the A.A. Degree. They may be used for elective credit in Area 7.

Physical Science

The Physical Sciences Department offer courses in Astronomy, Chemistry, Geology, Physics, and Physical Science. Courses for Science and Engineering majors, as well as, for majors in related fields are offered. In

addition, courses are offered that meet the General Education requirements of non science majors and the specialized needs of technical students.

Option I: NON-MAJORS

AST1005, AST1006, AST1022L, GLY1010, GLY1010L, PSC1121, PSC1191L, PHY1001, PHY1001L, AST1002, PHY1004. These are basic studies courses designed to meet the General Education requirements of most students. In addition, courses listed under Option II may also meet General Education requirements.

Option II: MAJORS

CHM1040, CHM1041, CHM1045, CHM1045L, CHM1046, CHM1046E, CHM1046L, CHM2210, CHM2210L, CHM2211, CHM2211L, PHY2048, PHY2048L, PHY2049, PHY2049L, PHY2053, PHY2053L, PHY2054, PHY2054L are courses designed for Science and Engineering majors or majors in related fields.

General Chemistry is offered as either a two-semester sequence (CHM1045,1046) or as a three-semester sequence (CHM1040, 1041, 1046E). There are two laboratory courses, CHM1045L which is taken concurrently with either CHM1041 or CHM1045; and CHM1046L which is taken concurrently with either CHM1046E or CHM1046. The order of topics may vary from institution to institution. Only the completed sequence at one institution is equivalent to a completed sequence at another institution. Individual courses within a sequence are not necessarily equivalent at different institutions and must be evaluated by a receiving institution on an individual basis.

NOTE: Students beginning sequence courses such as CHM1040, CHM1041, CHM1045, CHM1046, CHM1046E; CHM2210, CHM2211; and PHY2048, PHY2049, PHY2053, PHY2054 should plan to complete the sequence at this College.

Option III: HEALTH SCIENCES

CHM1033, CHM1033L. The courses are required in certain programs offered by the Center for Health Science Education. The courses do not meet the 4A or 5 General Education requirements for the A.A. Degree. They may be used for elective credit in Area 7.

Social and Behavioral Sciences

The Departments of Social and Behavioral Science represent a substantial portion of the Arts and Science curriculum that provides the fulfillment of General Education requirements under Areas 3,5,7 and 8 of the University Parallel Program. Students who intend to major in one of the Social or Behavioral Science fields are encouraged to contact the campus Department Head.

Students pursuing an Associate of Arts Degree and transferring to a university should discuss their plans with an academic advisor since course requirements for Bachelor Degree programs vary among the universities.

Social Science Department

The Department of Social Science provides instruction in History, Geography, Political Science, International

Relations, Philosophy, and Religion. An Associate of Arts Degree is offered to pre-majors in History, Political Science, Religion and International Studies. Suggested courses of study for these major fields are available in the Counseling and Advisement Offices.

Behavioral Science Department

The Department of Behavioral Science provides instruction in Anthropology, Education, Psychology, Sociology and Social Welfare. Associate of Arts Degree programs are available for students who wish to major in these discipline areas. The Department also offers an Associate of Science Degree program in Child care Center Management. Suggested courses of study for these major fields are available in the Counseling and Advisement Offices.

Speech Communications

Enrollment in Speech courses offers students opportunities to develop public speaking skills, develop interpersonal communications skills, engage in general speech improvement and to specialize in interest areas such as Radio/Television, Argumentation and Debate, Nonverbal Communication, Group Discussion, Oral Interpretation and Voice and Diction. Students may select electives which fulfill general education requirements, as well as, beginning courses of study for majors and minors in Speech Communication and Radio/Television

Area 5 Requirement

Students should note that SPC1024, Introduction to Speech Communication and SPC1600, Introduction to Public Speaking, may be used to fulfill Area 5 requirements. Also, these courses provide students the speaking and listening competencies mandated by the State of Florida for CLAST.

Writing Option/Honors Option

Students may wish to enroll in any of the following courses in Speech as a "writing option" course to fulfill Gordon Rule requirements:

SPC1600	Introduction to Public Speaking
SPC1440	Introduction to Group Discussion
SPC2300	Introduction to Interpersonal Communication
SPC2330	Nonverbal Communication

Students may wish to enroll in any of the following courses in Speech as an "Honors Option" course to fulfill requirements of the Honors Institute:

ORI1000	Introduction to Oral Interpretation
SPC1511	Argumentation and Debate
SPC2330	Nonverbal Communication

Theatre

The Theatre curriculum offers courses which are prerequisites to more advanced work in either educational or professional theatre. Associate of Arts Degree programs in Performance, Design, and Technical Theatre meet the requirements leading to a major or minor in Theatre. In some instances the Theatre program has provided an opportunity for employment in the theatrical community upon completion of the Associate of Arts Degree.

Practice in the art of theatre is provided through performance courses. A performance course involves a final production performance which earns the student, an actor, a director, a designer or a technician a grade based upon demonstrated improvement.

The major productions of the department include drama, comedy, musicals, dance ensemble, and children's theatre. All Broward Community College students and members of the community are encouraged to participate in all theatrical activities.

Theatre majors are required to take the following seven courses in their first year of study before continuing to other theatre elective courses:

TPP2110	Acting I
MVV1111	Voice Class
DAA2290	Ballet I
TPP2531	Stage Combat
TPA2200	Stagecraft
THE2375	Contemporary Drama
THE2100	Theatre History

FLORIDA'S STATEWIDE COURSE NUMBERING SYSTEM

The Course numbers appearing in this catalog are part of a Statewide system of prefixes and numbers developed for use by all public post-secondary and participating private institutions in Florida. One of the major purposes of this system is to make transferring easier by identifying courses which are equivalent. All courses designated as equivalent will carry the same prefix and the same last three digits. For example, students who have taken SYG 000 at a community college cannot be required to repeat SYG 000 at the school to which they transfer.

It should be noted that a receiving institution is not precluded from using non-equivalent courses for satisfying certain requirements.

The first digit of the course number is assigned by the institution, generally to indicate the year it is offered, i.e. 1 indicates freshman year, 2 indicates sophomore year. In the sociology example mentioned above, one school which offers the course in the freshman year will number it SYG1000; a school offering the same course in the sophomore year will number it SYG2000. The variance in first number does not affect the equivalency.

Each institution will retain its own title for each of its courses. The Sociology courses mentioned above are titled at different schools "Introductory Sociology", "General Sociology", and "Principles of Sociology". The title does not affect the equivalency.

Laboratory Indicators

Some courses will carry an alpha suffix indicating a laboratory. The alpha suffixes "L" and "C" are used as follows to indicate laboratories:

"L" means either (a) a course content which is entirely laboratory or (b) the laboratory component of a lecture-lab sequence in which the lab is offered at a different time/place from the lecture.

"C" means a combined lecture-lab course in which the lab is offered in conjunction with the lecture at the same time/place.

Examples:

General Biology APB1150 (lecture only)
 APB1105L (lab only)
 General Biology APB1150C (lecture and
 lab combined)

Therefore, APB1150C would be equivalent to APB1150 with APB1150L.

Equivalency of Sequences

In certain cases sequences of courses in a given discipline are equivalent rather than the individual courses which make up sequences (for example CHM1040, 1041, 1046E). In these cases the subject matter topics may not be taught in the same sequence, by other institutions. Upon completion of the full sequence at an institution, the student has completed substantively

equivalent content. These sequences are clearly identified in the Course Equivalency Profiles.

Generally, each of the major classifications in a discipline is represented by a three-alpha prefix. In some cases, one three-alpha prefix has been sufficient for the entire discipline. A discipline may use as many prefixes as necessary to accomplish its major classifications. History, for example, has seven prefixes: AFH African History, AMH American History, ASH Asian History, EUH European History, HIS History - General, LAH Latin American History, and WOH World History. All history courses in the State will carry one of these prefixes.

A more specific example is AMH3421 - Early Florida History

AMH - Broad area of American History; part of the discipline of History

3 - Junior level offering (at this particular institution)

4 - In Taxonomy for AMH 400 series indicates "Areas in American History"

2 - In Taxonomy for AMH this digit indicates courses in "History of Florida"

1 - Last digit in this case refers to group of equated courses dealing with "Early History of Florida"

When this work began there were 920 alpha prefixes in existence. With the new system there are now 370. As in most states, no uniformity existed in Florida's prefixes as indicated by the following example:

Discipline	Before	After
History	20	7
Sociology	24	3
Philosophy	28	4
Religion	7	1
Mathematics	50	10
English	39	6
Nutrition	38	4

Although it is true that students majoring at one of the 38 participating institutions may have had only one alpha prefix for major courses (e.g., HY - History) and now have several, all prefixes in the same subject matter areas will be the same throughout these institutions.

A complete inventory of taxonomic listings and equivalent and unique courses has been made available to each academic department of every institution in the State. Students, with an advisor, should use this information in designing programs which will transfer smoothly.

Exceptions to the Rule for Equivalencies

The following are exceptions to the general rule for course equivalencies:

1. All numbers which have a second digit of 9 (e.g. ART2905) are "place keeper" numbers for courses

which are classified as direct independent study, thesis hours, etc. Courses with 900 numbers must be evaluated individually and are not automatically transferable.

2. All internships, practicums, clinical experiences, and study abroad courses, whatever numbers they carry, are not automatically transferable.
3. Performance or studio courses in Art, Dance, Theatre, and Music are not automatically transferable and must be evaluated individually.

Authority for Acceptance of Equivalent Courses

Authority for acceptance of equivalent courses is State Board of Education Rule 6A-10.24(16) which states:

When a student transfers among post-secondary area vocational-technical centers, community colleges, and universities, the receiving institution shall award credit for courses satisfactorily completed at the previous institutions when the courses are judged by the appropriate common course designation and Numbering System Faculty Task Force to be equivalent to courses offered at the receiving institution and are entered in the course numbering system. Credit so awarded can be used by transfer students to satisfy certificate and degree requirements in these institutions on the same basis as native students.

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COURSE DESCRIPTIONS

ACCOUNTING

ACG1003 ACCOUNTING SURVEY I 3 SEMESTER HOURS
PREREQUISITE: MTB1103, SUGGESTED. INSTRUCTION IN STANDARD BOOKKEEPING PROCEDURES FOR SMALL PROFESSIONAL, SERVICE, AND RETAIL SOLE PROPRIETORSHIPS. ATTENTION IS GIVEN TO JOURNALIZING, POSTING, PREPARING THE TRIAL BALANCE AND FINANCIAL STATEMENTS. PROCEDURES FOR HANDLING PETTY CASH, BANK DEPOSITS AND WITHDRAWALS, PAYROLL, BUSINESS TAX REPORTS, AND SPECIAL JOURNALS ARE INCLUDED. THIS COURSE IS PRIMARILY FOR THE NON ACCOUNTING MAJOR OR FOR THOSE WHO NEED ADDITIONAL BACKGROUND PRIOR TO TAKING ACG2001. SUPPLEMENTARY REVIEW AND PRACTICE IN APPLYING ACCOUNTING PRINCIPLES IS AVAILABLE THROUGH USAGE OF COMPUTER ASSISTED INSTRUCTIONAL SOFTWARE. TERM I AND II/ALL CAMPUSES.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

ACG2001 PRINCIPLES OF ACCOUNTING I 3 SEMESTER HOURS
THIS COURSE COVERS AN INTRODUCTORY STUDY OF THE FUNDAMENTAL PRINCIPLES OF RECORDING, SUMMARIZING AND REPORTING THE FINANCIAL ACTIVITIES OF INDIVIDUAL PROPRIETORSHIPS. (SOUTH CAMPUS PROVIDES MLS OPEN LAB CLASSES IN ADDITION TO TRADITIONAL CLASSES.) TERM I, II AND III/ALL CAMPUSES. OPEN COLLEGE/WEEKEND COLLEGE.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ACG2011 PRINCIPLES OF ACCOUNTING II 3 SEMESTER HOURS
PREREQUISITE: ACG2001 WITH A GRADE OF C OR BETTER. THIS COURSE IS A CONTINUATION OF ACG2001 WITH EMPHASIS ON ACCOUNTING FOR CORPORATIONS, BONDS, MANUFACTURING ACCOUNTING, BUDGETS, CONTROL, AND MANAGERIAL DECISION MAKING. TOPICS INCLUDE THE CASH FLOW STATEMENT, JOB ORDER COSTING, PROCESS COSTING, STANDARD COST, VARIANCE ANALYSIS, SPECIAL REPORTS, CAPITAL BUDGETING AND STATEMENT ANALYSIS. (SOUTH CAMPUS PROVIDES MLS OPEN LAB CLASSES IN ADDITION TO TRADITIONAL CLASSES.) TERM I, II AND III/ALL CAMPUSES. OPEN COLLEGE/WEEKEND COLLEGE.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ACG2100 INTERMEDIATE ACCOUNTING I 3 SEMESTER HOURS
PREREQUISITE: ACG2011 WITH A GRADE OF C OR BETTER. THIS COURSE PROVIDES A SYSTEMATIC AND INDEPTH STUDY OF THE FINANCIAL STATEMENTS AND UNDERLYING RECORDS. SPECIAL ATTENTION IS GIVEN TO THE ELEMENTS COMPOSING WORKING CAPITAL, INVESTMENTS, AND PLANT ASSETS. TERM I/CENTRAL CAMPUS ONLY.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ACG2360 COST ACCOUNTING 3 SEMESTER HOURS
PREREQUISITE: ACG2011 WITH A GRADE OF C OR BETTER OR INSTRUCTOR'S APPROVAL. A STUDY OF THE RELATIONSHIP OF COST ACCOUNTING TO THE CONTROL AND DECISION MAKING FUNCTIONS OF MANAGEMENT. A REVIEW OF ACCOUNTING FOR COSTS PRECEDES A DETAILED CONSIDERATION OF PRODUCT COSTING FOR BOTH JOB ORDER AND PROCESS COST SYSTEMS. TERM II/CENTRAL CAMPUS ONLY.
LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

ACG2949 ACCOUNTING CO OP WORK EXPERIENCE 3 SEMESTER HOURS
A COURSE DESIGNED TO PROVIDE TRAINING IN A STUDENT'S FIELD OF STUDY THROUGH WORK EXPERIENCE. STUDENTS ARE GRADED ON THE BASIS OF LEARNING OBJECTIVES AND EMPLOYER EVALUATIONS. COURSE MAY BE REPEATED THREE TIMES. PREREQUISITE CO OP DEPARTMENT APPROVAL. STUDENT WILL BE ASSIGNED SPECIFIC COURSE PREFIXES RELATED TO THEIR ACADEMIC MAJOR PRIOR TO REGISTRATION. ALL STUDENTS MUST CONTACT THE COOPERATIVE EDUCATION OFFICE TO OBTAIN THE REGISTRATION APPROVAL.
LEC HRS = 000 LABHRS = 000 OTH HRS = 144 FEES = 0000.00

TAX2000 INCOME TAX I 3 SEMESTER HOURS
THIS COURSE COVERS PRINCIPLES OF FEDERAL INCOME TAXATION APPLICABLE TO INDIVIDUALS. THE COURSE IS DESIGNED FOR STUDENTS TO ACQUIRE THE BASIC KNOWLEDGE NECESSARY IN THE PREPARATION OF INDIVIDUAL TAX RETURNS. SAMPLE TAX RETURNS WILL BE PREPARED. TERM I AND II/ALL CAMPUSES.
LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

TAX2010 INCOME TAX II 3 SEMESTER HOURS
PREREQUISITE: TAX2000. THIS COURSE IS A CONTINUATION OF TAX2000 WITH EMPHASIS ON INCOME TAX LAWS APPLICABLE TO PARTNERSHIPS AND CORPORATIONS. A BRIEF SURVEY OF ESTATE AND GIFT TAXES WILL BE UNDERTAKEN. SAMPLE TAX RETURNS WILL BE PREPARED. TERM: II CENTRAL CAMPUS.
LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

ANTHROPOLOGY

ANT2000 INTRODUCTION TO ANTHROPOLOGY 3 SEMESTER HOURS
AN INTRODUCTORY STUDY OF THE BIOLOGICAL EVOLUTION AND CULTURAL DEVELOPMENT OF HUMAN CUSTOMS, SOCIAL ORGANIZATION, AND INSTITUTIONS. THE STUDENT IS INTRODUCED TO THE MAJOR FIELDS OF STUDY UNDERTAKEN BY ANTHROPOLOGISTS. MEETS AREAS 3, 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I, II AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ANT2100 INTRODUCTION TO ARCHAEOLOGY 3 SEMESTER HOURS
A STUDY OF THE DATES AND EVENTS OF PREHISTORY, GEOCHRONOLOGY, METHODS OF DATING USING PLANT AND ANIMAL REMAINS AND OTHER METHODS OF DATING. PREREQUISITE: ANT2000. MEETS AREAS 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ANT2211 INTRODUCTION TO WORLD ETHNOLOGY PEOPLES OF THE WORLD 3 SEMESTER HOURS
A SURVEY OF CULTURES ON DIFFERING LEVELS OF DEVELOPMENT, FOCUSING UPON SUBSISTENCE, SOCIAL ORGANIZATION, RELIGION, ART, AND CULTURE CHANGE. PREREQUISITE: ANT2000. MEETS AREAS 7 AND 8 AA DEGREE GENERAL EDUCATIONS REQUIREMENTS. TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ANT2511 INTRODUCTION TO PHYSICAL ANTHROPOLOGY 3 SEMESTER HOURS
A STUDY OF THE BIOLOGICAL ORIGINS OF HUMANS, FOCUSING UPON EVOLUTION, RACE, PRIMATOLOGY AND POPULATION GENETICS. MEETS AREA 7 AA

DEGREE GENERAL EDUCATION REQUIREMENTS.
TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ANT2905 INDEPENDENT STUDY 3 SEMESTER HOURS
ANTHROPOLOGY
A DIRECTED STUDY COURSE AVAILABLE TO BOTH MAJORS AND NON MAJORS WHO WISH TO INVESTIGATE A PARTICULAR PROBLEM RELATED TO THE FIELD OF ANTHROPOLOGY. THE STUDENT WILL MAKE APPLICATION FOR THE COURSE TO THE HEAD OF THE BEHAVIORAL SCIENCES DEPARTMENT VIA AN INSTRUCTOR WITH WHOM THE STUDENT WANTS TO WORK. PREREQUISITE: ANT2000 OR PERMISSION OF THE INSTRUCTOR AND DEPARTMENT HEAD. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ANT2920 ANTHROPOLOGY 1 SEMESTER HOURS
FIELD SCHOOL
A COURSE DESIGNED FOR STUDY ON VARIOUS TOPICS IN CULTURAL AND PHYSICAL ANTHROPOLOGY. STUDY WOULD BE LIMITED TO FIELD AND LABORATORY PROJECTS. PREREQUISITE: PERMISSION OF THE INSTRUCTOR OR WHEN TAKEN IN CONJUNCTION WITH ARCHAEOLOGY. MEETS AREAS 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0000.00

ANT2921 ANTHROPOLOGY 2 SEMESTER HOURS
FIELD SCHOOL
THIS LAB COURSE IS DESIGNED TO SUPPLEMENT VARIOUS TOPICS RELATIVE TO PHYSICAL AND CULTURAL ANTHROPOLOGY AS WELL AS ARCHAEOLOGY. STUDY IS LIMITED TO FIELD PROJECTS. MEETS AREAS 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

ANT2922 ANTHROPOLOGY 3 SEMESTER HOURS
FIELD SCHOOL
THIS LAB COURSE IS DESIGNED TO SUPPLEMENT VARIOUS TOPICS RELATIVE TO PHYSICAL AND CULTURAL ANTHROPOLOGY AS WELL AS ARCHAEOLOGY. STUDY IS LIMITED TO FIELD PROJECTS. MEETS AREAS 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS.
LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

ARCHITECTURAL TECHNOLOGY

ARC1301 ARCHITECTURAL 3 SEMESTER HOURS
DESIGN I
AN OVERALL EXPOSURE TO GRAPHIC TECHNIQUES AND EQUIPMENT AS THEY RELATE TO PRELIMINARY SCHEMATIC DESIGN SKILLS AND BASIC CONCEPTS. EMPHASIS IS PLACED ON FUNDAMENTAL DESIGN PROBLEMS OF AN ANALYTICAL NATURE. BASIC TWO DIMENSIONAL DESIGN FUNDAMENTALS, ORTHOGRAPHIC AND AXONOMETRIC DRAWING ARE DEVELOPED. TERM I.
LEC HRS = 016 LABHRS = 048 OTH HRS = 000 FEES = 0005.00

ARC1302 ARCHITECTURAL 3 SEMESTER HOURS
DESIGN II
THROUGH THE USE OF ONE AND TWO POINT PERSPECTIVE TECHNIQUES, THREE DIMENSIONAL DESIGN FUNDAMENTALS AND PROBLEMS ARE STUDIED. EMPHASIS IS PLACED ON THE INTEGRATION OF PERCEPTION, DESIGN PROCESS GRAPHICS, AND CONCEPTUAL COMMUNICATIONS. MODELS ARE USED TO EXPLORE THE EFFECTS OF LIGHT, SHADES, AND SHADOWS ON FORM, SPACE, AND HIERARCHY. PREREQUISITE: ARC1301. COREQUISITE: ARC2201. TERM II.
LEC HRS = 016 LABHRS = 048 OTH HRS = 000 FEES = 0005.00

ARC1701 SURVEY OF 3 SEMESTER HOURS
ARCHITECTURAL HISTORY
A GENERAL SURVEY OF SOCIAL, POLITICAL, AND CULTURAL FACTORS WHICH HAVE GENERATED ARCHITECTURE FROM PREHISTORIC TIMES THROUGH THE EIGHTEENTH CENTURY. TERM I, II, IIIA.
LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

ARC2201 THEORY OF 3 SEMESTER HOURS
ARCHITECTURE
THE STUDENT WILL DEMONSTRATE A PROFICIENCY IN THE BASIC PRINCIPLES, THEORIES, CONCEPTS, GOALS AND ASPIRATIONS OF ARCHITECTURE ACCORDING TO CONTEMPORARY PROFESSIONAL VALUES. PREREQUISITE: ARC1301. COREQUISITE: ARC1302. TERM II.
LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

ARC2303 ARCHITECTURAL 4 SEMESTER HOURS
DESIGN III
AS A CONTINUATION OF TWO PREVIOUS GRAPHICS AND DESIGN COURSES, THIS COURSE STUDIES THE DESIGN PROCESS THROUGH A SERIES OF PROJECTS OF VARIOUS ENVIRONMENTAL CONTEXTS. PROGRAM ANALYSIS IS GRAPHICALLY CONCEPTUALIZED AND DECISIONS IMPLEMENTING ORGANIZATION, FORM, SPATIAL QUALITIES, CIRCULATION, AND FUNCTION ARE DEVELOPED. EXTENSIVE DRAWING AND MODEL CONSTRUCTION ARE REQUIRED. PREREQUISITES: ARC1302 AND ARC2201. TERM I.
LEC HRS = 032 LABHRS = 064 OTH HRS = 000 FEES = 0000.00

ARC2304 ARCHITECTURAL 4 SEMESTER HOURS
DESIGN IV
THE FINAL SEQUENCE OF FOUR DESIGN ORIENTED COURSES. THIS COURSE REQUIRES THE INFLUENCE OF OTHER NON DESIGN COURSES TO BE EXPRESSED IN THE MORE COMPLICATED PROJECTS. MORE INDEPTH PRINCIPLES OF ENCLOSURE ARTICULATION OF EDGES AND SURFACES, SYMBOLISM, IMAGERY, PROPORTION, GEOMETRY, SCALE, AND STRUCTURE ARE ADDRESSED. A PORTFOLIO IS COMPOSED FROM THE STUDENT'S BEST WORK FOR THE PURPOSE OF TRANSFER ADMISSION REQUIREMENTS TO A UNIVERSITY PROGRAM. PREREQUISITE: ARC2303. TERM II.
LEC HRS = 032 LABHRS = 064 OTH HRS = 000 FEES = 0000.00

ARC2461 MATERIALS AND 3 SEMESTER HOURS
METHODS OF CONSTRUCTION
INTRODUCTION TO MATERIALS AND METHODS OF CONSTRUCTION WITH EMPHASIS ON WOOD, MASONRY, CONCRETE AND STEEL. THE EVALUATION OF MATERIALS, FUNCTIONAL APPLICATIONS, AND CODE REQUIREMENTS ARE STRESSED. LAB EXERCISES INCLUDE PHOTOGRAPHING OF REPRESENTATIVE BUILDING SYSTEMS AND COMPONENTS. TERM I, II, IIIA.
LEC HRS = 016 LABHRS = 048 OTH HRS = 000 FEES = 0005.00

ARC2580 STRUCTURES 3 SEMESTER HOURS
BASIC STUDY IN THE PRINCIPLES AND EVALUATIONS OF STRUCTURES AS APPLIED TO ARCHITECTURE. MAJOR TOPICS OF STUDY INCLUDE STATICS, STRESS, AND THE CHARACTERISTICS OF BEAM AND COLUMN BEHAVIOR. THIS COURSE WILL ENABLE THE STUDENT TO DEVELOP A STRUCTURAL SENSE IN CREATING ARCHITECTURAL SOLUTIONS. PREREQUISITE: MAC1133. TERM I, II, IIIA.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ARC2681 ENVIRONMENTAL 3 SEMESTER HOURS
TECHNOLOGY
THE STUDENT WILL DEMONSTRATE A PROFICIENCY IN THE BASIC PRINCIPLES OF COMFORT, SAFETY, AND EFFICIENCY THEORIES AND CONCEPTS IN RELATIONSHIP WITH THE ENVIRONMENT ACCORDING TO ACCEPTED PROFESSIONAL STANDARDS WITH A HIGH DEGREE OF ACCURACY. PREREQUISITE: ARC2461. TERM I, II.
LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

TAR2122 COMMERCIAL ARCHITECTURAL DRAFTING 3 SEMESTER HOURS
THIS COURSE ENABLES THE STUDENT TO PROVIDE ARCHITECTURAL DRAWINGS AND STUDY CONSTRUCTION METHODS AND TECHNIQUES USED IN COMMERCIAL BUILDINGS. SPECIAL ATTENTION IS DIRECTED TO THE PRACTICE OF PRESTRESSED/PRECAST CONCRETE BEAMS AND STRUCTURAL STEEL MEMBERS. PREREQUISITE: ARC1301. TERM II.
LEC HRS = 016 LABHRS = 048 OTH HRS = 000 FEES = 0005.00

TAR2154 MULTI STORY ARCHITECTURAL DRAFTING 3 SEMESTER HOURS
THIS COURSE ENABLES THE STUDENT TO PROVIDE ARCHITECTURAL DRAWINGS AND STUDY CONSTRUCTION METHODS AND TECHNIQUES USED IN HIGH RISE BUILDINGS. SPECIAL ATTENTION IS DIRECTED TO AIR CONDITIONING, VERTICAL TRANSPORTATION, REFUSE DISPOSAL, PARKING, AND LANDSCAPING FUNDAMENTALS. PREREQUISITE: TAR2122. TERM II.
LEC HRS = 016 LABHRS = 048 OTH HRS = 000 FEES = 0005.00

ART

ARH2000 ART APPRECIATION 3 SEMESTER HOURS
A COURSE CONSIDERING FORM AND CONTENT IN WORLD ART, EMPHASIZING ITS SOCIAL AND HISTORICAL ASPECTS SO THAT STUDENTS MAY BECOME AWARE OF HOW AND WHY ART IS CREATED AS WELL AS ITS CONTRIBUTION TO CULTURE. MEETS AREAS 2, 5, 7, AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ARH2050 ART HISTORY I 3 SEMESTER HOURS
SURVEY AND ANALYSIS OF ARCHITECTURE, PAINTING, AND SCULPTURE AS WELL AS APPLIED ARTS FROM ANTIQUITY, MEDIEVAL, RENAISSANCE AND BAROQUE ART PERIODS, SHOWING THE SIGNIFICANCE OF ART'S DEVELOPMENT RESULTING FROM SOCIAL, INTERNATIONAL AND CULTURAL INFLUENCES. MEETS AREAS 2, 5, 7, AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I AND II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ARH2051 ART HISTORY II 3 SEMESTER HOURS
SURVEY AND ANALYSIS OF ARCHITECTURE, PAINTING, SCULPTURE, AND NEW ART FORMS FROM THE 18TH CENTURY TO THE PRESENT. STRESSING THE SIGNIFICANCE OF ART'S DEVELOPMENT RESULTING FROM INTERNATIONAL, SOCIAL AND CULTURAL INFLUENCES. MEETS AREAS 2, 5, 7 AND 8 AA DEGREE GENERAL REQUIREMENTS. TERM I AND II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ARH 2892 THE ART OF SPAIN 3 SEMESTER HOURS
OUTSTANDING EXAMPLES OF SPANISH ARCHITECTURE, PAINTING, AND SCULPTURE ARE STUDIED ANALYTICALLY. INCLUDED IN THIS COURSE ARE CULTURAL TRIPS TO MUSEUMS, GALLERIES AND MONUMENTS IN SEVILLE. MEETS AREAS 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ART1201C 2 D DESIGN 3 SEMESTER HOURS
TWO DIMENSIONAL STUDY OF FORM, PRINCIPLES OF ORGANIZATION AND THE ELEMENTS OF DESIGN FUNDAMENTAL FOR CREATIVE WORK IN 2D VISUAL ARTS. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I, II AND III.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

ART1202C 3D DESIGN 3 SEMESTER HOURS
THREE DIMENSIONAL STUDY OF FORM, PRINCIPLES OF ORGANIZATION AND ELEMENTS OF DESIGN

FUNDAMENTAL FOR CREATIVE WORK IN 3D VISUAL ARTS. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II AND ON DEMAND.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0010.00

ART1300C DRAWING I 3 SEMESTER HOURS
STUDY OF LANDSCAPE AND STILL LIFE COMPOSITION UTILIZING WET AND DRY DRAWING MEDIA. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I, II, AND III.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

ART1330C LIFE DRAWING 3 SEMESTER HOURS
STUDY OF HUMAN AND ANIMAL FORMS UTILIZING VARIOUS WET AND DRY MEDIA. PREREQUISITE: ART1300C. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I, II AND III.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0030.00

ART1480C COMPUTER ART 3 SEMESTER HOURS
A BASIC COURSE IN HOW THE COMPUTER CAN BE ADAPTED AND USED IN THE VISUAL ARTS. CREATIVE USES OF THE COMPUTER AND ASSORTED HARDWARE WILL INTRODUCE THE STUDENT TO FINE ARTS AND GRAPHIC ARTS APPLICATIONS. A KNOWLEDGE OF PROGRAMMING IS NOT REQUIRED. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: ON DEMAND.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0020.00

ART2007C STUDIO PROCEDURES FOR GRAPHIC DESIGN 4 SEMESTER HOURS
THE BASICS OF PRODUCTION STUDIO TECHNIQUES, COPYFITTING, PREPARING ART FOR REPRODUCTION, AND PRODUCING MECHANICALS. INTENDED FOR ART MAJORS WHO INTEND TO PURSUE A BFA DEGREE IN GRAPHIC DESIGN OR WANT TO SEEK ENTRY LEVEL EMPLOYMENT. SHOULD BE USED AS A STUDIO ART ELECTIVE TO FULFILL AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. PREREQUISITE: ART1201C, ART1300C, AND ART2230C. TERMS I AND II.
LEC HRS = 032 LABHRS = 064 OTH HRS = 000 FEES = 0000.00

ART2110C CERAMICS 3 SEMESTER HOURS
STUDY OF BASIC CERAMIC SHAPING TECHNIQUES, GLAZING, DECORATING AND FIRING. PREREQUISITE: ART1202C, MAY BE WAIVED BY PERMISSION OF THE INSTRUCTOR. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I, II AND III.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0035.00

ART2111C CERAMICS II 3 SEMESTER HOURS
A STUDY OF ADVANCED TECHNIQUES IN CERAMICS SYNTHESIZING BASIC SKILLS WITH MORE ADVANCED CONCEPTS AND TECHNIQUES OF FORMING CLAY, SURFACE DECORATION, GLAZING AND FIRING. PREREQUISITES: ART2110C, ART1202C OR INSTRUCTOR'S PERMISSION. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: I, II AND III.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0035.00

ART2205C COLOR AND COMPOSITION 3 SEMESTER HOURS
A BASIC COURSE IN THE EXPLORATION OF COLOR THEORIES, COLOR SYSTEMS, AND COLOR RELATIVITY IN REGARD TO OPTICAL SENSATION, LIGHTING VARIATION AND PSYCHOLOGICAL IMPACT. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I, II AND III.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

ART2230C INTRODUCTION TO GRAPHIC DESIGN 4 SEMESTER HOURS
THIS COURSE IS AN INTRODUCTION TO THE MATERIALS, TECHNIQUES AND PRODUCTION METHODS USED IN THE GRAPHIC ARTS. POINTING OUT HOW VARIOUS LAYOUT TECHNIQUES LEAD TO A PRINTED PIECE. INTENDED FOR ART MAJORS WHO WISH TO PURSUE A BFA DEGREE IN GRAPHIC DESIGN.

IT SHOULD BE USED AS A STUDIO ART ELECTIVE TO FULFILL AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. PREREQUISITE: ART1201C, ART1300C. TERM I AND II.

LEC HRS = 032 LABHRS = 064 OTH HRS = 000 FEES = 0000.00

ART2401C BEGINNING PRINTMAKING 3 SEMESTER HOURS

A STUDY OF THE PROCESSES AND TECHNIQUES IN SERIGRAPHY AND INTAGLIO PRINTING. PREREQUISITES: ART1300C, ART1201C OR PERMISSION OF THE INSTRUCTOR. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.

LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0025.00

ART2402C ADVANCED PRINTMAKING LITHOGRAPHY 3 SEMESTER HOURS

A STUDY OF RELIEF AND LITHOGRAPHIC PRINTMAKING TECHNIQUES. PREREQUISITE: ART1300C, ART1201C, ART2401C OR PERMISSION OF THE INSTRUCTOR. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.

LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0025.00

ART2510C PAINTING I 3 SEMESTER HOURS

AN INTRODUCTION TO CREATIVE TECHNIQUES AND COMPOSITION APPLIED TO OIL PAINTING AND ACRYLIC MEDIA. PREREQUISITES: ART1300 AND ART1201C. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: I, II AND III.

LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

ART2520C PAINTING II 3 SEMESTER HOURS

A CREATIVE EXPLORATION OF OIL OR ACRYLIC TECHNIQUES AND MEDIA WITH AN EMPHASIS ON COMPOSITION. PREREQUISITE: ART2510C. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: I, II AND III.

LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

ART2560C WATERCOLOR 3 SEMESTER HOURS

A CREATIVE EXPLORATION OF WATERCOLOR TECHNIQUES AND MEDIA WITH AN EMPHASIS ON COMPOSITION. PREREQUISITE: ART1201C. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I, II AND III

LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

ART2701C SCULPTURE 3 SEMESTER HOURS

A THREE DIMENSIONAL STUDY OF FORM AND CONCEPT UTILIZING PHYSICAL MATERIAL TO OCCUPY REAL SPACE EITHER FREE STANDING OR BAS/RELIEF. THE PRINCIPLES OF ORGANIZATION AND THE ELEMENT OF DESIGN FUNDAMENTALS ARE CARRIED OVER AND EXPAND FROM 3 D DESIGN. PREREQUISITE: ART1202C. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM OFFERED: ON DEMAND.

LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0025.00

ART2892 SEMINAR IN ART 3 SEMESTER HOURS

A COURSE DESIGNED FOR STUDENTS WHO WISH TO COMBINE THE STUDY OF ART WITH TRAVEL IN A FOREIGN COUNTRY. VARIABLE CONTENT DEPENDS ON AREAS VISITED. MEETS AREA 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM OFFERED: ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ART2895 SEMINAR IN ART 6 SEMESTER HOURS

A COURSE DESIGNED FOR STUDENTS WHO WISH TO COMBINE THE STUDY OF ART WITH TRAVEL IN A FOREIGN COUNTRY. VARIABLE CONTENT DEPENDING ON AREAS VISITED. MEETS AREA 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM OFFERED: ON DEMAND.

LEC HRS = 096 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ART2905 INDEPENDENT STUDY 3 SEMESTER HOURS

A COURSE DESIGNED TO ESTABLISH A FRAMEWORK FOR FUTURE SELF LEARNING. STUDENTS WILL SHAPE THE COURSE TO FIT THEIR NEEDS BY PLANNING ACTIVITIES WITH A FACULTY ADVISOR. PREREQUISITES: ART1300C, ART1201C AND ART1202C. EXCEPTIONS TO PREREQUISITE MAY BE CONSIDERED BY THE ART DEPARTMENT HEAD. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.

LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

ART2906 INDEPENDENT STUDY: CERAMICS 3 SEMESTER HOURS

A DIRECTED, INDEPENDENT STUDY COURSE AVAILABLE TO BOTH MAJORS AND NON MAJORS WHO WISH TO INVESTIGATE A PARTICULAR PROBLEM RELATED TO THE CERAMICS PROCESS. PREREQUISITES: ART1202C, ART2110C, ART2111C OR PERMISSION OF THE INSTRUCTOR. EXCEPTIONS TO PREREQUISITES WILL BE CONSIDERED BY THE INSTRUCTOR. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: ON DEMAND

LEC HRS = 096 LABHRS = 000 OTH HRS = 000 FEES = 0035.00

ART2907 INDEPENDENT STUDY: DRAWING 3 SEMESTER HOURS

A DIRECTED, INDEPENDENT STUDY COURSE AVAILABLE TO BOTH MAJORS AND NON MAJORS WHO WISH TO INVESTIGATE A PARTICULAR PROBLEM RELATED TO THE DRAWING PROCESS. PREREQUISITES: ART1300C, ART1330C AND PERMISSION OF THE INSTRUCTOR. EXCEPTIONS TO PREREQUISITE WILL BE CONSIDERED BY THE ART DEPARTMENT HEAD. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: ON DEMAND.

LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

ART2908 INDEPENDENT STUDY: SCULPTURE 3 SEMESTER HOURS

A DIRECTED, INDEPENDENT STUDY COURSE AVAILABLE TO BOTH MAJORS AND NON MAJORS WHO WISH TO INVESTIGATE A PARTICULAR PROBLEM RELATED TO THE SCULPTURE PROCESS. PREREQUISITES: ART1202C, ART2701C AND PERMISSION OF THE INSTRUCTOR. EXCEPTIONS TO PREREQUISITE WILL BE CONSIDERED BY THE ART DEPARTMENT HEAD. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: ON DEMAND.

LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0025.00

ART2909 INDEPENDENT STUDY: PAINTING 3 SEMESTER HOURS

A DIRECTED, INDEPENDENT STUDY COURSE AVAILABLE TO BOTH MAJORS AND NON MAJORS WHO WISH TO INVESTIGATE A PARTICULAR PROBLEM RELATED TO THE PAINTING PROCESS. PREREQUISITES: ART2510, ART2520C OR ART2560C AND PERMISSION OF THE INSTRUCTOR. EXCEPTIONS TO PREREQUISITE WILL BE CONSIDERED BY THE ART DEPARTMENT HEAD. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: ON DEMAND.

LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

ART2930C SPECIAL TOPICS: PAINTING 3 SEMESTER HOURS

A PAINTING STUDIO COURSE CENTERED AROUND TOPICS OF CURRENT INTEREST OR OF SPECIAL INTEREST TO STUDENTS. TOPICS OR FOCUS MAY VARY FROM SEMESTER TO SEMESTER. SPECIAL TOPICS CREDIT HOURS ARE NOT AUTOMATICALLY TRANSFERABLE. TRANSFER CREDIT IS THE PREROGATIVE OF THE RECEIVING INSTITUTION. PREREQUISITE: ART2510C, ART2520C OR ART2560C. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: ON DEMAND.

LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

ART2932C SPECIAL TOPIC: CERAMICS 3 SEMESTER HOURS
A CERAMICS STUDIO COURSE CENTERS AROUND TOPICS OF CURRENT INTEREST OR OF SPECIAL INTEREST TO STUDENTS. TOPICS OR FOCUS MAY VARY FROM SEMESTER TO SEMESTER. EXCEPTION TO PREREQUISITES WILL BE CONSIDERED BY THE ART DEPARTMENT HEAD. SPECIAL TOPICS CREDIT HOURS ARE NOT AUTOMATICALLY TRANSFERABLE. TRANSFER CREDIT IS THE PREROGATIVE OF THE RECEIVING INSTITUTION. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM OFFERED: ON DEMAND.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0035.00

PGY2101C PHOTOGRAPHY I 3 SEMESTER HOURS
BASIC PROCEDURES OF BLACK AND WHITE STILL CAMERA WORK, DEVELOPING, AND PRINTING. EMPHASIS ON INTENSIFYING VISUAL PERCEPTION AND ANALYSIS OF PHOTOGRAPHS AS ART AND RECORD. (STUDENT WILL SUPPLY 35MM CAMERA, FILM, AND PAPER). PREREQUISITE: ART1201C OR PERMISSION OF INSTRUCTOR. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II AND III.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0020.00

PGY2102C PHOTOGRAPHY II 3 SEMESTER HOURS
THE APPLICATION OF THE 35MM CAMERA TO SPECIALLY DIRECTED INDIVIDUAL PROJECTS. EMPHASIS ON THE USE OF PHOTOGRAPHY IN DOCUMENTING THE SOCIAL LANDSCAPE. STUDENT WILL SUPPLY 35MM CAMERA, FILM, AND PAPER. PREREQUISITE: PGY2101C OR PERMISSION OF INSTRUCTOR. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I AND II.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0020.00

PGY2905 INDEPENDENT STUDY: PHOTOGRAPHY 3 SEMESTER HOURS
A DIRECTED, INDEPENDENT STUDY COURSE AVAILABLE TO BOTH MAJORS AND NON MAJORS WHO WISH TO INVESTIGATE A PARTICULAR PROBLEM RELATED TO THE PHOTOGRAPHIC PROCESS. PREREQUISITE: PGY2101C, PGY2102C AND PERMISSION OF THE INSTRUCTOR. EXCEPTIONS TO PREREQUISITE WILL BE CONSIDERED BY THE ART DEPARTMENT HEAD. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: ON DEMAND.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0020.00

ASTRONOMY

AST1002 HORIZONS IN ASTRONOMY 3 SEMESTER HOURS
THIS IS AN OPEN COLLEGE COURSE. CONSISTING OF 5 ON CAMPUS MEETINGS, 30 HALF HOUR TV PROGRAMS AND A DIRECTED SELF STUDY PROGRAM. INTRODUCING THE ORIGIN, CHARACTERISTICS, AND EVOLUTION OF THE SOLAR SYSTEM, STARS, AND GALAXIES. STUDY OF HISTORICAL MILESTONES IN ASTRONOMY FROM THE ANCIENT ASTRONOMERS TO THE MODERN SPACE PROBES. CONSIDERATION IS GIVEN TO CURRENT AND EXPECTED FUTURE TRENDS IN ASTRONOMICAL RESEARCH AND THEORIES. MEETS AREA 4A OR 5 OF THE AA DEGREE GENERAL EDUCATION REQUIREMENTS.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AST1005 ASTRONOMY OF THE SOLAR SYSTEM 3 SEMESTER HOURS
PRIMARILY DESCRIPTIVE AND CONCEPTUAL STUDY OF THE SOLAR SYSTEM AND ASTRONOMICAL METHODS OF GENERAL INTEREST. THREE HOURS WEEKLY AND ADDITIONAL EVENING OBSERVING SESSIONS. MEETS AREA 4A OR 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS.LEC. TERM I, II AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AST1006 ASTRONOMY OF STARS AND GALAXIES 3 SEMESTER HOURS
PRIMARILY DESCRIPTIVE AND CONCEPTUAL STUDY OF OBJECTS AND EVENTS BEYOND THE SOLAR SYSTEM IN OUR GALAXY AND IN OTHER GALAXIES. MEETS AREA 4A OR 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS.LEC./TERM I AND II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AST1022L ASTRONOMY LABORATORY 1 SEMESTER HOURS
A BASIC LABORATORY COURSE TO INTRODUCE STUDENTS TO THE PRIMARY ASTRONOMICAL OBJECTS: THE SUN, MOON, PLANETS, STARS AND GALAXIES. STUDENTS WILL USE THE NAKED EYE, TELESCOPES AND ASTRONOMICAL ATLASES TO MAKE OBSERVATIONS OF CELESTIAL OBJECTS. IN ADDITION, PHYSICAL EXPERIMENTS WILL INTRODUCE PRINCIPLES OF OPTICS, LIGHT AND GRAVITY UTILIZED IN ASTRONOMY. PRE OR COREQUISITE: ASTRONOMY 1005 OR ASTRONOMY 1006. ONE THREE HOUR LAB PER WEEK. MEETS SCIENCE LABORATORY REQUIREMENTS FOR THE A.A. DEGREE, AREA 4A. TERMS I, II, & III.
LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

AST2080 PLANETARIUM EDUCATION 3 SEMESTER HOURS
COURSE FOR TEACHERS AND STUDENTS OF EDUCATION. STUDY OF THE USE OF THE PLANETARIUM IN EDUCATION. VARIOUS AUDIO VISUAL DEVICES WILL BE EMPLOYED. LARGE PORTIONS OF THE COURSE CONSIST OF DIRECTED STUDY WITH THE STUDENT DESIGNING AND WRITING HIS OWN EDUCATIONAL MATERIALS PERTAINING TO AUDIO VISUAL CONCEPTS IN PLANETARIUM EDUCATION. ACQUAINTS STUDENT WITH THE CELESTIAL SPHERE AND PLANET POSITION. PREREQUISITE: INSTRUCTOR APPROVAL. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AST2082 ASTRONOMY FOR TEACHERS I: ANCIENT & HIST ASTRONOMY 3 SEMESTER HOURS
PRIMARILY A DESCRIPTIVE, HISTORICAL AND CONCEPTUAL STUDY OF THOSE ASTRONOMICAL PHENOMENA THAT ARE READILY OBSERVED WITH THE NAKED EYE. SPECIAL ATTENTION WILL BE GIVEN TO OBSERVATIONS OF THE SUN, MOON AND STARS MADE BY THE STUDENT USING SELF-MADE, INEXPENSIVE MATERIALS. THIS COURSE WILL NOT SATISFY THE GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE. OFFERED ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AST2083 ASTRONOMY FOR TEACHERS II: THE SOLAR SYSTEM 3 SEMESTER HOURS
THIS COURSE IS DESIGNED TO PROVIDE KINDERGARTEN/HIGH SCHOOL TEACHERS WITH BOTH ACADEMIC KNOWLEDGE AND "EYES ON" EXPERIENCES WITH TELESCOPES, PHYSICAL EQUIPMENT, ATLASES, AND COMPUTERS THAT WILL MAKE THE FUNDAMENTAL DENIZENS OF THE SOLAR SYSTEM ACADEMICALLY AND COGNITIVELY ACCESSIBLE. THE LECTURES WILL COVER STANDARD ACADEMIC TOPICS AND WILL INCLUDE A RICH VARIETY OF VISUAL AIDS AND OBSERVATIONAL ACTIVITIES. THIS COURSE WILL NOT SATISFY THE GENERAL EDUCATION REQUIREMENTS FOR THE A.A. DEGREE. OFFERED ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AST2084 ASTRONOMY FOR TEACHERS III: STARS AND GALAXIES 3 SEMESTER HOURS
THIS COURSE IS DESIGNED TO PROVIDE ELEMENTARY AND SECONDARY TEACHERS WITH BOTH ACADEMIC KNOWLEDGE AND "EYES ON" EXPERIENCE OF THE SUN, STARS AND GALAXIES. LECTURES WILL COVER STANDARD ACADEMIC TOPICS, AND WILL INCLUDE A RICH VARIETY OF VISUAL AIDS AND OBSERVATIONAL ACTIVITIES USING TELESCOPES, ATLASES AND COMPUTER SIMULATIONS. THE COURSE WILL NOT SATISFY

GENERAL EDUCATIONAL REQUIREMENTS FOR THE
A.A. DEGREE. OFFERED ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 000.00

ELECTRONIC INSTRUMENTATION SYSTEMS. THIS
COURSE INCLUDES THEORY OF OPERATION AND CON-
STRUCTION, TROUBLESHOOTING AND REPAIR.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AUTOMOTIVE TECHNOLOGY

AER1000 INTRODUCTION TO AUTOMOTIVE TECHNOLOGY 3 SEMESTER HOURS

A COURSE DESIGNED TO INTRODUCE THE FIELD OF AUTOMOTIVE SERVICE. TOPICS INCLUDE AUTO SERVICE CAREERS, SHOP SAFETY, FUELS, LUBRICANTS, FASTENERS, TOOLS AND EQUIPMENT. AN INTRODUCTION TO THE MAJOR AUTOMOBILE SYSTEMS AND INSTRUCTION IN MINOR SERVICE PROCEDURES ARE PROVIDED.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AER1004 POWER PLANT OVERHAUL THEORY 3 SEMESTER HOURS

A COURSE DESIGNED TO TEACH THE PRINCIPLES AND PROCEDURES NECESSARY TO COMPLETELY REBUILD AN AUTOMOTIVE ENGINE AND TO PROVIDE THE PRACTICAL EXPERIENCE IN THE ENGINE DIAGNOSIS, REMOVAL, DISASSEMBLY, REBUILDING, AND DYNAMIC CHECK OUT TOPICS INCLUDE ENGINE DIAGNOSIS; ENGINE REMOVAL; ENGINE DISASSEMBLY; ENGINE REBUILDING; PISTON, PIN AND ROD SERVICE; ENGINE ASSEMBLY; ENGINE INSTALLATION; VALVE ADJUSTMENT; TUNE UPS; AND ROAD TEST PROCEDURES SPECIAL EMPHASIS WILL BE GIVEN TO SAFETY PROCEDURES AND THE SPECIFIC TOOLS, FASTENERS, AND EQUIPMENT TO BE USED

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AER1100 AUTO ELECTRICAL SYSTEMS 3 SEMESTER HOURS

A COURSE DESIGNED TO TEACH THE PRINCIPLES AND OPERATIONS OF THE BASIC ELECTRICAL SYSTEMS FOUND IN AUTOMOTIVE EQUIPMENT AND TO PROVIDE PRACTICAL EXPERIENCE IN THE SERVICE AND REPAIR OF OR ADJUSTMENT TO THESE SYSTEMS TOPICS INCLUDE BATTERIES, STARTERS, ALTERNATORS, REGULATORS, IGNITION SYSTEMS, CHASSIS ELECTRICAL CIRCUITS, AND ELECTRICAL ACCESSORY CIRCUITS SPECIAL EMPHASIS WILL BE GIVEN TO SAFETY PROCEDURES AND THE SPECIFIC TOOLS AND EQUIPMENT TO BE USED

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AER1108 AUTOMOTIVE ELECTRONICS 3 SEMESTER HOURS

A COURSE DESIGNED TO TEACH THE FUNDAMENTAL PRINCIPLES OF ELECTRONICS AND TO INTRODUCE THE APPLICATION OF ELECTRONICS IN THE MODERN AUTOMOBILE.

LEC HRS = 030 LABHRS = 036 OTH HRS = 000 FEES = 0000.00

AER1131 TRANSMISSION AND DRIVE SYSTEMS 6 SEMESTER HOURS

A COURSE DESIGNED TO TEACH THE PRINCIPLES AND OPERATIONS OF AUTOMATIC TRANS, STANDARD TRANS, CLUTCHES, OVERDRIVE UNITS, PRESSURE PLATES, PROPELLER SHAFTS, DIFFERENTIALS, AND DRIVE AXLES AND TO PROVIDE PRACTICAL EXPERIENCE IN DIAGNOSING, REMOVING, MAINTAINING, AND REPAIRING TRANSMISSIONS AND DRIVE SYSTEMS. TOPICS INCLUDE CONVENTIONAL AND AUTOMATIC TRANSMISSIONS, OVERDRIVE SYSTEMS, DRIVE LINES, DIFFERENTIALS, AND AXLES. SPECIAL EMPHASIS WILL BE GIVEN TO SAFETY PROCEDURES, AND THE SPECIFIC TOOLS AND INSTRUMENTS TO BE USED.

LEC HRS = 060 LABHRS = 120 OTH HRS = 000 FEES = 0000.00

AER2112 COMPUTER ENGINE CONTROL AND DRIVABILITY 3 SEMESTER HOURS

A COURSE DESIGNED TO TEACH THE LATEST IN COMPUTER ENGINE CONTROLS, ELECTRONIC FUEL INJECTION SYSTEMS, EMISSION CONTROLS AND

AER2120 STEERING AND SUSPENSION SYSTEMS 3 SEMESTER HOURS

A COURSE DESIGNED TO TEACH THE PRINCIPLES OF STEERING SYSTEMS, SUSPENSION SYSTEMS, AND WHEEL ALIGNMENT AND TO PROVIDE PRACTICAL EXPERIENCE IN REPAIRING AUTOMOBILES SUSPENSION AND STEERING, ALIGNING FRONT ENDS AND BALANCING TIRES. TOPICS INCLUDE WHEEL BALANCING, FRONT ENDS, AND BALANCING TIRES, SUSPENSION SYSTEMS SUSPENSION ANGLE, AND LINES. WHEEL ALIGNMENT STANDARD STEERING GEARS. POWER STEERING SYSTEMS AND FRAMES, SPECIAL EMPHASIS WILL BE GIVEN TO PROCEDURES, AND THE SPECIFIC TOOLS AND INSTRUMENTS TO BE USED. 3 HRS. OF LEC.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AER2121 BRAKE SYSTEMS AND CHASSIS REPAIR 3 SEMESTER HOURS

A COURSE TO TEACH THE PRINCIPLES AND OPERATIONS OF BRAKE SYSTEMS. DISC SYSTEMS, SPLIT SYSTEMS, HYDRAULIC CYLINDERS, VALVING SYSTEMS, CHASSIS COMPONENTS, AND EXHAUST SYSTEMS, AND TO PROVIDE PRACTICAL EXPERIENCE IN THE REPAIR OF THESE SYSTEMS. TOPICS INCLUDE CHASSIS INSPECTION PROCEDURES, BASIC BRAKE THEORY, DRUM BRAKE SYSTEMS, SPLIT SYSTEMS, DISC BRAKE SYSTEMS, HYDRAULIC CYLINDERS, MACHINING AND MEASURING TECHNIQUES POWER BOOSTERS, CHASSIS ALIGNMENT AND REPAIR, EXHAUST SYSTEMS, DELIVERY PROCEDURES AND ROAD TEST PROCEDURES. SPECIAL EMPHASIS WILL BE GIVEN TO SAFETY PROCEDURES, AND SPECIFIC TOOLS, AND EQUIPMENT TO BE USED.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AER2150 ENGINE TUNE UP AND EMISSION CONTROL 3 SEMESTER HOURS

A COURSE DESIGNED TO TEACH THE PRINCIPLES AND PROCEDURES OF ENGINE TUNE UP AND REPAIR, AND EMISSION CONTROL SYSTEMS.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AER2160 AUTOMOTIVE SERVICE MANAGEMENT 3 SEMESTER HOURS

A COURSE DESIGNED FOR THE STUDY OF AN AUTOMOTIVE SERVICE DEPARTMENT. TOPICS INCLUDE WAREHOUSING SYSTEM, INVENTORY CONTROL SYSTEMS, COST CONTROL AND PRICING MERCHANDISING AND MARKETING, PARTS COUNTER CONTROL. CUSTOMER RELATIONS AND ORGANIZATIONAL PLANS OF SERVICE DEPARTMENTS. WORK SCHEDULES, USE OF PRICING, MANUALS, ESTIMATING, AND PRICING OF WORK. ANALYSIS MANAGEMENT COST ACCOUNTING AND CUSTOMER RELATIONS.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AER2171 HEATING AND AIR-CONDITIONING THEORY 3 SEMESTER HOURS

A COURSE DESIGNED TO TEACH THE PRINCIPLES AND OPERATIONS OF AUTOMOTIVE HEATING SYSTEMS, AIR CONDITIONING SYSTEMS AND ACCESSORIES, TO PROVIDE PRACTICAL EXPERIENCE IN TESTING, ANALYZING, INSTALLING AND REPAIRING HEATING SYSTEMS, AIR CONDITIONING SYSTEMS, AIR CONDITIONING TOOLS, AND EQUIPMENT LINES, FITTINGS, AND VALVES, OPERATIONAL CHECKS AND ADJUSTMENT MINOR REPAIRS, AND THE SPECIAL TOOLS, AND INSTRUMENTS TO BE USED.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AER2705 DIESEL ENGINE FUNDAMENTALS 3 SEMESTER HOURS

A COURSE DESIGNED TO TEACH THE PRINCIPLES, OPERATIONS, AND MAINTENANCE OF AUTOMOTIVE

ELECTRICAL SYSTEMS, EMISSION CONTROL SYSTEMS,
LUBRICATION AND EXHAUST SYSTEMS.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AVIATION MAINTENANCE TECHNOLOGY

AMT1001 BASIC ELECTRICITY 2 SEMESTER HOURS
BASIC ELECTRICITY. THE STUDY OF LAWS AND
THEORY OF ELECTRICITY AND ITS APPLICATION TO
AIRCRAFT SYSTEMS, COMPONENTS, AND CIRCUITS, TO
INCLUDE PRACTICAL KNOWLEDGE OF THE DIFFERENT
TYPES OF COMPLEX CIRCUITRY FOUND IN MODERN
AIRCRAFT.
LEC HRS = 034 LABHRS = 050 OTH HRS = 000 FEES = 0100.00

AMT1010 AIRCRAFT DRAWINGS 1 SEMESTER HOURS
THIS COURSE COVERS AIRCRAFT DRAWINGS, CARE
AND USE OF BLUEPRINTS, ISOMETRICS, OR-
THOGRAPHIC AND AUXILIARY PROJECTION LINES
AND SECTIONS, DIMENSIONS, LIMITS, TOLERANCES
AND ALLOWANCES, GEOMETRIC CONSTRUCTION,
PRACTICAL LAYOUT WORK AND IDENTIFICATION OF
STANDARD PARTS AND MATERIALS, USE OF INSTRU-
MENTS, DRAWING AND INTERPRETATION OF FREE
HAND SKETCHES OF REPAIRS AND ALTERATIONS, AND
USE OF VARIOUS TYPES OF CHARTS AND GRAPHS.
LEC HRS = 017 LABHRS = 021 OTH HRS = 000 FEES = 0050.00

AMT1020 WEIGHT AND BALANCE 1 SEMESTER HOURS
FAMILIARIZES THE STUDENT WITH THE IMPORTANCE
OF WEIGHT AND BALANCE CONTROL, THE PROCEDURE
FOR WEIGHING AN AIRCRAFT, THE COMPUTATIONS
NECESSARY TO ARRIVE AT CURRENT AND BALANCE
DATA, AND THE DISPOSITION OF WEIGHT AND
BALANCE FORMS AND RECORDS. THE USE OF
LOADING GRAPHS AND CHARTS RELATING TO THE
AIRCRAFT'S CENTER OF GRAVITY ENVELOPE IS
TAUGHT.
LEC HRS = 016 LABHRS = 023 OTH HRS = 000 FEES = 0050.00

AMT1030 FLUID LINES AND FITTINGS 1 SEMESTER HOUR
PREPARES THE STUDENT TO FABRICATE AND INSTALL
RIGID AND FLEXIBLE LINES AND FITTINGS WITH
REGARD TO BENDS, TOOLS, AND LUBRICANTS.
PROVIDES TRAINING IN THE AREA OF IDENTIFICATION
OF MATERIALS, FITTINGS AND ROUTING OF FLUID
LINES.
LEC HRS = 008 LABHRS = 016 OTH HRS = 000 FEES = 0075.00

AMT1040 MATERIALS AND PROCESSES 2 SEMESTER HOURS
FAMILIARIZES STUDENTS WITH THE METHODS USED
TO IDENTIFY AND SELECT AIRCRAFT MATERIALS AND
WITH VARIOUS HEAT TREATING PROCESSES.
PROVIDES EXPERIENCE IN THE USE OF NON DESTRUC-
TIVE METHODS OF INSPECTION AND EVALUATION.
PROVIDES INSTRUCTION IN CORRECT SHOP PRACTICES
AND PROCEDURES AND THE USE OF SPECIAL TOOLS.
AREAS COVERED ARE TORQUE VALUES AND TORQU-
ING METHODS, SAFETY WIRING, USE OF PRECISION
MEASURING EQUIPMENT, SHOP SAFETY, AND
TECHNICIAN'S ETHICS AND LEGAL RESPONSIBILITIES.
LEC HRS = 040 LABHRS = 040 OTH HRS = 000 FEES = 0100.00

AMT1050 GROUND OPERATIONS AND SERVICING 1 SEMESTER HOUR
FAMILIARIZES THE STUDENT WITH THE PROPER
METHODS OF STARTING GROUND OPERATING SERVIC-
ING AND SECURING AIRCRAFT.
LEC HRS = 010 LABHRS = 019 OTH HRS = 000 FEES = 0050.00

AMT1060 CLEANING AND CORROSION CONTROL 1 SEMESTER HOUR
PROVIDES EXPERIENCE IN DETECTING, IDENTIFYING,
REMOVAL, AND TREATMENT OF THE VARIOUS TYPES
OF CORROSION FOUND ON FERROUS AND NON FER-

ROUS METALS. THE COURSE DEALS WITH THE TYPES
OF CLEANERS AND METHODS OF CLEANING AIRCRAFT
AND AIRCRAFT COMPONENTS.
LEC HRS = 012 LABHRS = 026 OTH HRS = 000 FEES = 0100.00

AMT1061 MATERIALS PROCESSES 3 SEMESTER HOURS
CORROSION CONTROL
AN INTRODUCTION TO THE TOOLS, HARDWARE AND
MATERIALS USED IN AIRCRAFT MAINTENANCE AND
REPAIR. TO INCLUDE PROPER HANDLING AND INSPEC-
TION THEREOF AND PRACTICAL APPLICATION OF THE
VARIOUS TYPES OF NON DESTRUCTIVE TESTING OF
METALS. A STUDY OF VARIOUS TYPES OF CORROSION,
CAUSES AND CORRECTIVE MEASURES USED TO CON-
TROL CORROSION ON NUMEROUS TYPES OF METALS
USED IN AIRCRAFT CONSTRUCTION.
LEC HRS = 038 LABHRS = 075 OTH HRS = 000 FEES = 0243.00

AMT1070 APPLIED MATHEMATICS 1 SEMESTER HOUR
REVIEWS PRINCIPLES OF MATHEMATICAL FUNCTIONS
AND STUDIES THEIR APPLICATION TO AIRCRAFT AND
POWERPLANT MAINTENANCE OPERATIONS.
LEC HRS = 013 LABHRS = 007 OTH HRS = 000 FEES = 0000.00

AMT1080 MAINTENANCE FORMS AND RECORDS 1 SEMESTER HOUR
FAMILIARIZES STUDENT WITH PROPER TERMINOL-
OGY AND PROCEDURES FOR EXECUTION OF LOG
BOOKS AND MAJOR REPAIR AND ALTERATION FORMS.
LEC HRS = 008 LABHRS = 004 OTH HRS = 000 FEES = 0000.00

AMT1085 MAINTENANCE PUBLICATIONS 1 SEMESTER HOUR
FAMILIARIZES THE STUDENT WITH FAA REGULA-
TIONS, ADVISORY CIRCULARS, AND OTHER
GOVERNMENT AND INDUSTRY PUBLICATIONS. STU-
DENT WILL BE FAMILIAR WITH METHODS USED TO
STORE THIS INFORMATION AND BE ABLE TO LOCATE
SPECIFIC DATA.
LEC HRS = 008 LABHRS = 004 OTH HRS = 000 FEES = 0000.00

AMT1088 MECHANIC PRIVILEGES AND LIMITATIONS 1 SEMESTER HOUR
ACQUAINTS THE STUDENT WITH THE PRIVILEGES AND
LIMITATIONS AS THEY APPLY TO THE CERTIFIED
MECHANIC.
LEC HRS = 002 LABHRS = 003 OTH HRS = 000 FEES = 0000.00

AMT1090 BASIC PHYSICS 1 SEMESTER HOUR
PROVIDES AN UNDERSTANDING OF ENERGY AND MAT-
TER AND HOW THEIR RELATIONSHIPS APPLY TO
AIRCRAFT MAINTENANCE.
LEC HRS = 006 LABHRS = 002 OTH HRS = 000 FEES = 0000.00

AMT1110 AIRCRAFT WOOD STRUCTURES 1 SEMESTER HOUR
FAMILIARIZES STUDENT WITH DIFFERENT TYPES OF
WOOD USED IN AIRCRAFT STRUCTURES AS WELL AS
METHODS OF REPAIR TO WOOD STRUCTURES, COURSE
PROVIDES AN INTRODUCTION TO FIBERGLASS, COM-
POSITE AND OTHER TYPE NON METALLIC
STRUCTURAL MATERIALS AND METHODS OF CON-
STRUCTION USING THESE MATERIALS.
LEC HRS = 010 LABHRS = 005 OTH HRS = 000 FEES = 0050.00

AMT1115 AIRCRAFT COVERINGS 1 SEMESTER HOUR
STUDENT WILL GAIN KNOWLEDGE AND SKILLS TO IN-
SPECT, TEST, AND REPAIR FABRIC COVERING
MATERIALS. THE STUDENT WILL BE ABLE TO SELECT
AND APPLY ALL TYPES OF FABRIC COVERING, INCLUD-
ING THE SYNTHETICS TYPES, AND USE OF PROPER
MATERIALS TO FINISH THE MATERIAL.
LEC HRS = 010 LABHRS = 010 OTH HRS = 000 FEES = 0050.00

AMT1120 AIRCRAFT FINISHES 1 SEMESTER HOUR
STUDENT WILL ACQUIRE THE ABILITY TO PROPERLY
USE A PAINT SPRAY GUN TO APPLY VARIOUS TYPES OF
FINISHES ON A VARIETY OF SURFACES. THE STUDENT
WILL BE ABLE TO APPLY TRIM LINES AND AIRCRAFT

IDENTIFICATION NUMBER, TOUCH UP PAINT DEFECTS AND IDENTIFY AND SELECT AIRCRAFT FINISHING MATERIALS.

LEC HRS = 010 LABHRS = 020 OTH HRS = 000 FEES = 0050.00

AMT1130 SHEET METAL STRUCTURES 3 SEMESTER HOURS

STUDENT IS PROVIDED WITH KNOWLEDGE AND SKILLS NEEDED TO INSPECT, MAINTAIN, AND REPAIR SHEET METAL STRUCTURES AND COMPONENTS.

LEC HRS = 040 LABHRS = 105 OTH HRS = 000 FEES = 0150.00

AMT1140 AIRCRAFT WELDING 1 SEMESTER HOUR

A THEORY AND PRACTICE OF WELDING METHODS USED IN AIRCRAFT CONSTRUCTION AND REPAIR IS THOROUGHLY COVERED WITH EMPHASIS ON GAS WELDING AND ADVANCED WORK IN HELI ARC WELDING. LAB FEE IS REQUIRED.

LEC HRS = 015 LABHRS = 025 OTH HRS = 000 FEES = 0075.00

AMT1155 ASSEMBLY AND RIGGING 2 SEMESTER HOURS

STUDENTS WILL EXPLAIN AND COMPARE AIRCRAFT DESIGN FEATURES IN SUBSONIC, TRANSONIC AND SUPERSONIC AIRCRAFT. THEY WILL BE ABLE TO ASSEMBLE AND RIG VARIOUS AIRCRAFT CONTROL SYSTEMS, ANALYZING AND CORRECTING FAULTY FLIGHT CHARACTERISTICS.

LEC HRS = 020 LABHRS = 045 OTH HRS = 000 FEES = 0050.00

AMT1160 AIRFRAME INSPECTION 1 SEMESTER HOUR

STUDENTS WILL ACQUIRE THE KNOWLEDGE AND SKILLS NEEDED TO PERFORM A 100 HOUR INSPECTION OF AN AIRCRAFT. THE STUDENT WILL DEMONSTRATE KNOWLEDGE OF FAR'S BY CHECKING APPROPRIATE A.D.'S CLASSIFYING REPAIRS, AND PINPOINTING SPECIFIC SERVICE PROBLEMS. THE STUDENT WILL COMPLETE THE REQUIRED MAINTENANCE FORMS, RECORDS, AND INSPECTION REPORTS REQUIRED BY FEDERAL AIR REGULATIONS.

LEC HRS = 005 LABHRS = 015 OTH HRS = 000 FEES = 0050.00

AMT1170 TEST /REVIEW/PRACTICAL 1 SEMESTER HOUR

A SUMMARY OF AIRFRAME REPAIR AND MAINTENANCE PROCEDURES. REVIEW FOR FAA AIRFRAME CERTIFICATE WRITTEN, ORAL AND PRACTICAL EXAMS.

LEC HRS = 013 LABHRS = 025 OTH HRS = 000 FEES = 0080.00

AMT1200 LANDING GEAR SYSTEMS 2 SEMESTER HOURS

STUDENT WILL RECEIVE TRAINING IN THE PROPER METHODS OF INSPECTION, SERVICING AND REPAIR OF LANDING GEAR RETRACTION SYSTEMS, SHOCK STRUTS, BRAKES, WHEELS, TIRES AND STEERING SYSTEMS. RIGGING OF VARIOUS TYPES OF RETRACTABLE LANDING GEAR SYSTEMS WILL BE COVERED IN DETAIL.

LEC HRS = 035 LABHRS = 050 OTH HRS = 000 FEES = 0075.00

AMT1210 HYDRAULIC AND PNEUMATICS SYSTEMS 2 SEMESTER HOURS

THE STUDENT WILL STUDY THE THEORY OF OPERATION, MAINTENANCE REQUIREMENTS, AND ADJUSTMENTS OF VARIOUS HYDRAULIC COMPONENTS AND SYSTEMS. THE COURSE WILL PROVIDE THE STUDENT WITH THE KNOWLEDGE OF PNEUMATICS AS USED IN AIRCRAFT OPERATION. THE COURSE COVERS FLUID FLOW, IDENTIFIES THE VARIOUS ACTUATING UNITS, TYPES OF SEALS, PUMPS, AND DIFFERENCES BETWEEN HYDRAULICS AND PNEUMATICS.

LEC HRS = 035 LABHRS = 040 OTH HRS = 000 FEES = 0075.00

AMT1220 CABIN ATMOSPHERE CONTROL SYSTEMS 1 SEMESTER HOUR

A STUDY OF THE VARIOUS TYPES OF SYSTEMS USED FOR CABIN ATMOSPHERIC CONTROL IN ADVANCED AIRCRAFT SYSTEMS INCLUDING THOSE FOUND ON CORPORATE AND AIRLINE TYPE AIRCRAFT HEATING COOLING PRESSURIZATION AS WELL AS OXYGEN

SUPPLY ARE INCLUDED IN THE STUDY.

LEC HRS = 025 LABHRS = 025 OTH HRS = 000 FEES = 0050.00

AMT1230 AIRCRAFT INSTRUMENTS 1 SEMESTER HOUR SYSTEMS

A BASIC FAMILIARIZATION OF AIRCRAFT INSTRUMENTS AND THEIR FUNCTION TO INCLUDE REMOVAL, INSTALLATION AND THE INSTALLED TESTING OF SUCH INSTRUMENTS.

LEC HRS = 010 LABHRS = 015 OTH HRS = 000 FEES = 0050.00

AMT1240 COMMUNICATIONS AND NAVIGATION SYSTEMS 1 SEMESTER HOUR

THIS COURSE INTRODUCES THE STUDENT WITH BASIC AUTO PILOT OPERATION AND FAMILIARIZES HIM WITH THE INSTALLATION REQUIREMENTS AND USE OF THE VARIOUS COMMUNICATION AND NAVIGATION SYSTEMS.

LEC HRS = 015 LABHRS = 015 OTH HRS = 000 FEES = 0050.00

AMT1250 AIRCRAFT FUEL SYSTEMS 1 SEMESTER HOUR

THE STUDENT IS PROVIDED WITH THE KNOWLEDGE AND SKILLS NEEDED TO MAINTAIN FUEL SYSTEMS AND FUEL SYSTEM COMPONENTS. HE/SHE WILL BE ABLE TO INSPECT, CHECK, MAINTAIN, AND REPAIR AIRCRAFT FUEL SYSTEM COMPONENTS, FUEL DUMP SYSTEMS, FUEL MANAGEMENT AND TRANSFER SYSTEMS, AND PERFORM REFUELING OPERATIONS.

LEC HRS = 020 LABHRS = 020 OTH HRS = 000 FEES = 0050.00

AMT1260 AIRCRAFT ELECTRICAL SYSTEMS 3 SEMESTER HOURS

THE TYPES AND CHARACTERISTICS OF AIRCRAFT ELECTRICAL CIRCUITS AND COMPONENTS ARE COMPARED AND EVALUATED. ADVANCED ELECTRICAL SYSTEMS AS USED IN CORPORATE AND AIRLINE AIRCRAFT ARE STUDIED. THE COURSE INCLUDES TROUBLESHOOTING AND REPAIRS OF AC AND DC ELECTRICAL SYSTEMS AND EQUIPMENT.

LEC HRS = 050 LABHRS = 060 OTH HRS = 000 FEES = 0100.00

AMT1270 POSITION AND WARNING SYSTEMS 1 SEMESTER HOUR

THIS COURSE PRESENTS THE STUDENT WITH THE INSPECTION, SERVICING AND MAINTAINING OF POSITION AND WARNING SYSTEMS. INCLUDED IN THIS AREA ARE NAVIGATION LIGHTS, BEACONS AND LIGHTS INDICATING THE POSITION OF VARIOUS AIRCRAFT COMPONENTS.

LEC HRS = 010 LABHRS = 010 OTH HRS = 000 FEES = 0050.00

AMT1280 ICE/RAIN CONTROL SYSTEMS 1 SEMESTER HOUR

INTRODUCES STUDENT TO BASICS OF ICE AND RAIN CONTROL AS IT RELATES TO AIRCRAFT SURFACES, PROPELLERS, WINDSHIELDS, AND OTHER COMPONENTS. METHODS OF ICE PREVENTION AND ELIMINATION ARE TAUGHT.

LEC HRS = 005 LABHRS = 010 OTH HRS = 000 FEES = 0050.00

AMT1290 FIRE PROTECTION SYSTEMS 1 SEMESTER HOUR

TO PROVIDE STUDENT WITH KNOWLEDGE AND SKILL NEEDED IN THE OPERATION, INSPECTION, CHECKING, TROUBLESHOOTING, AND REPAIR OF AIRFRAME FIRE DETECTING AND EXTINGUISHING SYSTEMS.

LEC HRS = 005 LABHRS = 010 OTH HRS = 000 FEES = 0050.00

AMT2300 RECIPROCATING ENGINES 5 SEMESTER HOURS

THE COURSE COVERS THEORY AND FUNDAMENTAL REQUIREMENTS FOR AIRCRAFT ENGINES; BASIC PARTS OF INTERNAL COMBUSTION ENGINES, 2 STROKE AND 4 STROKE CYCLE, POWER MEASUREMENTS AND CALCULATIONS, CONVERSION OF HEAT ENERGY INTO MECHANICAL ENERGY, HORSEPOWER, PISTON DISPLACEMENT, COMPRESSION RATIO, TYPES OF HORSEPOWER, CRANKCASE ASSEMBLY, REDUCTION GEARING, CRANKSHAFTS AND ROD ASSEMBLIES,

CYLINDER AND PISTON ASSEMBLIES, AND BEARINGS USED IN RECIPROCATING ENGINES.
LEC HRS = 070 LABHRS = 160 OTH HRS = 000 FEES = 0250.00

AMT2310 TURBINE ENGINES 2 SEMESTER HOURS
A THOROUGH STUDY OF THE THEORY OF OPERATION OF TURBINE ENGINES AND THE FUNCTION OF THE RELATED ENGINE COMPONENTS SUCH AS COMPRESSORS, FUEL CONTROLS, FUEL PUMPS, GOVERNORS, TURBINES ETC. COURSE ENCOUNTERS DISASSEMBLY, INSPECTION, MINIMAL REPAIRS REASSEMBLY TEST RUN AND FINAL ADJUSTMENT.
LEC HRS = 040 LABHRS = 040 OTH HRS = 000 FEES = 0100.00

AMT2320 ENGINE INSPECTION 1 SEMESTER HOUR
A COURSE STUDY OF WHICH DETAILS THE CORRECT METHODS OF ENGINE REMOVAL AND INSTALLATION, INSPECTION AND RUN UP TESTING INCLUDING THE FINAL ADJUSTMENTS ACCORDING TO FAA REGULATIONS AND MANUFACTURER'S RECOMMENDATIONS.
LEC HRS = 003 LABHRS = 007 OTH HRS = 000 FEES = 0050.00

AMT2321 AIRCRAFT 6 SEMESTER HOURS
RECIPROCATING ENGINE AND OVERHAUL
THIS COURSE CONTAINS A DETAILED STUDY OF RECIPROCATING ENGINES SUPPORTED BY THE ACTUAL OVERHAUL OF OPERATIONAL ENGINES. INCLUDED IS A STUDY OF THE PROCEDURES AND ACCEPTABLE TECHNIQUES USED IN ENGINE DISASSEMBLY, INSPECTION, PRECISION MEASUREMENT, REPAIR AND REASSEMBLY. ADVANCED TECHNIQUES OF NON DESTRUCTIVE TESTING ARE INCLUDED.
LEC HRS = 060 LABHRS = 120 OTH HRS = 000 FEES = 0300.00

AMT2330 TEST REVIEW PRACTICAL 3 SEMESTER HOURS
REVIEW FOR FAA POWERPLANT, WRITTEN, ORAL AND PRACTICAL EXAMS.
LEC HRS = 032 LABHRS = 063 OTH HRS = 000 FEES = 0138.00

AMT2400 ENGINE INSTRUMENT 1 SEMESTER HOUR
SYSTEMS
STUDENTS WILL HAVE A KNOWLEDGE OF OPERATION, INSTALLATION, MAKING AND INTERPRETATION OF POWERPLANT INSTRUMENTS POWERED BY OR ACTUATED BY NON ELECTRICAL MEANS. THEY WILL BE ABLE TO INSTALL, ADJUST, AND CALIBRATE THESE INSTRUMENTS IN ACCORDANCE WITH FAA AND MANUFACTURERS RECOMMENDATIONS. THIS COURSE WILL PROVIDE EXPERIENCE IN INSPECTION CHECKING, SERVICING, TROUBLESHOOTING, AND REPAIR OF ENGINE INSTRUMENT SYSTEMS THAT ARE ELECTRICAL IN NATURE.
LEC HRS = 010 LABHRS = 015 OTH HRS = 000 FEES = 0050.00

AMT2410 ENGINE FIRE 1 SEMESTER HOUR
PROTECTION SYSTEMS
TO PROVIDE THE STUDENT WITH THE KNOWLEDGE AND SKILLS NEEDED IN THE OPERATION, INSPECTION, CHECKING, TROUBLESHOOTING, AND REPAIR OF ENGINE FIRE DETECTING AND EXTINGUISHING SYSTEMS.
LEC HRS = 005 LABHRS = 010 OTH HRS = 000 FEES = 0050.00

AMT2420 ENGINE ELECTRICAL 2 SEMESTER HOURS
SYSTEMS
THIS COURSE PROVIDES KNOWLEDGE AND SKILLS NECESSARY TO PERFORM ELECTRICAL REPAIRS, INSTALLATIONS, ADJUSTMENTS, AND SERVICE. SUBJECT AREA INCLUDES ALTERNATORS, GENERATORS, VOLTAGE REGULATION AND PARALLELING OF GENERATORS.
LEC HRS = 023 LABHRS = 032 OTH HRS = 000 FEES = 0100.00

AMT2435 LUBRICATION SYSTEMS 2 SEMESTER HOURS
PROVIDES A COMPREHENSIVE KNOWLEDGE OF THE PURPOSE AND FUNCTION OF LUBRICANTS AND LUBRICATION SYSTEMS FOR POWERPLANTS. GIVES EXPERIENCE IN IDENTIFYING AND SELECTING LUBRICANTS AS WELL AS INSPECTING, CHECKING, SER-

VICING AND TROUBLESHOOTING REPAIR OF THE SYSTEM AND COMPONENTS.
LEC HRS = 030 LABHRS = 040 OTH HRS = 000 FEES = 0100.00

AMT2440 IGNITION SYSTEMS 2 SEMESTER HOURS
STUDENTS WILL HAVE A KNOWLEDGE OF THE OPERATION, REPAIR, INSPECTION, AND SERVICE OF RECIPROCATING AND JET POWER PLANT IGNITION SYSTEMS. THEY WILL BE ABLE TO OVERHAUL AND TROUBLESHOOT THE VARIOUS COMPONENTS OF EACH SYSTEM.
LEC HRS = 038 LABHRS = 047 OTH HRS = 000 FEES = 0100.00

AMT2450 ENGINE FUEL SYSTEMS 1 SEMESTER HOUR
STUDENT IS PROVIDED WITH KNOWLEDGE AND SKILLS NEEDED TO MAINTAIN FUEL SYSTEM COMPONENTS. STUDENT WILL BE ABLE TO INSPECT, MAINTAIN CHECK, AND REPAIR ENGINE FUEL SYSTEM COMPONENTS.
LEC HRS = 010 LABHRS = 015 OTH HRS = 000 FEES = 0050.00

AMT2451 FUEL METERING 2 SEMESTER HOURS
SYSTEMS
PROVIDES THE STUDENT WITH THE NECESSARY INFORMATION AND PRACTICE NECESSARY TO INSPECT, CHECK, SERVICE, TROUBLESHOOT, AND REPAIR RECIPROCATING AND TURBINE FUEL METERING SYSTEMS. THE THEORY AND PRACTICAL APPLICATION OF CARBURETION, FUEL INJECTION SYSTEMS, AND WATER INJECTION SYSTEMS ARE ALSO LEARNED. FUEL PUMPS, FITTERS STRAINERS ARE DISCUSSED AND PRACTICAL EXPERIENCE IS GAINED IN THESE AREAS.
LEC HRS = 024 LABHRS = 035 OTH HRS = 000 FEES = 0100.00

AMT2460 INDUCTION SYSTEMS 1 SEMESTER HOUR
GIVES STUDENT THE KNOWLEDGE AND EXPERIENCE NEEDED TO SERVICE AND MAINTAIN INDUCTION SYSTEMS, SUPERCHARGERS, AND EXHAUST SYSTEMS. MATERIAL COVERED INCLUDES CONTROLS, INDICATORS, THEORY OF OPERATION AND INSPECTION CRITERIA.
LEC HRS = 011 LABHRS = 014 OTH HRS = 000 FEES = 0050.00

AMT2470 ENGINE COOLING 1 SEMESTER HOUR
SYSTEMS
THIS COURSE PROVIDES THE STUDENT WITH AN UNDERSTANDING OF THE NEED FOR THE VARIOUS TYPES OF ENGINE COOLING SYSTEMS. GIVES EXPERIENCE IN THE INSPECTION, CHECKING, SERVICING, TROUBLESHOOTING AND REPAIRING OF ENGINE COOLING SYSTEMS.
LEC HRS = 004 LABHRS = 006 OTH HRS = 000 FEES = 0050.00

AMT2480 ENGINE EXHAUST 1 SEMESTER HOUR
SYSTEMS
SUBJECT MATERIAL WILL BE TAUGHT TO ENABLE THE STUDENT TO COMPREHEND THE FUNCTION OF EXHAUST SYSTEMS INCLUDING TURBO CHARGING AND THRUST REVERSERS. THE STUDENT WILL GAIN EXPERIENCE IN INSPECTION, CHECKING, TROUBLESHOOTING, AND REPAIRING VARIOUS TYPES OF EXHAUST SYSTEMS.
LEC HRS = 009 LABHRS = 011 OTH HRS = 000 FEES = 0050.00

AMT2490 PROPELLERS AND 2 SEMESTER HOURS
PROPELLER SYSTEMS TROUBLE SHOOTING
DESIGNED TO COVER AIRCRAFT ENGINE AND TURBOPROP INSTALLATIONS. AREAS INCLUDE PROPELLER FUNDAMENTALS AND TERMINOLOGY, SYNCHRONIZING, ICE CONTROL SYSTEMS, IDENTIFICATION AND SELECTION OF PROPELLER LUBRICANTS, BALANCING, GOVERNOR SYSTEMS, INSTALLATION, TROUBLESHOOTING AND REMOVAL OF PROPELLERS.
LEC HRS = 042 LABHRS = 048 OTH HRS = 000 FEES = 0100.00

AVIATION TECHNOLOGY

ASC1010 HISTORY OF AVIATION 3 SEMESTER HOURS
A SURVEY OF AVIATION FROM ITS BEGINNING WITH EARLY MYTHS, THROUGH GLIDERS, BALLOON FLIGHTS AND POWERED FLIGHT TO THE PRESENT JET AGE INCLUDES EFFECTS OF WARS ON THE DEVELOPMENT OF CIVIL AND MILITARY AIRCRAFT AND DISCUSSES SIGNIFICANT PERSONNEL FLIGHTS AND AIRCRAFT IN TRACING THE ADVANCEMENT OF GENERAL, COMMERCIAL AND MILITARY AIRCRAFT THE MAJOR EMPHASIS OF THE COURSE WILL BE DIRECTED TOWARDS THE DEVELOPMENT OF AVIATION IN THE UNITED STATES
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ASC1100 NAVIGATIONAL SCIENCE I 3 SEMESTER HOURS
THIS COURSE, TOGETHER WITH ATT1100, PROVIDES THE BASIC AERONAUTICAL KNOWLEDGE FOR THE PROFESSIONAL PILOT AND AVIATION ADMINISTRATION PROGRAMS. THE TWO COURSES MAY BE TAKEN SIMULTANEOUSLY OR IN SUBSEQUENT SEMESTERS. SUCCESSFUL COMPLETION OF ATT1100 AND ASC1100 WILL PREPARE THE STUDENT FOR THE FAA PRIVATE PILOT (AIRPLANE) WRITTEN EXAMINATION.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ASC1210 METEOROLOGY 3 SEMESTER HOURS
A STUDY OF THE BASIC CONCEPTS OF METEOROLOGY, TEMPERATURE PRESSURE, MOISTURE, STABILITY, CLOUDS, AIR MASSES, FRONTS, THUNDERSTORMS, ICING, AND FOG ANALYSIS AND USE OF WEATHER DATA; INTERPRETATION OF THE U S WEATHER BUREAU MAPS, REPORTS AND FORECASTS PREREQUISITE: ATT1100, OR PRIVATE PILOT'S LICENSE
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ASC1550 AERODYNAMICS 3 SEMESTER HOURS
AN ANALYSIS OF THE PHYSICAL LAWS AND AERODYNAMIC PRINCIPLES WHICH GOVERN THE FLIGHT AND PERFORMANCE OF AIRCRAFT STABILITY AND CONTROL, WEIGHT AND BALANCE, AND AIRCRAFT INSTRUMENTS AFFECTING FLIGHT OPERATIONAL CONSIDERATIONS OF CONTROLLABLE PITCH PROPELLERS, RETRACTABLE GEAR, WEATHER, AND PRECISION MANEUVERS PREREQUISITE: ATT 1100, OR PRIVATE PILOT'S LICENSE
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ASC1610 AIRCRAFT ENGINES, STRUCTURES, AND SYSTEMS 3 SEMESTER HOURS
AIRCRAFT ENGINE TYPES AND THEORY OF OPERATION THEORY, MATERIALS AND CONSTRUCTION METHODS OF AIRCRAFT STRUCTURES OPERATIONS OF HYDRAULIC, ELECTRICAL, FUEL, PRESSURIZATION, AND ANTI ICING, HEATING AND INSTRUMENT SYSTEMS, INCLUDING SOURCES OF POWER FOR THEIR OPERATION PREREQUISITE: ATT1100, OR PRIVATE PILOT LICENSE
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ASC2110 NAVIGATION SCIENCE II 3 SEMESTER HOURS
METHODS AND PROCEDURES FOR THE SOLUTION OF ADVANCED PILOTAGE AND DEAD RECKONING PROBLEMS, FUNCTIONING, CAPABILITIES, AND LIMITATIONS OF RADIO NAVIGATION SYSTEMS, THE USE OF RADIO AS A PRIMARY AIR NAVIGATION MEANS, THE USE OF ENROUTE LOW ALTITUDE CHARTS AND OTHER FLIGHT INFORMATION PUBLICATIONS. PREREQUISITE: ASC1100 OR A PRIVATE PILOT'S LICENSE, MTB1321 AND MTB1322, OR MAC1132 AND MAC1133. 3 HRS. LEC./TERM I AND II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ASC2870 AVIATION SAFETY 3 SEMESTER HOURS
A SURVEY OF THE FEDERAL AGENCIES WHICH REGULATE AVIATION, WITH EMPHASIS ON THOSE CONCERNED WITH SAFETY INFORMATION ON HOW FLIGHT AFFECTS THE HUMAN BODY AND ACTIONS TO MINIMIZE ADVERSE EFFECTS A DETAILED STUDY OF

PARTS 61 AND 91 OF THE FEDERAL AVIATION REGULATIONS TOGETHER WITH A BRIEF SURVEY OF PART 135 THE PORTIONS OF THE FAA TEXT ON BASIC FLIGHT INFORMATION AND ATC PROCEDURES WHICH RELATE TO VFR FLIGHT AND TO EMERGENCIES
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ATF1100 PRIMARY FLIGHT 3 SEMESTER HOURS
THIS COURSE PROVIDES THE FLIGHT TRAINING AND EXPERIENCE REQUIRED BY THE FAA FOR A PRIVATE PILOT CERTIFICATE AS A MINIMUM IT WILL PROVIDE THE TRAINING REQUIRED BY PAR 3 AND 4 OF APPENDIX A TO PART 141 OF THE FAR IT WILL CONSIST OF A MINIMUM OF 50 FLYING HOURS, NO MORE THAN 5 OF WHICH MAY HAVE BEEN IN AN FAA APPROVED PILOT GROUND TRAINER COREQUISITE: ATT 1100 AND ASC1100. : SEE SECTION ON STUDENT FEES UNDER GENERAL INFORMATION IN THE CATALOG. TERMS I, II, AND III.
LEC HRS = 002 LABHRS = 050 OTH HRS = 000 FEES = 0025.00

ATF2200 INTERMEDIATE FLIGHT 3 SEMESTER HOURS
THIS COURSE CONTINUES THE TRAINING AND EXPERIENCE BEGUN IN PRIMARY FLIGHT, AND TOGETHER WITH ATF2300 AND ATF2400 PROVIDES THE AERONAUTICAL EXPERIENCE REQUIRED TO QUALIFY FOR THE FAA COMMERCIAL PILOT CERTIFICATE WITH INSTRUMENT RATING UNDER FAR PART 141. PREREQUISITE: ATF1100 OR PRIVATE PILOT CERTIFICATE. STUDENTS PAY FLIGHT TRAINING COSTS DIRECTLY TO FLIGHT SCHOOL. TERM I, II, AND III.
LEC HRS = 010 LABHRS = 080 OTH HRS = 000 FEES = 0000.00

ATF2210 ADVANCED FLIGHT 3 SEMESTER HOURS
THIS COURSE CONTINUES THE TRAINING AND EXPERIENCE OF INTERMEDIATE FLIGHT. TOGETHER WITH ATF2200 AND ATF2300 IT PROVIDES THE AERONAUTICAL EXPERIENCE REQUIRED UNDER FAR PART 141 FOR THE FAA COMMERCIAL PILOT CERTIFICATE WITH INSTRUMENT RATING. DURING THIS COURSE THE STUDENT ACHIEVES QUALIFICATION IN HIGH PERFORMANCE AIRCRAFT. PREREQUISITE: ATF2200 OR INSTRUCTOR'S PERMISSION. STUDENT PAYS FLIGHT COSTS DIRECTLY TO FLIGHT SCHOOL.
LEC HRS = 010 LABHRS = 080 OTH HRS = 000 FEES = 0000.00

ATF2300 ALL WEATHER FLIGHT 3 SEMESTER HOURS
THIS IS THE FINAL OF THE SERIES OF COURSES DESIGNED TO PROVIDE THE AERONAUTICAL EXPERIENCE FOR A FAA COMMERCIAL PILOT CERTIFICATE WITH INSTRUMENT RATING UNDER FAR PART 141. IN ORDER TO RECEIVE CREDIT FOR THIS COURSE, THE STUDENT MUST HAVE ACCUMULATED A TOTAL OF AT LEAST 190 HOURS OF FLIGHT TRAINING, NO MORE THAN 40 HOURS OF WHICH MAY HAVE BEEN IN AN FAA APPROVED PILOT GROUND TRAINER. PREREQUISITE: ATF2210 OR INSTRUCTOR'S PERMISSION. STUDENT PAYS FLIGHT COSTS DIRECTLY TO FLIGHT SCHOOL. TERM I, II AND III.
LEC HRS = 010 LABHRS = 080 OTH HRS = 000 FEES = 0000.00

ATF2400 MULTI-ENGINE 1 SEMESTER HOUR TRANSITION
TEN HOURS OF DUAL FLIGHT INSTRUCTION AND FIVE HOURS OF ORAL INSTRUCTION COVERING TRAINING IN OPERATION OF MULTI ENGINE AIRPLANES. STUDENTS MUST OBTAIN FAA MULTI ENGINE RATING IN ORDER TO RECEIVE CREDIT. PREREQUISITE: PRIVATE PILOT'S LICENSE. STUDENT PAYS FLIGHT TRAINING COSTS DIRECTLY TO FLIGHT SCHOOL. TERM I, II AND III.
LEC HRS = 005 LABHRS = 020 OTH HRS = 000 FEES = 0000.00

ATF2500 FLIGHT INSTRUCTOR 2 SEMESTER HOURS TRAINING
THE FLIGHT AND GROUND INSTRUCTION TO TRAIN A COMMERCIAL PILOT TO BE A FLIGHT INSTRUCTOR. CONSISTS OF THE NUMBER OF DUAL AND SOLO FLYING HOURS AND ORAL INSTRUCTION REQUIRED IN EACH CASE TO QUALIFY THE INDIVIDUAL FOR AN FAA FLIGHT INSTRUCTOR CERTIFICATE. STUDENTS MUST GET FAA CERTIFICATE IN ORDER TO RECEIVE CREDIT

FOR THE COURSE. PREREQUISITE: COMMERCIAL PILOT CERTIFICATE WITH INSTRUMENT RATING. STUDENT PAYS FLIGHT TRAINING COSTS DIRECTLY TO FLIGHT SCHOOL. TERM I, II AND III.
LEC HRS = 015 LABHRS = 030 OTH HRS = 000 FEES = 0000.00

ATF2600 FLIGHT SIMULATOR TRAINING 1 SEMESTER HOUR

A TOTAL OF 15 HOURS OF TRAINING IN ONE OF THE FLIGHT SIMULATOR LOCATED IN THE FLIGHT SIMULATOR LAB AT THE SOUTH CAMPUS THIS COURSE MAY BE TAKEN AS AN ELECTIVE IN ANY OF THE AVIATION PROGRAMS MATERIAL COVERED WILL BE TAILORED TO THE INDIVIDUAL DEPENDING UPON HIS/HER PILOTING BACKGROUND THIS COURSE MAY BE REPEATED FOR A MAXIMUM OF 3 SEMESTER HOURS TO MEET A 3 SEMESTER HOUR ELECTIVE REQUIREMENT. LAB FEE. PREREQUISITE: ASC1100, ATT1100, ATF1100. 15 HRS. OF LAB. TERM III AND III.
LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0075.00

ATF2630 BASIC INSTRUMENT SIMULATOR 1 SEMESTER HOUR

A TOTAL OF 15 HOURS OF TRAINING IN THE MULTI ENGINE FLIGHT SIMULATOR LOCATED IN THE FLIGHT SIMULATOR LAB AT THE SOUTH CAMPUS THE COURSE CONSISTS OF 5 HOURS LECTURE AND 10 HOURS IN THE SIMULATOR THIS COURSE MAY BE TAKEN AS AN ELECTIVE IN ANY OF THE AVIATION PROGRAMS THE COURSE MAY BE REPEATED A MAXIMUM OF 3 TIMES TO MEET THE 3 SEMESTER HOUR ELECTIVE REQUIREMENT (SPECIAL FEE REQUIRED). PREREQUISITES: ASC1100, ATT1100, ATF1100. 15 HRS LAB. TERM I, II, AND III.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0100.00

ATT1100 AERONAUTICAL SCIENCE 3 SEMESTER HOURS

AN INTRODUCTION TO THE THEORY OF FLIGHT, THIS COURSE IS REQUIRED FOR ALL AVIATION PROGRAMS. IT INCLUDES ELEMENTARY AERODYNAMICS, THE MAJOR COMPONENTS OF AIRPLANES AND THEIR FUNCTIONS, THE PERTINENT FEDERAL AVIATION AGENCY REGULATIONS, AN INTRODUCTION TO METEOROLOGY. SUCCESSFUL COMPLETION OF ATT1100 AND ASC1100 WILL PREPARE STUDENTS FOR THE FAA PRIVATE PILOT (AIRPLANE) WRITTEN EXAMINATION.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ATT2120 INSTRUMENT FLIGHT THEORY 3 SEMESTER HOURS

PHYSIOLOGICAL FACTORS INVOLVED WITH INSTRUMENT FLYING THE FUNCTIONING OF BASIC FLIGHT INSTRUMENTS AND THEIR USE IN CONTROLLING AIRCRAFT UNDER INSTRUMENT CONDITIONS ELECTRONIC AIDS AND THEIR USE COMMUNICATIONS FACILITIES AND EQUIPMENT THE AIRWAYS SYSTEM, AIR TRAFFIC CONTROL FACILITIES AND PROCEDURES AS RELATED TO INSTRUMENT FLIGHT PLANNING, ENROUTE CHARTS, AREA CHARTS, SID CHARTS, STAR CHARTS, INSTRUMENT APPROACH PROCEDURE CHARTS PREREQUISITE: ASC2110, OR COMMERCIAL PILOT'S LICENSE AND ASC1210. 3 HRS LEC TERM I AND II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ATT2940 DIRECTED STUDIES IN AIR TRAFFIC CONTROL 3 SEMESTER HOURS

THIS COURSE IS AVAILABLE ONLY TO AIR TRAFFIC CONTROL STUDENTS PARTICIPATING IN A COOPERATIVE EDUCATION PROGRAM WITH THE FEDERAL AVIATION ADMINISTRATION STUDENTS WILL BE PREPARED FOR AND TAKE THE EMPLOYER INDOCTRINATION COURSE, CONTROL TOWER OPERATOR, AND THE LIMITED AVIATION-WEATHER REPORTING EXAMINATIONS CREDIT WILL BE BASED UPON EXAMINATION GRADES AS REPORTED BY THE FEDERAL AVIATION ADMINISTRATION TO THE COOPERATIVE EDUCATION DEPARTMENT
LEC HRS = 000 LABHRS = 640 OTH HRS = 000 FEES = 0000.00

AVM2301 GENERAL AVIATION MARKETING 3 SEMESTER HOURS

BASIC MARKETING CONCEPTS AND PROCEDURES INVOLVED IN THE SALE OF GENERAL AVIATION AIRCRAFT AND COMPONENTS TO PRIVATE INDUSTRY AND GOVERNMENT PARTICULAR EMPHASIS WILL BE PLACED ON CORPORATE/BUSINESS AIRCRAFT AND COMMUTER AIRLINES. 3 HRS LEC TERM I.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AVM2410 AIRPORT MANAGEMENT 3 SEMESTER HOURS

PROVIDES A COMPREHENSIVE EXAMINATION OF THE MAJOR FUNCTIONS OF AIRPORT MANAGEMENT AND THE CONCEPTS UNDERLYING AIRPORT PLANNING AND CONSTRUCTION. THE CONTROLLING FACTORS IN THE DEVELOPMENT OF AN AIRPORT SUCH AS SIZE AND FORECASTING VOLUMES, DESIGN CONSIDERATIONS INCLUDING RUNWAYS CONFIGURATIONS, SITE, LOCATION REQUIREMENTS, MASTER PLANNING AND ZONING LAWS WILL BE EXAMINED. THE SOCIOECONOMIC EFFECT OF AIRPORTS ON THE COMMUNITIES THEY SERVE WILL BE EXPLORED.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AVM2510 AIRLINE MANAGEMENT 3 SEMESTER HOURS

AN INTRODUCTION TO THE ADMINISTRATIVE ASPECTS OF AIRLINE OPERATION AND MANAGEMENT TOPICS INCLUDE THE STRUCTURE OF THE AIRLINE INDUSTRY IN THE UNITED STATES INCLUDING FIRST, SECOND, THIRD LEVEL CARRIERS, THE ANNUAL PROFIT PLAN, UNIFORM SYSTEM OF ACCOUNTS AND REPORTS ORGANIZATIONAL PLANNING, DEMAND ANALYSIS, SCHEDULING, THE THEORY OF PRICING, FLEET PLANNING FACILITIES PLANNING AND AIRLINE FINANCING. TERM I AND II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AVM2950 AVIATION EDUCATION TRAVEL

SEMINAR 1 SEMESTER HOUR
THROUGH A COMBINATION OF LECTURE AND OBSERVATION, THIS TRAVEL SEMINAR TO THE WASHINGTON, D.C. AREA IS DESIGNED TO PROVIDE AVIATION STUDENTS WITH AN OVERVIEW OF THE ROLE PLAYED BY MAJOR AVIATION ASSOCIATIONS, CONGRESSIONAL SUB-COMMITTEES AND FEDERAL AGENCIES THAT SHAPE THE AVIATION INDUSTRY. STUDENTS WILL ALSO HAVE A GUIDED TOUR OF THE NATIONAL AIR AND SPACE MUSEUM AND SILVER HILL, MARYLAND WHERE AIRCRAFT RESTORATION WORK IS DONE FOR THE SMITHSONIAN.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BANKING

BAN1004 PRINCIPLES OF BANKING 3 SEMESTER HOURS

THIS COURSE COVERS FUNDAMENTAL BANKING PRINCIPLES ON NEARLY EVERY ASPECT OF THE BANKING INDUSTRY. UPON SUCCESSFUL COMPLETION, STUDENTS SHOULD HAVE A PRACTICAL UNDERSTANDING OF FEDERAL RESERVE FUNCTIONS, DOCUMENTS OF BANKING, DEPOSIT FUNCTIONS, TELLER FUNCTIONS, BANK LOANS AND INVESTMENTS, BANK ACCOUNTING, BANK REGULATION AND CONTROL, AND CONTEMPORARY ISSUES IN THE FINANCIAL SERVICES INDUSTRIES. TERM I, II AND III/ALL CAMPUSES.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BAN1161 CORPORATE SECURITIES SERVICES 3 SEMESTER HOURS

THIS COURSE COVERS CORPORATE SECURITIES PROCESSING AND ADMINISTRATION. IT INCLUDES AN OVERVIEW OF HOW A BANK'S CORPORATE SECURITIES SERVICES DEPARTMENT SERVES AS AN INTERMEDIARY BETWEEN CORPORATIONS, STATES, MUNICIPALITIES, INVESTORS AND AUTHORITIES THAT ISSUE SECURITIES. IN ADDITION, STUDENTS BECOME FAMILIAR WITH THE FEATURES, BENEFITS AND USERS OF CORPORATE SECURITIES PRODUCTS AND SERVICES. THE DEVELOPMENT OF SKILLS REQUIRED TO

PERFORM THE OPERATIONAL ACTIVITIES INVOLVED IN DELIVERING CORPORATE SECURITIES PRODUCTS AND SERVICES ARE EMPHASIZED. TERM/ONCE EVERY TWO YEARS.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BAN1231 COMMERCIAL LENDING 3 SEMESTER HOURS
THIS COURSE PROVIDES A CONCEPTUAL FRAMEWORK FOR THE STUDY OF COMMERCIAL LENDING. IT FOCUSES ON HOW THE COMMERCIAL LENDING BUSINESS IS ORGANIZED AND IT CONTRIBUTES TO BANK PROFITABILITY. THE COMMERCIAL LENDING PROCESS FROM THE INITIAL LOAN REQUEST THROUGH COLLECTION IS COVERED. UPON SUCCESSFUL COMPLETION, STUDENTS SHOULD HAVE A PRACTICAL UNDERSTANDING OF: THE LOAN OFFICER'S ROLE, THE COMMERCIAL LENDING BUSINESS, LOAN INTERVIEWING, CREDIT INVESTIGATION, ANALYZING FINANCIAL STATEMENTS, LOAN STRUCTURING, LOAN NEGOTIATION, LOAN DOCUMENTATION, CLOSING, PROBLEM LOANS, AND LOAN FOLLOW UP. TERM II/ONCE EVERY TWO YEARS. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BAN1241 BANK CARDS 3 SEMESTER HOURS
UPON SUCCESSFUL COMPLETION OF THIS COURSE, STUDENTS SHOULD BE ABLE TO TRACE THE HISTORY AND THE IMPACT OF BANK CARDS IN THE AMERICAN ECONOMY AND ANALYZE THE VARIOUS TYPES OF BANK CARDS FROM AN OPERATIONAL, REGULATORY AND CUSTOMER PERSPECTIVE. TERM: ON DEMAND. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BAN1403 TRUST INVESTMENTS 3 SEMESTER HOURS
THIS COURSE FOCUSES ON THE THEORY AND PRACTICE OF TRUST DEPARTMENT INVESTMENT SERVICES. UPON SUCCESSFUL COMPLETION, STUDENTS SHOULD HAVE A PRACTICAL UNDERSTANDING OF THE SECURITIES MARKET, INVESTMENT ALTERNATIVES, TRUST DEPARTMENT INVESTMENT OPERATIONS, INVESTMENT TECHNIQUES, INVESTMENT POLICIES AND PORTFOLIO MANAGEMENT. TERM: ON DEMAND. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BAN1413 SECURITIES PROCESSING 3 SEMESTER HOURS
THIS COURSE DESCRIBES THE RANGE OF SECURITIES RELATED ACTIVITIES IN WHICH BANKS CAN ENGAGE. TOPICS COVER THE OPERATIONAL ASPECTS OF PROCESSING SECURITIES, ADMINISTERING CONSUMER AND CORPORATE TRUST ACCOUNTS, AND THE BANK'S INVESTMENT PORTFOLIO. TERM I/ONCE EVERY TWO YEARS. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BAN1742 BANK MANAGEMENT 3 SEMESTER HOURS
THIS COURSE COVERS THE OBJECTIVES OF THE BANKING BUSINESS AND THE FORMULATION OF POLICIES. BANK FUNCTIONS OF DEPOSITS, LENDING, INVESTMENTS, TRUSTS, AND INTERNATIONAL BANKING ARE EXAMINED. FUNDS MANAGEMENT, PLANNING AND ANALYSIS OF PERFORMANCE ARE ALSO INCLUDED. TERM I AND II/EVERY OTHER YEAR. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BAN1746 BANK CONTROL AND AUDIT 2 SEMESTER HOURS
THIS COURSE COVERS THE AUDITING FUNCTION IN BANKS. IT EXPLAINS THE ROLE, DUTIES AND RESPONSIBILITIES OF THE AUDITOR, AND PROVIDES AN UNDERSTANDING OF WHY BANK CONTROLS ARE NEEDED AND HOW TO EVALUATE CONTROLS IN A BANK. THE COURSE IS DESIGNED FOR NON AUDITING PERSONNEL. TERM: ON DEMAND. LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BAN1933 COMMERCIAL LOAN OFFICER DEVELOPMENT 3 SEMESTER HOURS
THIS COURSE DEVELOPS THE SKILLS NEEDED TO SERVE A BANK'S CORPORATE CLIENTS. UPON SUCCESSFUL COMPLETION, STUDENTS SHOULD HAVE A PRACTICAL UNDERSTANDING OF HOW TO INVE

TIGATE, ANALYZE AND INTERPRET INFORMATION ABOUT A BORROWER; NEGOTIATE, STRUCTURE AND DOCUMENT A LOAN; FOLLOW UP ON A LOAN AND PREVENT OR RESOLVE PROBLEM LOANS. TERM I/ONCE EVERY TWO YEARS.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BAN2114 DEPOSIT OPERATIONS 3 SEMESTER HOURS
THE PRIMARY FOCUS OF THIS COURSE IS TO EXAMINE BANK OPERATIONS IN THE CONTEXT OF UNITED STATES PAYMENTS MECHANISMS, BANKING LAWS, REGULATIONS, AND INDUSTRY PRACTICES. TOPICS STUDIED INCLUDE DEPOSITS, DEPOSITORIES AND THEIR REGULATORY STRUCTURE; PAPER PAYMENTS AND ELECTRONIC PAYMENTS; DEPOSIT CREATION AND MANAGEMENT; SOURCES AND USES OF BANK FUNDS; AND BANK SERVICES. TERM: ON DEMAND. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BAN2155 INTERNATIONAL BANKING 3 SEMESTER HOURS
THIS COURSE COVERS THE FUNDAMENTAL TOPICS OF INTERNATIONAL BANKING SUCH AS: FOREIGN EXCHANGE, COLLECTIONS, LETTERS OF CREDIT, FINANCIAL AGENCIES, DOCUMENTATION AND THE EURODOLLAR MARKET. UPON SUCCESSFUL COMPLETION, STUDENTS SHOULD HAVE AN UNDERSTANDING OF COUNTRY RISK ASSESSMENT, FOREIGN TRADE AND PRINCIPLES OF INTERNATIONAL CREDIT. TERM: ON DEMAND. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BAN2213 ANALYZING FINANCIAL STATEMENTS 3 SEMESTER HOURS
THIS COURSE DEVELOPS THE SKILLS NECESSARY TO CONDUCT A COMPREHENSIVE FINANCIAL ANALYSIS OF A BUSINESS BORROWER AND ASSESS REPAYMENT CAPACITY. TOPICS COVERED INCLUDE TYPES OF BUSINESS BORROWERS, ANALYSIS OF BALANCE SHEET AND INCOME STATEMENTS, RATIO ANALYSIS, PRO FORMA STATEMENT ANALYSIS, CASH BUDGETS AND ADVANCED ANALYTICAL TECHNIQUES. TERM I. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BAN2240 CONSUMER LENDING 3 SEMESTER HOURS
THIS COURSE COVERS THE CONSUMER CREDIT FUNCTION. TOPICAL AREAS INCLUDE THE CONSUMER INSTALLMENT CREDIT MARKET, LOAN PRODUCTS, REGULATIONS, THE LENDING PROCESS, CREDIT MATH, LOAN STRUCTURING, COLLECTIONS, AND MANAGING THE CONSUMER CREDIT FUNCTION. TERM II/ONCE EVERY TWO YEARS. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BAN2253 RESIDENTIAL MORTGAGE LENDING 2 SEMESTER HOURS
THIS COURSE PROVIDES BANKERS WITH THE FUNDAMENTALS OF MORTGAGE LENDING. TOPICAL AREAS INCLUDE THE PROCESSING AND UNDERWRITING OF RESIDENTIAL MORTGAGE LOANS; MORTGAGE INSURANCE; MARKETING RESIDENTIAL LOANS; THE SECONDARY MORTGAGE MARKET; APPRAISING, CLOSING AND ADMINISTERING THE RESIDENTIAL MORTGAGE LOAN; FUNDAMENTALS OF REAL ESTATE LAW; AND, SECURITY INSTRUMENTS. TERM: ON DEMAND. LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BAN2400 TRUST OPERATIONS 3 SEMESTER HOURS
THIS COURSE COVERS BASIC TRUST TERMINOLOGY AND THE CONCEPTS THAT COMPRISE THE VARIOUS TRUST FUNCTIONS AND PROCEDURES. UPON SUCCESSFUL COMPLETION, STUDENTS SHOULD HAVE A PRACTICAL UNDERSTANDING OF SECURITIES, SECURITY FUNDS AND SPECIAL INVESTMENTS, INDUSTRY PARTICIPANTS, SECURITIES OWNERSHIP AND TRANSACTIONS. TOPICS STUDIED INCLUDE THE TRUST BUSINESS; TYPES OF TRUST ACCOUNTS AND SERVICES; MANAGEMENT AND OPERATION OF TRUST SERVICES; TRUST ACCOUNTING, CASH TRANSACTIONS AND MANAGEMENT; ASSET/LIABILITY TRANSACTIONS, INTERNAL ACCOUNTING CONTROLS, TRUST DOCUMENTATION AND RECORDKEEPING; AND TRUST

ACCOUNT REPORTING. TERM I/ONCE EVERY TWO YEARS.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BAN2401 TRUST BUSINESS 3 SEMESTER HOURS
THIS COURSE PROVIDES AN OVERVIEW OF TRUST DEPARTMENT SERVICES, THEIR DELIVERY, AND THE DEPARTMENT'S ROLE IN THE BANK'S OVERALL OPERATIONS. UPON SUCCESSFUL COMPLETION, STUDENTS SHOULD HAVE A PRACTICAL UNDERSTANDING OF THE ROLE OF THE TRUST DEPARTMENT IN A COMMERCIAL BANK, ASSETS AND OWNERSHIP, SERVICES, AND OPERATIONAL ACTIVITIES OF THE TRUST DEPARTMENT. TERM II/ONCE EVERY TWO YEARS.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BAN2412 FINANCIAL PLANNING 3 SEMESTER HOURS
THIS COURSE SURVEYS THE PROCESS BY WHICH A COORDINATED PLAN IS DEVELOPED TO ACHIEVE SPECIFIC FINANCIAL OBJECTIVES. COURSE CONTENT INCLUDES THE FINANCIAL PLANNING PROCESS, ITS APPLICATIONS, CONCEPTS AND ISSUES. TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BAN2761 RETAIL BANKING 3 SEMESTER HOURS
THIS COURSE PREPARES STUDENTS TO MANAGE HUMAN AND FINANCIAL RESOURCES IN BANKING. THE COURSE CONSISTS OF THREE DISTINCT SECTIONS. THESE ARE: RETAIL MANAGEMENT, SALES MANAGEMENT, AND FINANCIAL MANAGEMENT. EACH SECTION COVERS RELEVANT TOPICS SUCH AS LEADERSHIP, PERFORMANCE APPRAISAL, PROBLEM SOLVING, DECISION MAKING, MARKET GOALS, SELLING TECHNIQUES, PROFITABILITY DECISIONS, AND OTHERS. TERM I AND II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BAN2782 BANK INVESTMENTS AND FUNDS MANAGEMENT 3 SEMESTER HOURS
THIS COURSE PROVIDES STUDENTS WITH THE SKILLS NEEDED TO IMPLEMENT A BANK'S INVESTMENT AND FUNDS MANAGEMENT STRATEGY. UPON SUCCESSFUL COMPLETION, STUDENTS SHOULD HAVE AN UNDERSTANDING OF INVESTMENTS IN FUNDS MANAGEMENT CONCEPTS, INVESTMENT MATH, YIELD CURVES, RISK, PROFITABILITY, FUNDING INSTRUMENTS, FINANCIAL MARKETS, LIABILITY MANAGEMENT AND INVESTMENT PORTFOLIO MANAGEMENT. TERM II/ONCE EVERY TWO YEARS.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BIOLOGICAL SCIENCE

APB1150 GENERAL BIOLOGY 3 SEMESTER HOURS
COURSE DESIGNED TO GIVE STUDENTS AN UNDERSTANDING OF PRINCIPLES OF BIOLOGY, WHILE FOCUSING ON THE NATURE AND ACTIVITIES OF LIVING ORGANISMS. COURSE PRIMARILY FOR NON SCIENCE MAJORS (SEE APB1150L). MEETS AREA 4A OR 5 GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE. 3 HRS.LEC./TERM I, II AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

APB1150L GENERAL BIOLOGY LAB 1 SEMESTER HOUR
TWO HOURS OF LABORATORY WEEKLY WHICH MAY BE TAKEN CONCURRENTLY WITH APB1150. FOR STUDENTS PLANNING TO TRANSFER WHERE LABORATORY IS REQUIRED FOR SCIENCE CREDIT. THIS LAB COURSE MUST BE TAKEN AS EITHER A PREREQUISITE OR A COREQUISITE TO BOT1010, OR ZOO1013. ONE TWO HOUR PERIOD WEEKLY. SPECIAL FEE CHARGED, SEE STUDENT FEES. 2 HRS.LAB. TERM I, II AND III.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0015.00

APB1811 HUMAN ANATOMY AND PHYSIOLOGY I 3 SEMESTER HOURS
A SURVEY OF THE STRUCTURE, FUNCTION, AND CHEMISTRY OF THE HUMAN BODY CONSIDERING THE

FOLLOWING TOPICS; BODY ORGANIZATION, THE CELL TISSUES, MEMBRANES, GLANDS, THE INTEGUMENTARY SYSTEM, THE SKELETAL SYSTEM, THE MUSCULAR SYSTEM, THE NERVOUS SYSTEM, AND THE SPECIAL SENSES. DOES NOT MEET REQUIREMENTS FOR GENERAL EDUCATION SCIENCE. 3 HOURS LECTURE PER WEEK. PRE OR COREQUISITE CHM1033 OR HEALTH SCIENCE DIVISION APPROVAL. COREQUISITE: APB1811L. TERM I, II AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

APB1811L HUMAN ANATOMY AND PHYSIOLOGY I PLUS LAB 1 SEMESTER HOUR
LABORATORY EXERCISES COORDINATED WITH APB1811 INCLUDING MICROSCOPE OBSERVATION, EXPERIMENTATION, STUDY OF ANATOMICAL MODELS, AND DISSECTION DOES NOT MEET REQUIREMENT FOR GENERAL EDUCATION SCIENCE. 2 HRS.LAB PER WEEK. SPECIAL FEE CHARGED, SEE STUDENT FEES. PRE OR COREQUISITE CHM1033 OR HEALTH SCIENCE DIVISION APPROVAL. COREQUISITE: APB1811. TERM I, II, AND III.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0015.00

APB1812 HUMAN ANATOMY AND PHYSIOLOGY II 3 SEMESTER HOURS
A CONTINUATION OF THE ANATOMY AND PHYSIOLOGY SEQUENCE, INCLUDING THE FOLLOWING TOPICS; THE CIRCULATORY SYSTEM, THE RESPIRATORY SYSTEM, THE DIGESTIVE SYSTEM, THE URINARY SYSTEM, FLUID AND ELECTROLYTES AND THE REPRODUCTIVE SYSTEM. DOES NOT MEET REQUIREMENTS FOR GENERAL EDUCATION SCIENCE. 3 HRS.LEC./WK. PREREQUISITE: CHM1033, APB1811 AND APB1811L. COREQUISITE: APB1812L. TERM I, II AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

APB1812L HUMAN ANATOMY AND PHYSIOLOGY II AND LABORATORY 1 SEMESTER HOUR
LABORATORY EXPERIMENTS COORDINATED WITH APB1812, INCLUDING MICROSCOPE OBSERVATION, STUDY OF ANATOMICAL MODELS AND DISSECTION. DOES NOT MEET REQUIREMENTS FOR GENERAL EDUCATION SCIENCE. 2 HRS.LAB. PER WEEK. TERMS I, II, AND III. PREREQUISITE: CHM1033, APB1811 AND APB1811L. COREQUISITE: APB1812. SPECIAL FEE IS CHARGED. SEE STUDENT FEES.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0015.00

BOT1010 GENERAL BOTANY 3 SEMESTER HOURS
COURSE DESIGNED TO TREAT ENTIRE PLANT KINGDOM WITH EMPHASIS ON STRUCTURE, FUNCTION, AND GENETICS OF FLOWERING PLANTS. FUNDAMENTAL CELL AND TISSUE STRUCTURE OF BOTH VASCULAR AND NON VASCULAR PLANTS ARE STUDIED. ASSOCIATED PHYSIOLOGICAL AND CHEMICAL EFFECTS AS RELATED TO FUNCTION ARE EMPHASIZED. PRE OR COREQUISITE: APB1150L. COREQUISITE: BOT1010L. MEETS AREA 4 OR 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS.LEC./TERM I AND II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BOT1010L GENERAL BOTANY LABORATORY 1 SEMESTER HOUR
LABORATORY EXPERIMENTS AND FIELD TRIPS TO ACCOMPANY BOT1010. PRE OR COREQUISITE: APB1150L. COREQUISITE: BOT1010. ONE TWO HOUR PERIOD WEEKLY. MEETS AREA 4A OR 5 GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE. SPECIAL FEE CHARGED. SEE STUDENT FEES. 2 HRS.LAB. TERM I AND II.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0015.00

BSC1810 BIOLOGY PRINCIPLES FOR TEACHERS I 3 SEMESTER HOURS
THIS COURSE IS DESIGNED FOR MIDDLE AND HIGH SCHOOL SCIENCE TEACHERS. IT COVERS THE BASIC PRINCIPLES OF BIOLOGY INCLUDING MOLECULAR BIOLOGY, CELL STRUCTURE AND FUNCTION, AND GENETICS. LECTURES WILL INCLUDE HANDS ON ACTIVITIES AND DEMONSTRATIONS. THIS IS THE FIRST OF A TWO COURSE SEQUENCE. THIS COURSE WILL NOT

SATISFY THE GENERAL EDUCATION REQUIREMENTS FOR THE A.A. DEGREE.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BSC1811 BIOLOGY PRINCIPLES FOR TEACHERS II 3 SEMESTER HOURS

THIS COURSE IS DESIGNED FOR MIDDLE AND HIGH SCHOOL SCIENCE TEACHERS. IT IS THE SECOND COURSE IN A TWO COURSE SEQUENCE AND COVERS THE BASIC PRINCIPLES OF MODERN BIOLOGY, WHILE FOCUSING ON THE NATURE AND ACTIVITIES OF LIVING ORGANISMS AND THEIR RELATIONSHIP TO OUR PLANET. THIS COURSE WILL NOT SATISFY THE GENERAL EDUCATION REQUIREMENTS OF THE A.A. DEGREE.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MCB2013 MICROBIOLOGY 3 SEMESTER HOURS

AN INTRODUCTION TO MICROBIOLOGY EMPHASIZING PRINCIPLES OF BASIC MORPHOLOGY, PHYSIOLOGY, MODES OF TRANSMISSION, BIOCHEMISTRY AND GENETIC MECHANISMS. IT WILL INCLUDE A SURVEY OF REPRESENTATIVE TYPES OF MICROORGANISMS AND THE ROLE OF PATHOGENIC ORGANISMS IN CAUSING DISEASES AND INFECTIONS. PREREQUISITES: HEALTH SCIENCE MAJORS CHM1033, APB1811, APB1811L, APB1812, APB1812L. BIO. MAJORS 3 HRS. CHEM, 4 HRS. BIO. COREQUISITE: MCB2013L. TERM I, II AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MCB2013L MICROBIOLOGY LABORATORY 2 SEMESTER HOURS

THIS LAB COURSE WILL COMPLEMENT LECTURE TOPICS AND INCLUDE THE APPLICATION OF FUNDAMENTAL TECHNIQUES IN THE ISOLATION, CULTIVATION, AND IDENTIFICATION OF MICROORGANISMS. PREREQUISITE: HEALTH SCIENCE MAJORS: CHM1033, APB1811, APB1811L, APB1812, APB1812L. BIO MAJORS: BIO 3 HRS, CHM 4 HRS. COREQUISITE: MCB2013. TWO 1.5 HOUR SESSIONS PER WEEK. TERMS I, II AND III.

LEC HRS = 000 LABHRS = 064 OTH HRS = 000 FEES = 0025.00

ZOO1013 GENERAL ZOOLOGY 3 SEMESTER HOURS

BASIC COURSE PERTAINING TO THE DEVELOPMENT, ANATOMY, PHYSIOLOGY, GENETICS, ECOLOGY AND NATURAL RELATIONSHIPS OF THE ANIMAL KINGDOM. PRE OR COREQUISITE: APB1150L. COREQUISITE: ZOO1013L. MEETS AREA 4A OR 5 GENERAL EDUCATION REQUIREMENTS FOR AA DEGREE. 3 HRS. LEC./TERM I, II AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ZOO1013L GENERAL ZOOLOGY LABORATORY 1 SEMESTER HOUR

LABORATORY EXPERIMENTS AND FIELD TRIPS TO ACCOMPANY ZOO1013. PREREQUISITES OR COREQUISITE APB1150L. ONE TWO HOUR PERIOD WEEKLY. COREQUISITE ZOO1013. MEETS AREA 4A OR 5 GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE. SPECIAL FEE CHARGED. SEE STUDENT FEES. 2 HRS. LAB. TERM I, II AND III.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0015.00

BUSINESS LAW

BUL2111 BUSINESS LAW I 3 SEMESTER HOURS

THIS COURSE COVERS BASIC PRINCIPLES OF LAW AND THEIR APPLICATION TO BUSINESS PROBLEMS. TOPICS INCLUDE A DISCUSSION OF LEGAL RIGHTS AND SOCIAL FORCES; THE LEGAL RELATIONSHIPS OF GOVERNMENT, BUSINESS AND SOCIETY; LAW OF CONTRACTS; PERSONAL PROPERTY, BAILMENTS, SALES OF GOODS, TORTS, AND BUSINESS CRIMES. TERM I, II AND III/ALL CAMPUSES. OPEN COLLEGE/WEEKEND COLLEGE.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BUL2112 BUSINESS LAW II 3 SEMESTER HOURS
THIS COURSE PROVIDES A STUDY OF THE LEGAL PRINCIPLES COVERING COMMERCIAL PAPER, CREDITORS' RIGHTS AND SECURED TRANSACTIONS; AGENCY, EMPLOYER/EMPLOYEE RELATIONS; FRANCHISES, INSURANCE, BANKRUPTCY, PARTNERSHIPS, CORPORATIONS, AND REAL PROPERTY. TERM I, II AND III/ALL CAMPUSES. OPEN COLLEGE/WEEKEND COLLEGE.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BUSINESS MATH

MTB1103 BUSINESS MATHEMATICS 3 SEMESTER HOURS

THIS COURSE COVERS THE APPLICATION OF MATHEMATICS TO NEGOTIABLE INSTRUMENTS, PAYROLL, DISCOUNTS, PROFIT AND LOSS, MERCHANDISING, COMMISSIONS, DEPRECIATION, TAXES, SECURITIES, INSURANCE, AND OTHER BUSINESS PROBLEMS. OFFERED IN AUDIOVISUAL SELF-PACED INSTRUCTIONAL MODES AT SOUTH CAMPUS. TERM I, II AND III/ALL CAMPUSES.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

CAREER PLANNING WORKSHOP

SLS1301 CAREER PLANNING WORKSHOP 2 SEMESTER HOURS

THIS COURSE IS A STUDY OF THE CAREER DECISION MAKING PROCESS. THE STUDENT WILL LEARN THE SKILLS NECESSARY FOR CAREER DECISION MAKING AS IT APPLIES TO THEIR INDIVIDUAL CHARACTERISTICS. (INCLUDING VALUES, INTERESTS, ABILITIES, GOALS, STRENGTHS, ETC.)

LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SLS1341 EMPLOYABILITY SKILLS 1 SEMESTER HOUR

THIS COURSE IS A STUDY OF THE METHODS AND TECHNIQUES USED IN THE JOB SEARCH PROCESS WITH PARTICULAR EMPHASIS ON RESUME WRITING, INTERVIEW TECHNIQUES, EMPLOYMENT COMMUNICATIONS, AND JOB SEARCH STRATEGIES.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SLS1501 COLLEGE SUCCESS SKILLS 1 SEMESTER HOUR

THIS COURSE IS DESIGNED FOR FIRST SEMESTER FRESHMAN STUDENTS. IT SERVES AS AN INTRODUCTION TO BROWARD COMMUNITY COLLEGE AND ASSISTS BEGINNING STUDENTS IN COPING WITH CHALLENGES OF COLLEGE LIFE, CLARIFYING THEIR GOALS AND LEARNING STRATEGIES AND SKILLS THAT WILL HELP THEM SUCCEED IN COLLEGE AND LIFE.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CHEMISTRY

CHM1033 CHEMISTRY FOR HEALTH SCIENCES 3 SEMESTER HOURS

SELECTED TOPICS FROM INORGANIC CHEMISTRY, ORGANIC CHEMISTRY AND BIOCHEMISTRY. DESIGNED SPECIFICALLY FOR NURSING AND OTHER ALLIED HEALTH TECHNOLOGY STUDENTS. PREREQUISITE: ONE YEAR OF HIGH SCHOOL ALGEBRA OR MAT0024 OR MTB1320 OR INSTRUCTOR APPROVAL.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CHM1033L CHEMISTRY FOR HEALTH SCIENCES LAB 1 SEMESTER HOUR

LABORATORY EXERCISES TO ACCOMPANY CHM1033, INCLUDING INORGANIC, ORGANIC AND BIOCHEMICAL EXPERIMENTS. DOES NOT MEET AREA 4A OR 5 GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE. 2 HRS. LAB/WK. PREREQUISITES: ONE YR.

HIGH SCHOOL ALGEBRA, OR MAT0024, OR MTB1320, OR SCIENCE DEPT APPROVAL. COREQUISITE: CHM1033. LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

CHM1040 GENERAL CHEMISTRY A 3 SEMESTER HOURS (EXPANDED SEQUENCE)
FIRST COURSE OF A THREE SEMESTER EXPANDED SEQUENCE, CHM1040, CHM1041, CHM1046E. THIS SEQUENCE INCLUDES TWO LABORATORIES: CHM1045L TO BE TAKEN CONCURRENTLY WITH CHM1041; AND CHM1046L TO BE TAKEN WITH CHM1046E. THIS COURSE INTRODUCES STUDENTS TO CHEMICAL MEASUREMENT, STOICHIOMETRY, ATOMIC STRUCTURE, THE PERIODIC TABLE, CHEMICAL BONDING, INORGANIC FORMULA WRITING AND THE NAMING OF INORGANIC COMPOUNDS AND CHANGES IN ENERGY. 3 HRS.LEC/WK. PRE OR COREQUISITE: MAT1034. MEETS AREAS 4A, 5 AND 7 GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE. TERM I, II AND III. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CHM1041 GENERAL CHEMISTRY B 3 SEMESTER HOURS (EXPANDED SEQUENCE)
SECOND COURSE OF A THREE SEMESTER EXPANDED SEQUENCE, CHM1040, CHM1041, CHM1046E. THIS SEQUENCE INCLUDES TWO LABORATORIES: CHM1045L TO BE TAKEN CONCURRENTLY WITH CHM1041; AND CHM1046L TO BE TAKEN WITH CHM1046E. THIS COURSE FURTHER DEVELOPS MODERN CHEMICAL CONCEPTS, INCLUDING GASES, LIQUIDS, SOLIDS, SOLUTIONS, ACID BASE CHEMISTRY, IONIC REACTIONS, OXIDATION REDUCTION, KINETICS AND DESCRIPTIVE CHEMISTRY OF NON METALS. 3 HRS.LEC/WK. PREREQUISITES: CHM1040. COREQUISITE: CHM1045L, MAC1102. MEETS AREA 4A, 5 AND 7 IN GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE. TERM I, II AND III. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CHM1045 GENERAL CHEMISTRY I 3 SEMESTER HOURS
FIRST COURSE IN TWO SEMESTER SEQUENCE, CHM1045, AND CHM1046. THIS SEQUENCE INCLUDES TWO LABORATORIES: CHM1045L TO BE TAKEN CONCURRENTLY WITH CHM1045 AND CHM1046L TO BE TAKEN WITH CHM1046. TOPICS COVERED INCLUDE CHEMICAL MEASUREMENTS, STOICHIOMETRY, ATOMIC STRUCTURE, PERIODIC TABLE, CHEMICAL BONDING, INORGANIC COMPOUND NOMENCLATURE AND FORMULA WRITING, GASES, LIQUIDS, SOLIDS, SOLUTIONS, ACID BASE CHEMISTRY, IONIC REACTIONS AND DESCRIPTIVE CHEMISTRY OF NON METALS. TO ENROLL, STUDENTS MUST PASS A DEPARTMENTAL PLACEMENT EXAM OR OBTAIN DEPARTMENTAL APPROVAL. 3 HRS.LEC./WK. PRE OR COREQUISITE: MAC1102. COREQUISITE: CHM1045L. MEETS AREA 4A, 5 AND 7 IN GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE. TERM I. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CHM1045L GENERAL CHEMISTRY I 1 SEMESTER HOUR LABORATORY
LABORATORY EXPERIMENTS TO ACCOMPANY CHM1041 OR CHM1045. COREQUISITE: CHM1041 OR CHM1045. SPECIAL FEE CHARGED, SEE STUDENT FEES. MEETS 4A, 5, AND 7 GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE. 3 HRS.LAB. TERM I, II, AND III. LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0015.00

CHM1046 GENERAL CHEMISTRY II 3 SEMESTER HOURS
FINAL COURSE IN THE TWO SEMESTER SEQUENCE, CHM1045 AND CHM1046. THIS SEQUENCE INCLUDES TWO LABORATORIES: CHM1045L TO BE TAKEN CONCURRENTLY WITH CHM1045 AND CHM1046L TO BE TAKEN WITH CHM1046. TOPICS COVERED INCLUDE: OXIDATION REDUCTION, CHEMICAL AND IONIC EQUILIBRIUM, KINETICS, ELECTROCHEMISTRY, COORDINATION CHEMISTRY, THERMODYNAMICS, NUCLEAR CHEMISTRY, INTRODUCTION TO ORGANIC CHEMISTRY AND HIGHLIGHTS OF DESCRIPTIVE CHEMISTRY OF METALS. PREREQUISITES: CHM1045 AND CHM1045L. COREQUISITE: CHM1046L. MEETS

AREA 4A, 5 AND 7 IN GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE. TERM II. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CHM1046E GENERAL CHEMISTRY C 3 SEMESTER HOURS (EXPANDED SEQUENCE)
FINAL COURSE OF THE THREE SEMESTER EXPANDED SEQUENCE, CHM1040, CHM1041, CHM1046E. THIS SEQUENCE INCLUDES TWO LABORATORIES: CHM1045L TO BE TAKEN CONCURRENTLY WITH CHM1041; AND CHM1046L TO BE TAKEN WITH CHM1046E. TOPICS COVERED INCLUDE: EQUILIBRIUM, THERMODYNAMICS, ELECTROCHEMISTRY, COORDINATION CHEMISTRY, DESCRIPTIVE CHEMISTRY OF METALS, NUCLEAR CHEMISTRY AND AN INTRODUCTION TO ORGANIC CHEMISTRY. 3 HRS.LEC./WK. PREREQUISITES: CHM1041, CHM1045L, MAC1102. COREQUISITES: CHM1046L. MEETS AREA 4A, 5 AND 7 IN GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE. TERM I, II AND III. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CHM1046L GENERAL CHEMISTRY II 1 SEMESTER HOUR LABORATORY
LABORATORY EXPERIMENTS TO ACCOMPANY CHM1046 OR CHM1046E. PREREQUISITE: CHM1041 OR CHM1045 AND CHM1045L. COREQUISITE: CHM1046 OR CHM1046E. SPECIAL FEE CHARGES, SEE STUDENT FEES. MEETS AREA 4A, 5, AND 7 GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE. 3 HR. LAB. TERM I, II, AND III. LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0015.00

CHM1093 PRINCIPLES OF CHEMISTRY FOR TEACHERS I 3 SEMESTER HOURS
THIS COURSE IS DESIGNED FOR MIDDLE AND HIGH SCHOOL SCIENCE TEACHERS. THIS COURSE COVERS THE BASIC PRINCIPLES OF CHEMISTRY WITH APPLICATIONS OF THESE PRINCIPLES TO EVERY DAY PHENOMENA. LECTURES WILL INCLUDE HAND ON ACTIVITIES AND DEMONSTRATIONS. THIS COURSE WILL NOT SATISFY THE GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE. 3 HRS.LEC/WK. OFFERED ON DEMAND. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CHM1094 PRINCIPLES OF CHEMISTRY FOR TEACHERS II 3 SEMESTER HOURS
THIS COURSE IS DESIGNED FOR MIDDLE AND HIGH SCHOOL SCIENCE TEACHERS AND CONTINUES THE DISCUSSION OF THE BASIC PRINCIPLES OF CHEMISTRY AND THE PRACTICAL APPLICATION OF THOSE PRINCIPLES THAT WERE THE FOCUS OF CHM1093. THIS COURSE WILL NOT SATISFY THE GENERAL EDUCATION REQUIREMENTS FOR THE A.A. DEGREE. PREREQUISITE: CHM1093 OR ONE COLLEGE LEVEL CHEMISTRY COURSE. 3 HRS.LEC./WK. OFFERED ON DEMAND. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.000

CHM2210 ORGANIC CHEMISTRY I 3 SEMESTER HOURS
FIRST PART OF A TWO COURSE SEQUENCE PRESENTING THE STRUCTURES PREPARATION, REACTIONS, AND NOMENCLATURE OF VARIOUS CLASSES OF HYDROCARBONS AND THEIR DERIVATIVES. REACTION ELECTRONIC MECHANISMS ARE INTERPRETED AND UNIFIED IN THE LIGHT OF MODERN THEORY. THREE HOURS WEEKLY. PREREQUISITE CHM1046, AND CHM1046L. COREQUISITE CHM2210L MEETS AREA 4A, 5, AND 7 GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE 3 HRS.LEC./TERM I, II AND III. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CHM2210L ORGANIC CHEMISTRY I 1 SEMESTER HOUR LABORATORY
ORGANIC LABORATORY EXPERIMENTS AND PREPARATIONS TO ACCOMPANY CHM2210. PREREQUISITES CHM1046 AND CHM1046L. COREQUISITE CHM2210. SPECIAL FEE IS CHARGED, SEE STUDENT FEES. MEETS AREA 4A, 5 AND 7 GENERAL EDUCATION

REQUIREMENTS FOR THE AA DEGREE. 3 HRS. LAB TERM I, II, AND III.
LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0020.00

CHM2211 ORGANIC CHEMISTRY II 3 SEMESTER HOURS
SECOND OF THE TWO PART ORGANIC CHEMISTRY COURSE. A CONTINUATION OF THE STUDY OF THE REMAINING CLASSES OF ORGANIC COMPOUNDS INCLUDING USE OF SPECTROSCOPIC METHODS AND AN INTRODUCTION TO BIO ORGANIC MOLECULES. THREE HOURS WEEKLY. PREREQUISITE CHM2210 AND CHM2210L. COREQUISITE CHM2211. MEETS AREA 4A, 5 AND 7 GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE. 3 HRS. LEC./TERM I, II AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CHM2211L ORGANIC CHEMISTRY II 1 SEMESTER HOUR LABORATORY
APPROPRIATE EXPERIMENTS AND PREPARATION TO COMPLEMENT CHM2211. PREREQUISITE CHM2210 AND CHM2210L. COREQUISITE CHM2211. SPECIAL FEE CHARGED SEE STUDENT FEES. MEETS AREA 4A, 5 AND 7 GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE. 3 HRS. LAB. TERM II AND III.
LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0020.00

COMPUTER SCIENCE

CGS1000 FUNDAMENTALS OF DATA 3 SEMESTER HOURS PROCESSING
THIS COURSE PROVIDES AN INTRODUCTION TO ELECTRONIC DATA PROCESSING. TOPICS INCLUDE BASIC COMPUTER THEORY, FILE STORAGE MEDIA, INPUT/OUTPUT DEVICES, BINARY AND HEXADECIMAL NUMBER SYSTEMS, AND PROGRAMMING TECHNIQUES THROUGH THE USE OF BASIC. IN ADDITION, STUDENTS WILL BE EXPOSED TO THE USE OF APPLICATIONS SOFTWARE. VARIOUS LAB ACTIVITIES ARE CONDUCTED THROUGHOUT THE COURSE. TERM I, II AND III/ALL CAMPUSES.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0012.00

CGS1060 COMPUTER LITERACY 3 SEMESTER HOURS
THIS TELECOURSE PRESENTS AN OVERVIEW OF THE FUNCTIONS AND CAPABILITIES OF THE COMPUTER; IT FAMILIARIZES STUDENTS WITH TERMINOLOGY, SURVEYS THE VARIETY OF COMPUTER APPLICATIONS; AND ORIENTS STUDENTS TO THE USES OF THE COMPUTER IN THEIR PROFESSIONAL AND PRIVATE LIVES. TERM I AND II/ALL CAMPUSES. OPEN COLLEGE.
LEC HRS = 026 LABHRS = 018 OTH HRS = 004 FEES = 0000.00

CGS1510C ELECTRONIC 1 SEMESTER HOUR SPREADSHEET BEGINNING
THIS COURSE PROVIDES HANDS ON APPLICATIONS WITH A POPULAR SPREADSHEET SOFTWARE PACKAGE. TOPICS INCLUDE HOW TO ENTER LABELS, NUMBERS, AND FORMULAS; RETRIEVE, SAVE AND ERASE FILES; ADJUST COLUMN WIDTHS, CHANGE LABEL ALIGNMENTS, AND CHANGE NUMERIC FORMATS. CERTAIN LAB EXERCISES ARE CONDUCTED THROUGHOUT THE COURSE. COREQUISITES: CGS1511C AND CGS1512C. TERM I, II AND III/ALL CAMPUSES.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0008.00

CGS1511C ELECTRONIC 1 SEMESTER HOUR SPREADSHEET INTERMEDIATE
AS A CONTINUATION OF CGS1510C, THIS COURSE INCLUDES HOW TO NAME RANGES, USE ABSOLUTE AND RELATIVE ADDRESSING, PERFORM ADVANCED CALCULATIONS, USE WINDOW FUNCTIONS, RECALCULATE MANUALLY, PROTECT AND UNPROTECT CELLS, AND DELETE AND INSERT ROWS/COLUMNS. CERTAIN LAB EXERCISES ARE CONDUCTED THROUGHOUT THE COURSE. COREQUISITES: CGS1510C AND 1512C. TERM I, II AND III/ALL CAMPUSES.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0008.00

CGS1512C ELECTRONIC 1 SEMESTER HOUR SPREADSHEET ADVANCED
AS THE LAST COURSE OF THE SERIES, THIS COURSE INCLUDES HOW TO CREATE AND MANIPULATE DATABASES, DATABASE FUNCTIONS, IMPORT/EXPORT FUNCTIONS, AND MACROS. CERTAIN LAB EXERCISES ARE CONDUCTED THROUGHOUT THE COURSE. COREQUISITES: CGS1510C AND CGS1511C. TERM I, II AND III/ALL CAMPUSES.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0008.00

CGS1540C DATABASE MANAGEMENT 1 SEMESTER HOUR BEGINNING
THIS COURSE INTRODUCES ELEMENTARY DATABASE MANAGEMENT OPERATIONS. USING APPROPRIATE BUSINESS SOFTWARE, STUDENTS STUDY HOW TO MAINTAIN DATA IN AN ORGANIZED, ACCESSIBLE AND ACCURATE MANNER. EMPHASIS WILL BE ON THE USE OF MICROCOMPUTER DATABASE MANAGEMENT SOFTWARE FOR COMMON BUSINESS APPLICATIONS. CERTAIN LAB EXERCISES ARE CONDUCTED THROUGHOUT THE COURSE. TERM I/NORTH AND SOUTH CAMPUSES. TERM II/CENTRAL CAMPUS.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0008.00

CGS1541C DATABASE MANAGEMENT 1 SEMESTER HOUR INTERMEDIATE
PREREQUISITE: CGS1540C. THIS COURSE IS A CONTINUATION OF BEGINNING DATABASE MANAGEMENT. TOPICS COVERED INCLUDE STORING, MULTI LEVEL SEARCHING, REPORT FORMATTING, AND THE ABILITY TO CREATE CUSTOMIZED SCREENS FOR DATA ENTRY AND VIEWING. CERTAIN LAB EXERCISES ARE CONDUCTED THROUGHOUT THE COURSE. TERM I/NORTH AND SOUTH CAMPUSES. TERM II/CENTRAL CAMPUS.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0008.00

CGS1542C DATABASE MANAGEMENT 1 SEMESTER HOUR ADVANCED
PREREQUISITE: CGS1541C. THIS COURSE IS THE LAST OF A SERIES IN DATABASE MANAGEMENT TRAINING. FOR THE BUSINESS PROFESSIONAL, THE MATERIAL PRESENTED IS REINFORCED THROUGH ASSIGNED PROJECTS. PROGRAMMING STUDENTS WRITE DATABASE LANGUAGE PROGRAMS TO ACCESS AND UPDATE A DATABASE. TERM I/NORTH AND SOUTH CAMPUSES. TERM II/CENTRAL CAMPUS.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0008.00

CGS1570C MICROCOMPUTER 3 SEMESTER HOURS APPLICATIONS
UPON COMPLETION OF THIS COURSE, THE STUDENT SHOULD BE ABLE TO CREATE, STORE, AND PRINT DOCUMENTS; CREATE AND MANIPULATE DATA FILES; AND PERFORM "WHAT IF" SCENARIOS WITH THE COMPUTER. HANDS ON TRAINING IN ELECTRONIC WORD PROCESSING, SPREADSHEET, DATABASE MANAGEMENT AND GRAPHICS ARE TAUGHT. CERTAIN LAB EXERCISES ARE CONDUCTED THROUGHOUT THE COURSE. TERM I, II AND III/NORTH AND CENTRAL CAMPUSES.
LEC HRS = 032 LABHRS = 016 OTH HRS = 000 FEES = 0024.00

CGS1571C SPECIAL SOFTWARE 1 SEMESTER HOUR TOPICS I
THIS COURSE IS DESIGNED TO PROVIDE HANDS ON COMPUTER EXPERIENCE BY UTILIZING POPULAR SOFTWARE PACKAGES. STUDENTS MAY ONLY SELECT FROM SOFTWARE PACKAGES AVAILABLE AT THE COLLEGE. DESIRED COMPETENCIES ARE DEVELOPED THROUGH INSTRUCTION AND COMPLETION OF SPECIAL PROJECTS. CERTAIN LAB EXERCISES ARE CONDUCTED THROUGHOUT THE COURSE. TERM: ON DEMAND.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0008.00

CGS1572C SPECIAL SOFTWARE 1 SEMESTER HOUR TOPICS II
THIS COURSE IS DESIGNED TO PROVIDE HANDS ON COMPUTER EXPERIENCE BY UTILIZING POPULAR SOFTWARE PACKAGES. STUDENTS MAY ONLY SELECT FROM SOFTWARE PACKAGES AVAILABLE AT THE COL

LEGE. DESIRED COMPETENCIES ARE DEVELOPED THROUGH INSTRUCTION AND COMPLETION OF SPECIAL PROJECTS. CERTAIN LAB EXERCISES ARE CONDUCTED THROUGHOUT THE COURSE. TERM: ON DEMAND.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0008.00

CGS1573C SPECIAL SOFTWARE 1 SEMESTER HOUR TOPICS III

THIS COURSE IS DESIGNED TO PROVIDE HANDS ON COMPUTER EXPERIENCE BY UTILIZING POPULAR SOFTWARE PACKAGES. STUDENTS MAY ONLY SELECT FROM SOFTWARE PACKAGES AVAILABLE AT THE COLLEGE. DESIRED COMPETENCIES ARE DEVELOPED THROUGH INSTRUCTION AND COMPLETION OF SPECIAL PROJECTS. CERTAIN LAB EXERCISES ARE CONDUCTED THROUGHOUT THE COURSE. TERM: ON DEMAND.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0008.00

CIS2321 SYSTEMS DEVELOPMENT 3 SEMESTER HOURS AND DESIGN

PREREQUISITE: COP1120C OR INSTRUCTOR'S APPROVAL. THIS COURSE INCLUDES A SURVEY OF SYSTEMS AND PROCEDURES OF INTERNAL CONTROL. STUDENTS LEARN THROUGH LECTURES AND PRACTICAL CASE STUDIES HOW TO APPLY EQUIPMENT AND PROGRAMMING TECHNIQUES TO ACTUAL BUSINESS DATA PROCESSING APPLICATIONS. TERM I/CENTRAL CAMPUS. TERM II/NORTH CAMPUS.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

COP1120C COBOL I 3 SEMESTER HOURS

PREREQUISITE: CGS1000 OR INSTRUCTOR'S APPROVAL. THE COBOL PROGRAMMING LANGUAGE IS TAUGHT IN A STRUCTURED FORMAT. THROUGH LECTURES AND LABORATORY PRACTICES, STUDENTS DEVELOP PROGRAMMING ABILITY IN THE COBOL LANGUAGE. EMPHASIS IS PLACED ON SEQUENTIAL FILE PROCESSING AND THE CREATION OF DIFFERENT REPORTS. CREATION OF DISK FILES IS ALSO COVERED. TERM I, II AND III/NORTH AND CENTRAL CAMPUSES.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0024.00

COP1160C RPG PROGRAMMING 3 SEMESTER HOURS

THIS COURSE PRESENTS THE RPG II (REPORT PROGRAM GENERATOR) LANGUAGE, A POPULAR PROGRAMMING LANGUAGE USED ON MID LEVEL MAINFRAME COMPUTERS. COMMON CONCEPTS AND TECHNIQUES REGARDING THE CREATION AND PRINTING OF BUSINESS REPORTS ARE TAUGHT. THROUGH LECTURES AND COMPUTER LABORATORY ASSIGNMENTS, STUDENTS LEARN HOW TO APPLY THE RPG LANGUAGE TO PROCESS DATA AND CREATE TYPICAL BUSINESS REPORTS. PREREQUISITE: CGS1000 OR INSTRUCTOR'S APPROVAL. TERM I/NORTH CAMPUS; TERM II/CENTRAL CAMPUS.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0024.00

COP1170C PROGRAMMING IN BASIC 3 SEMESTER HOURS

PREREQUISITE: HIGH SCHOOL ALGEBRA OR EQUIVALENT. THIS COURSE PROVIDES A STUDY OF PROGRAMMING UTILIZING THE BASIC LANGUAGE. EMPHASIS IS PLACED UPON THE DEVELOPMENT OF COMPUTER PROBLEM SOLVING SKILLS AND STRUCTURED PROGRAMMING TECHNIQUES IN BUSINESS, ENGINEERING, MATHEMATICS, SCIENCE, AND OTHER RELATED FIELDS. LECTURES AND DISCUSSIONS ARE SUPPLEMENTED BY ASSIGNED LABORATORY WORK IN WHICH MICROCOMPUTERS OR MAINFRAMES ARE UTILIZED. TERM I, II AND III/NORTH AND CENTRAL CAMPUSES.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0024.00

COP1200C FORTRAN 3 SEMESTER HOURS PROGRAMMING

PREREQUISITE: HIGH SCHOOL ALGEBRA OR EQUIVALENT. THIS COURSE PROVIDES AN INTRODUCTION TO COMPUTER PROGRAMMING USING THE FORTRAN, A LANGUAGE INTENDED FOR MATHEMATICAL AND SCIENTIFIC PROBLEM SOLVING. THROUGH

LECTURES AND LABORATORY PRACTICES, STUDENTS DEVELOP PROGRAMMING ABILITY IN THIS LANGUAGE. FORTRAN IS USEFUL TO COMPUTER SCIENCE, MATH, SCIENCE AND ENGINEERING STUDENTS WHO NEED TO UTILIZE THE COMPUTER AS A TOOL IN THEIR STUDIES OR PROFESSION. PREREQUISITE: GOOD ALGEBRA SKILLS. TERM I, II, AND III/NORTH AND CENTRAL CAMPUSES.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0024.00

COP1210C PASCAL PROGRAMMING 3 SEMESTER HOURS

THIS COURSE PROVIDES AN INTRODUCTION TO COMPUTER PROGRAMMING IN THE PASCAL LANGUAGE. THE CONCEPTS OF DATA STRUCTURES, CONTROL STRUCTURES, ALGORITHM DESIGN AND SUBPROGRAMS ARE PRESENTED. PREREQUISITE: CGS1000 OR A PREVIOUS PROGRAMMING LANGUAGE AND GOOD ALGEBRA SKILLS. TERM I AND II/CENTRAL AND NORTH CAMPUSES.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0024.00

COP1220C "C" PROGRAMMING 3 SEMESTER HOURS

PREREQUISITE: ANY HIGH-LEVEL PROGRAMMING LANGUAGE; PASCAL OR ASSEMBLY IS SUGGESTED. THIS COURSE PROVIDES AN INTRODUCTION TO THE "C" PROGRAMMING LANGUAGE. UPON SUCCESSFUL COMPLETION OF THIS COURSE, STUDENTS SHOULD BE ABLE TO USE THE VERSATILE ASPECTS OF "C" IN BUSINESS/SCIENTIFIC ENVIRONMENTS. TERM I/NORTH AND CENTRAL CAMPUSES. TERM II/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0024.00

COP1341C UNIX 3 SEMESTER HOURS

PREREQUISITE: A PREVIOUS PROGRAMMING LANGUAGE. THROUGH THE USE OF SHELL SCRIPTS, TEXT PROCESSING, ELECTRONIC MAIL, UTILITIES AND EDITORS, STUDENTS STUDY THE UNIX OPERATING SYSTEM TO FULFILL USER NEEDS IN THE BUSINESS/SCIENTIFIC PROGRAMMING ENVIRONMENTS. TERM I/NORTH CAMPUS. TERM II/CENTRAL CAMPUS.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0024.00

COP2121C COBOL II 3 SEMESTER HOURS

PREREQUISITE: COP1120C. THIS COURSE COVERS COBOL PROGRAMMING TECHNIQUES BEYOND THOSE IN INTRODUCTORY COURSES. PROBLEMS SELECTED PROVIDE FOR MORE SOPHISTICATION IN FILE CREATION, MAINTENANCE, USE OF SUBPROGRAMS, AND SPECIAL PROGRAMMING TECHNIQUES. TERM I/CENTRAL CAMPUS ONLY. TERM II NORTH AND CENTRAL.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0024.00

COP2222C ADVANCED "C" PROGRAMMING 3 SEMESTER HOURS

PREREQUISITE: COP1220C OR INSTRUCTOR'S APPROVAL. GIVEN A BASIC KNOWLEDGE OF THE "C" PROGRAMMING LANGUAGE, STUDENTS ARE TAUGHT HOW TO WRITE PROGRAMS OF AN ADVANCED NATURE USING ADDITIONAL "C" CONSTRUCTS AND DATA STRUCTURES. TERM II/NORTH CAMPUS.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0024.00

COP2400C ASSEMBLY PROGRAMMING 3 SEMESTER HOURS

PREREQUISITE: COP1120C OR INSTRUCTOR'S APPROVAL. ASSEMBLY LANGUAGE, MACROS, AND THE DISK OPERATING SYSTEMS ARE UTILIZED. DISK FILES ARE USED EXTENSIVELY THROUGH LECTURES AND LABORATORY PROCEDURES INVOLVING PROGRAMMING AND DEBUGGING TECHNIQUES USING AN IBM MAINFRAME. TERM I AND II/NORTH AND CENTRAL CAMPUSES.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0024.00

COP2401C CICS/COBOL PROGRAMMING 3 SEMESTER HOURS

THIS COURSE PROVIDES AN INTRODUCTION TO THE CUSTOMER INFORMATION CONTROL SYSTEM (CICS), A

DATA COMMUNICATION PACKAGE FOR CERTAIN MAINFRAMES. THROUGH LECTURES AND COMPUTER LABORATORY EXERCISES, STUDENTS WILL BE TAUGHT HOW TO COMBINE COBOL AND CICS FOR CREATING ON LINE PROCESSING PROGRAMS. PREREQUISITES: COP1120 AND COP2400 OR INSTRUCTOR'S APPROVAL. TERM I AND II/CENTRAL AND NORTH CAMPUSES.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0024.00

CONTINUING EDUCATION FOR HEALTH RELATED PROFESSIONALS

HCP1930 FUNDAMENTALS OF CARDIAC CATHETERIZATION LABORATORY 3 SEMESTER HOURS

THIS COURSE IS DESIGNED TO PROVIDE THE BASIC KNOWLEDGE AND SKILL NECESSARY TO PREPARE THE HEALTH PROFESSIONAL FOR ORIENTATION INTO A CATH LAB SETTING. THE FOCUS IS TO PREPARE THE PERSONNEL TO PERFORM AND FUNCTION IN A CATH LAB SETTING AS RELATED TO DIAGNOSTIC AND INTERVENTIONAL PROCEDURES. TOPIC AREAS INCLUDE: HISTORICAL PERSPECTIVE, TECHNIQUES OF CARDIAC CATHETERIZATION, HEMODYNAMICS, PHARMACOLOGY & RADIOLOGY. PREREQUISITES: 2 YEAR WORK EXPERIENCE IN HEALTH RELATED FIELD. BCLS CERTIFICATION.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

HSA1100 MEDICAL ADMINISTRATION: HOSP BUSINESS OFFICE OPERATION 3 SEMESTER HOURS

THIS COURSE IS DESIGNED TO PROVIDE A COMPREHENSIVE LOOK INTO THE OPERATION OF A HOSPITAL BUSINESS OFFICE AND THE INTERNAL AND EXTERNAL COMPONENTS OF THE HEALTH CARE INDUSTRY WHICH INTERACT WITH IT. PARTICIPANTS WILL DEVELOP A BASIC UNDERSTANDING OF THE HEALTH CARE INDUSTRY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NSP1641 COMMUNITY HEALTH: FOUNDATIONS OF COMMUNITY HEALTH 3 SEMESTER HOURS

THIS COURSE IS DESIGNED TO PROVIDE THE HEALTH PROFESSIONAL CONCEPT OF COMMUNITY HEALTH INCLUDING BASIC FOUNDATIONS OF HEALTH CARE. TOPICS TO BE COVERED INCLUDE CONCEPTS OF HEALTH, WELLNESS ILLNESS, PHILOSOPHY OF COMMUNITY HEALTH, HOLISTIC HEALTH CARE, INFLUENCE OF CULTURE, ROLE OF THE HEALTH PROFESSIONAL.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NSP1642 COMMUNITY HEALTH: COMMUNITY HEALTH CARE 3 SEMESTER HOURS

THIS COURSE IS DESIGNED TO PROVIDE THE HEALTH PROFESSIONAL THE CONCEPTS OF COMMUNITY HEALTH CARE INCLUDING ASSESSMENT OF CLIENT, ROLE OF THE FAMILY, PROBLEMS OF FAMILIES ACROSS THE LIFE SPAN, COMMUNITY HEALTH SERVICES, ENVIRONMENTAL AND OCCUPATIONAL HEALTH, COMMUNICABLE DISEASES AND CRISIS INTERVENTION.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NSP1643 COMMUNITY HEALTH: HEALTH PROMOTION & PREVENTION 3 SEMESTER HOURS

THIS COURSE IS DESIGNED TO PROVIDE THE HEALTH PROFESSIONAL THE CONCEPTS OF COMMUNITY HEALTH. FOCUS FOR THIS COURSE: RISK APPRAISAL AND MANAGEMENT, STRATEGIES IN PROMOTING HEALTH, TECHNIQUES FOR CLIENT EDUCATION, MARKETING, EVALUATION, PROBLEMS OF THE ELDERLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NSP2022 HEALTH ASSESSMENT OF THE ADULT CLIENT 5 SEMESTER HOURS

THIS COURSE FOCUSES ON ASSESSMENT OF THE ADULT CLIENT AS HE OR SHE FLUCTUATES ON THE

WELLNESS ILLNESS CONTINUUM. TECHNIQUES OF PHYSICAL ASSESSMENT WILL BE SYSTEMATICALLY TAUGHT IN A HEAD TO TOE APPROACH. THE SKILL OF CONCISELY RECORDING THE FINDINGS WILL ALSO BE INCLUDED. 80 HRS LEC./TERM I AND II.

LEC HRS = 080 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NSP2107 COMPARATIVE HEALTH CARE SYSTEMS 3 SEMESTER HOURS

THIS COURSE PROVIDES AN OPPORTUNITY FOR HEALTH CARE PROFESSIONALS, AND EDUCATORS TO COMPARE HEALTH CARE SYSTEMS OF OTHER COUNTRIES WITH THAT OF THE UNITED STATES. HEALTH CARE SYSTEMS, VARIATION IN PATIENT CARE EDUCATION OF HEALTH PRACTITIONERS FACILITIES AND THE ROLE OF INTERNATIONAL AGENCIES WILL BE STUDIED.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NSP2365 CARE OF THE CRITICALLY ILL NEWBORN 4 SEMESTER HOURS

THIS COURSE WILL PROVIDE AN INTRODUCTION TO THE BASIC NEEDS OF THE SICK OR COMPROMISED INFANT AND THE RATIONALE/THEORY BEHIND PRESCRIBED TREATMENTS AND CARE. UNITS INCLUDE: THERMAL ENVIRONMENT, ASSESSMENT, CPR, RESPIRATORY DISORDERS, HEMATOLOGICAL DISORDERS, MATERNAL INFANT BONDING, THE DYING INFANT, GI DISTURBANCES, OXYGEN ADMINISTRATION, NEONATAL SEPSIS, BLOOD GAS ANALYSIS, CARDIAC ANOMALIES, NUTRITION, PHARMACOLOGY, LAB STUDIES, SEIZURE DISORDERS AND MECHANICAL VENTILATION. (TARGET AUDIENCE: TERM AND LEVEL II NURSERY PERSONNEL, LABOR AND DELIVERY NURSES AND NURSES SEEKING ENTRY INTO NEONATAL AREAS.)

LEC HRS = 064 LABHRS = 000 OTH HRS = 000 FEES = 0015.00

NSP2470 CRITICAL CARE OF THE PEDIATRIC CLIENT 5 SEMESTER HOURS

THIS 5 CREDIT COURSE IS DESIGNED TO PREPARE THE PROFESSIONAL NURSE TO ENTER INTO PRACTICE IN THE PEDIATRIC INTENSIVE CARE SETTING. THE PROGRAM FOCUSES ON ASSESSMENT SKILLS OF THE VARIOUS BODY SYSTEMS, PHARMACOLOGY, AND NURSING MANAGEMENT OF THE CRITICALLY ILL CHILD. PREREQUISITE: CURRENT FLORIDA NURSING LICENSE, BCLS, OR BASIC RESCUER CERTIFICATION.

LEC HRS = 080 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NSP2552 CORONARY CARE NURSING 9 SEMESTER HOURS

A COMPREHENSIVE CARDIAC COURSE TO REVIEW AND ADD TO THE SCIENTIFIC KNOWLEDGE NEEDED BY THE CORONARY CARE NURSE IN THE PRACTICE OF HER ART. SPECIFIC SKILLS AND COMPETENCIES SHALL BE DEVELOPED IN THE USE OF EQUIPMENT AND METHODS OF CARE GUIDELINES SHALL BE PRESENTED FOR GUIDING OTHER MEMBERS OF THE HEALTH CARE TEAM IN THE EFFECTIVE APPLICATION OF THE CONCEPTS OF CORONARY CARE. DESIGNED TO FOSTER AN ATTITUDE OF STRIVING FOR EXCELLENCE IN KNOWLEDGE. METHOD AND TECHNIQUES WERE DEVELOPED BY THE FLORIDA REGIONAL MEDICAL PROGRAM AND A STANDARD CORONARY CARE COURSE CERTIFICATE IS AWARDED UPON SUCCESSFUL COMPLETION. REGISTRATION IS SELECTIVE AND OPEN ONLY TO THOSE PERSONS WHO ARE ELIGIBLE TO TAKE OR HAVE TAKEN THE LICENSING EXAMINATION. THIS IS FOR THE PROFESSIONAL NURSE 144 HRS LEC.

LEC HRS = 144 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NSP2700C INTRODUCTION TO CRITICAL NURSING CARE 5 SEMESTER HOURS

DESIGNED FOR THE REGISTERED NURSE DESIRING TO ENTER THE AREA OF CRITICAL CARE WHO IS CURRENTLY WORKING IN ANOTHER AREA. IT IS NOT DESIGNED FOR NURSES CURRENTLY WORKING IN CRITICAL CARE. THE COURSE WILL INCLUDE TOPICS RELATED TO INTENSIVE NURSING CARE OF PATIENTS WITH PULMONARY NEUROLOGICAL, CARDIOVASCULAR, RENAL, AND METABOLIC DISORDERS AS WELL

AS PSYCHOSOCIAL NEEDS OF CRITICALLY ILL PATIENTS. PREREQUISITE: CURRENT FLORIDA RN LICENSE, BCLS CERTIFICATION, BASIC ARRHYTHMIA COURSE.

LEC HRS = 080 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NSP2715 EMERGENCY NURSING 3 SEMESTER HOURS

THIS COURSE HAS BEEN DEVELOPED TO MEET THE NEEDS OF THE EMERGENCY DEPARTMENT OR CRITICAL CARE NURSE IN SUPPLEMENTING BASIC NURSING IN THE EMERGENCY AREA PRACTICE. UPON SUCCESSFUL COMPLETION THE STUDENT WILL BE ELIGIBLE FOR ADVANCED CARDIAC LIFE SUPPORT CERTIFICATION THROUGH THE AMERICAN HEART ASSOCIATION, AS WELL AS BE PREPARED TO SIT FOR THE CEN EXAMINATION OFFERED BY THE EMERGENCY DEPARTMENT NURSES ASSOCIATION.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NSP2715L EMERGENCY NURSING 3 SEMESTER HOURS PRACTICUM

THIS COURSE WILL PROVIDE THE HEALTH PROFESSIONAL WITH AN OPPORTUNITY FOR PRACTICE OF BASIC SKILLS NEEDED IN BASIC EMERGENCY NURSING CARE AND APPLICATION OF THEORY IN THE LABORATORY, COMMUNITY EMERGENCY DEPARTMENTS AND EMERGENCY MEDICAL SERVICES MOBILE VEHICLES.

LEC HRS = 000 LABHRS = 021 OTH HRS = 024 FEES = 0025.00

NSP2770 BASIC PERIOPERATIVE 8 SEMESTER HOURS NURSING

THIS PROGRAM IS DESIGNED FOR THE LEARNER WHO IS A REGISTERED NURSE WITH MINIMAL OR NO OPERATING ROOM EXPERIENCES. THE GOAL OF THE PROGRAM IS TO PREPARE THE R.N. FOR INITIAL EMPLOYMENT AS AN EFFECTIVE MEMBER OF THE SURGICAL TEAM IN BOTH THE CIRCULATOR AND SCRUB ROLES, THUS PROVIDING QUALITY PERIOPERATIVE NURSING CARE. THIS THEORY COURSE WILL BE TAUGHT CONCURRENTLY WITH THE BASIC PERIOPERATIVE NURSING PRACTICUM.

LEC HRS = 120 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NSP2770L BASIC PERIOPERATIVE 10 SEMESTER HOURS PRACTICUM

THIS COURSE IS DESIGNED TO PROVIDE LABORATORY PRACTICE AND CLINICAL EXPERIENCE FOR NURSING IN THE OPERATING ROOM, COMMUNITY SURGICAL CENTERS OR CLINICS.

LEC HRS = 000 LABHRS = 028 OTH HRS = 212 FEES = 0025.00

NSP2860 REFRESHER NURSE 5 SEMESTER HOURS UPDATE

THIS COURSE HAS BEEN DEVELOPED TO REVIEW CURRENT THEORY IN RELATION TO NURSING PRACTICE SO THAT THE INACTIVE R.N. MAY BE ABLE TO MOVE WITH CONFIDENCE INTO A STAFF NURSE ORIENTATION AND RETURN TO PRACTICE. THE MATERIAL PRESENTED WILL EMPHASIZE TRENDS IN NURSING PRACTICE AND NURSING EDUCATION TODAY, CHANGES IN THE FUNDAMENTALS OF NURSING SKILLS NECESSARY FOR PROVIDING EFFECTIVE NURSING CARE IN A VARIETY OF SITUATION AND A REASONABLE COMPREHENSIVE REVIEW OF THE UP TO DATE NURSING MANAGEMENT OF THE ADULT PATIENT WITH A MEDICAL SURGICAL PROBLEM.

LEC HRS = 080 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NSP2860L REFRESHER NURSE 4 SEMESTER HOURS UPDATE PRACTICUM

THIS COURSE WILL PROVIDE VARIOUS LABORATORY AND CLINICAL EXPERIENCES FOR THE R.N. IN PROVIDING PATIENT CARE, TEAM LEADING, AND EXPOSURE TO NURSING CARE IN THE SPECIALTY AREAS.

LEC HRS = 000 LABHRS = 012 OTH HRS = 096 FEES = 0020.00

COOPERATIVE EDUCATION

AER2943 APPRENTICE EXPERIENCE 3 SEMESTER HOURS

ON THE JOB TRAINING AT AN AUTOMOBILE DEALERSHIP. EACH OF THE NINE APPRENTICE WORK EXPERIENCES WILL COVER ONE TERM AND INCLUDE A WORK WEEK FROM 32 TO 40 HOURS IN A SUPERVISED PROGRAM AT THE DEALERSHIP.

LEC HRS = 000 LABHRS = 000 OTH HRS = 360 FEES = 0000.00

AER2944 APPRENTICE EXPERIENCE 3 SEMESTER HOURS

ON THE JOB TRAINING AT AN AUTOMOBILE DEALERSHIP. EACH OF THE NINE APPRENTICE WORK EXPERIENCES WILL COVER ONE TERM AND INCLUDES A WORK WEEK FROM 32 TO 40 HOURS IN A SUPERVISED PROGRAM AT THE DEALERSHIP.

LEC HRS = 000 LABHRS = 000 OTH HRS = 360 FEES = 0000.00

AER2945 APPRENTICE EXPERIENCE 3 SEMESTER HOURS

ON THE JOB TRAINING AT AN AUTOMOBILE DEALERSHIP. EACH OF THE NINE APPRENTICE WORK EXPERIENCES WILL COVER ONE TERM AND INCLUDES A WORK WEEK FROM 32 TO 40 HOURS IN A SUPERVISED PROGRAM AT THE DEALERSHIP.

LEC HRS = 000 LABHRS = 000 OTH HRS = 360 FEES = 0000.00

ART2949 CO OP WORK EXPERIENCE 3 SEMESTER HOURS

A COURSE DESIGNED TO PROVIDE TRAINING IN A STUDENTS FIELD OF STUDY THROUGH WORK EXPERIENCE. STUDENTS ARE GRADED ON THE BASIS OF DOCUMENTATION OF LEARNING ACQUIRED AS REPORTED BY STUDENT AND EMPLOYER. PREREQUISITE: CO OP DEPARTMENT APPROVAL. STUDENT WILL BE ASSIGNED SPECIFIC COURSE PREFIXES RELATED TO THEIR ACADEMIC MAJOR PRIOR TO REGISTRATION. ALL STUDENTS MUST CONTACT THE CO OPERATIVE EDUCATION OFFICE TO OBTAIN REGISTRATION APPROVAL.

LEC HRS = 000 LABHRS = 000 OTH HRS = 144 FEES = 0000.00

ASC2949 CO OP WORK EXPERIENCE 3 SEMESTER HOURS

A COURSE DESIGNED TO PROVIDE TRAINING IN A STUDENTS FIELD OF STUDY THROUGH WORK EXPERIENCE. STUDENTS ARE GRADED ON THE BASIS OF DOCUMENTATION OF LEARNING ACQUIRED AS REPORTED BY STUDENT AND EMPLOYER. PREREQUISITE: CO OP DEPARTMENT APPROVAL. STUDENT WILL BE ASSIGNED SPECIFIC COURSE PREFIXES RELATED TO THEIR ACADEMIC MAJOR PRIOR TO REGISTRATION. ALL STUDENTS MUST CONTACT THE CO OPERATIVE EDUCATION OFFICE TO OBTAIN REGISTRATION APPROVAL.

LEC HRS = 000 LABHRS = 000 OTH HRS = 144 FEES = 0000.00

BSC2949 CO OP WORK EXPERIENCE 3 SEMESTER HOURS

A COURSE DESIGNED TO PROVIDE TRAINING IN A STUDENTS FIELD OF STUDY THROUGH WORK EXPERIENCE. STUDENTS ARE GRADED ON THE BASIS OF DOCUMENTATION OF LEARNING ACQUIRED AS REPORTED BY STUDENT AND EMPLOYER. PREREQUISITE CO OP DEPARTMENT APPROVAL. STUDENT WILL BE ASSIGNED SPECIFIC COURSE PREFIXES RELATED TO THEIR ACADEMIC MAJOR PRIOR TO REGISTRATION. ALL STUDENTS MUST CONTACT THE COOPERATIVE EDUCATION OFFICE TO OBTAIN REGISTRATION APPROVAL.

LEC HRS = 000 LABHRS = 000 OTH HRS = 144 FEES = 0000.00

CCJ2949 CO OP WORK EXPERIENCE 3 SEMESTER HOURS

A COURSE DESIGNED TO PROVIDE TRAINING IN A STUDENTS FIELD OF STUDY THROUGH WORK EXPERIENCE. STUDENTS ARE GRADED ON THE BASIS OF DOCUMENTATION OF LEARNING ACQUIRED AS REPORTED BY STUDENT AND EMPLOYER. PREREQUISITE CO OP DEPARTMENT APPROVAL. STUDENT

WILL BE ASSIGNED SPECIFIC COURSE PREFIXES RELATED TO THEIR ACADEMIC MAJOR PRIOR TO REGISTRATION. ALL STUDENTS MUST CONTACT THE COOPERATIVE EDUCATION OFFICE TO OBTAIN REGISTRATION APPROVAL.

LEC HRS = 000 LABHRS = 000 OTH HRS = 144 FEES = 0000.00

CIS2949 CO OP WORK 3 SEMESTER HOURS EXPERIENCE

A COURSE DESIGNED TO PROVIDE TRAINING IN A STUDENT'S FIELD OF STUDY THROUGH WORK EXPERIENCE. STUDENTS ARE GRADED ON THE BASIS OF DOCUMENTATION OF LEARNING ACQUIRED AS REPORTED BY STUDENT AND EMPLOYER. PREREQUISITE CO OP DEPARTMENT APPROVAL. STUDENT WILL BE ASSIGNED SPECIFIC COURSE PREFIXES RELATED TO THEIR ACADEMIC MAJOR PRIOR TO REGISTRATION. ALL STUDENTS MUST CONTACT THE COOPERATIVE EDUCATION OFFICE TO OBTAIN REGISTRATION APPROVAL.

LEC HRS = 000 LABHRS = 000 OTH HRS = 144 FEES = 0000.00

COE2949 CO OP WORK 1 SEMESTER HOUR EXPERIENCE

A BASIC STUDY OF PERSONALITY, PSYCHOLOGICAL REMEDIATION AND MAINTENANCE.

LEC HRS = 000 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

COM2949 CO OP WORK 3 SEMESTER HOURS EXPERIENCE

A COURSE DESIGNED TO PROVIDE TRAINING IN A STUDENT'S FIELD OF STUDY THROUGH WORK EXPERIENCE. STUDENTS ARE GRADED ON THE BASIS OF DOCUMENTATION OF LEARNING ACQUIRED AS REPORTED BY STUDENT AND EMPLOYER. PREREQUISITE CO OP DEPARTMENT APPROVAL. STUDENT WILL BE ASSIGNED SPECIFIC COURSE PREFIXES RELATED TO THEIR ACADEMIC MAJOR PRIOR TO REGISTRATION. ALL STUDENTS MUST CONTACT THE COOPERATIVE EDUCATION OFFICE TO OBTAIN REGISTRATION APPROVAL.

LEC HRS = 000 LABHRS = 000 OTH HRS = 144 FEES = 0000.00

EDG2949 CO OP WORK 3 SEMESTER HOURS EXPERIENCE

A COURSE DESIGNED TO PROVIDE TRAINING IN A STUDENT'S FIELD OF STUDY THROUGH WORK EXPERIENCE. STUDENTS ARE GRADED ON THE BASIS OF DOCUMENTATION OF LEARNING ACQUIRED AS REPORTED BY STUDENT AND EMPLOYER. PREREQUISITE CO OP DEPARTMENT APPROVAL. STUDENTS WILL BE ASSIGNED SPECIFIC COURSE PREFIXES RELATED TO THEIR ACADEMIC MAJOR PRIOR TO REGISTRATION. ALL STUDENTS MUST CONTACT THE COOPERATIVE EDUCATION OFFICE TO OBTAIN REGISTRATION APPROVAL.

LEC HRS = 000 LABHRS = 000 OTH HRS = 144 FEES = 0000.00

EGS2949 CO OP WORK 3 SEMESTER HOURS EXPERIENCE

A COURSE DESIGNED TO PROVIDE TRAINING IN A STUDENT'S FIELD OF STUDY THROUGH A WORK EXPERIENCE. STUDENTS ARE GRADED ON THE BASIS OF DOCUMENTATION OF LEARNING ACQUIRED AS REPORTED BY STUDENTS AND EMPLOYER. PREREQUISITE: CO OP DEPARTMENT APPROVAL. STUDENT WILL BE ASSIGNED SPECIFIC COURSE PREFIXES RELATED TO THEIR ACADEMIC MAJOR.

LEC HRS = 000 LABHRS = 000 OTH HRS = 144 FEES = 0000.00

EXL0888 EXPERIENTIAL LEARNING 0 SEMESTER HOURS ASSESSMENT

THIS COURSE WAS ORIGINATED TO CREATE A RECORD OF COLLEGE CREDITS FOR WORK AND LIFE EXPERIENCES FOR STUDENTS WHO HAVE NEVER ATTENDED BCC.

LEC HRS = 000 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP2949 CO OP WORK 3 SEMESTER HOURS EXPERIENCE

A COURSE DESIGNED TO PROVIDE TRAINING IN A STUDENT'S FIELD OF STUDY THROUGH WORK EXPERIENCE. STUDENTS ARE GRADED ON THE BASIS OF DOCUMENTATION OF LEARNING ACQUIRED AS REPORTED BY STUDENT AND EMPLOYER. PREREQUISITE CO OP DEPARTMENT APPROVAL. STUDENT WILL BE ASSIGNED SPECIFIC COURSE PREFIXES RELATED TO THEIR ACADEMIC MAJOR PRIOR TO REGISTRATION. ALL STUDENTS MUST CONTACT THE COOPERATIVE EDUCATION OFFICE TO OBTAIN REGISTRATION APPROVAL.

LEC HRS = 000 LABHRS = 000 OTH HRS = 144 FEES = 0000.00

GEB2949 CO OP WORK 3 SEMESTER HOURS EXPERIENCE

A COURSE DESIGNED TO PROVIDE TRAINING IN A STUDENT'S FIELD OF STUDY THROUGH WORK EXPERIENCE. STUDENTS ARE GRADED ON THE BASIS OF DOCUMENTATION OF LEARNING ACQUIRED AS REPORTED BY STUDENT AND EMPLOYER. PREREQUISITE CO OP DEPARTMENT APPROVAL. STUDENTS WILL BE ASSIGNED SPECIFIC COURSE PREFIXES RELATED TO THEIR ACADEMIC MAJOR PRIOR TO REGISTRATION. ALL STUDENTS MUST CONTACT THE COOPERATIVE EDUCATION OFFICE TO OBTAIN REGISTRATION APPROVAL.

LEC HRS = 000 LABHRS = 000 OTH HRS = 144 FEES = 0000.00

HLP2949 CO OP WORK 3 SEMESTER HOURS EXPERIENCE

A COURSE DESIGNED TO PROVIDE TRAINING IN A STUDENT'S FIELD OF STUDY THROUGH WORK EXPERIENCE. STUDENTS ARE GRADED ON THE BASIS OF DOCUMENTATION OF LEARNING ACQUIRED AS REPORTED BY STUDENTS AND EMPLOYER. PREREQUISITE CO OP DEPARTMENT APPROVAL. STUDENT WILL BE ASSIGNED SPECIFIC COURSE PREFIXES RELATED TO THEIR ACADEMIC MAJOR PRIOR TO REGISTRATION. ALL STUDENTS MUST CONTACT THE COOPERATIVE EDUCATION OFFICE TO OBTAIN REGISTRATION APPROVAL.

LEC HRS = 000 LABHRS = 000 OTH HRS = 144 FEES = 0000.00

IPM2949 CO OP WORK 3 SEMESTER HOURS EXPERIENCE

ON THE JOB WORK EXPERIENCE WITH A PEST CONTROL FIRM DOING BUSINESS IN ALL CATEGORIES AT LEAST 180 HOURS PER TERM. TERM I, II AND III.

LEC HRS = 004 LABHRS = 000 OTH HRS = 180 FEES = 0000.00

ISS2949 CO OP WORK 3 SEMESTER HOURS EXPERIENCE

A COURSE DESIGNED TO PROVIDE TRAINING IN A STUDENT'S FIELD OF STUDY THROUGH WORK EXPERIENCE. STUDENTS ARE GRADED ON THE BASIS OF DOCUMENTATION OF LEARNING ACQUIRED AS REPORTED BY STUDENT AND EMPLOYER. PREREQUISITE: CO OP DEPARTMENT APPROVAL. STUDENT WILL BE ASSIGNED SPECIFIC COURSE PREFIXES RELATED TO THEIR ACADEMIC MAJOR PRIOR TO REGISTRATION. ALL STUDENTS MUST CONTACT THE COOPERATIVE EDUCATION OFFICE TO OBTAIN REGISTRATION APPROVAL.

LEC HRS = 000 LABHRS = 000 OTH HRS = 144 FEES = 0000.00

MKA2949 CO OP WORK 3 SEMESTER HOURS EXPERIENCE

A COURSE DESIGNED TO PROVIDE TRAINING IN A STUDENT'S FIELD OF STUDY THROUGH WORK EXPERIENCE. STUDENTS ARE GRADED ON THE BASIS OF DOCUMENTATION OF LEARNING ACQUIRED AS REPORTED BY STUDENT AND EMPLOYER. PREREQUISITE: CO OP DEPARTMENT APPROVAL. STUDENTS WILL BE ASSIGNED SPECIFIC COURSE PREFIXES RELATED TO THEIR ACADEMIC MAJOR PRIOR TO REGISTRATION. ALL STUDENTS MUST CONTACT THE COOPERATIVE EDUCATION OFFICE TO OBTAIN REGISTRATION APPROVAL.

LEC HRS = 000 LABHRS = 000 OTH HRS = 144 FEES = 0000.00

ORH2949 CO OP WORK EXPERIENCE3 SEMESTER HOURS
PRACTICAL EXPERIENCE IN AN APPROVED COMMERCIAL LANDSCAPE BUSINESS. TOTAL EMPLOYMENT TO BE NO LESS THAN 180 HOURS FOR THE TERM. TECHNICAL REPORT REQUIRED. TERM I, II AND III.
LEC HRS = 004 LABHRS = 000 OTH HRS = 180 FEES = 0000.00

COURT REPORTING TECHNOLOGY

OST1221 MACHINE SHORTHAND I 6 SEMESTER HOURS
PREREQUISITE: OST1105 (BASIC TYPING, PART 3) SUGGESTED, OR EQUIVALENT. THIS COURSE PROVIDES A BASIC THEORY OF COMPUTER COMPATIBLE MACHINE SHORTHAND WITH SPEED DEVELOPMENT AND RAPID READING OF NOTES. BEGINNING TRANSCRIPTION SKILLS ARE TAUGHT WITH THE DICTATION AND TRANSCRIPTION OF SHORT PARAGRAPHS AND SIMPLE LETTER MATERIAL. SIX LABORATORY HOURS PER WEEK ARE REQUIRED IN ADDITION TO THE SCHEDULED COURSE HOURS. TERM I AND II/SOUTH CAMPUS ONLY.
LEC HRS = 096 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

OST1222 MACHINE SHORTHAND II 6 SEMESTER HOURS
PREREQUISITES: OST1221 AND OST1105 (BASIC TYPING, PART 3) OR EQUIVALENT. A CONTINUATION OF OST1221 COVERING ADVANCED COMPUTER COMPATIBLE THEORY, RAPID AND ACCURATE READING OF NOTES, DICTATION FOR SPEED BUILDING, ACCURATE TYPEWRITTEN TRANSCRIPTS, AND AN INTRODUCTION TO COMPUTERIZED TRANSLATION. SIX LABORATORY HOURS PER WEEK ARE REQUIRED IN ADDITION TO THE SCHEDULED COURSE HOURS. TERM II AND III/SOUTH CAMPUS ONLY.
LEC HRS = 096 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

OST1223 MACHINE SHORTHAND III 6 SEMESTER HOURS
PREREQUISITES: OST1222 AND OST1115 (INTERMEDIATE TYPING, PART 6) OR EQUIVALENT, BUL2111, AND OST2335. THIS COURSE PROVIDES ADVANCED SPEED BUILDING WITH VOCABULARY DEVELOPMENT RELATED TO COURT AND CONFERENCE REPORTING TERMS AND SHORTCUTS. EMPHASIS IS PLACED ON ACCURATE WRITING AT HIGHER SPEED LEVELS AND ON DICTATED AND TYPEWRITTEN TRANSCRIPTION OF COURTROOM TESTIMONY AND CONFERENCES. IT INCLUDES TRAINING ON THE XSCRIBE COMPUTER AIDED TRANSLATION SYSTEM. SIX LABORATORY HOURS PER WEEK ARE REQUIRED IN ADDITION TO THE SCHEDULED COURSE HOURS. TERM I, II AND III/SOUTH CAMPUS ONLY.
LEC HRS = 096 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

OST2224 MACHINE SHORTHAND IV 6 SEMESTER HOURS
PREREQUISITE: OST1223. COREQUISITE: MEA1010 (IF NOT TAKEN PREVIOUSLY). THIS COURSE PROVIDES A CONTINUATION OF OST1223 IN SPEED BUILDING AND VOCABULARY DEVELOPMENT WITH PRACTICE ON LEGAL AND MEDICAL TESTIMONY, JURY CHARGES, HEARINGS, AND CONGRESSIONAL RECORD MATERIAL. A STUDY IS ALSO MADE OF THE COURT SYSTEM, COURTROOM AND HEARING PROCEDURES, LEGAL FORMS, AND THE PRODUCTION OF COVER AND DEPOSITION TRANSCRIPTS. IT INCLUDES TRAINING ON THE XSCRIBE COMPUTER AIDED TRANSCRIPTION SYSTEM. SIX LABORATORY HOURS PER WEEK ARE REQUIRED IN ADDITION TO THE SCHEDULED COURSE HOURS. TERM I, II AND III/SOUTH CAMPUS ONLY.
LEC HRS = 096 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

OST2225 MACHINE SHORTHAND V 6 SEMESTER HOURS
PREREQUISITE: OST2224. THIS COURSE INCLUDES SPEED BUILDING DICTATION FOR THE DEVELOPMENT OF THE REQUIRED 225 WORDS PER MINUTE LEVEL AND TRANSCRIPTS OF A THREE VOICE TESTIMONY, JURY CHARGES, COURTROOM TESTIMONY, CONGRESSIONAL RECORD MATERIAL, ETC. ACCURATE TRANSCRIPTS ARE ESSENTIAL. IT ALSO INCLUDES TRAINING ON THE XSCRIBE COMPUTER AIDED TRANSCRIPTION SYSTEM. SIX LABORATORY HOURS

PER WEEK ARE REQUIRED IN ADDITION TO THE SCHEDULED COURSE HOURS. TERM I, II AND III/SOUTH CAMPUS ONLY.
LEC HRS = 096 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

OST2944 PRACTICUM IN COURT 3 SEMESTER HOURS REPORTING
PREREQUISITE: OST 2225, OR CONCURRENT ENROLLMENT IN OST 2225, AND INSTRUCTOR'S OR DEPARTMENT HEAD'S APPROVAL. THE STUDENTS ARE ASSIGNED TO WORK A MINIMUM OF 100 HOURS IN THE COURT SYSTEM AND IS REQUIRED TO REPRODUCE DICTATED AND TYPEWRITTEN TRANSCRIPTS RESULTING FROM THESE FIELD EXPERIENCES. CONFERENCES ARE ARRANGED ON AN INDIVIDUAL BASIS. TERM I AND II/SOUTH CAMPUS ONLY.
LEC HRS = 000 LABHRS = 000 OTH HRS = 100 FEES = 0000.00

CRIMINAL JUSTICE

CCJ1020 INTRODUCTION TO 3 SEMESTER HOURS CRIMINAL JUSTICE
COURSE WILL EXAMINE THE PHILOSOPHY AND HISTORY OF CRIMINAL JUSTICE INCLUDED ARE: A SURVEY OF CRIMINAL JUSTICE PROBLEMS AND CRIME, ORGANIZATION AND JURISDICTION OF LOCAL, STATE AND FEDERAL CRIMINAL JUSTICE AGENCIES, AND A SURVEY OF PROFESSIONAL QUALIFICATIONS AND OPPORTUNITIES. 3HRS.LEC./TERM I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CCJ1220 CRIMINAL LAW 3 SEMESTER HOURS
COURSES WILL BE CONCERNED WITH THE SOURCES AND ELEMENTS OF CRIMINAL LAW. EMPHASIS WILL BE PLACED ON CRIMINAL LAW AS RELATED TO LAW ENFORCEMENT OFFICERS WITH PARTICULAR ATTENTION GIVEN TO THE RIGHTS AND RESPONSIBILITIES OF OFFICERS IN ENFORCING VARIOUS CRIMINAL LAWS. 3 HRS.LEC./TERM I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CCJ1230 CRIMINAL EVIDENCE AND 3 SEMESTER HOURS COURT PROCEDURES
AN EXAMINATION OF THE RULES GOVERNING THE ADMISSIBILITY OF EVIDENCE, SPECIFICALLY AS THEY AFFECT THE LAW ENFORCEMENT OFFICER IN THE PROCESSES OF ARREST, FORCE, SEARCH, SEIZURE, PRESERVATION, CUSTODY, TESTIMONY AND COURTROOM PROCEDURES. 3 HRS LEC TERM I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CCJ1250 CONSTITUTIONAL LAW 3 SEMESTER HOURS
AN EXAMINATION OF THE U S CONSTITUTION, ITS AMENDMENTS AND ITS IMPACT ON PRESENT DAY CRIMINAL JUSTICE PRACTITIONERS. 3 HRS LEC./TERM I, II, AND III.
LEC HRS = 045 LABHRS = 000 OTH HRS = 003 FEES = 0000.00

CCJ1400 INTRODUCTION TO 3 SEMESTER HOURS CRIMINAL JUSTICE ADMINISTRATION & MANAGEMENT
INTRODUCTION TO PRINCIPLES OF ADMINISTRATION AND MANAGERIAL CONCEPTS CHARACTERISTIC OF CRIMINAL JUSTICE ORGANIZATIONS. TERM I, II & III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CCJ1440 CORRECTIONAL 3 SEMESTER HOURS ADMINISTRATION
A REVIEW OF THE ORIGIN AND DEVELOPMENT OF JAILS, PRISONS AND CORRECTIONAL FACILITIES. EXAMINATION OF INSTITUTIONAL PROCEDURES INCLUDING THE PHYSICAL PLANT. CLASSIFICATION, TREATMENT, SECURITY, SUPERVISION AND PRISON SUBCULTURE PROBLEMS. ADMINISTRATIVE AND MANAGEMENT PROCEDURES CONCERNING BUDGETING, STAFF, PLANNING AND PUBLIC RELATIONS. 3 HRS.LEC./TERMS I, II & III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CCJ2191 HUMAN BEHAVIOR IN CRIMINAL JUSTICE 3 SEMESTER HOURS

A CONSIDERATION OF HUMAN BEHAVIOR AND HOW IT RELATES TO THE DUTIES AND RESPONSIBILITIES OF THE CRIMINAL JUSTICE PRACTITIONER. TERMS I, II, AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CCJ2330 PROBATION AND PAROLE PROCEDURES 3 SEMESTER HOURS

EXAMINES THIS IMPORTANT COMMUNITY BASED TREATMENT ASPECT OF THE CORRECTIONS SYSTEM REVIEWS PHILOSOPHY AND DEVELOPMENT, THE PRESENTENCE INVESTIGATION, AND SUPERVISION METHODS. JUVENILE PRACTICES ARE ALSO INCLUDED. 3 HRS.LEC./TERM I, II, AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CCJ2631 COMPARATIVE WORLD POLICE AGENCIES 3 SEMESTER HOURS

A STUDY OF THE ROLE OF THE VARIOUS POLICE AGENCIES IN THE ANGLO AMERICAN COUNTRIES, THE EUROPEAN CONTINENT, JAPAN AND UNDER COMMUNIST REGIMES TO INCLUDE THE ROLE AND FUNCTION OF POLICE ORGANIZATION, SELECTION, AND TRAINING; OPERATIONAL PROCEDURES, AND CRIME RATES. THIS COURSE WILL INCLUDE CASE AND GROUP STUDIES OF SELECTED COUNTRIES. 3 HRS.LEC./TERMS I, II AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CCJ2933 CORRECTIONS PRACTICUM 3 SEMESTER HOURS

THIS COURSE OFFERS PRACTICAL EXPERIENCES IN CORRECTIONS OR RELATED DISCIPLINES OF CRIMINAL JUSTICE GIVING THE STUDENT THE OPPORTUNITY TO APPLY CLASSROOM KNOWLEDGE. PREREQUISITE: CCJ1020 OR PERMISSION OF INSTRUCTOR. TERM II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CJD1420 CORRECTIONAL LAW 3 SEMESTER HOURS

A COURSE IN PRACTICAL LAW FOR CORRECTIONAL PERSONNEL. STUDY INCLUDES LAW REGULATING, USE OF FORCE, CIVIL RIGHTS OF PRISONERS, CONSTITUTIONAL LAW, LEGAL SERVICE, DISCIPLINARY PROCEDURES, PAROLE AND CURRENT CASE LAW. TERMS I AND II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CJD2250 INTERVIEWS AND INTERROGATIONS 3 SEMESTER HOURS

THIS COURSE WAS DESIGNED TO COVER THE TECHNIQUES, METHODS, PRINCIPLES AND ISSUES OF INTERVIEWS AND INTERROGATIONS FOR CRIMINAL JUSTICE OFFICERS AND INVESTIGATORS. TERMS I, II AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CJT2100 CRIMINAL INVESTIGATION 3 SEMESTER HOURS

THE INVESTIGATION ACTIVITY OF A POLICE DEPARTMENT IS STUDIED TO EVALUATE ITS ORGANIZATION, FUNCTIONING AND RELATIONSHIP WITH OTHER DIVISIONS AND AGENCIES. EMPHASIS IS PLACED ON THE ADMINISTRATION REPORT WRITING AND PROCEDURAL ASPECTS OF INVESTIGATION. 3 HRS.LEC./TERM I, II, AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CJT2110 INTRODUCTION TO CRIMINALISTICS 3 SEMESTER HOURS

AN INTRODUCTION TO THE SCIENTIFIC ASPECTS OF INVESTIGATION KNOWN AS CRIMINALISTICS, WITH EMPHASIS ON CRIME SCENE TECHNIQUES, THE COLLECTION AND PRESERVATION OF EVIDENCE AND THE EXAMINATION OF EVIDENCE STUDENTS WILL BE FAMILIARIZED WITH THE CAPABILITIES AND LIMITATIONS OF A POLICE LABORATORY. PREREQUISITE IS CJT2100. SPECIAL FEE CHARGED. SEE STUDENT FEES. 1 HR. LEC./2 HRS. LAB. TERM I, II, AND III.

LEC HRS = 032 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

CJT2120 FORENSIC PHOTOGRAPHY 3 SEMESTER HOURS
THIS COURSE WILL DEVELOP THE SPECIFIC SKILLS WITH EMPHASIS ON PHOTOGRAPHY UTILIZED IN THE PROCESSING OF EVIDENCE FROM COLLECTION THROUGH IDENTIFICATION, EVALUATION AND PREPARATION FOR THE COURTROOM PREREQUISITES ARE CJT2100 AND CJT2110. SPECIAL FEE CHARGED, SEE STUDENT FEES. 1 HR. LEC./2 HRS.LAB. TERM I, II, AND III.

LEC HRS = 016 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

CJT2130 CRIMINALISTICS PRACTICUM 3 SEMESTER HOURS

THE KNOWLEDGE AND SKILLS DEVELOPED IN THE PREREQUISITES, ARE COORDINATED IN PRACTICAL EXERCISES WHICH WILL DEVELOP EXPERTISE IN THE COMPLETE PROCESSING OF CRIME SCENES. SPECIAL FEE CHARGED, SEE STUDENT FEES. PREREQUISITES: CJT2100, CJT2110 AND CJT2120. 1HR.LEC./2 HRS. LAB./TERMS I AND II.

LEC HRS = 016 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

CJT2250 POLYGRAPH THEORY AND OPERATIONS 3 SEMESTER HOURS

INCLUDES THE HISTORY AND DEVELOPMENT OF THE POLYGRAPH WITH FURTHER EMPHASIS ON MECHANICS OF INSTRUMENT OPERATION, MAINTENANCE AND CALIBRATION. TERMS I, II AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CJT2251 TEST QUSTN CONSTR & SEMANTICS/PERSONNEL SCREENING 3 SEMESTER HOURS

THE CONSTRUCTION OF TEST QUESTIONS APPROPRIATE TO THE PERSONNEL ASPECT OF THE POLYGRAPH IS EMPHASIZED. TERMS I, II AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CJT2252 TEST QUSTN CONSTR & SEMANTICS/CRIMINAL CASES 3 SEMESTER HOURS

THE CONSTRUCTION OF TEST QUESTIONS APPROPRIATE TO THE CRIMINAL CASE ASPECT OF THE POLYGRAPH IS EMPHASIZED. TERMS I, II AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CJT2253 CHART ANALYSIS, VALIDITY AND RELIABILITY 4 SEMESTER HOURS

VALIDITY AND RELIABILITY OF THE POLYGRAPH IS EXAMINED, ALONG WITH AN IN DEPTH CONSIDERATION OF CHART ANALYSIS. TERMS I, II AND III.

LEC HRS = 064 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CJT2254 POLYGRAPH OPERATIONS PRACTICUM 3 SEMESTER HOURS

TYPES OF POLYGRAPH TECHNIQUES AND EXAMINATIONS ARE CONSIDERED WITH EMPHASIS ON CONDUCTING EXAMINATIONS IN ROLE PLAYING SITUATIONS IN THE LABORATORY. TERMS I, II AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CJT2813 PRIVATE SECURITY SPECIALIZATION 3 SEMESTER HOURS

EMPHASIS IS ON THEFT; COMPARISON OF "WHITE AND BLUE COLLAR" CRIME; TECHNIQUES OF DETECTION, APPREHENSION AND PREVENTION; EMPLOYEE DISHONESTY; COST CONSIDERATIONS; PILFERAGE AND EMBEZZLEMENT; INDUSTRIAL, PHYSICAL AND PERSONNEL SECURITY ARE CONSIDERED. TERMS I AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CJT2820 PRIVATE SECURITY ADMINISTRATION 3 SEMESTER HOURS

AN OVERVIEW OF SECURITY SYSTEMS AND THEIR ORGANIZATIONS, AS FOUND IN RETAIL, INDUSTRIAL AND GOVERNMENTAL AGENCIES. TERMS II AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CJT2826 FIRE PREVENTION IN SECURITY 3 SEMESTER HOURS
FUNCTIONS OF FIRE PREVENTION; INSPECTIONS, HAZARD ANALYSIS. ECONOMIES OF FIRE PROTECTION, FIRE PROTECTION EQUIPMENT. TERMS I & III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CJT2840 LEGAL ASPECTS OF PRIVATE SECURITY 3 SEMESTER HOURS
AN OVERVIEW OF THE LEGAL ASPECTS AND PROSCRIPTIONS INVOLVED IN RETAIL, INDUSTRIAL, GOVERNMENTAL AGENCY AND PERSONNEL SECURITY. TERMS II & III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP2247 FIRE SERVICE PHOTOGRAPHY 3 SEMESTER HOURS
FUNDAMENTALS OF GOOD PHOTOGRAPHY, PROCESSING BOTH BLACK AND WHITE AND COLOR NEGATIVES AND PRINTS, FIRE SCIENCE PHOTOGRAPHY, ARSON PHOTOGRAPHY EVIDENCE PHOTOGRAPHY, FIRE SAFETY INSPECTION PHOTOGRAPHY. ON DEMAND.
LEC HRS = 016 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

CUSTOMER SERVICE

MNA1161 INTRODUCTION TO CUSTOMER SERVICE 3 SEMESTER HOURS
THIS COURSE PROVIDES STUDENTS WITH THE BASIC CONCEPTS AND CURRENT TRENDS IN THE CUSTOMER SERVICE INDUSTRY. THROUGH ACTUAL CASE STUDIES, THE STUDENTS ANALYZE ORGANIZATIONS WHICH HAVE IMPLEMENTED SUCCESSFUL CUSTOMER SERVICE STRATEGIES. TERM I/CENTRAL CAMPUS OR ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MNA2169 SEMINAR IN CUSTOMER SERVICE 3 SEMESTER HOURS
THIS COURSE PREPARES STUDENTS TO RECOGNIZE AND IMPLEMENT QUALITY CUSTOMER SERVICE TECHNIQUES THAT INSURE EFFECTIVE CLIENT INTERACTIONS. TERM II/CENTRAL CAMPUS OR ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DENTAL ASSISTING

DEA0000 INTRODUCTION TO DENTAL ASSISTING 0 SEMESTER HOURS
AN OVERVIEW OF DENTISTRY AND THE DENTAL ASSISTING PROFESSION INCLUDING ITS HISTORY, ETHICAL AND LEGAL ASPECTS, DUTIES AND RESPONSIBILITIES OF THE DENTAL HEALTH TEAM, PROFESSIONAL ORGANIZATIONS, AND PROPER CONDUCT AND GROOMING OF THE DENTAL ASSISTANT. COREQUISITE DEA0022 OR INSTRUCTORS APPROVAL. 1 HR. LEC./TERM I.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DEA0022 PRECLINICAL ORIENTATION 0 SEMESTER HOURS
DESIGNED TO ORIENT THE STUDENT TO THE DENTAL OFFICE AND THE USE AND STERILIZATION OF ALL INSTRUMENTS AND EQUIPMENT USED IN THE PRACTICE OF DENTISTRY. COREQUISITE: DES0100, DEA0300 AND DEA0022L OR INSTRUCTORS APPROVAL. SPECIAL FEE CHARGED, SEE STUDENT FEES. 4 HRS. LEC./TERM I.
LEC HRS = 064 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DEA0022L PRECLINICAL ORIENTATION LABORATORY/CLINICAL 0 SEMESTER HOURS
LABORATORY/CLINICAL PORTION OF DEA0022. PROVIDES HANDS ON INSTRUCTION OF USE AND STERILIZATION OF ALL INSTRUMENTS AND EQUIP-

MENT USED IN THE PRACTICE OF DENTISTRY. COREQUISITE: DEA0022, DES0100 AND DEA0300 OR INSTRUCTOR'S APPROVAL. SPECIAL FEE CHARGED. 8 HR. LAB/CLINICAL. TERM I.
LEC HRS = 000 LABHRS = 128 OTH HRS = 000 FEES = 0015.00

DEA0130 ALLIED DENTAL THEORY 0 SEMESTER HOURS
DESIGNED TO ACQUAINT THE STUDENT WITH BASIC BODY STRUCTURES, FUNCTIONS AND DISEASES WHICH AFFECT DENTAL TREATMENT. BASIC CONCEPTS OF MICROBIOLOGY AND THEIR RELEVANCE TO STERILIZATION. GENERAL ASPECTS OF ORAL PATHOLOGY INCLUDING COMMON PATHOLOGICAL CONDITIONS OF THE MOUTH, TEETH, AND THEIR SUPPORTING STRUCTURES WILL BE COVERED. ADDITIONAL CONSIDERATION WILL BE GIVEN TO THE PHARMACOLOGICAL PROPERTIES, THERAPEUTIC APPLICATIONS AND ANY TOXICITIES OR CONTRAINDICATIONS OF DRUGS AND MEDICAMENTS COMMONLY USED IN DENTISTRY. ESSENTIAL MATERIAL ON THE SYMPTOMS, TREATMENT AND EQUIPMENT REQUIRED TO RENDER ADEQUATE CARE FOR THE COMMON OFFICE EMERGENCIES WILL BE INCLUDED. PREREQUISITE: DEA0022 AND DES0210 OR INSTRUCTOR'S APPROVAL. COREQUISITE: DEA0821, DEA0821L OR INSTRUCTOR'S APPROVAL. 4 HR. LEC./TERM II.
LEC HRS = 064 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DEA0200 PRACTICE ADMINISTRATION OF THE DENTAL OFFICE 0 SEMESTER HOURS
THE STUDY OF EFFICIENT DENTAL OFFICE MANAGEMENT. BASIC CONCEPTS TO BE PRESENTED WILL INCLUDE TELEPHONE ETIQUETTE AND COMMUNICATION. GUIDELINES FOR BETTER INTERPERSONAL RELATIONS, METHODS FOR EFFECTIVE APPOINTMENT CONTROL, DENTAL BOOKKEEPING SYSTEMS AND PRACTICES, BUSINESS WRITING TECHNIQUES, COLLECTION AND BILLING, FILING OF PATIENTS RECORDS AND PROCEDURES FOR TAX AND HEALTH INSURANCE FORMS. TYPING PROFICIENCY MUST BE DEMONSTRATED BY THE STUDENT FOR COURSE COMPLETION. PREREQUISITE: DEA0022 AND DEA0000 OR INSTRUCTORS APPROVAL. COREQUISITE: DEA0800 OR INSTRUCTORS APPROVAL. 2 HR. LEC./TERM II.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DEA0300 PREVENTIVE DENTISTRY 0 SEMESTER HOURS
EMPHASIS IS PLACED ON THE DEVELOPMENT OF A PLAQUE CONTROL PROGRAM TO MEET INDIVIDUAL PATIENT NEEDS. MATERIALS ON METHODS OF TOOTHBRUSHING, SUPPLEMENTARY AIDS FOR ORAL PHYSIOTHERAPY AND THE USE OF FLUORIDES AND NUTRITIONAL COUNSELING IN PREVENTIVE DENTISTRY WILL BE PRESENTED. COREQUISITE: DEA0022 OR INSTRUCTOR APPROVAL. 2 HR. LEC./TERM I.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DEA0800 CLINICAL PRACTICES AND PROCEDURES I 0 SEMESTER HOURS
LECTURE SERIES ACQUAINTS THE STUDENT WITH THE NECESSARY BACKGROUND MATERIAL AND ASSISTING PROCEDURES INVOLVED IN EACH DENTAL SPECIALITY. PREREQUISITE: DEA0022, DEA0022L OR INSTRUCTORS APPROVAL. COREQUISITE: DEA0800L. SPECIAL FEE CHARGED, SEE STUDENT FEES. 1 HR. LEC./TERM II.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DEA0800L CLINICAL PRACTICES AND PROCEDURES I 0 SEMESTER HOURS
PRACTICUM PHASE PROVIDES THE OPPORTUNITY FOR EACH STUDENT TO RECEIVE CLOSELY SUPERVISED INDIVIDUAL INSTRUCTION IN ALL PHASES OF CHAIRSIDE ASSISTING. PREREQUISITE: DEA0022 AND DEA0022L. COREQUISITE: DEA0800 OR INSTRUCTOR'S APPROVAL. SPECIAL FEE CHARGED. SEE STUDENT FEES. 12 HRS. LAB. TERM II.
LEC HRS = 000 LABHRS = 192 OTH HRS = 000 FEES = 0015.00

DEA0804 CLINICAL PRACTICE II 0 SEMESTER HOURS
PRACTICUM PHASE IS A CONTINUATION OF DEA0800 WITH THE ADDITION OF A SUPERVISED EXTERNSHIP PROGRAM UTILIZING DENTAL OFFICES AND PUBLIC HEALTH FACILITIES IN THE COMMUNITY. LECTURE DEMONSTRATION SERIES FOCUSES ON SELECTED DENTAL TOPICS PERTAINING TO EFFECTIVE DENTAL ASSISTING AND THE ADDITIONAL DUTIES PERMITTED BY RULES AND REGULATIONS OF THE FLORIDA STATE BOARD OF DENTISTRY. PREREQUISITE: DEA0022, DEA0022L, DEA0800, DEA0800L. COREQUISITE: DEA0084L. 30 HRS. MINIMUM PER WEEK. TERM IIIA.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DEA0804L CLINICAL PRACTICE II 0 SEMESTER HOURS LABORATORY
PRACTICUM PHASE IS A CONTINUATION OF DEA0800 WITH THE ADDITION OF A SUPERVISED EXTERNSHIP UTILIZING DENTAL OFFICES AND PUBLIC HEALTH FACILITIES IN THE COMMUNITY. SPECIAL FEE CHARGES. SEE STUDENT FEES. PREREQUISITE: DEA0022, DEA0022L, DEA0800 AND DEA0800L. COREQUISITE: DEA0804. FIELD EXPERIENCE. 30 HRS. MINIMUM PER WEEK. TERM IIIA.
LEC HRS = 000 LABHRS = 192 OTH HRS = 000 FEES = 0010.00

DEA0820 EXPANDED FUNCTIONS I 0 SEMESTER HOURS
THE COURSE IS DESIGNED TO PROVIDE THE BASIC KNOWLEDGE AND CLINICAL PRACTICE NECESSARY FOR THE DENTAL ASSISTING STUDENT TO PERFORM THE EXPANDED FUNCTIONS PERMITTED BY THE RULES AND REGULATIONS OF THE FLORIDA STATE BOARD OF DENTISTRY. COREQUISITE: DEA0022 & DEA0022L OR INSTRUCTORS APPROVAL. 3 HRS. LEC.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DEA0821 EXPANDED FUNCTIONS II 0 SEMESTER HOURS
THE COURSE IS DESIGNED TO BE A CONTINUATION OF DENTAL AUXILIARY EXPANDED FUNCTIONS I. IT WILL PROVIDE THE BASIC KNOWLEDGE NECESSARY TO PERFORM THE MORE COMPLEX EXPANDED FUNCTIONS PERMITTED BY THE RULES AND REGULATIONS OF FLORIDA STATE BOARD OF DENTISTRY. PREREQUISITE: DEA0820, DEA0022, DEA0022L, OR INSTRUCTORS APPROVAL. COREQUISITES: DEA0821L, DEA0800 AND DEA0800L. 1 HR. LEC. TERM II.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DEA0821L EXPANDED FUNCTION II 0 SEMESTER HOURS LABORATORY
THIS COURSE IS DESIGNED TO BE A CONTINUATION OF DENTAL AUXILIARY EXPANDED FUNCTIONS I. IT WILL PROVIDE THE CLINICAL PRACTICE NECESSARY TO PERFORM THE MORE COMPLEX EXPANDED FUNCTIONS PERMITTED BY THE RULES AND REGULATIONS OF FLORIDA STATE BOARD OF DENTISTRY. PREREQUISITE: DEA0820, DEA0022, DEA0022L, OR INSTRUCTOR'S APPROVAL. COREQUISITE: DEA0821, DEA0800, DEA0800L. SPECIAL FEE CHARGED. SEE STUDENT FEES. 3 HRS. LAB. TERM II.
LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0010.00

DEA2940 DENTAL PRACTICUM 3 SEMESTER HOURS
DESIGNED TO PROVIDE AN OPPORTUNITY FOR CONTINUED PRACTICE IN DENTAL ASSISTING PROCEDURES WHILE THE STUDENT IS COMPLETING THE GENERAL COLLEGE COURSES NECESSARY TO MEET THE REQUIREMENTS OF AN ASSOCIATE IN SCIENCE DEGREE. PREREQUISITE: DEA0804 AND DEA0804L OR INSTRUCTORS APPROVAL. ARRANGED HRS. TERM II.
LEC HRS = 032 LABHRS = 064 OTH HRS = 000 FEES = 0000.00

DES0021 DENTAL ANATOMY AND 0 SEMESTER HOURS PHYSIOLOGY
THE STUDY OF HEAD AND NECK ANATOMY WITH EMPHASIS PLACED ON THE STRUCTURE MORPHOLOGY AND FUNCTION OF THE PRIMARY AND PERMANENT HUMAN DENTITIONS. COREQUISITE: DEA0022,

DEA0820, DES0210 OR INSTRUCTORS APPROVAL 3 HRS. LEC./TERM I.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DES0100 DENTAL MATERIALS 0 SEMESTER HOURS
DESIGNED TO FAMILIARIZE THE STUDENT WITH THE VARIOUS TYPES OF MATERIALS, THEIR PHYSICAL PROPERTIES AND CHARACTERISTICS, PROPER MANIPULATION AND DESIGNED APPLICATION IN THE PRACTICE OF DENTISTRY. COREQUISITE DES0100L OR INSTRUCTORS APPROVAL. 2 HRS. LEC./TERM I.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DES0100L DENTAL MATERIALS LAB 0 SEMESTER HOURS LABORATORY PORTION OF DES1100. PROPER MANIPULATION AND DESIGNED APPLICATION IN THE PRACTICE OF DENTISTRY. PROJECTS DEMONSTRATING PROFICIENCY IN THE TECHNICAL APPLICATIONS AND PROPER MANIPULATION OF SPECIFIED DENTAL MATERIALS WILL BE REQUIRED. SPECIAL FEE CHARGED. SEE STUDENT FEES. COREQUISITE DES0100 OR INSTRUCTORS APPROVAL. 3 HRS. LAB. TERM I.
LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0010.00

DES0210 DENTAL RADIOLOGY 0 SEMESTER HOURS
FUNDAMENTALS OF RADIOLOGICAL SCIENCE AS APPLIED TO DENTISTRY WILL BE PRESENTED. SPECIAL CONSIDERATION WILL BE GIVEN TO RADIATION PHYSICS, HAZARDS, BIOLOGICAL EFFECTS, PROTECTION AND CONTROL METHODS. ALSO PROPER TECHNIQUES FOR EXPOSING, PROCESSING AND MOUNTING OF RADIOGRAPHS ARE INCLUDED. COREQUISITE: DES0210L OR INSTRUCTOR APPROVAL. 2 HRS. LEC./TERM I.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DES0210L DENTAL RADIOLOGY LAB 0 SEMESTER HOURS LABORATORY PORTION OF DES1210. PROPER TECHNIQUES FOR EXPOSING, PROCESSING, AND MOUNTING RADIOGRAPHS. LABORATORY EXERCISE DEMONSTRATING PROFICIENCY IN THESE TECHNIQUES WILL BE REQUIRED. COREQUISITE: DES0210 OR INSTRUCTOR APPROVAL. 4 HRS. LAB. TERM I.
LEC HRS = 000 LABHRS = 064 OTH HRS = 000 FEES = 0010.00

DES0300 DENTAL PSYCHOLOGY 0 SEMESTER HOURS
THIS COURSE WILL OFFER MATERIAL ON THE BASIC THEORIES OF PSYCHOLOGY WHICH ENABLE THE DENTAL ASSISTANT TO POSSESS A GREATER UNDERSTANDING OF WHY PEOPLE ACT AS THEY DO. INCLUDED IN THE COURSE ARE PRACTICAL TECHNIQUES FOR EFFECTIVE PATIENT MANAGEMENT AND BASIC GUIDELINES FOR ESTABLISHING A BETTER INTERPERSONAL RELATIONSHIP BETWEEN THE DENTAL ASSISTANT, DENTAL STAFF AND THE DENTAL PATIENT. PREREQUISITE: DEA0022, DEA0000 AND DEA0300 OR INSTRUCTORS APPROVAL. 1 HR. LEC. TERM II. COREQUISITE: DEA0800 OR INSTRUCTORS APPROVAL.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DIETETIC TECHNOLOGY

DIE1270 NUTRITION CLINICAL 3 SEMESTER HOURS PRACTICE I
SUPERVISED FIELD EXPERIENCE DESIGNED TO DEVELOP AND TEST COMPETENCE IN THE APPLICATION OF NUTRITION KNOWLEDGE AND PRINCIPLES TO INDIVIDUAL PATIENT CARE. COREQUISITE: DIE 2412. PREREQUISITE: HUN 1201 9 HRS. WKLY. TERM II.
LEC HRS = 032 LABHRS = 112 OTH HRS = 000 FEES = 0003.00

DIE2222 NUTRITION CARE IN THE 3 SEMESTER HOURS COMMUNITY & INSTITUTION
EXAMINATION OF MENU PLANNING FOR PATIENTS REQUIRING REGULAR OR MODIFIED DIETS AND ITS IMPLEMENTATION, BOTH AT HOME AND IN THE INSTITUTION REVIEW OF COMMUNITY AGENCIES

INVOLVED IN HEALTH CARE INTRODUCTION TO BASIC DIET INSTRUCTION SKILLS. PREREQUISITE: HUN1201 TERM I.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DIE2243 APPLIED NUTRITION 3 SEMESTER HOURS
A FURTHER INVESTIGATION OF NUTRITION IN DIET THERAPY, AND ITS RELATIONSHIP TO NORMAL NUTRITION. EXAMINATION OF THE ETIOLOGY, CLINICAL MANIFESTATIONS, AND DIETARY TREATMENT OF MANY DISEASE CONDITIONS. A STUDY OF THE TOTAL NUTRITIONAL CARE OF THE PATIENT. PREREQUISITE DIE 2222 HUN 1201, DIE 2412. TERM II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DIE2271 NUTRITION CLINICAL PRACTICE II 3 SEMESTER HOURS

SUPERVISED FIELD EXPERIENCE DESIGNED TO DEVELOP AND TEST COMPETENCIES IN UTILIZING DIET MANUALS AND MEDICAL TECHNOLOGY INCORPORATING DIETARY CHANGES IN MENU PATTERNS AND IN EVALUATING THE ROLE OF DIET THERAPY IN THE INSTITUTIONAL SETTING. COREQUISITE: DIE 2222 PREREQUISITE DIE 1270 AND HUN 1201 9 HR. WKLY, TERM I.

LEC HRS = 032 LABHRS = 112 OTH HRS = 000 FEES = 0000.00

DIE2272L NUTRITION CLINICAL PRACTICE III 4 SEMESTER HOURS

SUPERVISED FIELD EXPERIENCE TO DEVELOP AND TEST COMPETENCIES IN FOOD SERVICE MANAGEMENT. EMPHASIS ON EMPLOYEE SUPERVISION/TRAINING, TIME MANAGEMENT, FINANCIAL ANALYSIS/REPORTS/BUDGETS, SAFETY AND SANITATION, FOOD FORECASTING/PURCHASING, INVENTORY CONTROL, RECEIVING AND STORAGE, QUANTITY FOOD PRODUCTION AND LAYOUT AND DESIGN OF INSTITUTIONAL KITCHENS.

LEC HRS = 016 LABHRS = 164 OTH HRS = 000 FEES = 0000.00

DIE2412 NUTRITION COUNSELING AND EDUCATION 2 SEMESTER HOURS

INTERVIEWING AND INSTRUCTIONAL TECHNIQUES IN THE APPLICATION OF DIET THERAPY USING VIDEO TAPES, AND ROLE PLAYING. EDUCATIONAL METHODS AND THEIR APPLICATION TO NUTRITION. STUDY OF VARIOUS SOCIAL AND CULTURAL INFLUENCES ON FOOD HABITS, A REVIEW OF THE IMPACT OF FOOD MISINFORMATION ON THE PUBLIC. COREQUISITE: HUN1201. TERM I.

LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FSS2301 DIETARY DEPARTMENT OPERATIONS 3 SEMESTER HOURS

A STUDY OF THE ORGANIZATION AND MANAGEMENT OF FOOD SERVICE IN HEALTH CARE FACILITIES. EXAMINES THE ROLE OF THE DIETARY DEPARTMENT IN RELATION TO OTHER DEPARTMENTS OF THE INSTITUTION. TRENDS IN METHODS OF FOOD SERVICE IN THE HOSPITAL AND EXTENDED CARE FACILITIES ARE STUDIED. TERM I.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FSS2306 MANAGEMENT CLINICAL PRACTICE IV 2 SEMESTER HOURS

SUPERVISED FIELD EXPERIENCE TO DEVELOP AND TEST COMPETENCIES IN FINANCIAL MANAGEMENT. EMPHASIS ON REPORT ANALYSIS AND EVALUATION; COMPUTATION OF TESTS FOR LIQUIDITY, SOLVENCY, ETC. COMPUTATION AND USE OF BREAK EVEN ANALYSIS. PREREQUISITE FSS 2304 6 HRS. WKLY TERM II.

LEC HRS = 032 LABHRS = 000 OTH HRS = 064 FEES = 0000.00

FSS2307 DIETETIC SEMINAR 1 SEMESTER HOUR

STUDY OF CURRENT NUTRITION PROBLEMS AND RECENT FINDINGS. CONTENT DESIGNED TO MEET NEEDS AND INTERESTS OF STUDENTS. PREREQUISITE HUN1201 TERM II.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HS2111 HEALTH CARE FACILITIES AND DELIVERY SYSTEMS 3 SEMESTER HOURS

AN OVERVIEW OF THE VARIED TYPES OF HEALTH CARE FACILITIES AND HEALTH DELIVERY SYSTEMS OPERATING IN THE UNITED STATES, THEIR PURPOSE ORGANIZATION, NEED IN SOCIETY; GENERAL FUNCTIONS AND STAFFING. FACILITIES SUCH AS HOSPITALS, NURSING, AND REHABILITATION, CENTERS HEALTH MAINTENANCE ORGANIZATIONS, PRIVATE AND PUBLIC OUTPATIENT CLINICS, AND NEIGHBORHOOD HEALTH CARE CENTERS ARE ANALYZED AND DISCUSSED. TERM IIIA.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HUN1201 ESSENTIALS OF NUTRITION 3 SEMESTER HOURS

STUDY OF NUTRITIONAL SCIENCE, THE NUTRIENT INTERRELATIONSHIPS AND THE NUTRITIONAL NEEDS OF PERSONS AT VARIOUS STAGES OF LIFE CYCLE.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HUN1202 ESSENTIALS OF NUTRITION & DIET THERAPY 3 SEMESTER HOURS

A STUDY OF NUTRITIONAL SCIENCE THE NUTRIENT, INTERRELATIONSHIPS AND THE NUTRITIONAL NEEDS OF PERSONS AT VARIOUS STAGES OF LIFE CYCLE. PARTICULAR EMPHASIS WILL BE PLACED ON DIET THERAPY IN THE MODIFICATION OF DISEASE PROCESS. THIS COURSE IS OPEN TO ALL ALLIED HEALTH STUDENTS ONLY OR WITH PERMISSION OF THE INSTRUCTOR. 3 HRS. LEC./TERM I, II, AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ECONOMICS

ECO2013 PRINCIPLES OF ECONOMICS I 3 SEMESTER HOURS

AN INTRODUCTORY COURSE IN MACROECONOMIC PRINCIPLES COVERING BASIC ECONOMIC PROBLEMS AND CONCEPTS. TOPICS DISCUSSED AND ANALYZED INCLUDE THE ROLE OF GOVERNMENT IN VARIOUS ECONOMIC SYSTEMS, AGGREGATE MEASURES OF ECONOMIC PERFORMANCE, ASPECTS OF ECONOMIC INSTABILITY, MACROEQUILIBRIUM, FISCAL AND MONETARY POLICIES, AND THE IMPACT OF BOTH THE PUBLIC DEBT AND INTERNATIONAL TRADE. MEETS AREA 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II AND III/ALL CAMPUSES. OPEN COLLEGE/WEEKEND COLLEGE.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ECO2023 PRINCIPLES OF ECONOMICS II 3 SEMESTER HOURS

PREREQUISITE: ECO2013 OR INSTRUCTOR'S APPROVAL. CONTINUATION OF ECO2013 STRESSING MICROECONOMIC THEORIES. TOPICS STUDIED INCLUDE THE THEORY AND APPLICATION OF SUPPLY AND DEMAND ELASTICITY; THEORY OF CONSUMER DEMAND, UTILITY, AND INDIFFERENCE CURVE ANALYSIS; THE LAW OF DIMINISHING RETURNS IN PRODUCTION AND THE FIRM'S PROFIT MAXIMIZING BEHAVIORS UNDER MARKET MODELS RANGING FROM PURE COMPETITION TO PURE MONOPOLY; PRODUCTION THEORY AND THE THEORY OF INCOME DISTRIBUTION; COMPARATIVE ADVANTAGE, TRADE POLICIES, EXCHANGE RATES, BALANCE OF PAYMENTS, AND OTHER INTERNATIONAL ECONOMIC ISSUES. MEETS AREA 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II AND III/ALL CAMPUSES. OPEN COLLEGE/WEEKEND COLLEGE.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ECO2220 MONEY AND BANKING 3 SEMESTER HOURS

A GENERAL SURVEY OF THE ECONOMICS OF MONEY AND BANKING COVERING THE NATURE AND FUNCTIONS OF MONEY; MONETARY STANDARDS; STRUCTURE AND FUNCTIONS OF THE FEDERAL RESERVE SYSTEM; MONETARY POLICY, MONETARY

THEORY AND THE PRICE LEVEL; INTERRELATION OF MONETARY AND FISCAL POLICY, RECENT MONETARY PROBLEMS, AND INTERNATIONAL FINANCE. TERM: ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ECS2001 COMPARATIVE ECONOMICS SYSTEMS 3 SEMESTER HOURS

THIS COURSE SURVEYS AND ANALYZES THE ECONOMIC SYSTEMS OF MARXIST/LENINIST, SOCIAL DEMOCRAT, THIRD WORLD SOCIALIST, MIXED ECONOMICS, AND CAPITALIST. THE COURSE CONSIDERS INDIVIDUAL DECISION MAKING STRUCTURES AND THE FUNCTIONING OF THESE ECONOMIES AS A WHOLE. TERM: ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ECS2390 THE ECONOMY OF SPAIN 3 SEMESTER HOURS
AN ANALYSIS OF THE SPANISH ECONOMIC SYSTEM COVERING THE HISTORICAL DEVELOPMENT; PUBLIC AND PRIVATE SECTORS; AGRICULTURE AND INDUSTRY; AND FOREIGN TRADE RELATIONS. ONLY OFFERED IN CONJUNCTION WITH THE SEMESTER IN SPAIN PROGRAM. MEETS AREA 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: ON DEMAND/THIS COURSE IS TAUGHT IN SPAIN.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

EDUCATION

CHD1320 CURRICULUM PLANNING FOR EARLY CHILDHOOD 3 SEMESTER HOURS

CONTENT AND METHODS OF PLANNING DEVELOPMENTALLY APPROPRIATE ACTIVITIES TO ENHANCE CHILDREN'S COGNITIVE, SOCIAL, EMOTIONAL, PHYSICAL AND CREATIVE DEVELOPMENT. LESSON PLAN FORMATS AND DAILY SCHEDULING WILL BE COVERED. ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CHD1331 CREATIVITY FOR YOUNG CHILDREN 3 SEMESTER HOURS

THIS COURSE OFFERS AN UNDERSTANDING OF THEORY IN CHILDREN'S ART, MUSIC, AND MOVEMENT ACTIVITIES AND THEIR PRACTICAL CLASSROOM APPLICATION THROUGH PROCESS ORIENTED AND TEACHER ACTIVITIES. ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CHD1334 CHILDREN'S LITERATURE & LANGUAGE ARTS 3 SEMESTER HOURS

THE HISTORICAL PERSPECTIVE WILL GUIDE A STUDY OF QUALITATIVE BOOKS, SUCH AS FAIRY TALES, FOLK TALES, POEMS, AND NURSERY RHYMES. THE ROLE OF THE TEACHER IN THE CHILD'S ACQUISITION OF COMMUNICATIONS SKILLS WILL BE INVESTIGATED. ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CHD1338 MATH & SCIENCE FOR THE YOUNG CHILD 3 SEMESTER HOURS

DESIGNED TO FOSTER UNDERSTANDING OF THE DEVELOPMENT OF MATHEMATICAL THINKING AND THE MENTAL ABILITY OF THE PRESCHOOL CHILD. THE SCIENCE PORTION WILL ENABLE THE PUPIL TO BECOME FAMILIAR WITH THE CONCEPT AND TECHNIQUES OF "SCIENCING." ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CHD1940 PRACTICUM I: OBSERVATION AND EVALUATION 3 SEMESTER HOURS

OFFERS AN OPPORTUNITY TO OBSERVE CHILDREN IN A CHILD CARE SETTING, GAIN UNDERSTANDING OF THEIR BEHAVIOR AND EVALUATE THEIR ENVIRONMENT. ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 024 FEES = 0000.00

CHD2441 PRACTICUM II 3 SEMESTER HOURS
FACILITATES PRACTICAL EXPERIENCES IN TECHNIQUES OF EARLY CHILDHOOD EDUCATION. REQUIRES QUALIFIED SUPERVISION IN A SCHOOL, OR CENTER FOR PRESCHOOL EDUCATION. (PREREQUISITE: CHD1940 PRACTICUM I). ON DEMAND.

LEC HRS = 016 LABHRS = 032 OTH HRS = 078 FEES = 0000.00

CHD2800 ADMINISTRATION AND MANAGEMENT IN EARLY CHILDHOOD EDUCATION 3 SEMESTER HOURS

THIS COURSE WILL EMPHASIZE THE DESIGN AND OPERATION OF A CHILD CARE FACILITY. CLASSROOM EXPOSURE WILL EMPHASIZE AND ASSESS SITE SELECTION, BUILDING DESIGN AND SUPERVISORY FUNCTIONS, EQUIPMENT SELECTION, ACTIVITY PLANNING, SCHEDULING, FINANCING, BUDGETING, RECORDS KEEPING AND MARKETING. (PREREQUISITE EEC1200 EARLY CHILDHOOD EDUCATION OR INSTRUCTOR'S APPROVAL.) ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

EDF1050 INTRODUCTION TO TESTS AND MEASUREMENTS 3 SEMESTER HOURS

THIS COURSE PROVIDES BASIC INFORMATION ON THE USE OF MEASUREMENT AND EVALUATION IN THE EDUCATIONAL PROCESS. IT EXPLORES THE THEORETICAL FOUNDATION OF TEST AND MEASUREMENT DEVELOPMENT AND ITS PRACTICAL APPLICATION IN THE CONSTRUCTION AND EVALUATION OF TESTS. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM OFFERED: ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

EDF2010 EDUCATIONAL PSYCHOLOGY 3 SEMESTER HOURS

THIS COURSE REVIEWS PSYCHOLOGICAL PRINCIPLES RELEVANT TO EFFECTIVE TEACHING AND LEARNING. STAGE THEORIES WILL BE USED TO ADDRESS ISSUES OF PUPIL VARIABILITY. THE COURSE WILL ENABLE STUDENTS TO DESIGN AND USE OBJECTIVES. UNITS ON INSTRUCTION WILL INCLUDE BEHAVIORAL, INFORMATION PROCESSING, HUMANISTIC AND COGNITIVE THEORIES. FINALLY, MEASUREMENT AND EVALUATION, AS WELL AS CLASSROOM MANAGEMENT, WILL BE ADDRESSED. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM OFFERED: I, II, AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

EDF2070 PERSPECTIVES IN EDUCATION 3 SEMESTER HOURS

A STUDY OF THE PRINCIPLES OF AMERICAN EDUCATION. EMPHASIS IS PLACED ON THE HISTORICAL, PHILOSOPHICAL, SOCIOLOGICAL, AND LEGAL FOUNDATIONS OF EDUCATION IN AMERICA AND THEIR IMPACT ON CURRICULUM DEVELOPMENT, LEARNING, AND THE TEACHING PROFESSION. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

EEC1200 EARLY CHILDHOOD EDUCATION 3 SEMESTER HOURS

THIS COURSE REVIEWS THE HISTORY AND PRESENT DAY ASPECTS OF EARLY CHILDHOOD PROGRAMS FOR INFANTS, TODDLERS, PRESCHOOL, AND SCHOOL CHILDREN. BASIC PRINCIPLES AND FOUNDATIONS OF EARLY CHILDHOOD EDUCATION ARE COVERED. TERM I.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

EEC1603 CHILD GUIDANCE 3 SEMESTER HOURS

THIS COURSE PROVIDES CHILD GUIDANCE AND GROUP MANAGEMENT TECHNIQUES TO FOSTER THE DEVELOPMENT OF SELF ESTEEM, SELF CONTROL, AND SOCIAL SKILLS IN YOUNG CHILDREN. ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ELECTRONICS ENGINEERING TECHNOLOGY

CET1112C DIGITAL TECHNIQUES 5 SEMESTER HOURS
THE STUDY AND APPLICATION OF DIGITAL LOGIC CIRCUITS. TOPICS INCLUDE BINARY, OCTAL AND HEXADECIMAL NUMBER SYSTEMS, BOOLEAN ALGEBRA, KARNAUGH MAPPING, LOGIC GATES, FLIP FLOPS AND REGISTERS, APPLICATIONS IN COMBINATIONAL AND SEQUENTIAL LOGIC SYSTEMS. EXTENSIVE LABORATORY PRACTICE.
LEC HRS = 064 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

CET1123C MICROPROCESSORS I 4 SEMESTER HOURS
STUDY OF THE ORGANIZATION AND OPERATION OF A STORED PROGRAM DIGITAL COMPUTER WITH EMPHASIS ON CPU OPERATION IN RESPONSE TO ASSEMBLY AND MACHINE LANGUAGE INSTRUCTIONS. METHODS OF SELECTING AND OPERATING I/O DEVICES UNDER PROGRAM CONTROL WILL ALSO BE STUDIED. PREREQUISITE: CET1112C.
LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

CET1317 TECHNICAL PROGRAMMING 3 SEMESTER HOURS
THE STUDENT WILL DEMONSTRATE A PROFICIENCY IN COMPUTER PROGRAMMING APPLIED TO THE SOLUTION OF PROBLEMS IN ELECTRONICS AND CIVIL ENGINEERING TECHNOLOGY FIELDS, WITH A HIGH DEGREE OF ACCURACY. PREREQUISITE: MTB1322.
LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

CET2131C MICROPROCESSORS II 5 SEMESTER HOURS
ANALYSIS OF 8 BIT AND 16/32 BIT MICROPROCESSORS AND MICROCOMPUTERS WITH EMPHASIS ON LOGIC, TIMING AND INTERFACING. THE STUDENT WILL DESIGN LOGIC AND PROGRAMS TO INTERFACE MEMORY AND PERIPHERAL DEVICES IN A MICROPROCESSOR BASED SYSTEM. PROGRAMMING THE MOTOROLA 68000 MICROPROCESSOR IS INCLUDED IN THE COURSE. PREREQUISITE: CET1123C.
LEC HRS = 064 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

CET2133C COMPUTER TECHNOLOGY 4 SEMESTER HOURS
THIS COURSE WILL COVER THE MICROPROCESSOR TECHNOLOGY RELATED TO THE 8086 FAMILY OF MICROPROCESSORS AND MICROCHIPS. THE STUDENT WILL LEARN THE ARCHITECTURE AND INSTRUCTION SET AND THEN USE MACHINE AND ASSEMBLY LANGUAGE PROGRAMMING TO DESIGN AND IMPLEMENT INTERFACING FROM A MICROPROCESSOR BASED SYSTEM TO PERIPHERAL DEVICES SUCH AS USED IN INSTRUMENTATION AND ENGINEERING APPLICATIONS. PREREQUISITE: CET1123C.
LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

CET2186C PERIPHERAL DEVICES 4 SEMESTER HOURS
ANALYSIS AND DESIGN OF INTERFACING HARDWARE AND SOFTWARE USED IN MICROPROCESSOR BASED SYSTEMS. INCLUDES OPERATIONAL CHARACTERISTICS OF VIDEO DISPLAYS, PRINTERS, PLOTTERS, KEYBOARDS, POINTING DEVICES, DISK CONTROLLERS AND INSTRUMENTATION LINKS FOR THERMOCOUPLES, STRAIN GAUGES, ETC. PREREQUISITES: CET2131C AND EET2142C.
LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

CET2253 APPLIED OPERATING SYSTEMS 4 SEMESTER HOURS
ANALYSIS AND APPLICATIONS OF DISK BASED OPERATING SYSTEMS USED IN MICROCOMPUTER CONTROL AND ACQUISITION SYSTEMS. LABORATORY PRACTICE WILL GIVE THE STUDENT A WORKING KNOWLEDGE OF MS DOS, BIOS AND DOS SERVICES AND FUNCTIONS. PREREQUISITE: CET1317C AND CET1123C.
LEC HRS = 064 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ECM2104 CALCULUS FOR ELECTRONICS 4 SEMESTER HOURS
INTRODUCTION TO DIFFERENTIAL AND INTEGRAL CALCULUS AND ITS APPLICATION TO THE SOLUTION OF PROBLEMS INVOLVING ELECTRONIC NETWORKS DRIVEN BY TIME VARYING SOURCES. PREREQUISITE: MTB1322.
LEC HRS = 064 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

EET1015C DC CIRCUITS 5 SEMESTER HOURS
THIS IS A FIRST COURSE IN ELECTRIC CIRCUITS. UPON COMPLETION OF THIS COURSE THE STUDENT SHOULD DEMONSTRATE AN UNDERSTANDING OF THE DEFINITIONS AND INTERRELATIONSHIPS OF VOLTAGE, CURRENT AND POWER IN CIRCUITS CONTAINING PASSIVE CIRCUIT ELEMENTS AND MULTIPLE SOURCES. PRE OR COREQUISITE: MTB1321.
LEC HRS = 064 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

EET1025C AC CIRCUITS 5 SEMESTER HOURS
UPON COMPLETION OF THIS COURSE THE STUDENT SHALL DEMONSTRATE A KNOWLEDGE OF CIRCUIT ANALYSIS USING ALTERNATING VOLTAGE SOURCES, THE BEHAVIOR OF RESISTIVE AND REACTIVE PASSIVE CIRCUIT ELEMENTS, AND FREQUENCY AND TRANSIENT RESPONSE. MAGNETIC CIRCUITS, RESONANCE AND IDEAL TRANSFORMERS ARE INCLUDED. PREREQUISITE: EET1015C; COREQUISITE: MTB1322.
LEC HRS = 064 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

EET1141C LINEAR TECHNIQUES I 5 SEMESTER HOURS
SEMICONDUCTOR PRINCIPLES, RECTIFIER DIODES, ZENER DIODES, BJT AMPLIFIERS, NEGATIVE FEED-BACK AMPLIFIERS. EXTENSIVE LABORATORY EXPERIENCE. PREREQUISITE: EET1015C.
LEC HRS = 064 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

EET2004 INTRODUCTORY ELECTRONICS 3 SEMESTER HOURS
A SURVEY COURSE FOR NON ELECTRONICS MAJORS. TOPICS INCLUDE DC/AC CIRCUITS, CIRCUIT COMPONENTS, ACTIVE DEVICES, LINEAR AND DIGITAL INTEGRATED CIRCUITS, AMPLIFIERS, RECTIFIERS, LOGIC CIRCUITS, AND ELECTRONIC COMMUNICATION SYSTEMS. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

EET2037C CIRCUIT ANALYSIS 4 SEMESTER HOURS
ANALYSIS OF MULTISOURCE NETWORKS, BOTH AC AND DC, THE APPLICATION OF VARIOUS NETWORK REDUCTION THEOREMS, FREQUENCY RESPONSE ANALYSIS, HIGH PASS, LOW PASS AND FREQUENCY SELECTIVE FILTERS, OSCILLATOR CIRCUITS, COMPUTER AIDED ANALYSIS OF ACTIVE AND PASSIVE CIRCUITS. PREREQUISITES: EET1025C AND EET1141C.
LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0000.00

EET2142C LINEAR TECHNIQUES II 4 SEMESTER HOURS
POWER AMPLIFIERS, FIELD EFFECT TRANSISTORS AND AMPLIFIERS, THERMAL EFFECTS IN SEMICONDUCTORS, THYRISTORS, RECTIFIER POWER SUPPLIES, VOLTAGE AND CURRENT REGULATION, OPERATIONAL AMPLIFIER APPLICATIONS, DIFFERENTIAL AMPLIFIERS, AND SPECIAL DEVICES. PREREQUISITE: EET1141C.
LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0010.00

EET2326C ELECTRONIC COMMUNICATIONS 4 SEMESTER HOURS
UPON COMPLETION OF THIS COURSE, THE STUDENT WILL DEMONSTRATE KNOWLEDGE OF BASIC ELECTRONIC COMMUNICATIONS SYSTEMS, RF AMPLIFIERS AND OSCILLATORS, AMPLITUDE MODULATION, SINGLE SIDE BAND MODULATION, FREQUENCY AND PHASE MODULATION, PULSE MODULATION, DEMODULATION, AND DIGITAL COMMUNICATION METHODS. PREREQUISITE: EET2037C.
LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0010.00

EET2353C DATA COMMUNICATIONS

4 SEMESTER HOURS

THE STUDENT WILL ANALYZE AND IMPLEMENT DATA COMMUNICATIONS SYSTEMS INCLUDING PULSE AMPLITUDE, PULSE WIDTH MODULATION AND RS 232, RS 422, IEEE 488. DESCRIPTIONS OF BISYNC, HDLC AND LOCAL AREA NETWORKS WILL BE INCLUDED. EXPERIMENTS WILL INCLUDE UART, PAM, PDM AND MODEM IMPLEMENTATION. PREREQUISITE: CET1123C.
LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

EST2940 BIOMEDICAL PRACTICUM 2 SEMESTER HOURS

THE STUDENT WILL PARTICIPATE IN A TWELVE WEEK INTERNSHIP, TWELVE HOURS PER WEEK, AT A COOPERATING HOSPITAL. TOPICS WILL INCLUDE ORIENTATION, MEDICAL INSTRUMENTATION THEORY, SAFETY STANDARDS, PREVENTIVE MAINTENANCE AND HANDS ON REPAIR ASSIGNMENTS. HOSPITAL BIOMEDICAL STAFF WILL SUPERVISE ALL ASPECTS OF THE COURSE. PREREQUISITE: MEA1010, CHM1033, APB1190, CHM1033L, A.S. DEGREE IN ELECTRONICS ENGINEERING TECHNOLOGY. COREQUISITE: APB1191, APB1191L.
LEC HRS = 000 LABHRS = 000 OTH HRS = 144 FEES = 0000.00

ETD1324 BASIC CAD 3 SEMESTER HOURS

FIRST COURSE IN COMPUTER AIDED DESIGN (CAD), LAB WORK USING AUTOCAD SOFTWARE. TOPICS INCLUDE FUNDAMENTALS OF DOS, AUTOCAD COMMAND STRUCTURE, SETTING UNITS AND LIMITS, DRAFTING PRIMITIVES, LAYERING, USE OF EDITING TOOLS; GRID, SNAP, AND AXIS COMMANDS. ASSIGNMENTS REQUIRING EXTENSIVE USE OF THE CADS LAB. EXTRA LAB HOURS ARE AVAILABLE.
LEC HRS = 016 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

ETD2350C ADVANCED CAD 3 SEMESTER HOURS

ADDITIONAL TOPICS IN AUTOCAD. THESE INCLUDE BLOCKS, MOVE AND COPY, ARRAY, MIRROR, TEXT, TEXT STYLES, 3 D AND ISOMETRIC MODES. THE DEVELOPMENT OF MACRO OPERATIONS. AS IN BASIC CAD, EXTRA LAB HOURS ARE AVAILABLE. PREREQUISITE: ETD1324.
LEC HRS = 016 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

ETE2761 ROBOTICS/PROCESS CONTROL I 3 SEMESTER HOURS

SIGNAL PROCESSING, TRANSDUCERS, REVIEW OF BRIDGE CIRCUITS, OPERATIONAL AMPLIFIERS WITH EMPHASIS UPON FILTERS, AND SIGNAL PROCESSING. APPLICATIONS OF A WIDE VARIETY OF TRANSDUCERS IN OPERATIONAL AMPLIFIER BRIDGE CIRCUITS.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ETE2762 ROBOTICS/PROCESS CONTROL II 3 SEMESTER HOURS

ELECTRIC MOTORS (AC, DC, AND STEPPER), OPEN AND CLOSED LOOP CONTROL, SERVOMECHANISMS; PROPORTIONAL, DERIVATIVE AND INTEGRAL CONTROL; INDUSTRIAL ELECTRONIC CONTROL SYSTEMS. PREREQUISITE: ETE2761.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ETE2763C ROBOTICS 3 SEMESTER HOURS

TYPES OF ROBOTIC MOVEMENTS, TYPES OF ROBOTS, ROBOT CONTROL METHODS, SENSORY CONTROL, TYPES OF END ADAPTERS, DEGREES OF FREEDOM; APPLICATIONS OF INDUSTRIAL ROBOTS. LABORATORY EXPERIENCE ON HYDRAULIC AND ELECTRICAL ROBOTS. COMPUTER CONTROL APPLICATIONS ARE PART OF THE LABORATORY EXPERIENCE. PREREQUISITE: ETE2762.
LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0000.00

ETI1411 MATERIALS AND MANUFACTURING PROCESSES 4 SEMESTER HOURS

THE STUDY OF INDUSTRIAL PROCESSES INCLUDING MILLING, TURNING, GRINDING AND SOLDERING AND OTHER MEANS FOR JOINING MATERIALS. THE COURSE

WILL ALSO INCLUDE SOME INTRODUCTORY CONCEPTS OF NC MACHINING.

LEC HRS = 064 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ETI2481C ROBOTICS AND AUTOMATED MATERIAL HANDLING 3 SEMESTER HOURS

THE STUDY OF ROBOTS AND AUTOMATED MATERIAL HANDLING SYSTEMS. STUDY INCLUDES PRINCIPLES OF OPEN AND CLOSED LOOP CONTROL SYSTEM; PRESSURE, THERMAL, AND OPTICAL TRANSDUCERS; ROBOT TYPES; END OF ARM TOOLING. MAINTENANCE AND SAFETY. EXTENSIVE LABORATORY EXPERIENCE ON SCARA ROBOTS, INCLUDING HIGH LEVEL PROGRAMMING. PREREQUISITE: ENC1101.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0000.00

EMERGENCY MEDICAL SERVICES

EMS1031 EMT FOR ALLIED HEALTH 2 SEMESTER HOURS

INTRODUCTORY SURVEY OF EMERGENCY MEDICAL SERVICES INCLUDING MEDICAL/LEGAL ASPECTS AND PRESENTS INFORMATION ON THE TREATMENT OF TRAUMATIC INJURIES AND OTHER LIFE THREATENING MEDICAL CONDITIONS INCLUDING CARDIOPULMONARY RESUSCITATION. DESIGNED TO ACQUAINT THE STUDENT WITH EMERGENCY MEDICAL PROCEDURES AND TECHNIQUES DOES NOT QUALIFY THE STUDENT FOR CERTIFICATION AS AN EMERGENCY MEDICAL TECHNICIAN (EMT). REGISTRATION FOR THIS COURSE IS LIMITED TO STUDENTS ENROLLED IN ALLIED HEALTH PROGRAMS.

LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

EMS1031L EMT FOR ALLIED HEALTH 1 SEMESTER HOUR LABORATORY

APPLICATION OF SKILLS AND PROCEDURES INVOLVED IN LIFE THREATENING EMERGENCIES AS SEEN IN HOSPITALS, MEDICAL AND DENTAL OFFICES AND DAILY LIVING. TOPICS INCLUDE; PATIENT ASSESSMENT, CPR RECERTIFICATION, TRAUMA CARE, MANAGEMENT OF SHOCK, MEDICAL EMERGENCIES, ENVIRONMENTAL INJURIES, EMERGENCY CHILD BIRTH, AND PATIENT HANDLING TECHNIQUES.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0004.00

EMS1059L FIRST RESPONDER LAB 1 SEMESTER HOUR

LAB PRACTICE AND TESTING OF BASIC EMERGENCY MEDICAL CARE SKILLS INCLUDED IN THE DEPARTMENT OF TRANSPORTATION'S (DOT), FIRST RESPONDER TRAINING COURSE. TOPICS INCLUDE; PATIENT ASSESSMENT, CPR, TRAUMA CARE, MANAGEMENT OF SHOCK, MEDICAL EMERGENCIES, ENVIRONMENTAL INJURIES, EMERGENCY CHILDBIRTH, AND INTRODUCTORY EXTRICATION.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0004.00

EMS1119 EMERGENCY MEDICAL TECHNICIAN - BASIC 6 SEMESTER HOURS

THIS COURSE IS DESIGNED TO PREPARE THE BASIC EMERGENCY MEDICAL TECHNICIAN IN ACCORD WITH U.S. DEPT. OF TRANSPORTATION CURRICULUM AND FLORIDA STATE EMS GUIDELINES INCLUDES AN INTRODUCTORY SURVEY OF EMERGENCY MEDICAL SERVICES INCLUDING MEDICAL LEGAL/ETHICAL ASPECTS, ROLE OF THE EMT, CPR AT THE AMERICAN HEART ASSOCIATION BASIC RESCUER LEVEL, PATIENT ASSESSMENT, CARE OF WOUNDS AND FRACTURES, AIRWAY MAINTENANCE, MEDICAL AND ENVIRONMENTAL EMERGENCIES, PATIENT TRANSPORTATION, EMERGENCY CHILDBIRTH, BASIC EXTRICATION. SUCCESSFUL COMPLETION OF EMS1119, EMS1119L AND EMS1431 PROVIDE ELIGIBILITY FOR FLORIDA STATE EMT CERTIFICATION EXAMINATION. DEFENSIVE DRIVING CERTIFICATE. ADMISSION TO THIS COURSE REQUIRES DEPARTMENTAL APPROVAL.

COREQUISITES: EMS1119L, EMS1431. 96 HRS.LEC./TERMS I, II, AND III.

LEC HRS = 096 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

**EMS119L EMERGENCY MEDICAL 1 SEMESTER HOUR
TECHNICIAN - SKILLS LABORATORY**

LAB PRACTICE AND TESTING OF BASIC EMERGENCY MEDICAL TECHNICIAN SKILLS INCLUDED IN THE DEPARTMENT OF TRANSPORTATION EMT AMBULANCE CURRICULUM AND FLORIDA STATE EMS GUIDELINES. SKILLS INCLUDE CPR AT AHA BASIC RESCUER LEVEL, PATIENT ASSESSMENT, TRIAGE, AIRWAY MAINTENANCE, BANDAGING, SPLINTING, MAST SUIT APPLICATION, EMERGENCY CHILDBIRTH, AND BASIC EXTRICATION. SUCCESSFUL COMPLETION OF COREQUISITES EMS119, EMS119L, AND EMS1431 LEADS TO ELIGIBILITY TO TAKE FLORIDA STATE EMT CERTIFICATION EXAMINATION. HEALTH AND ACCIDENT INSURANCE IS RECOMMENDED. 32 HRS.LAB/ TERMS I, II, AND III.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

EMS1381 EMT RECERTIFICATION 1 SEMESTER HOUR

THIS COURSE IS DESIGNED TO REVIEW THE BASIC KNOWLEDGE AND SKILLS OF EMERGENCY CARE, AND TO INTRODUCE THE STUDENT TO CURRENT METHODS USE OF NEW EQUIPMENT AND CHANGES IN MEDICO LEGAL ASPECTS OF EMERGENCY MEDICAL CARE. SUCCESSFUL COMPLETION OF THIS COURSE WITH A GRADE C OR BETTER LEADS TO FLORIDA STATE RECERTIFICATION AS AN EMT. THIS COURSE MAY ALSO BE USED BY THOSE WHO WISH TO PREPARE FOR THE FLORIDA STATE EMT CERTIFICATION EXAMINATION. 24 HR. LEC 8 HR. LAB TERM I, II, AND III.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

**EMS1381L EMT RECERTIFICATION 1 SEMESTER HOUR
LABORATORY**

APPLICATION OF SKILLS AND PROCEDURES INVOLVED IN THE U.S. DEPARTMENT OF TRANSPORTATION'S EMERGENCY MEDICAL TECHNICIAN REFRESHER COURSE.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0004.00

**EMS1431 EMERGENCY MEDICAL 2 SEMESTER HOURS
TECHNICIAN CLINICAL**

PRACTICAL APPLICATION OF EMT CLINICAL KNOWLEDGE AND SKILLS UNDER PROFESSIONAL SUPERVISION. PROVIDES FOR DIRECTED EXPERIENCES IN LOCAL HOSPITALS AND FIELD OBSERVATION/EXPERIENCE IN EMERGENCY VEHICLES. SUCCESSFUL COMPLETION OF EMS 1119, EMS119L, AND EMS 1431 PROVIDES ELIGIBILITY FOR FLORIDA STATE EMT CERTIFICATION EXAMINATION. OBSERVATION OF AUTOPSY REQUIRED. HEALTH AND ACCIDENT INSURANCE RECOMMENDED. LIABILITY INSURANCE REQUIRED. 84 HRS.CLINICAL TERM I, II, AND III.

LEC HRS = 000 LABHRS = 000 OTH HRS = 084 FEES = 0003.00

EMS2254 PARAMEDIC I 6 SEMESTER HOURS

FIRST PARAMEDIC LEVEL COURSE FOR THE FLORIDA CERTIFIED EMERGENCY MEDICAL TECHNICIAN. ADVANCED LIFE SUPPORT MATERIAL IS BASED ON THE U.S. DEPARTMENT OF TRANSPORTATION PARAMEDIC MODULAR CURRICULUM AND FLORIDA STATE EMS GUIDELINES. D.O.T. DIVISIONS 1, 2, 3 & SECTIONS OF 4 ARE COVERED. TOPICS INCLUDE PRE HOSPITAL ENVIRONMENT, PREPARATORY TOPICS, TRAUMA, RESPIRATORY CARE, ANATOMY AND PHYSIOLOGY OF THE CARDIOVASCULAR SYSTEM AND ASSESSMENT OF THE CARDIAC PATIENT. PREREQUISITE: EMS119, EMS119L, EMS1431. CERTIFICATION AS FLORIDA STATE EMT REQUIRED. INTERVIEW AND/OR TESTING AND DEPARTMENTAL APPROVAL NEEDED FOR ADMISSION. 96 HOURS LECTURE/TERM I, II AND III.

LEC HRS = 096 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

**EMS2254L PARAMEDIC I SKILLS 1 SEMESTER HOUR
LABORATORY**

LAB PRACTICE AND TESTING OF ADVANCED LIFE SUPPORT SKILLS INCLUDED IN DIVISIONS 1, 2, 3 & PARTS OF 4 OF THE DEPARTMENT OF TRANSPORTATION PARAMEDIC CURRICULUM AND FLORIDA STATE EMS GUIDELINES. STUDENTS ARE EXPECTED TO HAVE MASTERED EMT BASIC LIFE SUPPORT SKILLS PRIOR TO

THIS COURSE. SKILLS INCLUDE PATIENT ASSESSMENT, TRIAGE, FLUID THERAPY ADMINISTRATION, MEDICATION ADMINISTRATION, USE OF AIRWAY ADJUNCTS INCLUDING ESOPHAGEAL AND ENDOTRACHEAL INTUBATION. HEALTH AND ACCIDENT INSURANCE RECOMMENDED. 32 HRS.LAB/TERM I, II AND III.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

EMS2255 PARAMEDIC II 6 SEMESTER HOURS

SECOND LEVEL PARAMEDIC COURSE BASED ON U.S. DEPT. OF TRANSPORTATION PARAMEDIC CURRICULUM AND FL STATE EMS GUIDELINES. D.O.T. DIVISIONS 4, 5, & 6 ARE COVERED. TOPICS INCLUDE: MEDICAL, OBSTETRICAL AND GYNECOLOGICAL EMERGENCIES, PEDIATRIC AND NEONATAL CARE AND EMERGENCY CARE OF THE EMOTIONALLY DISTURBED. SUCCESSFUL COMPLETION OF EMS2255, EMS2255L & EMS2465 PROVIDES ELIGIBILITY FOR FLORIDA STATE PARAMEDIC CERTIFICATION EXAMINATION. PREREQUISITE: EMS2254, EMS2254L, & EMS2464. COREQUISITES: EMS2255L, EMS2465. 96 HRS. LEC./TERM I, II, III.

LEC HRS = 096 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

**EMS2255L PARAMEDIC II SKILLS 1 SEMESTER HOUR
LABORATORY**

ADDITIONAL PRACTICE AND TESTING OF ADVANCED LIFE SUPPORT SKILLS INCLUDED IN DIVISIONS 4, 5, 6, OF THE DEPT. OF TRANSPORTATION PARAMEDIC CURRICULUM AND FLORIDA STATE EMS GUIDELINES. EMPHASIS ON MANAGEMENT OF SELECTED PATIENT CARE SITUATIONS INCLUDING CARDIOVASCULAR CARE, ADULT AND CHILD; OBSTETRICAL, MEDICAL AND PSYCHIATRIC EMERGENCY CARE TECHNIQUES AND ENVIRONMENTAL INJURIES. TELEMETRY AND RADIO COMMUNICATION USAGE STRESSED DURING PATIENT CARE SITUATIONS AND DISASTER DRILLS. SUCCESSFUL COMPLETION OF EMS2255, EMS2255L & EMS2465 PROVIDES ELIGIBILITY FOR PARAMEDIC STATE CERTIFICATION EXAMINATION. HEALTH AND ACCIDENT INSURANCE RECOMMENDED. 32 HRS.LAB. TERM I, II, AND III.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

EMS2311 EMT LEADERSHIP 2 SEMESTER HOURS

INTRODUCES THE STUDENT TO BASIC SUPERVISORY SKILLS AND TEACHING SKILLS THROUGH LECTURE AND CARE PRESENTATION. PREREQUISITE EMT AND PARAMEDIC CERTIFICATE COURSES . COREQUISITE: EMS 2421. 32 HR. LEC./TERM II/ON DEMAND.

LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

**EMS2331 AIR TRANSPORTATION OF 3 SEMESTER HOURS
ACUTE EMERGENCIES**

DISCUSSES PHYSIOLOGY OF FLIGHT EFFECTS OF FLIGHT ON PERSONS WITH HEALTH PROBLEMS AND EMERGENCY CARE DURING AIR TRANSPORTATION OF PATIENTS PREREQUISITE ; EMT PARAMEDIC CERTIFICATE COURSES 48 HR. LEC./TERM I/ ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

**EMS2391 PARAMEDIC REVIEW 2 SEMESTER HOURS
RECERTIFICATION**

THIS COURSE IS BASED ON THE DEPARTMENT OF TRANSPORTATION'S (DOT), PARAMEDIC REFRESHER TRAINING COURSE AND IS DESIGNED TO REVIEW AND UPDATE THE GRADUATE IN THE DELIVERY OF EMERGENCY MEDICAL SERVICES. SUCCESSFUL COMPLETION OF THE COURSE WITH A GRADE OF "C" OR BETTER PROVIDES ELIGIBILITY FOR STATE OF FLORIDA PARAMEDIC RECERTIFICATION.

LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

**EMS2391L PARAMEDIC REVIEW 1 SEMESTER HOUR
RECERTIFICATION LABORATORY**

APPLICATION OF SKILLS AND PROCEDURES INVOLVED IN THE DEPARTMENT OF TRANSPORTATION'S PARAMEDIC REFRESHER COURSE.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0004.00

EMS2395 TOPICS IN EMERGENCY MEDICAL SERVICES 1 SEMESTER HOUR

THIS COURSE IS DESIGNED AS A SEMINAR IN EMERGENCY MEDICAL CARE TOPICS FOR THE GRADUATE PARAMEDIC AND OTHERS INTERESTED IN THE DELIVERY OF PRE HOSPITAL EMERGENCY MEDICAL SERVICES. SEMINAR TOPICS WILL REVIEW THE U.S. DEPARTMENT OF TRANSPORTATION FIFTEEN MODULE PARAMEDIC CURRICULUM AND COVER CURRENT DEVELOPMENTS, UPDATES AND CHANGES IN THE EMS FIELD. COURSE CONTENT MAY BE SUBMITTED TO THE STATE OF FLORIDA EMS OFFICE AS CONTINUING EDUCATION CONTACT HOURS FOR PARAMEDIC AND EMT RECERTIFICATION. 16 HRS. LEC./ON DEMAND.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

EMS2458 PARAMEDIC III FIELD INTERNSHIP 5 SEMESTER HOURS

THE FIELD INTERNSHIP IS A PERIOD OF SUPERVISED EXPERIENCE ON AN (ALS) ADVANCED LIFE SUPPORT VEHICLE. THE COURSE BUILDS UPON PREVIOUS FIELD/RESCUE EXPERIENCE OBTAINED IN PARAMEDIC I & II CLINICAL. THE STUDENT OBTAINS INCREASING PATIENT CARE RESPONSIBILITIES AS A WORKING MEMBER OF THE EMS TEAM UNDER THE DIRECT SUPERVISION OF A PROGRAM DESIGNATED PRECEPTOR. THERE WILL BE PROVISIONS FOR PHYSICIAN EVALUATION OF THE STUDENT'S PROGRESS IN ACQUIRING THE DESIRED COMPETENCIES. THE STUDENT MUST DEMONSTRATE PATIENT CARE COMPETENCIES IN A PRE HOSPITAL EMERGENCY MEDICAL SERVICE ENVIRONMENT IN ORDER TO SUCCESSFULLY COMPLETE THE COURSE. A GRADE OF C OR BETTER PROVIDES ELIGIBILITY TO TAKE THE FLORIDA STATE PARAMEDIC EXAMINATION. PREREQUISITES: EMS2254, EMS2254L, EMS2464, EMS2255, EMS2255L, EMS2465.

LEC HRS = 016 LABHRS = 000 OTH HRS = 096 FEES = 0000.00

EMS2464 PARAMEDIC I CLINICAL 2 SEMESTER HOURS

BEGINNING CLINICAL COURSE STRESSING ADVANCED LIFE SUPPORT SKILLS FOR THE PARAMEDIC STUDENT. PROVIDES FOR DIRECTED SUPERVISED EXPERIENCES IN LOCAL HOSPITALS AND OBSERVATION EXPERIENCES IN EMERGENCY VEHICLES. EMPHASIS ON CLINICAL ACTIVITIES RELATED TO DEPARTMENT OF TRANSPORTATION, DIVISION I, II, III OF PARAMEDIC CURRICULUM. HEALTH AND ACCIDENT INSURANCE RECOMMENDED. LIABILITY INSURANCE REQUIRED. 126 HOURS CLINICAL. TERM I, II, III.

LEC HRS = 000 LABHRS = 000 OTH HRS = 126 FEES = 0003.00

EMS2465 PARAMEDIC II CLINICAL 2 SEMESTER HOURS

SECOND LEVEL PARAMEDIC CLINICAL COURSE STRESSING ADVANCED LIFE SUPPORT SKILLS FOR THE ADVANCED PARAMEDIC STUDENT. PROVIDES FOR DIRECTED SUPERVISED EXPERIENCES IN LOCAL HOSPITALS AND OBSERVATION/EXPERIENCES IN EMERGENCY VEHICLES. HEALTH AND ACCIDENT INSURANCE RECOMMENDED. LIABILITY INSURANCE REQUIRED. 142 HR. CLINICAL / TERM I, II, AND III.

LEC HRS = 000 LABHRS = 000 OTH HRS = 142 FEES = 0000.00

EMS2513 CRISIS INTERVENTION 3 SEMESTER HOURS

DEALS WITH THE EMOTIONAL RESPONSES OF PERSONS IN EMERGENCY SITUATIONS AS WELL AS THE EMERGENCY CARE OF THE MENTALLY ILL PERSON. INCLUDES THE LEGAL ASPECTS OF CARING FOR THE EMOTIONALLY ILL PERSON. PREREQUISITE CERTIFICATION COURSES OR COREQUISITE PSY2010. 48 HR. LEC. TERM II, ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

EMS2514 PHYSICAL ASSESSMENT 3 SEMESTER HOURS
WILL DEVELOP SKILLS IN THE PSYCHO SOCIAL HISTORY, AND PHYSICAL ASSESSMENT OF THE EMERGENCY PATIENT. PREREQUISITE EMT CERTIFICATE COURSES. 48 HR. LEC./12 HR. LAB TERM I/ ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 018 FEES = 0000.00

EMS2515 EMERGENCY CARE OF CHILDREN 3 SEMESTER HOURS

DEALS WITH THE EMERGENCY CARE OF CHILDREN WITH ACUTE HEALTH PROBLEMS THE EFFECTS OF ILLNESS UPON NORMAL GROWTH AND DEVELOPMENT AND THE LEGAL ASPECTS OF CARING FOR CHILDREN. PREREQUISITE EMT CERTIFICATE COURSES. 48 HRS. LEC./12 HR. CLINICAL LAB TERM II/ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 018 FEES = 0000.00

EMS2551 ACLS PROVIDER 1 SEMESTER HOUR
ADVANCED CARDIAC LIFE SUPPORT

THE ACLS PROVIDER COURSE IS SPECIFICALLY DESIGNED TO PREPARE PARAMEDICS, PHYSICIANS, NURSES AND ALLIED HEALTH SPECIALISTS IN RECOGNITION AND INTERVENTION IN THE ACUTE MYOCARDIAL INSULT, FOR BOTH ADULTS AND CHILDREN. CURRICULUM CENTERS AROUND THE UNDERSTANDING OF ACUTE MYOCARDIAL INFARCTION, INVASIVE MONITORING TECHNIQUES, RESUSCITATION, AIRWAY MANAGEMENT, CARDIAC DYSRHYTHMIC RECOGNITION, AND TREATMENT INCLUDING APPROPRIATE PHARMACOLOGICAL AGENTS. INDIVIDUALS SUCCESSFULLY COMPLETING THIS COURSE WILL BE GIVEN AMERICAN HEART ASSOCIATION ACLS CERTIFICATION. ENROLLMENT IS LIMITED WITH PRIORITY GIVEN TO THOSE NEEDING ACLS CERTIFICATION FOR THE FLORIDA PARAMEDIC RECERTIFICATION. PREREQUISITE: BLS CPR, PARAMEDIC, MD, RN, RESPIRATORY THERAPIST OR DEMONSTRATED NEED.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

EMS2551L ACLS PROVIDER 1 SEMESTER HOUR
ADVANCED CARDIAC LIFE SUPPORT LAB

APPLICATION OF SKILLS AND PROCEDURES INVOLVED IN ADVANCED CARDIAC LIFE SUPPORT COURSE, AMERICAN HEART ASSOCIATION STANDARDS. SUCCESSFUL COMPLETION OF THE TESTING STATIONS WILL PROVIDE ACLS CERTIFICATION.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0047.00

ENGINEERING

EGS1110C ENGINEERING GRAPHICS 3 SEMESTER HOURS

GRAPHICS AS A MEANS OF COMMUNICATION FOR ENGINEERS. THIS IS ACCOMPLISHED THROUGH SKETCHING, USE OF INSTRUMENTS, AND KNOWLEDGE OF ORTHOGRAPHIC PROJECTION. AREAS OF PROFICIENCY INCLUDE DRAWING TO SCALE, PLAN READING, CONSTRUCTION OF AUXILIARY AND SECTIONAL VIEWS, CONSTRUCTION OF PICTORIALS, KNOWLEDGE OF ACCEPTED PRACTICES, AND AN INTRODUCTION TO COMPUTER GRAPHICS. COREQUISITE: MAT1034.

LEC HRS = 048 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

EGS2310 STATICS 3 SEMESTER HOURS

FORCES ON PARTICLES; EQUILIBRIUM OF A PARTICLE; MOMENTS OF A FORCE; COUPLES; EQUILIBRIUM OF RIGID BODIES; CENTROIDS AND CENTERS OF GRAVITY; ANALYSIS OF TRUSSES, SHEAR AND MOMENT DIAGRAM, FRICTION, MOMENT OF INERTIA, MOHR'S CIRCLE. PREREQUISITE: PHY2048.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BUILDING CONSTRUCTION & CIVIL ENGINEERING

BCN1272 BUILDING CONSTRUCTION PLANS INTERPRETATION 2 SEMESTER HOURS

DEVELOP THE STUDENT'S ABILITY TO QUICKLY INTERPRET WORKING DRAWINGS. EMPHASIS IS ON ARCHITECTURAL AND STRUCTURAL DETAILS WITH LIMITED COVERAGE ON MECHANICAL AND ELECTRICAL ASPECTS.

LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BCN1610 BUILDING CONSTRUCTION ESTIMATING FUNDAMENTALS 2 SEMESTER HOURS
AN ANALYSIS AND DETERMINATION OF BUILDING CONSTRUCTION COSTS. COMMENCES WITH THE CLASSIFICATION OF MATERIALS, LABOR, AND SUB CONTRACTED WORK INTO THE SMALLEST MANAGEABLE UNITS. DEVELOPMENT OF A SIMPLE ESTIMATE FOR A RESIDENTIAL STRUCTURE.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BCN1740 BUILDING CONSTRUCTION LAW 2 SEMESTER HOURS
A STUDY OF THE LEGAL ASPECTS OF CONSTRUCTION CONTRACTS AND THE RESPONSIBILITIES ARISING PARTICULARLY FROM THE FIELD OPERATIONS. ALSO INCLUDES RELATIONSHIP OF GENERAL CONTRACTOR TO OWNER, ARCHITECT, AND SUB CONTRACTOR; MECHANICS LIEN LAW; BONDS; LABOR LAW; AND OTHER STATUTES AND ORDINANCES REGULATING CONTRACTORS.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BCN1750 BUILDING CONSTRUCTION FINANCING 2 SEMESTER HOURS
A STUDY OF BUILDING CONSTRUCTION FINANCING AND RELATED CONTRACT REQUIREMENTS. TOPICS INCLUDE CONSTRUCTION LOANS, PERMANENT BUILDING MORTGAGES, CONSTRUCTION BIDS AND CONTRACTS, PENALTY AND INCENTIVE PROVISIONS, PROGRESS PAYMENTS AND RETENTION, ESCALATION PROVISIONS, COST EXTRAS, PERFORMANCE AND BID BONDS, COMPANY PROFITS, CASH FLOW, AND BUSINESS LOANS.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BCN1930 BUILDING CONSTRUCTION SPECIAL TOPICS 2 SEMESTER HOURS
AN INTRODUCTORY COURSE FOR THE STUDENT PRESENTLY WORKING IN THE BUILDING CONSTRUCTION INDUSTRY. SUBJECTS INCLUDE THE SOUTH FLORIDA BUILDING CODE, FORMWORK AND SHORING.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BCN2561 MECHANICAL AND ELECTRICAL SYSTEMS 3 SEMESTER HOURS
ACQUAINTS STUDENT WITH MECHANICAL AND ELECTRICAL EQUIPMENT COMMONLY USED IN HIGH RISE AND COMMERCIAL BUILDINGS. PRESENTS FUNDAMENTALS OF AIR CONDITIONING, HEATING, LIGHTING, COMMUNICATING AND WIRING FOR ELECTRICAL EQUIPMENT. INCLUDES A STUDY OF SPECIALTY EQUIPMENT SUCH AS SOLAR HEATING.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

BCN2614C CONSTRUCTION PLANNING AND ESTIMATING 3 SEMESTER HOURS
A STUDY OF CONSTRUCTION CONTRACTS, CONTRACTOR RESPONSIBILITIES, JOB PLANNING, SCHEDULING, SELECTION OF EQUIPMENT, METHODS OF CONSTRUCTION AND SAFETY STANDARDS. THE STUDENT IS REQUIRED TO MAKE QUANTITY TAKEOFFS FROM A SET OF PLANS TO DO PRICING OF LABOR AND MATERIALS. PREREQUISITE: BCN1272 OR ETD1121C.
LEC HRS = 016 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

BCN2742 CONTRACTOR'S LICENSE PREPARATION 4 SEMESTER HOURS
A STUDY DESIGNED TO PREPARE FOR THE GENERAL CONTRACTOR'S EXAMINATION. STATE AND FEDERAL LAWS, SAFETY CODES, BUILDING CODES, CONSTRUCTION METHODS AND TECHNOLOGY, AND PRACTICAL FIELD KNOWLEDGE LEADING TO CLASS, I, II OR III LICENSE. PREREQUISITE: BCN1272, BCN1610, BCN1930, OR EQUIVALENT EXPERIENCE. COREQUISITE: BCN1740, BCN1750, BCN2614, OR EQUIVALENT EXPERIENCE.
LEC HRS = 064 LABHRS = 000 OTH HRS = 000 FEES = 0007.00

BCN2760 BUILDING CODES AND REGULATIONS 3 SEMESTER HOURS
A RIGOROUS REVIEW AND STUDY OF THE SOUTH FLORIDA BUILDING CODE AS IT APPLIES TO STRUCTURES AND SAFETY. FOR PROFESSIONALS EMPLOYED AS INSPECTORS, ARCHITECTS, ENGINEERS AND CONTRACTORS.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ETC1250 MATERIALS AND PROCESSES 2 SEMESTER HOURS
INTRODUCES THE MATERIALS AND PROCESSES COMMONLY USED IN BUILDING CONSTRUCTION. PROVIDES BACKGROUND RELATING TO PHYSICAL PROPERTIES, SOURCES AND COSTS. INCLUDES A STUDY OF STANDARD MANUFACTURING PROCESSES AND RECENT METHODS OF APPLICATION. SHOULD BE TAKEN CONCURRENTLY WITH ETC1250L.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ETC1250L MATERIALS TESTING LAB 1 SEMESTER HOUR
INTRODUCTION OF ASTM PROCEDURES FOR TESTING CONCRETE, STEEL, SOILS, AND OTHER BUILDING MATERIALS. THIS COURSE SHOULD BE TAKEN CONCURRENTLY WITH ETC1250.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

ETC2410 STRUCTURAL DESIGN 3 SEMESTER HOURS
SIMPLIFIED DESIGN OF REINFORCED CONCRETE STRUCTURES INCLUDING BEAMS, COLUMNS, FOOTING, RETAINING WALLS AND PILE FOUNDATIONS. CLASSIFICATION OF SOILS AND INTERPRETATION OF BORINGS FROM THE STANDARD PENETRATION TEST. PREREQUISITE: ETG2530 OR EQUIVALENT.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ETD1121C CIVIL DRAFTING I 3 SEMESTER HOURS
INTRODUCES DRAFTING TECHNIQUES REQUIRED FOR PRODUCING CONTRACT DRAWINGS RELATED TO FOUNDATIONS, CONCRETE AND STEEL STRUCTURES, ROOF FRAMING, ETC. EMPHASIS IS PLACED ON LINEWORK, LETTERING AND FAMILIARITY WITH THE SOUTH FLORIDA BUILDING CODE. STUDENT IS REQUIRED TO PROVIDE HIS OWN DRAFTING TOOLS; COLLEGE PROVIDES DRAFTING TABLES AND BLUELINE PRINT MACHINE.
LEC HRS = 016 LABHRS = 048 OTH HRS = 000 FEES = 0005.00

ETD2122C CIVIL DRAFTING II 3 SEMESTER HOURS
INTERMEDIATE COURSE IN DRAFTING WITH EMPHASIS ON DETAILING REINFORCED CONCRETE AND STEEL STRUCTURES. STUDENT IS REQUIRED TO PREPARE COMPLETE CONTRACT DRAWINGS FOR A SPECIFIC PROJECT. FUNDAMENTALS OF GRAPHICAL METHODS FOR STRESS ANALYSIS OF TRUSSES.
LEC HRS = 016 LABHRS = 048 OTH HRS = 000 FEES = 0005.00

ETG2530 STRENGTH OF MATERIALS 2 SEMESTER HOURS
A STUDY OF STATICS AND STRENGTH OF MATERIALS WITHOUT THE USE OF ADVANCED MATHEMATICS. INTRODUCTION TO SOLVING PROBLEMS USING AN ELECTRONIC CALCULATOR. SHOULD BE TAKEN CONCURRENTLY WITH ETG2530L.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ETG2530L STRENGTH OF MATERIALS LAB 1 SEMESTER HOUR
LABORATORY SESSIONS EMPHASIZE TYPICAL SOLUTION OF PROBLEMS APPLIED TO STRUCTURAL ENGINEERING WITH THE HELP OF COMPUTERS. THIS COURSE SHOULD BE TAKEN CONCURRENTLY WITH ETG2530.
LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0000.00

EVS2005 WATER SUPPLY AND WASTE WATER DISPOSAL 3 SEMESTER HOURS
A SINGLE COURSE COVERING THE SOURCES, TREATMENT AND DISTRIBUTION OF POTABLE WATER AND THE COLLECTION, TREATMENT AND DISPOSAL OF

WASTEWATER. FIELD TRIPS INCLUDE INSPECTION OF LOCAL FACILITIES.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SUR2001 SURVEYING I 1 SEMESTER HOUR
THE THEORY OF CONSTRUCTION SURVEYING INCLUDING THE USE AND CARE OF SURVEYING INSTRUMENTS. THIS COURSE SHOULD BE TAKEN CONCURRENTLY WITH SUR2001L.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SUR2001L SURVEYING I LAB 2 SEMESTER HOURS
THE STUDENT IS REQUIRED TO ASSUME VARIOUS DUTIES AS A MEMBER OF A SURVEY PARTY. FIELD PRACTICE INCLUDES SETTING CORNER STAKES, BATTER BOARDS, BENCH MARKS. THIS COURSE SHOULD BE TAKEN CONCURRENTLY WITH SUR2001.
LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

SUR2200C ROUTE SURVEYING 3 SEMESTER HOURS
HIGHWAY SURVEYING INCLUDING HORIZONTAL AND VERTICAL CURVES. TRAVERSE COMPUTATIONS USING THE ELECTRONIC CALCULATOR. FAMILIARIZATION WITH ADVANCED TECHNIQUES SUCH AS LASER, SONAR, TELLUROMETER AND GEODIMETER EQUIPMENT. PREREQUISITES: SUR2001, SUR2001L.
LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0000.00

ENGLISH/COMPOSITION

ENC0020 FUNDAMENTALS OF COMPOSITION 4 SEMESTER HOURS
DESIGNED FOR STUDENTS WHO NEED A DEVELOPMENTAL COURSE IN COMPOSITION EMPHASIS ON THE STUDY OF THE LOGICAL STRUCTURE AND SUPPORT OF EXPOSITION THROUGH THE STUDY OF PUNCTUATION, GRAMMAR AND THE WRITING OF SENTENCES PARAGRAPHS, AND AT LEAST ONE 500 WORD THEME. RECOMMENDED COREQUISITE: REA1105. SPECIAL FEE CHARGED, SEE STUDENT FEES. CREDIT FOR THIS COURSE MAY NOT BE USED TO MEET DEGREE REQUIREMENTS. 3 HRS./LEC./1 HR. LAB. TERM I, II, AND III.
LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0010.00

ENC0080 BASIC REVIEW FOR COLLEGE ENGLISH 4 SEMESTER HOURS
A SIMPLIFIED STUDY OF THE FUNCTIONS OF PARTS OF SPEECH, CLAUSES, SENTENCE TYPES, CAPITALIZATION, PUNCTUATION, AND SPELLING WITH THE INTENTION OF IMPROVING THE STUDENTS BASIC WRITING SKILLS, INCLUDES A COMBINATION OF INDIVIDUAL TUTORING CONFERENCES AND CLASSROOM AND WRITING LABORATORY ACTIVITIES. SPECIAL FEE IS CHARGED. SEE STUDENT FEES. 3 HR. LEC./1 HR. LAB / TERM I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

ENC0930 ENGLISH CLAST REVIEW SPECIAL TOPICS 0 SEMESTER HOURS
A SIXTEEN HOUR ENGLISH REVIEW COURSE TO ASSIST STUDENTS IN PREPARATION FOR THE CLAST.
LEC HRS = 010 LABHRS = 000 OTH HRS = 000 FEES = 0018.00

ENC1101 COMPOSITION 3 SEMESTER HOURS
A UNIVERSITY PARALLEL COURSE IN WHICH THE STUDENT WRITES EXPOSITORY THEMES IN VARIOUS MODES. RESEARCH METHODS AND LIBRARY SKILLS ARE INTRODUCED AND A DOCUMENTED PAPER IS REQUIRED. EACH STUDENT IS ENCOURAGED TO USE THE WRITING LAB TO STRENGTHEN WRITING SKILLS. PLACEMENT IN ENC1101 IS DETERMINED BY BOTH STANDARD AND DEPARTMENTAL ASSESSMENT TESTS. A STUDENT MUST EARN A GRADE OF "C" OR HIGHER TO MEET THE REQUIREMENTS OF THE GORDON RULE. SPECIAL FEE CHARGED, SEE STUDENT FEES. 3 HR. LEC./TERMS I, II, AND III.
LEC HRS = 048 LABHRS = 005 OTH HRS = 000 FEES = 0005.00

ENC1102 COMPOSITION 3 SEMESTER HOURS
A COMPOSITION COURSE STRESSING STRUCTURAL AND ANALYTICAL WRITING, INCLUDING NARRATION AND ARGUMENTATION. SELECTED READINGS IN PROSE, DRAMA, AND POETRY SUPPLEMENT THE COURSE AND PROVIDE TOPICS FOR DISCUSSION AND WRITTEN ASSIGNMENTS. STUDENTS USE VARIETY OF RESEARCH AND INVESTIGATIVE TECHNIQUES TO PRODUCE AN IN DEPTH DOCUMENTED PAPER. STUDENTS MUST EARN A GRADE OF "C" OR BETTER TO MEET THE REQUIREMENTS OF THE GORDON RULE. PREREQUISITE: ENC1101 WITH A "C" OR HIGHER. STUDENTS MUST PASS EITHER ENC1102 OR ENC2210 TO FULFILL AREA 1 GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE. 3 HRS./LEC./TERMS I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ENC2210 PROFESSIONAL AND TECHNICAL WRITING 3 SEMESTER HOURS
A COMPOSITION COURSE STRESSING ANALYTICAL WRITING FOR BUSINESS, SCIENCE, AND TECHNOLOGY. ASSIGNMENTS INCLUDE TYPEWRITTEN LETTERS, MEMOS, RESUMES, REPORTS, PROPOSALS, AND THE USE OF GRAPHICS, TABLES, AND FIGURES. STUDENTS USE A VARIETY OF RESEARCH AND INVESTIGATIVE TECHNIQUES TO PRODUCE IN DEPTH DOCUMENTED PAPERS ON SCIENCE, BUSINESS OR TECHNOLOGICAL SUBJECTS. STUDENTS MUST EARN A "C" OR BETTER. PREREQUISITE: ENC1101 WITH A "C" OR HIGHER. STUDENTS MUST PASS EITHER ENC1102 OR ENC2210 TO FULFILL AREA 1 GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE, AND AREA 9 WRITING REQUIREMENT. TERMS I, II, III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LIN1670 ENGLISH GRAMMAR 3 SEMESTER HOURS
THIS COURSE IS DESIGNED FOR THOSE DESIRING MORE INTENSIVE WORK IN GRAMMAR AND SYNTAX THAN COMPOSITION COURSES PROVIDE. IT INCLUDES THE STUDY OF GRAMMATICAL PRINCIPLES AND THEORY AND APPLICATION OF THOSE PRINCIPLES IN STUDENT WRITING. 3 HR. LEC./ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ENGLISH/CREATIVE WRITING

CRW1001 CREATIVE WRITING I 3 SEMESTER HOURS
STUDENT WRITING AS THE BASIS FOR CRITICAL DISCUSSION WITH EMPHASIS ON FUNDAMENTAL ASPECTS OF POETRY, FICTION, AND DRAMA. PREREQUISITE ELIGIBILITY FOR ENC. 1101 3 HRS./LEC./TERM I, AND II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CRW1100 FICTION WRITING 3 SEMESTER HOURS
STUDENT WRITING AS THE BASIS FOR CRITICAL DISCUSSION WITH EMPHASIS ON ANALYSIS OF THE ELEMENTS OF FICTION. PREREQUISITE ENC 1101 OR INSTRUCTOR APPROVAL 3 HRS./LEC./ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CRW1200 MAGAZINE WRITING 3 SEMESTER HOURS
STUDENT WRITING AS THE BASIS FOR CRITICAL DISCUSSIONS WITH EMPHASIS ON ANALYSIS OF THE ELEMENTS OF ARTICLE WRITING. PREREQUISITE ENC 1101 OR INSTRUCTORS APPROVAL . ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CRW1300 POETRY WRITING 3 SEMESTER HOURS
STUDENT WRITING AS THE BASIS FOR CRITICAL DISCUSSION WITH EMPHASIS ON ANALYSIS FOR THE ELEMENTS OF POETRY . PREREQUISITE ENC 1101 OR INSTRUCTORS APPROVAL/ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CRW2002 CREATIVE WRITING 3 SEMESTER HOURS**WORKSHOP II**

A CONTINUING DEVELOPMENT OF CREATIVE WRITING ABILITY. PREREQUISITE: CRW1001, CRW1100, CRW1300, OR CRW1200. 3 HRS.LEC./ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CRW2006 ADVANCED CREATIVE WRITING WORKSHOP 1 SEMESTER HOUR

A CONTINUING DEVELOPMENT OF CREATIVE WRITING ABILITY. STUDENTS MAY WORK ON INDEPENDENT WRITING PROJECTS. PREREQUISITE: CRW2002 OR BY INSTRUCTORS APPROVAL. ON DEMAND. DIRECTED INDEPENDENT STUDY.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

CRW2008 ADVANCED CREATIVE WRITING WORKSHOP 3 SEMESTER HOURS

A CONTINUING DEVELOPMENT OF CREATIVE WRITING ABILITY. STUDENTS MAY WORK ON INDEPENDENT WRITING PROJECTS. PREREQUISITE: CRW2002 OR BY INSTRUCTORS APPROVAL. ON DEMAND. DIRECTED INDEPENDENT STUDY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ENGLISH/LITERATURE

AML2012 AMER LIT COLON TO 1900 3 SEMESTER HOURS

SELECTED MASTERPIECES OF AMERICAN LITERATURE BEFORE 1900 INCLUDING WORKS OF HAWTHORNE, WHITMAN, MELVILLE, AND CRANE. MEETS AREA 2 AND 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS.LEC. TERM I.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AML2023 AMERICAN LITERATURE SINCE 1900 3 SEMESTER HOURS

SELECTED MASTERPIECES OF AMERICAN LITERATURE SINCE 1900, INCLUDING WORKS OF FAULKNER, FROST, AND HEMINGWAY. MEETS AREA 2, 5, & 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC./TERM II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ENG2100 THE FILM AS LITERATURE 3 SEMESTER HOURS

INTRODUCTION TO THE FILM AS LITERATURE. AN EXAMINATION OF THE ELEMENTS OF FILM CONTRASTED TO THE ELEMENTS OF NOVELS AND PLAYS, WITH EMPHASIS ON THE BASIC COMPONENTS OF FICTION, AS TRANSLATED INTO VISUAL IMAGES. THE COURSE PROVIDES AN OPPORTUNITY FOR VIEWING SIGNIFICANT FILMS AND SHARING IN THE EVALUATION. MEETS AREA 1 AND 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. SPECIAL FEE CHARGED, SEE STUDENT FEES. 3 HRS.LEC. TERMS I AND II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ENL2013 BRITISH LITERATURE 3 SEMESTER HOURS

TRACES THE GROWTH OF THE MODERN MIND, THE DEVELOPMENT OF THE WORLD VIEW, AND THE CHANGING RELATIONSHIPS BETWEEN MAN AND WOMAN, MAN AND AUTHORITY, MAN AND ART, MAN AND GOD IN BRITISH LITERATURE THROUGH THE 18TH CENTURY. WITH EMPHASIS ON CHAUCER, SHAKESPEARE, AND MILTON. CRITICAL ANALYSIS REQUIRED. MEETS AREA 2, 5, 7, AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS.LEC TERM I AND II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ENL2023 BRITISH LITERATURE 3 SEMESTER HOURS

A STUDY OF MAN'S RELATIONSHIP TO THE NATURAL ENVIRONMENT, THE INCREASING SENSE OF SOCIAL RESPONSIBILITY, THE LIBERATED WOMAN, THE CONTINUING INTELLECTUAL REVOLUTION, AND THE ORIGINS OF CURRENT SOCIAL AND ECONOMIC

PROBLEMS IN BRITISH LITERATURE OF THE NINETEENTH AND TWENTIETH CENTURIES. INCLUDES SUCH WRITERS AS THE ROMANTIC POETS AND TENNYSON, BROWNING, HARDY, YEATS, SHAW, ELIOT, AND THOMAS. MEETS AREA 2, 5, 7, AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HR. LEC. TERM II. CRITICAL ANALYSIS REQUIRED.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ENL2330 INTRODUCTION TO SHAKESPEARE 3 SEMESTER HOURS

AN INTRODUCTORY STUDY OF SELECTED PLAYS OF SHAKESPEARE, THEIR ORIGIN, HISTORICAL BACK- GROUND, CULTURAL CONTEXTS, LITERARY QUALITY, AND CRITICAL EVALUATION. INCLUDES THE VIEWING OF THE BBC PRODUCED SERIES OF THE PLAYS AND OTHER FILMS. MEETS AREA 2 AND 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HR. LEC./ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LIT1370 THE BIBLE AS LITERATURE 3 SEMESTER HOURS

STUDY OF LITERARY FORMS FOUND IN THE BIBLE, SUCH AS HISTORY, BIOGRAPHY, SHORT STORY OR LYRIC POETRY. THE USE OF METAPHOR, SIMILE, AND PARABLE. BASIC LITERARY ANALYSIS OF SELECTED PORTIONS OF THE BIBLE. MEETS AREAS 2, 7, AND 9 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS.LECTURE.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LIT2020 INTRODUCTION TO THE SHORT STORY 3 SEMESTER HOURS

A DISCUSSION OF THE THEMES INTRODUCED BY SHORT STORIES FROM MANY COUNTRIES OF THE WORLD. MAY INCLUDE SUCH AUTHORS AS POE, BORGES, CAMUS, CHEKHOV, FUENTES, MISHIMA, O'CONNOR, BAMBARA, AND WALKER. MEETS AREA 2, 5, 7, AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS.LEC./TERM I, II AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LIT2030 GREAT IDEAS IN POETRY 3 SEMESTER HOURS

A COURSE IN WHICH STUDENTS READ POETRY TO LEARN WAYS TO EXPRESS LOVE, HAPPINESS, SORROW AND OTHER HUMAN EMOTIONS. AUDIO VISUAL MATERIALS ARE USED, AND GUEST SPEAKERS ARE INVITED. STUDENTS ARE ENCOURAGED TO READ POEMS, AND DISCUSS POETS OF THEIR CHOICE. MEETS AREA 2 AND 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS.LEC. ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LIT2110 WORLD LIT THROUGH RENAISSANCE 3 SEMESTER HOURS

SELECTED MASTERPIECES OF WORLD LITERATURE BEFORE 1610. INCLUDES SUCH AUTHORS AS SOPHOCLES, HOMER, DANTE, MACHIAVELLI, AND CERVANTES. MEETS AREAS 2, 5, 7, AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC./TERMS I AND II. CRITICAL ANALYSIS REQUIRED.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LIT2120 WORLD LIT RENAISSANCE TO PRESENT 3 SEMESTER HOURS

SELECTED MASTERPIECES OF WORLD LITERATURE SINCE 1610. INCLUDES SUCH AUTHORS AS RACINE, BALZAC, DOSTOEVSKY, GOETHE, PIRANDELLO, IBSEN, HESSE, AND LORCA. MEETS AREAS 2, 5, 7, AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC. TERMS I AND II. CRITICAL ANALYSIS REQUIRED.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LIT2310 LITERATURE OF THE SUPERNATURAL & SCI FICTION 3 SEMESTER HOURS

A COURSE THAT INCLUDES LITERATURE OF SCIENCE FICTION, FANTASY, AND THE SUPERNATURAL. INCLUDES SUCH AUTHORS AS STOKER, LOVECRAFT, ASIMOV, BRADBURY AND TOLKIN. MEETS AREAS 2

ASIMOV, BRADBURY AND TOLKIN. MEETS AREAS 2 AND 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS.LEC./TERMS I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LIT2341 MYSTERY FICTION 3 SEMESTER HOURS
A DISCUSSION OF MYSTERY FICTION BY INVESTIGATION OF THE PLOT, CHARACTERS, SETTINGS, STYLES, MOTIFS, AND DEVELOPMENT OF THE MOST REPRESENTATIVE AUTHORS OF DETECTIVE, POLICE PROCEDURAL SPY, AND MYSTERY THRILLER FICTION, INCLUDING POE, CHRISTIE, DOYLE, HAMMETT, AND OTHERS. MEETS AREA 2, AND 5 AA DEGREE EDUCATION REQUIREMENTS. 3 HRS.LEC TERM I, AND II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LIT2350 AFRO AMERICAN WRITERS 3 SEMESTER HOURS
FICTION, NONFICTION, POETRY, AND DRAMA BY AMERICAN AND AFRICAN WRITERS SINCE 1920 INCLUDING HUGHES, WRIGHT, ELLISON, BALDWIN, WALKER, MORRISON AND ACHEBE. MEETS AREAS 2 AND 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LIT2390 MALE FEMALE IMAGES 3 SEMESTER HOURS
IN LITERATURE
AN EXPLORATION OF THE WAYS LITERATURE REPRESENTS AND PERPETUATES SEX ROLES IN SOCIETY WITH PARTICULAR EMPHASIS ON THE STEROTYPING OF WOMEN. READINGS INCLUDE DRAMA, SHORT STORIES, NOVELS, AND POETRY FROM CLASSICAL TO CONTEMPORARY. MEETS AREA 2 AND 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS.LEC./ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LIT2935 SEMINAR IN LITERATURE 3 SEMESTER HOURS
LITERARY TOPICS OF SPECIAL INTEREST TO STUDENTS. SUCH COURSE OFFERINGS MAY BE WESTERN LITERATURE, THE STUDY OF THE GREATER NOVELS, OR ETHNIC LITERATURE. LECTURES, CLASS DISCUSSIONS MAY ALSO INCLUDE FILMS. MEETS AREA 2 AND 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HR. LEC. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LIT2950 TRAVEL SEMINAR IN 1 SEMESTER HOUR
LITERATURE
A COMBINATION OF CLASSROOM PREPARATION PLUS TRAVEL. VARIABLE CONTENT DEPENDING ON AREAS TO BE VISITED. PREREQUISITE: INSTRUCTOR'S PERMISSION.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LIT2951 TRAVEL SEMINAR IN 1 SEMESTER HOUR
LITERATURE
A COMBINATION OF CLASSROOM PREPARATION PLUS TRAVEL. VARIABLE CONTENT DEPENDING ON AREAS TO BE VISITED. PREREQUISITE: INSTRUCTOR'S PERMISSION.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LIT2952 TRAVEL SEMINAR IN 2 SEMESTER HOURS
LITERATURE
A COMBINATION OF CLASSROOM PREPARATION PLUS TRAVEL VARIABLE CONTENT DEPENDING ON AREAS TO BE VISITED PREREQUISITE: INSTRUCTOR'S PERMISSION
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LIT2953 TRAVEL SEMINAR IN 3 SEMESTER HOURS
LITERATURE
A COMBINATION OF CLASSROOM PREPARATION PLUS TRAVEL VARIABLE CONTENT DEPENDING ON AREAS TO BE VISITED PREREQUISITE: INSTRUCTOR'S PERMISSION
LEC HRS = 064 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ENGLISH AS A SECOND LANGUAGE

ENS1201 PHONETICS OF AMERICAN ENGLISH 3 SEMESTER HOURS
A COURSE DESIGNED TO GUIDE NATIVE SPEAKERS OF OTHER LANGUAGES TOWARD ACCEPTABLE PRODUCTION OF THE SOUNDS AND INTONATIONS OF GENERAL AMERICAN ENGLISH ENCOUNTERED IN EVERYDAY COMMUNICATIVE SITUATIONS. MAY BE TRANSFERRED AS AN ELECTIVE FOR THE GENERAL EDUCATION REQUIREMENTS. . 3 HRS. LEC./TERM I, AND II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ENS1202 CONVERSATIONAL ENGLISH 3 SEMESTER HOURS
DESIGNED TO GUIDE THE STUDENTS TOWARD ACCEPTABLE PRONUNCIATION, PHRASING AND INTONATION OF ORAL AMERICAN ENGLISH THROUGH EXERCISE MATERIAL PREDICATED UPON THE STUDENTS SOCIAL AND ACADEMIC NEEDS. MAY BE TRANSFERRED AS AN ELECTIVE FOR THE GENERAL EDUCATION REQUIREMENTS. 3 HRS.LEC./TERM I, AND II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ENS1241 DEVELOPMENTAL COMPOSITION I 3 SEMESTER HOURS
A REVIEW OF SENTENCE SKILLS AND PARAGRAPH STRUCTURE TAUGHT IN ESL1141. STUDENTS ARE EXPECTED TO MASTER THE WRITING OF THE BASIC PARAGRAPH MODES, ENDING IN THE WRITING OF A MULTI PARAGRAPH COMPOSITION. REQUIREMENTS TO MOVE TO NEXT LEVEL: "A" OR "B" TO ENC1101 "C" OR "D" TO ESL1341 "F" REPEAT COURSE
LEC HRS = 048 LABHRS = 013 OTH HRS = 000 FEES = 0005.00

ENS1341 DEVELOPMENTAL COMPOSITION II 3 SEMESTER HOURS
A CONTINUATION OF ENS1241. DESIGNED FOR STUDENTS WHO NEED ADDITIONAL WORK IN WRITING SKILLS. EMPHASIZES PUNCTUATION, GRAMMAR, SENTENCE STRUCTURE, LOGICAL STRUCTURE, AND SUPPORT OF EXPOSITION THROUGH THE WRITING OF SENTENCES, PARAGRAPHS, AND THE MULTI PARAGRAPH COMPOSITION. 3 HRS.LEC.
LEC HRS = 048 LABHRS = 008 OTH HRS = 000 FEES = 0005.00

ESL0141 INTERMEDIATE ENGLISH 6 SEMESTER HOURS
PROVIDES EXERCISES IN READING COMPREHENSION AND THE WRITING OF SENTENCES. ENGLISH GRAMMAR, MECHANICS, AND SENTENCE STRUCTURE WILL BE EMPHASIZED. EMPHASIS IS ON WRITING SENTENCES AND SIMPLE PARAGRAPHS.
LEC HRS = 096 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

ESL0181 INTRODUCTION TO COMPREHENSION OF ENGLISH LANGUAGE 6 SEMESTER HOURS
A COURSE IN ENGLISH FOR SPEAKERS OF OTHER LANGUAGES. PROVIDES EXERCISES TO IMPROVE STUDENTS' ORAL AND LISTENING COMPREHENSION. PROVIDES A SIMPLIFIED STUDY OF SENTENCE PATTERNS TO IMPROVE THE STUDENTS' BASIC COMMUNICATION SKILLS. GRAMMAR WILL BE TAUGHT THROUGH PRACTICAL APPLICATION.
LEC HRS = 096 LABHRS = 013 OTH HRS = 000 FEES = 0005.00

FASHION MARKETING

CTE1401 TEXTILES 3 SEMESTER HOURS
THIS COURSE PROVIDES A STUDY OF BASIC FIBER CLASSIFICATIONS, PROPERTIES, USES AND CARE PROCEDURES. FABRIC CONSTRUCTION, DYEING AND FINISHING PROCESSES AND THEIR EFFECTS ON THE

MARKETABILITY OF TEXTILE PRODUCTS ARE DISCUSSED. LAWS RELATING TO THE TEXTILE INDUSTRY ARE ANALYZED. AN OPPORTUNITY TO IDENTIFY VARIOUS TEXTILE PRODUCTS AND EVALUATE THEM FOR SPECIFIC END USAGE IS PROVIDED. TERM: II/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

**MKA1004 FASHION
MERCHANDISING** 3 SEMESTER HOURS

THIS COURSE ACQUAINTS STUDENTS WITH CAREERS IN THE FASHION INDUSTRY. TOPICS INCLUDE FASHION HISTORY AND FASHION TRENDS; FASHION CREATORS IN THE UNITED STATES, EUROPE AND OTHER INTERNATIONAL FASHION MARKETS; FASHION TERMINOLOGY AND FASHION PERIODICALS. STUDENTS SHOULD DEVELOP A TOTAL CONCEPT OF FASHION AND ITS APPLICATION TO BUSINESS. TERM I, II AND III/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

**MKA1431 FASHION SALES
PROMOTION** 3 SEMESTER HOURS

THIS COURSE IS A STUDY OF THE PRINCIPLES AND METHODS OF SELLING AND PROMOTING FASHION. STUDENTS ANALYZE ADVERTISEMENTS, DISPLAYS, PUBLICITY, SPECIAL EVENTS, AND OTHER PROMOTIONAL ACTIVITIES OF RETAIL AND WHOLESALE FIRMS. STUDENTS PREPARE A COMPLETE 30 DAY FASHION PROMOTION PLAN. TERM I/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

**MKA1951 MERCHANDISING TOUR
NEW YORK CITY** 1 SEMESTER HOUR

THIS COURSE REQUIRES AN ORIENTATION AT THE COLLEGE FOLLOWED BY FOUR TO FIVE DAYS OF MERCHANDISING RELATED ACTIVITIES IN NEW YORK CITY. UPON RETURN TO THE COLLEGE, A FOLLOW-UP SESSION FOR DISCUSSION AND EVALUATION IS CONDUCTED. TOUR ENROLLMENT IS LIMITED. TERM: ON DEMAND, TERM I ONLY/CENTRAL CAMPUS ONLY.

LEC HRS = 002 LABHRS = 000 OTH HRS = 040 FEES = 0000.00

MKA2424 FASHION BUYING 3 SEMESTER HOURS

THIS COURSE IS A STUDY OF MERCHANDISING PRINCIPLES, THE ROLE OF THE BUYER, AND BUYING STRATEGIES. EMPHASIS IS ON THE TECHNICAL PROCESSES OF MERCHANDISING, MERCHANDISING MATH AND PLANNING FOR PROFIT. STUDENTS ANALYZE CONSUMER BUYING HABITS IN TERMS OF THEIR EFFECTS ON RETAIL BUYING PRACTICES. TERM II/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

**MKA2940 FASHION MARKETING
PRACTICUM** 3 SEMESTER HOURS

THIS COURSE PROVIDES AN OPPORTUNITY FOR STUDENTS TO GAIN CAREER RELATED EXPERIENCE BY WORKING IN THE FASHION INDUSTRY. EACH STUDENT IS ASSIGNED TO WORK WITH A FASHION RELATED FIRM THROUGHOUT THE SEMESTER. ASSIGNMENTS ARE DESIGNED TO DEVELOP AND UTILIZE SKILLS IN ALL FACETS OF THE FIRM'S OPERATIONS. ON CAMPUS LECTURES ARE CONDUCTED TO SUPPLEMENT ON SITE FASHION ASSIGNMENTS. TERM I AND II/CENTRAL CAMPUS ONLY. TERM III/ON DEMAND.

LEC HRS = 012 LABHRS = 000 OTH HRS = 120 FEES = 0000.00

**MKA2955 FASHION MARKETING
STUDY TOUR** 3 SEMESTER HOURS

THE FASHION MARKETING STUDY TOUR IS A COURSE TAUGHT ON LOCATION IN ONE OR SEVERAL MAJOR INTERNATIONAL FASHION CENTERS. THE STUDENTS VISIT MAJOR FASHION MARKETS TO OBSERVE ACTIVITIES IN THE TEXTILE AND APPAREL INDUSTRIES AS THESE RELATE TO MARKETING, PROMOTION, DESIGN AND MERCHANDISING. WORKSHOPS AND PERTINENT LECTURES CONCERNING FASHION TOPICS AND PLANNED TOUR VISITS ARE CONDUCTED ON CAMPUS

PRIOR TO DEPARTURE. TERM: ON DEMAND/CENTRAL CAMPUS ONLY.

LEC HRS = 006 LABHRS = 000 OTH HRS = 042 FEES = 0000.00

**MKA2956 FASHION MARKETING
STUDY TOUR** 6 SEMESTER HOURS

THE FASHION MARKETING STUDY TOUR IS A COURSE TAUGHT ON LOCATION IN ONE OR SEVERAL MAJOR INTERNATIONAL FASHION CENTERS. THE STUDENTS VISIT MAJOR FASHION MARKETS TO OBSERVE ACTIVITIES IN THE TEXTILE AND APPAREL INDUSTRIES AS THESE RELATE TO MARKETING, PROMOTION, DESIGN AND MERCHANDISING. IN DEPTH RESEARCH WILL BE CONDUCTED BY THE STUDENTS IN EACH OF THE FASHION CENTERS VISITED. WORKSHOPS AND PERTINENT LECTURES CONCERNING FASHION TOPICS AND PLANNED TOUR VISITS ARE CONDUCTED ON CAMPUS PRIOR TO DEPARTURE. TERM: ON DEMAND/CENTRAL CAMPUS ONLY.

LEC HRS = 012 LABHRS = 000 OTH HRS = 084 FEES = 0000.00

FINANCE

FIN1100 PERSONAL FINANCE 3 SEMESTER HOURS

THIS COURSE PROVIDES A SURVEY OF THE AREAS OF PERSONAL ECONOMIC PROBLEMS WITH WHICH ALL INDIVIDUALS MUST CONTEND. COURSE CONTENT GUIDES EACH PERSON TOWARDS RECEIVING FAVORABLE RESULTS IN THE FOLLOWING AREAS: BUYING CREDIT, BORROWING MONEY, USING BANK SERVICES, AND INVESTING SAVINGS; SELECTING FROM VARIOUS TYPES OF INSURANCE COVERAGES; HOME OWNERSHIP VS. RENTING; OBTAINING INVESTMENT INFORMATION, INVESTING IN STOCKS AND BONDS; INCOME TAXES; SOCIAL SECURITY, MEDICARE, RETIREMENT PLANNING AND ANNUITIES; AND ESTATE PLANNING, WILLS, AND TRUSTS. TERM I AND II/ALL CAMPUSES. TERM III/SOUTH CAMPUS. OPEN COLLEGE/WEEKEND COLLEGE.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

**FIN2600 FINANCE OF
INTERNATIONAL TRADE** 3 SEMESTER HOURS

THIS COURSE PROVIDES A GENERAL SURVEY OF INTERNATIONAL TRADE. TOPICS STUDIED INCLUDE TRANSPORTATION MODES, CARGO INSURANCE AND THE VARIOUS SPECIAL TERMS OF SALE USED IN OVERSEAS TRANSACTIONS. ALSO COVERED ARE IMPORT/EXPORT, FOREIGN EXCHANGE, AND PRICING AND QUOTATIONS; IMPORT/EXPORT DOCUMENTATION AND PROCEDURES; DOCUMENTARY CREDITS, INTERNATIONAL PAYMENTS AND COLLECTIONS; BANK FINANCING SOURCES FOR INTERNATIONAL TRADE AND ALTERNATIVE FINANCING TECHNIQUES. TERM I/NORTH CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FIRE SCIENCE

**FFP1000 INTRODUCTION TO FIRE
SCIENCE** 3 SEMESTER HOURS

THIS INTRODUCTORY COURSE WILL EXAMINE THE EVOLUTION OF THE MODERN FIRE DEPARTMENT, CHEMISTRY AND PHYSICS OF FIRE, FIRE HAZARD PROPERTIES OF MATERIALS; COMBUSTION; THEORY OF FIRE CONTROL; IMPORTANCE OF FIRE PROTECTION; PUBLIC FIRE DEFENSES; AND OTHER MATERIALS PERTINENT TO FIRE SERVICE. 3 HRS.LEC./TERM I, II, AND III. ANY STUDENT WHO SATISFACTORILY COMPLETED THE STATE STANDARD CERTIFICATION REQUIREMENTS WILL AUTOMATICALLY BE AWARDED 3 SEMESTER HOURS IN LIEU OF INTRODUCTION TO FIRE SCIENCE.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP1100 FIRE ADMINISTRATION I 3 SEMESTER HOURS
AN INTRODUCTION INTO THE COMPREHENSIVE FIELD OF MANAGEMENT IN THE FIRE SERVICE AS IT RELATES TO FIRE PROTECTION. THE FIRE DEPARTMENT ITSELF, ITS RELATIONSHIP TO THE INSURANCE INDUSTRY, THE PROFESSIONAL COMMUNITY, THE STATE AND FEDERAL GOVERNMENTS AND AN OVERVIEW IN RESPECT TO CONTEMPORARY MANAGEMENT, AND PLANNING CONCEPTS. 3 HRS.LEC./TERMS I & II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP1200 FIRE PREVENTION 3 SEMESTER HOURS
THEORY AND APPLICATION
FUNDAMENTALS OF FIRE PREVENTION A STUDY OF FIRE CAUSES AND EFFECTS, THE FIRE PREVENTION BUREAU, LAWS, REGULATIONS AND STANDARDS, SPRINKLER, AND STANDPIPE SYSTEMS, DETECTION, DEVICES, CONTENTS, AND ITS HAZARDS, THE INSPECTION PROCESS, FIRE PREVENTION ENFORCEMENT, LOCAL DECISIONS, FIRE INVESTIGATIONS, RECORDS, AND REPORTS. 3 HR. LEC./ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP1300 CODES AND STANDARDS 3 SEMESTER HOURS
THE SPECIFIC REQUIREMENTS THAT HAVE A DIRECT INFLUENCE ON LIFE SAFETY IN BOTH NEW AND EXISTING STRUCTURES. STUDY ALSO INCLUDES THE REQUIREMENTS FOR PROPERTY PROTECTION. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP1320 FIRE PROTECTION 3 SEMESTER HOURS
THROUGH BUILDING CONSTRUCTION
COURSE EXAMINES OBJECTIVES AND CRITERIA OF SOUTH FLORIDA BUILDING CODE REQUIREMENTS FOR VARIOUS TYPES, OF OCCUPANCIES, CLASSIFICATION BY TYPES OF CONSTRUCTION, BUILDING MATERIALS, FIRE RESISTANT STANDARDS, EGRESS, PERMITS, INSPECTIONS, AND STANDARDS, AND OTHER PERTINENT MATERIAL FOR BUILDING CONSTRUCTION. 3 HRS.LEC./ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP1400 FIREGROUND TACTICS & 3 SEMESTER HOURS
STRATEGY
A STUDY OF TACTICS AND STRATEGY EMPLOYED IN EXTINGUISHING FIRES; PREPARATION PLANNING AND AN EXAMINATION OF COMPANY LEVEL FIELD OPERATIONS, FIRE SITUATIONS WILL BE ANALYZED UTILIZING ACCEPTABLE FIRE FIGHTING TACTICS. 3 HRS. LEC./TERMS I & II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP1620 FIRE PROTECTION AND 3 SEMESTER HOURS
DETECTION SYSTEMS
THIS COURSE PROVIDES THE STUDENT WITH THE KNOWLEDGE OF FIRE SPRINKLER & STANDPIPE SYSTEMS, CHEMICAL SYSTEMS, DETECTION OF ALARM SYSTEMS. THIS COURSE PREPARES THE STUDENT FOR THE STATE FIRE INSPECTOR'S EXAMINATION. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP2101 FIRE ADMINISTRATION II 3 SEMESTER HOURS
A CONTINUATION OF FFP1100. AN UPDATED COMPREHENSIVE LOOK AT THE MANAGEMENT ASPECTS OF FIRE PREVENTION, INSPECTION SERVICES, FIRE CONTROL, EMERGENCY, MEDICAL AND RESCUE SERVICES, BUDGETS, PERSONNEL, LABOR RELATIONS, AND THE MEASURING AND EVALUATION OF FIRE DEPARTMENT PRODUCTIVITY. PREREQUISITES: FFP1100. 3 HRS. LEC./TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP2130 FIRE DEPARTMENT 3 SEMESTER HOURS
SUPERVISION
STUDY OF SUPERIOR SUBORDINATE RELATIONSHIP, MOTIVATION, LEADERSHIP, MORALE, DISCIPLINE, WORK PLANNING AND OTHER MATERIAL RELATED TO

SUPERVISION IN THE FIRE DEPARTMENT. 3 HRS
LEC./ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP2150 TECHNIQUES OF 3 SEMESTER HOURS
INSTRUCTION IN THE FIRE SERVICE
STUDY OF THE INSTRUCTORS ROLE AND RESPONSIBILITY HOW TO DEVELOP STUDY HABITS, COMMUNICATION, HUMAN RELATIONS AND CONCEPTS OF LEARNING AND TEACHING JOB ANALYSIS, IDENTIFY TEACHING OBJECTS AND DEMONSTRATE APPROPRIATE TEACHING METHODS, TECHNIQUES, AND PERFORMANCE EVALUATIONS. COURSE IS REQUIRED BY THE FLORIDA FIRE FIGHTERS STANDARDS COUNCIL FOR PRE OFFICE ELIGIBILITY. 3 HRS.LEC./ON DEMAND. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP2240 ARSON AND FIRE 3 SEMESTER HOURS
INVESTIGATION
A STUDY OF THE ARSON PROBLEMS TODAY FACTS AND FIGURES MOTIVES FOR ARSON, ROLE OF THE FIRE DEPARTMENT IN ARSON SUPPRESSION, CHEMISTRY OF FIRE DETERMINING ORIGIN AND CAUSE, AND URBAN FIRES, AUTOMOBILE ARSON EXPLOSIONS, THE JUVENILE ARSON PROBLEMS, INTERVIEWS, NOTES, STATEMENTS AND REPORTS, INTERROGATION AND PRESENTING THE ARSON CASE IN THE COURTROOM. 3 HRS. LEC./ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP2326 CONSTRUCTION AND 3 SEMESTER HOURS
PLANS EXAMINATION
APPLIES THE PREVIOUS 3 WEEKS TRAINING IN GROUP BLUE PRINT READING AND PLANS EXAMINATION. THE STUDENT WILL REVIEW ACTUAL BUILDING PLANS, AND WITH USE OF THE CODES, STANDARDS AND INSPECTION TECHNIQUES, FIND ERRORS AND OMISSION, MAKE CORRECTIONS ACCORDING TO THE CODE AND LOCATE WHEREIN THE CODE EACH ITEM IS LOCATED. ON DEMAND.
LEC HRS = 045 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP2420 APPLICATION OF 3 SEMESTER HOURS
FIREGROUND TACTICS
THIS COURSE APPLIES THE BASIC PRINCIPLES LEARNED IN FFP1400 TO SPECIFIC FIRE PROBLEMS, E.G. CHURCHES, FLAMMABLE GASES AND LIQUIDS, LUMBERYARDS, DEPARTMENT STORES, RESIDENTIAL, SUPERMARKETS, AND WAREHOUSES. INCLUDED ARE ADDITIONAL POINTERS ON SOLVING THESE PROBLEMS AND THOSE OF A MISCELLANEOUS NATURE; ALSO COMMAND RESPONSIBILITIES ON THE FIREGROUND. PREREQUISITE: FFP1400. 3 HRS.LEC./ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP2500 HAZARDOUS MATERIALS I 3 SEMESTER HOURS
STUDY OF TYPES OF CHEMICALS AND PROCESSES, STORAGE AND TRANSPORTATION OF CHEMICALS, HAZARDS OF RADIOACTIVE MATERIALS, PRECAUTIONS TO BE TAKEN IN FIRE FIGHTING INVOLVING HAZARDOUS MATERIALS, LAWS OF FEDERAL, STATE AND LOCAL LEVELS PERTAINING TO SUCH MATERIALS. 3 HRS.LEC./TERM I.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP2501 HAZARDOUS MATERIALS II 3 SEMESTER HOURS
A CONTINUATION AND EXPANSION OF FFP2500 TO INCLUDE RADIOACTIVE MATERIALS, CORROSIVES, PESTICIDES, ROCK PROPELLANTS, AND OTHER RELATED MATERIALS. PREREQUISITES: FFP2500. 3 HRS. LEC./ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP2600 FIRE APPARATUS AND 3 SEMESTER HOURS
PROCEDURES
COURSE OFFERS STUDY IN EVOLUTION OF FIRE APPARATUS; APPARATUS CONSTRUCTION; PUMPS AND PUMP ACCESSORIES; PUMPING PROCEDURES; PUMP

TESTS; TROUBLE SHOOTING; AERIAL LADDERS; AERIAL PLATFORMS; MAINTENANCE; DRIVING FIRE APPARATUS. 3 HRS.LEC./ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP2600L FIRE APPARATUS & PROCEDURES/LAB 1 SEMESTER HOUR

A CONTINUATION OF FFP2600 TO INCLUDE DRIVING/OPERATING EMERGENCY VEHICLES, FIRE PUMPS, HYDRAULIC CALCULATIONS, AERIAL LADDERS, ELEVATING PLATFORMS, DEMONSTRATION OF ROUTINE TESTS, INSPECTIONS AND SERVICING FUNCTIONS. COURSE IS AN ARTICULATION WITH BROWARD FIRE ACADEMY. MEETS REQUIREMENTS OF N.F.P.A. STANDARDS. PREREQUISITE: FFP2600.
LEC HRS = 018 LABHRS = 018 OTH HRS = 000 FEES = 0000.00

FFP2640 FIRE HYDRAULICS 3 SEMESTER HOURS
INTRODUCTION TO THE STUDY AND CHARACTERISTICS OF HYDROSTATICS AND HYDRODYNAMICS IN THE FIRE SERVICE. BASIC HYDRAULIC MEASURING UNITS, FACTS, THEORIES AND FORMULAS FOR PROBLEM SOLVING. 3 HRS.LEC./ON DEMAND
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FFP2640L FIRE HYDRAULICS PLUS LAB 1 SEMESTER HOUR
A CONTINUATION OF FFP2640 TO INCLUDE A HANDS ON APPLICATION OF HOSE STREAMS, NOZZLES, STANDPIPES & FIRE SPRINKLER SYSTEM HYDRAULICS. THIS COURSE COMPLIES WITH NFPA 1002 QUALIFICATIONS FOR DRIVER/OPERATOR COMPETENCY. PREREQUISITE: FFP2640.
LEC HRS = 018 LABHRS = 018 OTH HRS = 000 FEES = 0000.00

FOREIGN LANGUAGE, MODERN

FRE1000 ELEMENTARY FRENCH 3 SEMESTER HOURS CONVERSATION
A CUSTOM MADE COURSE FOR THOSE RESIDENTS IN THE COMMUNITY WHO REQUIRE A CURSORY KNOWLEDGE OF FRENCH TO HELP THEM COMMUNICATE WITH FRENCH SPEAKING PEOPLE. ONE HOUR LANGUAGE LABORATORY WEEKLY. MEETS AREA 5 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. SPECIAL FEE CHARGED. SEE STUDENT FEES. 3 HRS. LEC./TERM I; II, AND III.
LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

FRE1120 BEGINNING FRENCH I 4 SEMESTER HOURS
FUNDAMENTALS OF SPEAKING, UNDERSTANDING, READING AND WRITING. CLASSROOM PRACTICE AND EXERCISES SUPPLEMENTED BY LANGUAGE LABORATORY SESSIONS DESIGNED TO DEVELOP CONFIDENCE AND PROFICIENCY. STUDENT EXPECTED TO CONTINUE WITH FRE1121. ONE HOUR LANGUAGE LABORATORY WEEKLY. MEETS AREA 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. SPECIAL FEE IS CHARGED. SEE STUDENTS FEES. 3 HRS. LEC./TERM I, II, AND III.
LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

FRE1121 BEGINNING FRENCH II 4 SEMESTER HOURS
CONTINUATION OF FRE1120. FURTHER DEVELOPMENT OF THE BASIC SKILLS. SELECTED READINGS. PREREQUISITE: FRE1120 OR ITS EQUIVALENT. ONE HOUR LANGUAGE LABORATORY WEEKLY. MEETS AREA 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. SPECIAL FEE IS CHARGED. SEE STUDENT FEES. 3 HRS.LEC./TERM I, II, AND III.
LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

FRE1170 FRENCH STUDY TRAVEL 3 SEMESTER HOURS
A COURSE DESIGNED FOR STUDENTS WHO WISH TO COMBINE THE STUDY OF FRENCH WITH SUBSEQUENT TRAVEL TO A FRENCH SPEAKING REGION. PREREQUISITE: FRE1120 OR FRE1000 OR PERMISSION OF

INSTRUCTOR. MEETS AREA 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 000 LABHRS = 000 OTH HRS = 336 FEES = 0000.00

FRE2200 INTERMEDIATE FRENCH I 3 SEMESTER HOURS
REVIEW OF MOST SALIENT GRAMMATICAL PRINCIPLES PLUS INTRODUCTION OF GRAMMATICAL AND IDIOMATIC MATERIAL. COMPOSITION AND READINGS IN NEW FRENCH PROSE. CONVERSATION AT AN EASY AND ENJOYABLE PACE. PREREQUISITE: FRE1121 OR EQUIVALENT. MEETS AREA 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC./TERM I. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FRE2201 INTERMEDIATE FRENCH II 3 SEMESTER HOURS
EMPHASIS ON COMPOSITION, COMPREHENSION AND CONVERSATION. INTERESTING TOUR THROUGH FRENCH HISTORY, GEOGRAPHY AND LITERATURE. AIM OF COURSE TO GIVE STUDENT A NECESSARY BACKGROUND IN THE CULTURE OF FRANCE AND TO GAIN MORE FLUENCY IN ORAL AND WRITTEN EXPRESSION. THIS COURSE COMPLETES INTERMEDIATE YEAR. PREREQUISITE: FRE2200 OR EQUIVALENT. MEETS AREA 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS.LEC./TERM II/ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

GER1000 ELEMENTARY GERMAN 3 SEMESTER HOURS CONVERSATION
A CUSTOM MADE COURSE FOR THOSE RESIDENTS IN THE COMMUNITY WHO REQUIRE A CURSORY KNOWLEDGE OF GERMAN TO HELP THEM COMMUNICATE WITH GERMAN SPEAKING PEOPLE. ONE HOUR LANGUAGE LABORATORY WEEKLY. SPECIAL FEE CHARGED. SEE STUDENTS FEES. MEETS 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC./ON DEMAND.
LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

GER1120 BEGINNING GERMAN I 4 SEMESTER HOURS
FUNDAMENTALS OF SPEAKING, UNDERSTANDING, READING AND WRITING. CLASSROOM PRACTICE AND EXERCISES SUPPLEMENTED BY LANGUAGE AND LABORATORY SESSIONS. DESIGNED TO DEVELOP CONFIDENCE AND PROFICIENCY. STUDENTS EXPECTED TO CONTINUE WITH GER1121. ONE HOUR LANGUAGE LABORATORY WEEKLY. MEETS AREA 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. SPECIAL FEE CHARGED. SEE STUDENT FEES. 3 HRS. LEC./ON DEMAND.
LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

GER1121 BEGINNING GERMAN II 4 SEMESTER HOURS
CONTINUATION OF GER1120. FURTHER DEVELOPMENT OF THE BASIC SKILLS. SELECTED READINGS. PREREQUISITE: GER1120 OR ITS EQUIVALENT. ONE HOUR LANGUAGE LABORATORY WEEKLY. MEETS AREA 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. SPECIAL FEE CHARGED. SEE STUDENTS FEES. 3 HRS.LEC./TERM II ON DEMAND.
LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

GER1170 GERMAN STUDY TRAVEL 3 SEMESTER HOURS
A COURSE DESIGNED FOR STUDENTS WHO WISH TO COMBINE THE STUDY OF GERMAN WITH SUBSEQUENT TRAVEL TO A GERMAN SPEAKING REGION. PREREQUISITE: GER1120 OR GER1000 OR PERMISSION OF THE INSTRUCTOR. MEETS AREA 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 000 LABHRS = 000 OTH HRS = 336 FEES = 0000.00

GER2200 INTERMEDIATE GERMAN I 3 SEMESTER HOURS
REVIEW OF MOST SALIENT GRAMMATICAL PRINCIPLES PLUS INTRODUCTION OF NEW GRAMMATICAL AND IDIOMATIC MATERIAL. COMPOSITION AND READINGS IN GERMAN PROSE. CONVERSATION AT AN EASY AND ENJOYABLE PACE. PREREQUISITE: GER1121 OR EQUIVALENT. MEETS AREA 5, 7 AND 8 AA DEGREE

GENERAL EDUCATION REQUIREMENTS. 3 HRS.
LEC./TERM I/ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

GER2201 INTERMEDIATE 3 SEMESTER HOURS

GERMAN II

EMPHASIS ON COMPOSITION AND COMPREHENSION AND CONVERSATION. INTERESTING TOUR THROUGH GERMAN HISTORY, GEOGRAPHY AND LITERATURE. AIM OF COURSE TO GIVE STUDENT A NECESSARY BACKGROUND IN THE CULTURE OF GERMANY AND TO GAIN MORE FLUENCY IN ORAL AND WRITTEN EXPRESSION THIS COURSE COMPLETES INTERMEDIATE YEAR PREREQUISITE: GER2200 OR EQUIVALENT. MEETS AREA 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS.LEC./TERM II/ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HBR1120 BEGINNING HEBREW I 4 SEMESTER HOURS

FUNDAMENTALS OF SPEAKING AND UNDERSTANDING, READING AND WRITING. CLASSROOM PRACTICE AND EXERCISES SUPPLEMENTED BY LANGUAGE AND LABORATORY SESSIONS DESIGNED TO DEVELOP CONFIDENCE AND A BASIC PROFICIENCY IN MODERN HEBREW. STUDENT IS EXPECTED TO CONTINUE WITH HBR1121. ONE HOUR LANGUAGE LAB WEEKLY IS REQUIRED. MEETS AREA 5, 7, AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. SPECIAL LAB FEE IS CHARGED. 3 HRS.LEC./EACH TERM/ON DEMAND.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

HBR1121 BEGINNING HEBREW II 4 SEMESTER HOURS

CONTINUATION OF HEBREW 1120. FURTHER DEVELOPMENT OF THE BASIC SKILLS. SELECTED READINGS IN THE TEXTBOOK. PREREQUISITE: HBR1120 OR ITS EQUIVALENT. ONE HOUR LANGUAGE LAB WEEKLY IS REQUIRED. MEETS AREA 5, 7, AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. SPECIAL LANGUAGE LAB FEE IS CHARGED. 3 HRS.LEC./EACH TERM/ON DEMAND.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

HBR2200 INTERMEDIATE HEBREW I 3 SEMESTER HOURS

CONTINUATION IN THE INSTRUCTION OF THE MOST SALIENT GRAMMATICAL PRINCIPLES PLUS INTRODUCTION OF NEW IDIOMATIC MATERIAL. WRITINGS AND SELECTED READINGS IN MODERN HEBREW PROSE. CONVERSATION AT A MORE ADVANCED LEVEL AND PACE. PREREQUISITE: HBR1120, HBR1121 OR EQUIVALENT. MEETS AREA 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HOURS LECTURE/EACH TERM. ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HBR2201 INTERMEDIATE 3 SEMESTER HOURS

HEBREW II

REVIEW OF ALL BASIC GRAMMAR PRINCIPLES. EMPHASIS ON RELATIVE FLUENCY IN SPEAKING. COMPREHENSIVE READING AND WRITING SKILLS SHARPENED. LIMITED CULTURAL AND HISTORICAL INFORMATION STUDIED IN THE TARGET LANGUAGE. THIS COURSE COMPLETES THE INTERMEDIATE COLLEGE LEVEL COURSE IN MODERN HEBREW. PREREQUISITE: HBR2200 OR EQUIVALENT. MEETS AREA 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HOURS LECTURE/EACH TERM ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ITA1000 ELEMENTARY ITALIAN 3 SEMESTER HOURS

CONVERSATION

A CUSTOM MADE COURSE FOR THOSE RESIDENTS IN THE COMMUNITY WHO REQUIRE A CURSORY KNOWLEDGE OF ITALIAN TO HELP THEM COMMUNICATE WITH ITALIAN SPEAKING PEOPLE. ONE HOUR LANGUAGE LABORATORY WEEKLY. SPECIAL FEE CHARGED SEE STUDENT FEES. MEETS 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC./ON DEMAND.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

ITA1120 ELEMENTARY ITALIAN I 4 SEMESTER HOURS

ELEMENTARY ITALIAN: FUNDAMENTALS OF SPEAKING, UNDERSTANDING, READING, AND WRITING. CLASSROOM PRACTICE AND EXERCISES SUPPLEMENTED BY LANGUAGE LABORATORY SESSIONS DESIGNED TO DEVELOP CONFIDENCE AND PROFICIENCY. STUDENT EXPECTED TO CONTINUE WITH ITA1121. ONE HOUR LANGUAGE LABORATORY WEEKLY. MEETS AREAS 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. SPECIAL LAB FEE CHARGED. SEE STUDENT FEES. 3 HRS.LEC./TERM I, II, AND III.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

ITA1121 ELEMENTARY ITALIAN II 4 SEMESTER HOURS

ELEMENTARY ITALIAN: CONTINUATION OF ITA1120. FURTHER DEVELOPMENT OF THE BASIC SKILLS. SELECTED READINGS. PREREQUISITE: ITA1120 OR ITS EQUIVALENT. ONE HOUR LANGUAGE LABORATORY WEEKLY. MEETS AREAS 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. SPECIAL FEE CHARGED. SEE STUDENT FEES. 3 HRS.LEC./TERM I, II, AND III.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

RUS1120 BEGINNING RUSSIAN I 4 SEMESTER HOURS

FUNDAMENTALS OF SPEAKING, UNDERSTANDING, READING AND WRITING CLASSROOM PRACTICE AND EXERCISES SUPPLEMENTED BY LANGUAGE LABORATORY SESSIONS DESIGNED TO DEVELOP CONFIDENCE AND PROFICIENCY STUDENT EXPECTED TO CONTINUE WITH RUS1121. ONE HOUR LANGUAGE LABORATORY WEEKLY. MEETS AREA 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. SPECIAL FEE CHARGED. SEE STUDENT FEES. 3 HR. LEC./ON DEMAND.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

RUS1121 BEGINNING RUSSIAN II 4 SEMESTER HOURS

CONTINUATION OF RUS1120. FURTHER DEVELOPMENT OF THE BASIC SKILLS. SELECTED READINGS. PREREQUISITE: RUS1120 OR ITS EQUIVALENT. ONE HOUR LANGUAGE LABORATORY WEEKLY. MEETS AREA 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. SPECIAL FEE CHARGED. SEE STUDENT FEES. 3 HRS.LEC./ON DEMAND.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

RUS2200 INTERMEDIATE RUSSIAN I 3 SEMESTER HOURS

REVIEW OF MOST SALIENT GRAMMAR PRINCIPLES PLUS INTRODUCTION OF NEW GRAMMATICAL AND IDIOMATIC MATERIAL. COMPOSITION AND READINGS IN RUSSIAN PROSE. CONVERSATION AT AN EASY AND ENJOYABLE PACE. PREREQUISITE: RUS1121 OR EQUIVALENT. MEETS AREA 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC./ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SPN1000 ELEMENTARY SPANISH 3 SEMESTER HOURS

CONVERSATION

A CUSTOM MADE COURSE FOR THOSE RESIDENTS IN THE COMMUNITY WHO REQUIRE A CURSORY KNOWLEDGE OF SPANISH TO HELP THEM COMMUNICATE WITH SPANISH SPEAKING PEOPLE. ONE HOUR LANGUAGE LABORATORY WEEKLY. SPECIAL FEE CHARGED. SEE STUDENT FEES. MEETS 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC./TERM I, II. ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

SPN1120 BEGINNING SPANISH I 4 SEMESTER HOURS

FUNDAMENTALS OF SPEAKING, UNDERSTANDING, READING AND WRITING CLASSROOM PRACTICE AND EXERCISES SUPPLEMENTED BY LANGUAGE LABORATORY SESSIONS DESIGNED TO DEVELOP CONFIDENCE AND PROFICIENCY. STUDENT EXPECTED TO CONTINUE WITH SPN1121. ONE HOUR LANGUAGE LABORATORY WEEKLY. MEETS AREA 5, 7 AND 8 AA

DEGREE GENERAL EDUCATION REQUIREMENTS. SPECIAL FEE CHARGED. SEE STUDENTS FEES. 3 HRS. LEC./TERM I, II, AND III.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

SPN1121 BEGINNING SPANISH II 4 SEMESTER HOURS
CONTINUATION OF SPN1120. FURTHER DEVELOPMENT OF THE BASIC SKILLS. SELECTED READINGS. PREREQUISITE: SPN1120 OR ITS EQUIVALENT. ONE HOUR LANGUAGE LABORATORY WEEKLY. MEETS AREA 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. SPECIAL FEE CHARGED. SEE STUDENTS FEES. 3 HRS. LEC./TERM I, II, AND III.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

SPN1170 SPANISH STUDY TRAVEL 3 SEMESTER HOURS
A COURSE DESIGNED FOR STUDENTS WHO WISH TO COMBINE THE STUDY OF SPANISH WITH SUBSEQUENT TRAVEL TO A SPANISH SPEAKING REGION PREREQUISITE: SPN1100 OR SPN1000 OR PERMISSION OF INSTRUCTOR. MEETS AREA 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC. ON DEMAND.

LEC HRS = 000 LABHRS = 000 OTH HRS = 336 FEES = 0000.00

SPN2020 SPANISH IN THE BUSINESS WORLD 3 SEMESTER HOURS

THIS COURSE IS DESIGNED TO PREPARE STUDENTS WHO ARE BUSINESS MAJOR OR MINORS, OR ANYONE ASSOCIATED WITH THE BUSINESS WORLD, IN THE REQUISITES OF BUSINESS SPANISH. TRANSLATION, INTERPRETATION AND BUSINESS CORRESPONDENCE ARE INTEGRAL PART OF THE COURSE. PREREQUISITE: SPN2201 OR EQUIVALENT THEREOF. PERMISSION OF INSTRUCTOR.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SPN2021 SPANISH IN THE BUSINESS WORLD 3 SEMESTER HOURS

CONTINUATION OF SPN2020. MORE ADVANCED STUDY OF SPANISH BUSINESS DOCUMENTS WITH PARTICULAR EMPHASIS ON THE WRITING OF BUSINESS LETTERS, COMMERCIAL LEGAL DOCUMENTS AND TRANSLATION. PREREQUISITE: SPN2020 OR EQUIVALENT THEREOF. PERMISSION OF THE INSTRUCTOR.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SPN2200 INTERMEDIATE SPANISH I 3 SEMESTER HOURS
REVIEW OF THE MOST ESSENTIAL GRAMMATICAL STRUCTURES WITH AN INTRODUCTION OF NEW GRAMMATICAL AND IDIOMATIC MATERIAL. COMPOSITION AND READINGS IN SPANISH PROSE. CONVERSATION AT AN EASY AND ENJOYABLE PACE. PREREQUISITE: SPN1121. MEETS AREA 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC./TERM I, II AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SPN2201 INTERMEDIATE SPANISH II 3 SEMESTER HOURS

EMPHASIS ON COMPOSITION, COMPREHENSION AND CONVERSATION. INTERESTING TOUR THROUGH SPANISH HISTORY, GEOGRAPHY AND LITERATURE. AIM OF COURSE TO GIVE STUDENT A NECESSARY BACKGROUND IN THE CULTURE OF SPAIN AND TO GAIN MORE FLUENCY IN ORAL AND WRITTEN EXPRESSION. THIS COURSE COMPLETES INTERMEDIATE YEAR. PREREQUISITE: SPN2200 OR EQUIVALENT. MEETS AREA 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENT. 3 HRS. LEC. TERM I, II, AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SPN2240 INTERMEDIATE SPANISH CONVERSATION 3 SEMESTER HOURS

COURSE MAY BE TAKEN IN CONJUNCTION WITH SPN2200 OR SPN2201 BUT CANNOT DISPLACE EITHER ONE OF THOSE COURSES AS A COLLEGE PARALLEL REQUIREMENT. THE PURPOSE OF THIS COURSE IS TO PERMIT THAT STUDENT WHO WISHES TO INCREASE HIS COMPREHENSION AND SPEAKING FACILITY IN SPANISH TO BE IN A CLASS WHERE THE EMPHASIS IS TOTALLY

ON THE ORAL APPROACH AND WHERE A GREATER VARIETY OF TOPICS WILL BE DISCUSSED AT A FASTER PACE THAN THE REQUIRED 2201 COURSE WOULD ALLOW. PREREQUISITE: SPN1120 SPN1121 OR ITS EQUIVALENT. MEETS AREA 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC. TERM II ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

SPN2400 ADVANCED COMPOSITION 3 SEMESTER HOURS AND CONVERSATION I

FOR STUDENTS WISHING TO ATTAIN GREATER PROFICIENCY IN SPOKEN AND WRITTEN SPANISH. CONVERSATION AND COMPOSITION BASED ON SELECTED READINGS AND A VARIETY OF CONTEMPORARY TOPICS. PREREQUISITE: SPN2201 OR EQUIVALENT. ONE HOUR LANGUAGE LABORATORY WEEKLY. MEETS AREA 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. SPECIAL FEE CHARGED SEE STUDENT FEES. 3 HRS. LEC. TERM I.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SPN2401 ADVANCED COMPOSITION 3 SEMESTER HOURS AND CONVERSATION II

FOR STUDENTS WISHING TO ATTAIN GREATER PROFICIENCY IN SPOKEN AND WRITTEN SPANISH. STRONGLY RECOMMENDED FOR MAJORS CONDUCTED ENTIRELY IN SPANISH CONVERSATION AND COMPOSITION BASED ON SELECTED READINGS AND A VARIETY OF CONTEMPORARY TOPICS, TOGETHER WITH READINGS IN CONTEMPORARY PROSE AND POETRY. PREREQUISITE SPN2201 OR EQUIVALENT. INSTRUCTOR APPROVAL. MEETS AREA 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC./TERM II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SPW2010 STUDIES IN SPANISH LITERATURE AND CULTURE I 3 SEMESTER HOURS

COURSE ENABLES STUDENT TO READ INTELLIGENTLY CLASSICAL MASTERPIECES IN THE LITERATURE OF SPAIN FROM MIDDLE AGES TO NINETEENTH CENTURY AS WELL AS CONTEMPORARY PROSE AND POETRY. CAREFUL ATTENTION TO DEVELOPMENT OF CORRECT EXPRESSION AND FLUENCY. HUMANITIES CREDIT. PREREQUISITE: SPN2201 OR EQUIVALENT, INSTRUCTORS APPROVAL. MEETS AREA 2, 5 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC. TERM I.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SPW2011 STUDIES IN SPANISH LITERATURE AND CULTURE II 3 SEMESTER HOURS

COURSE ENABLES STUDENT TO READ INTELLIGENTLY CLASSICAL MASTERPIECES OF THE LITERATURE OF THE NINETEENTH AND TWENTIETH CENTURIES WITH EMPHASIS ON THE CONTEMPORARY. THIS COURSE COMPLETES THE YEAR OF ADVANCED LITERATURE HUMANITIES CREDIT. PREREQUISITE: SPN2201 OR EQUIVALENT. INSTRUCTOR APPROVAL. MEETS AREA 2, 5 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC. TERM II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

GENERAL BUSINESS

GEB1011 INTRODUCTION TO BUSINESS 3 SEMESTER HOURS

THIS COURSE PROVIDES A BASIC STUDY OF BUSINESS ACTIVITY AND HOW IT RELATES TO OUR ECONOMIC SOCIETY. TOPICS COVERED INCLUDE HOW BUSINESSES ARE OWNED, ORGANIZED, MANAGED AND CONTROLLED. COURSE CONTENT EMPHASIZES BUSINESS VOCABULARY, AREAS OF BUSINESS SPECIALIZATION, AND CAREER OPPORTUNITIES. TERM I, II AND III/ALL CAMPUSES. OPEN COLLEGE/WEEKEND COLLEGE.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

GEB2955 INTERNATIONAL CURRENT BUSINESS PRACTICES 3 SEMESTER HOURS
 UPON SUCCESSFUL COMPLETION OF THIS COURSE, STUDENTS SHOULD HAVE A BROAD CONCEPTUAL VIEWPOINT OF INTERNATIONAL BUSINESS ACTIVITY IN AREAS SUCH AS FINANCE, MARKETING, PRODUCTION AND MANUFACTURING. THE COURSE COVERS THE NATURE AND PURPOSES OF BUSINESS BETWEEN NATIONS AS WELL AS THE CONCEPTS OF THE MULTI NATIONAL CORPORATION AND ITS IMPORTANCE IN THE WORLD MARKETPLACE. BUSINESS CONCEPTS OF OTHER NATIONS ARE STUDIED THROUGH ACTUAL VISITS TO FOREIGN BUSINESS ENTERPRISES. EMPHASIS IS GIVEN TO THE DIFFERENCES IN BUSINESS POLICIES BETWEEN COUNTRIES AND THEIR RELATIONSHIP TO BUSINESS ACTIVITY. TERM: ON DEMAND.
 LEC HRS = 016 LABHRS = 000 OTH HRS = 032 FEES = 0000.00

GEOGRAPHY

GEA2000 WORLD GEOGRAPHY 3 SEMESTER HOURS
 THE STUDY OF GEOGRAPHICAL CHARACTERISTICS, AREA RELATIONSHIPS, AND MAJOR PROBLEMS OF THE WORLD'S COMPONENT REGIONS. THE UNDERLYING THEME IS TO EXPLAIN HOW AND WHY GEOGRAPHIC FACTORS CREATE GLOBAL CONTRASTS. SPECIAL EMPHASIS WILL BE PLACED ON HOW THE WORLD HAS BECOME MORE INTERDEPENDENT AS COMPLEX ECONOMIC SYSTEMS HAVE EVOLVED WITH REGIONAL SPECIALIZATION. FULFILLS AREAS 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I, II AND ON DEMAND.
 LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

GEO1000 INTRODUCTION TO GEOGRAPHY 3 SEMESTER HOURS
 AN ANALYSIS AND HUMAN SIGNIFICANCE OF INTER RELATIONSHIPS WITH THE ENVIRONMENT, INCLUDING CLIMATE, CONSERVATION OF RESOURCES, POLLUTION, POPULATION, AND URBAN LAND USE. SEVERAL NEAR-BY FIELD TRIPS MAY BE INCLUDED. MEETS AREAS 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II, AND III.
 LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

GEO1370 CONSERVATION OF NATURAL RESOURCES 3 SEMESTER HOURS
 A SURVEY OF THE USE AND MISMANAGEMENT OF NATURAL RESOURCES WITHIN THE ENVIRONMENT, INCLUDING PROBLEMS OF DEVELOPMENT, POLLUTION, BIOTIC SYSTEM, POPULATION, RESOURCE DEPLETION, AND TECHNOLOGY. MEETS AREAS 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
 LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

GEOLOGY

GLY1010 PHYSICAL GEOLOGY 3 SEMESTER HOURS
 STUDY OF GEOLOGIC AGENTS, MINERALS, ROCKS, STRUCTURE, AND LAND FORMS. THE EFFECTS OF GEOLOGIC EVENTS UPON LIFE AND HUMAN RELATIONS ARE DISCUSSED. STUDENTS REGISTERING IN GLY1010 ARE STRONGLY URGED TO REGISTER IN THE COMPANION LAB GYL1010L. SOME SENIOR INSTITUTIONS REQUIRE A 4 CREDIT GEOLOGY COURSE. THREE HOURS WEEKLY. MEETS AREA 4 OR 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC./TERM I, II AND III.
 LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

GLY1010L PHYSICAL GEOLOGY LABORATORY 1 SEMESTER HOUR
 STUDY OF COMMON ROCKS AND MINERALS INCLUDING THEIR CLASSIFICATION AND ORIGIN. THE INTERPRETATION OF LANDFORMS THROUGH THE

STUDY OF GEOLOGIC MAPS. ONE TWO HOUR LABORATORY WEEKLY. SPECIAL FEE IS CHARGED SEE STUDENT FEES.
 LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0007.00

GLY1100 HISTORICAL GEOLOGY 3 SEMESTER HOURS
 STUDY OF THE GEOLOGIC RECORD, INCLUDING LIFE FORMS, FROM PRE CABRIAN TO THE PRESENT. COURSE EMBRACES A STUDY OF GEOLOGIC MAPS, OROGENIC HISTORY, STRATIGRAPHY AND FOSSILS SOME ELEMENTARY FIELD WORK IS DONE. MEETS AREA 4 OAR 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. SPECIAL FEE IS CHARGED, SEE STUDENT FEES. 3 HRS./LEC./ON DEMAND.
 LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HEALTH, PHYSICAL EDUCATION, RECREATION ACTIVITIES

DAA1160 BEGINNING MODERN DANCE 1 SEMESTER HOUR
 COEDUCATIONAL. TERM I AND II.
 LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

DAA1200 BEGINNING BALLET 1 SEMESTER HOUR
 BASIC BALLET STEPS INCLUDING BARRE WORK, CENTRE FLOOR MOVEMENT ADAGIO AND ALLEGRO WORK. COEDUCATIONAL. TERM I, II AND III.
 LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

DAA1300 DANCE (SOCIAL) 1 SEMESTER HOUR
 COEDUCATIONAL. TERM I AND II.
 LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

DAA1376 P E LAB FOLK, SQUARE, AND SOCIAL DANCE 2 SEMESTER HOURS
 OPEN TO PHYSICAL EDUCATION MAJORS ONLY. OFFERED EVERY OTHER YEAR. COEDUCATIONAL. TERM I.
 LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0002.00

DAA1560 BEGINNING JAZZ DANCE 1 SEMESTER HOUR
 COEDUCATIONAL. COURSE RECOUNTS THE HISTORY OF JAZZ DANCE AND STUDENTS WILL PERFORM BASIC JAZZ DANCE COMBINATIONS. TERMS I AND II.
 LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

DAA1600 BASIC TAP 1 SEMESTER HOUR
 COURSE WILL INCLUDE BEGINNING LEVEL TAP STEPS INCLUDING BASIC BARRE, CENTRE FLOOR EXERCISES, STEP COMBINATIONS AND CHOREOGRAPHY. COEDUCATIONAL. STUDENTS MUST FURNISH THEIR OWN TAP SHOES. TERM I AND II.
 LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

DAA2201 INTERMEDIATE BALLET 1 SEMESTER HOUR
 COURSE WILL INCLUDE INTERMEDIATE LEVEL BALLET STEPS INCLUDING BARRE WORK, CENTRE FLOOR MOVEMENT, ADAGIO AND ALLEGRO WORK. COEDUCATIONAL. PREREQUISITE: BEGINNING BALLET DAA1200 OR INSTRUCTOR'S APPROVAL. TERM: ON DEMAND.
 LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

DAA2561 INTERMEDIATE JAZZ DANCE 1 SEMESTER HOUR
 THE STUDY OF JAZZ MOVEMENT ON INTERMEDIATE LEARNING LEVEL BASED ON HISTORY SKILLS AND DANCE COMBINATIONS DESIGNED TO EXTEND THE KNOWLEDGE OF THE STUDENT WHO COMPLETED BEGINNING JAZZ DANCE. PREREQUISITE: DAA1560 OR INSTRUCTOR'S APPROVAL. ON DEMAND.
 LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

HLP1081 HEALTH FITNESS 2 SEMESTER HOURS
 A COURSE PRIMARILY DESIGNED AND ORGANIZED SO THAT STUDENTS OF ALL AGES CAN MAINTAIN AND/OR

IMPROVE THEIR PHYSICAL HEALTH, THROUGH PRE TESTING PROCEDURES & INDIVIDUAL ASSESSMENT OF STRENGTH, FLEXIBILITY, AND CARDIOVASCULAR ENDURANCE FROM THE DATA COLLECTED, & HEALTH/FITNESS INFORMATION OBTAINED IN THE COURSE. INDIVIDUAL FITNESS AND HEALTH PLANS WILL BE DESCRIBED AND CARRIED OUT. TERMS I, II AND III.
LEC HRS = 016 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

HLP1082 WELLNESS WORKOUT 1 SEMESTER HOUR
THIS COURSE IS AN ADVANCED EXTENSION OF THE WELLNESS TRACK CLASSES. IT REVIEWS EXERCISE PRINCIPLES AND OFFERS AN OPPORTUNITY FOR PRE TESTING TO AID IN PERSONAL PROGRAM DEVELOPMENT AND POST TESTING FOR IMPROVEMENT EVALUATION. AN INDIVIDUALIZED APPROACH IS USED IN HELPING CLASS MEMBERS TO DEVELOP AND IMPLEMENT A PERSONAL WELLNESS PROGRAM. PREREQUISITE (ANY OF THE FOLLOWING): HLP1081, PEM1131, PEL1341, PEM1141, PEM1146, PEN1171, OR INSTRUCTOR'S APPROVAL.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEL1041 RECREATION GAMES 1 SEMESTER HOUR
STUDENTS MAY PARTICIPATE IN A VARIETY OF RECREATIONAL GAMES. PERMISSION OF DEPARTMENT HEAD REQUIRED. ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

PEL1111 BEGINNING BOWLING 1 SEMESTER HOUR
COEDUCATIONAL. THE BASIC TECHNIQUES FOR SCORING AND LEARNING CONSISTENCY OF FORM IN ADDRESS, APPROACH, SWING, RELEASE, AND FOLLOW THROUGH IN BOWLING PERFORMANCE SKILLS. (SHOES AND BALL PROVIDED.) TERMS I, II AND III.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0031.00

PEL1121 BEGINNING GOLF 1 SEMESTER HOUR
COEDUCATIONAL. INTRODUCES THE GOLF SWING AND PROVIDES INSTRUCTION IN USE OF IRONS AND WOODS PLUS PUTTING AND APPROACH SHOTS. RULES AND COURTESIES OF THE GAME ARE COVERED. TERM I, II, AND III.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEL1131 BEGINNING POCKET BILLIARDS 1 SEMESTER HOUR
INCLUDES THE SCIENCE AND TECHNIQUES OF STANDARD POCKET BILLIARD GAMES. COEDUCATIONAL. FEE ASSESSED AT SITE OF EACH CLASS. TERM I, II, AND III. ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

PEL1141 BEGINNING ARCHERY 1 SEMESTER HOUR
COEDUCATIONAL. TO PROVIDE THE STUDENT WITH OPPORTUNITIES TO LEARN ARCHERY EQUIPMENT SELECTION AND CARE, BASIC SAFETY CONSIDERATIONS, TECHNIQUES AND FUNDAMENTALS OF SHOOTING. TERM I, II AND III.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

PEL1211 SOFTBALL 1 SEMESTER HOUR
COEDUCATIONAL. STUDENTS FURNISH GLOVES. TERM I AND II, ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEL1321 VOLLEYBALL 1 SEMESTER HOUR
COEDUCATIONAL. STUDENTS LEARN THE BASIC TECHNIQUES OF POWER VOLLEYBALL SUCH AS BUMPING, SETTING, SPIKING, BLOCKING AND OVERHAND SERVE AND APPLY THEM IN EXCITING, FAST ACTION POWER VOLLEYBALL GAMES. TERMS I, II AND III.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEL1341 BEGINNING TENNIS 1 SEMESTER HOUR
CONCENTRATION ON LEARNING THE BASIC SKILLS OF FOREHAND, BACKHAND, AND SERVE. SCORING AND RULES OF THE SINGLE AND DOUBLES ARE COVERED WITH AN OPPORTUNITY TO APPLY THEM IN GAME

SITUATIONS. (STUDENT MUST FURNISH RACQUET AND BALLS.) COEDUCATIONAL. TERMS I, II AND III.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEL1441 3 WALL RACQUETBALL 1 SEMESTER HOUR
INSTRUCTION IN RACQUETBALL. COEDUCATIONAL. STUDENTS MUST PROVIDE OWN RACQUETS AND BALLS, AND SAFETY GLASSES. TERM I, II, AND III.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEL1621 BASKETBALL 1 SEMESTER HOUR
COEDUCATIONAL. TERM I, AND II. ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEL2112 INTERMEDIATE BOWLING 1 SEMESTER HOUR
EMPHASIS IS PLACED UPON SELF IMPROVEMENT FOLLOWING THE BEGINNING BOWLING COURSE. ADVANCING BY LEARNING "SPOT" BOWLING AND RECOGNIZING THROUGH ANALYSIS, TO DETECT YOUR OWN BOWLING INCONSISTENCIES. (SHOES AND BALL PROVIDED.) PREREQUISITES: PEL1111 OR INSTRUCTORS APPROVAL. COEDUCATIONAL. TERM I AND II. ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0031.00

PEL2122 INTERMEDIATE GOLF 1 SEMESTER HOUR
PROVIDES INDIVIDUALIZED HELP IN CORRECTING PROBLEMS IN GOLF SWING AND INTRODUCES ADVANCED SHOTS AND TECHNIQUES. THE MAJORITY OF THE COURSE PROVIDES EXTENSIVE OPPORTUNITIES FOR GUIDED PLAY ON A GOLF COURSE. COEDUCATIONAL. PREREQUISITE: PEL1121 OR INSTRUCTORS APPROVAL. FEE ASSESSED AT SITE OF EACH CLASS. TERM I, AND II. ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

PEL2132 INTERMEDIATE BILLIARDS 1 SEMESTER HOUR
COURSE WILL INCLUDE ADVANCED TECHNIQUES IN SNOOKER, ONE POCKET BANK POOL ROTATION, CRIBAGE AND THREE CUSHION BILLIARDS. PREREQUISITE: PEL1131 OR INSTRUCTOR'S APPROVAL. FEE ASSESSED AT SITE OF EACH CLASS. TERM I, AND II. ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

PEL2142 INTERMEDIATE ARCHERY 1 SEMESTER HOUR
FOR STUDENTS HAVING HAD THE BEGINNING COURSE OF INSTRUCTION IN ARCHERY OR OTHER STUDENTS WITH PREVIOUS SHOOTING EXPERIENCE AND SPECIALIZED INTERESTS IN ARCHERY. IT WOULD BE DESIRABLE TO HAVE YOUR OWN TACKLE. PREREQUISITE: PEL1141 OR INSTRUCTOR'S APPROVAL. COEDUCATIONAL. ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

PEL2322 INTERMEDIATE VOLLEYBALL 1 SEMESTER HOUR
THIS COURSE CONTINUES THE TECHNIQUES OF POWER VOLLEYBALL. STUDENTS WILL PROJECT THE SKILLS OF BUMPING, SETTING, SPIKING, BLOCKING, AND GAIN INSIGHT INTO THE STRATEGY OF GOOD OFFENSE & DEFENSE. ADVANCED SKILLS AND STRATEGIES ARE USED. PREREQUISITE: INSTRUCTOR'S APPROVAL OR PEL1321. ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEL2342 INTERMEDIATE TENNIS 1 SEMESTER HOUR
COEDUCATIONAL. REVIEWS FOREHAND, BACKHAND, AND SERVE AND CONCENTRATES ON THE VOLLEY, APPROACH SHOTS, LOB AND OVERHEAD. STRATEGY AND TACTICS OF DOUBLES AND SINGLES PLAY ARE EMPHASIZED. PREREQUISITE: PEL1341 OR INSTRUCTOR'S APPROVAL. (STUDENT MUST FURNISH OWN RACQUET AND BALLS.) TERMS I AND II AND ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEL2442 4 WALL RACQUETBALL 1 SEMESTER HOUR
INVOLVES THE TEACHING OF ADVANCED SKILLS AND STRATEGIES IN SINGLES, CUTTHROAT, AND DOUBLES PLAY OF FOUR WALL RACQUETBALL. PREREQUISITE: PEL1441 OR INSTRUCTOR'S APPROVAL. STUDENTS SUPPLY OWN RACQUETS, BALLS AND PROTECTIVE EYEGLASSES. TERMS I, II AND ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0031.00

PEM1011 THERAPEUTIC PHYSICAL EDUCATION 1 SEMESTER HOUR
STUDENTS WILL PARTICIPATE IN A SPECIALIZED ACTIVITY PROGRAM DESIGNED FOR THE INDIVIDUAL WITH CONSULTATION FROM THE STUDENT AND FROM A PHYSICIAN OR PHYSICAL THERAPIST IF NECESSARY. PERMISSION OF THE DEPARTMENT HEAD REQUIRED. TERM: ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEM1116 SLIMNASTICS 2 SEMESTER HOURS
STUDENTS WILL DISCUSS AND APPLY INFORMATION ON EXERCISING, SENSIBLE DIETING, WEIGHT CONTROL, NUTRITION, ENERGY INPUT AND OUTPUT AS IT RELATES TO WEIGHT CONTROL, AND DISCUSS AND PRACTICE GOOD POSTURE HABITS, AND RELAXATION TECHNIQUES. TERM I, II AND III.
LEC HRS = 016 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEM1121 BEGINNING YOGA EXERCISES 1 SEMESTER HOUR
COEDUCATIONAL. STUDENTS WILL LEARN PROPER EXERCISE, RELAXATION AND BALANCE OF BOTH THE BODY AND MIND. A HOLISTIC APPROACH TO HEALTH AND STRESS MANAGEMENT IS EMPHASIZED. TERM I, AND II, AND ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEM1131 WEIGHT TRAINING 2 SEMESTER HOURS
STUDENTS WILL BE INTRODUCED TO WEIGHT TRAINING PRINCIPLES, BOTH PAST AND PRESENT, AND APPLY THESE PRINCIPLES IN A WELL ORGANIZED WEIGHT TRAINING PROGRAM WHICH WILL LEAD TO AN INCREASED STRENGTH. STUDENTS WILL ALSO INCREASE THEIR WELLNESS KNOWLEDGE. TERMS I, II AND III.
LEC HRS = 016 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEM1141 AEROBIC MOVEMENT 2 SEMESTER HOURS
STUDENTS WILL IMPROVE CARDIORESPIRATORY FITNESS THROUGH ACTIVITY THAT COMBINES EXERCISE AND RHYTHMICAL MOVEMENT AND INCREASED WELLNESS KNOWLEDGE. TERMS I, II AND ON DEMAND.
LEC HRS = 016 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEM1146 WALK/JOG/RUN 2 SEMESTER HOURS
STUDENTS WILL DEVELOP AND CARRY OUT A PERSONALIZED WALKING, JOGGING, OR RUNNING PROGRAM BY APPLYING INFORMATION ON EQUIPMENT SELECTION, PHYSIOLOGY, MECHANICS, PSYCHOLOGY, TRAINING PRINCIPLES, CONDITIONING, PROGRAM GUIDELINES, ENVIRONMENTAL CONCERNS, AND INJURY PREVENTION. TERM I, II AND ON DEMAND.
LEC HRS = 016 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEM1405 SELF DEFENSE 1 SEMESTER HOUR
INTRODUCTION TO TACTICS AND TECHNIQUES FOR PREVENTING AND DETERRING FORCIBLE ATTACKS AND PROCEDURES NECESSARY DURING AN ATTACK; FACTORS AND PROCEDURES FOR MAKING IMMEDIATE DECISIONS IN AN ASSAULT SITUATION. TERMS I AND II.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEM1461 BEGINNING FENCING (FOIL) 1 SEMESTER HOUR
INSTRUCTIONS IN BEGINNING FENCING. COEDUCATIONAL. TERM I, II AND ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEM2122 INTERMEDIATE YOGA 1 SEMESTER HOUR
THIS COURSE CONTINUES TO INCREASE THE FLEXIBILITY AND CONTROL OF BODY AND MIND. ADVANCED TECHNIQUES IN BREATHING MEDITATION AND NUTRITION ARE DISCUSSED AND STRESS MANAGEMENT IS EMPHASIZED. PREREQUISITE: PEM1121. ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEM2462 INTERMEDIATE FENCING (FOIL, SABRE, EPEE) 1 SEMESTER HOUR
ADVANCED FENCING TECHNIQUES OF FOIL, SABRE AND EPEE. COEDUCATIONAL. PREREQUISITE: PEM1461 OR INSTRUCTOR'S APPROVAL. TERM I, II. ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEN1121 BEGINNING SWIMMING 1 SEMESTER HOUR
COEDUCATIONAL TERM I, II, AND III.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEN1171 AQUATIC FITNESS 2 SEMESTER HOURS
STUDENTS WILL PARTICIPATE IN VARIOUS AQUATIC EXERCISES WHICH WILL INCREASE ENDURANCE AND VERSATILITY IN WATER AND, BY DOING SO, MAINTAIN OR INCREASE THEIR PHYSICAL HEALTH AND FITNESS LEVELS. THE ACTIVITIES INCLUDE EXERCISES FOR BOTH SWIMMERS AND NON SWIMMERS. STUDENTS WILL INCREASE THEIR WELLNESS KNOWLEDGE. TERM I, II AND ON DEMAND.
LEC HRS = 016 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEN1211 BEGINNING WATER SKIING 1 SEMESTER HOUR
LEARN TO SKI ON TWO SKIS, ONE SKI, AND A KNEE BOARD. COEDUCATIONAL. TERM I, II AND III.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0062.00

PEN1231 BEGINNING BASIC SAILING 1 SEMESTER HOUR
THE BASIC COURSE INCLUDES CERTAIN FUNDAMENTALS AND TECHNIQUES OF SEAMANSHIP AND SAIL HANDLING AS WOULD BE NECESSARY FOR SAFE, ENJOYABLE USE OF A SAILBOAT. COEDUCATIONAL. TERM I, II, AND III.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0005.00

PEN1241 WINDSURFING 1 SEMESTER HOUR
THIS BASIC COURSE INCLUDES THE FUNDAMENTALS AND TECHNIQUES OF HANDLING A WINDSURFING BOARD THAT ARE NECESSARY FOR SAFE AND ENJOYABLE USE IN THIS ACTIVITY. COEDUCATIONAL. TERMS I, II AND III.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0005.00

PEN2122 INTERMEDIATE SWIMMING 1 SEMESTER HOUR
COEDUCATIONAL. TERM I, II, AND III. ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0002.00

PEN2136 SCUBA DIVING 1 SEMESTER HOUR
INSTRUCTOR'S APPROVAL REQUIRED. COEDUCATIONAL. THIS COURSE DOES NOT INCLUDE OPEN WATER DIVES REQUIRED FOR NATIONAL CERTIFICATION. SEE DEPT. HEAD FOR CERTIFICATION DETAILS. MUST FURNISH OWN MASK, SNORKEL, SCUBA FINS. NORTH & SOUTH CAMPUS STUDENTS MUST FURNISH WEIGHT BELT. TERM I, II AND III.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0045.00

HEALTH, PHYSICAL EDUCATION, RECREATION THEORY

HES2000 PERSONAL AND COMMUNITY HEALTH 3 SEMESTER HOURS
THE STUDY OF HEALTH PROBLEMS RELATING TO THE INDIVIDUAL COMMUNITY INCLUDING MENTAL HEALTH, PHYSICAL FITNESS, NUTRITION, THE USE OF TOBACCO, ALCOHOL AND DRUGS, MARRIAGE AND

FAMILY LIVING, SAFETY, AND THE STUDY OF DISEASES. NOT CLASSIFIED AS AN ACTIVITY COURSE. ELECTIVE CREDIT ONLY. TERM I, AND II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HSC1102 HEALTHFUL LIVING I 1 SEMESTER HOUR
THIS COURSE PROVIDES INFORMATION ABOUT NUTRITION, STRESS MANAGEMENT, EXERCISE PHYSIOLOGY, THE VALUE OF EXERCISE, AND HOW TO DEVELOP A PERSONAL EXERCISE PROGRAM. (A STUDENT MAY NOT RECEIVE CREDIT FOR THIS COURSE IF CREDIT HAS BEEN RECEIVED IN ONE OF THE FOLLOWING COURSES: HLP1081, PEM1116, PEM1131, PEM1141, PEM1146 OR PEN1171.) FOR ELECTIVE CREDIT ONLY. TERM: ON DEMAND.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HSC1400 FIRST AID AND SAFETY 3 SEMESTER HOURS
ACCEPTED PRACTICES AND TRAINING IN FIRST AID CARE OF THE INJURED AND MEDICAL SELF HELP FOR SURVIVAL IN EMERGENCIES. COURSE INCLUDES SUGGESTED PROCEDURES EFFECTIVE UNTIL ADEQUATE MEDICAL ASSISTANCE CAN BE OBTAINED. PRINCIPLES OF SAFETY PROBLEMS AND ACCIDENT PREVENTION ARE INCLUDED. NOT CLASSIFIED AS AN ACTIVITY COURSE, ELECTIVE CREDIT ONLY. TERM I, II, AND ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HSC2103 HEALTHFUL LIVING II 1 SEMESTER HOUR
THIS COURSE DISCUSSES IMPORTANT HEALTH TOPICS SUCH AS MENTAL ILLNESS, DRUGS, ALCOHOL, TOBACCO, CARDIOVASCULAR DISEASE, CANCER, AIDS, VENEREAL DISEASE, PREGNANCY, AGING AND OTHERS. (STUDENT MAY NOT RECEIVE CREDIT FOR THIS COURSE IF CREDIT HAS BEEN RECEIVED IN ONE OF THE FOLLOWING COURSES: HES2000 OR HSC2100.) PERMISSION REQUIRED FROM HPRD DEPT. CHAIR. FOR ELECTIVE CREDIT ONLY. ON DEMAND.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LEI1000 INTRODUCTION TO RECREATION 3 SEMESTER HOURS

ACQUAINTS THE INDIVIDUAL WITH THE RECREATION ORGANIZATION AND OPPORTUNITIES FOR LEADERS IN THE FIELD. NOT CLASSIFIED AS AN ACTIVITY COURSE. ELECTIVE CREDIT ONLY. ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PEO1003 SPORTS OFFICIATING 3 SEMESTER HOURS
THEORY AND PRACTICE OF OFFICIATING IN SELECTED SPORTS. HIGH SCHOOL FEDERATION RULES IN FOOTBALL, BASKETBALL AND BASEBALL OR NATIONAL ASSOCIATION FOR GIRLS AND WOMEN'S RULES IN VOLLEYBALL, BASKETBALL AND SOFTBALL MAY BE TAUGHT. NOT AN ACTIVITY COURSE. ELECTIVE CREDIT ONLY. TERM II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PEQ2231 TEACHING SAILING 1 SEMESTER HOUR
THIS PROGRAM ENABLES A QUALIFIED PERSON TO TEACH SAILING AND ISSUE BASIC I AND II AWARDS. EACH GRADUATE WOULD RECEIVE HIS AMERICAN NATIONAL RED CROSS INSTRUCTOR'S CARD. PREREQUISITE: PERMISSION FROM INSTRUCTOR. NOT CLASSIFIED AS AN ACTIVITY COURSE. ELECTIVE CREDIT ONLY. ON DEMAND.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

PET1010 INTRODUCTION TO PHYSICAL EDUCATION 3 SEMESTER HOURS

THIS COURSE GIVES THE PROSPECTIVE TEACHER EARLY IN HIS/HER TRAINING SOME UNDERSTANDING OF WHAT IS INVOLVED IN THE PROFESSION AND AN ADEQUATE PREPARATION FOR TEACHING. COEDUCATIONAL. NOT CLASSIFIED AS AN ACTIVITY COURSE. ELECTIVE CREDIT ONLY. ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HISTORY

AMH2010 HISTORY OF THE UNITED STATES 3 SEMESTER HOURS

A SURVEY OF AMERICAN HISTORY FROM PRE COLUMBUS TO 1865. THIS COURSE PROVIDES A GENERAL HISTORY OF THE POLITICAL, ECONOMIC, CULTURAL, AND SOCIAL DEVELOPMENT OF AMERICAN SOCIETY. SPECIAL EMPHASIS IS PLACED UPON THE COLONIAL PERIOD, THE AMERICAN REVOLUTION, THE RISE OF AMERICAN NATIONALISM, THE CHARACTER AND CULTURE OF AMERICAN PRE CIVIL WAR, AND THE U.S. CIVIL WAR. MEETS AREAS 3, 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I, II AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AMH2020 HISTORY OF THE UNITED STATES 3 SEMESTER HOURS

ONE HUNDRED YEARS OF U. S. HISTORY FROM THE POST CIVIL WAR RECONSTRUCTION PERIOD IN THE SOUTH TO OUR INVOLVEMENT IN SOUTH VIETNAM. A GENERAL SURVEY OF THE BASIC FORCES SHAPING AMERICAN LIFE; DEVELOPMENT OF MODERN INDUSTRIALISM; ORGANIZATION OF LABORERS AND FARMERS; IMMIGRATION; THE PROGRESSIVE ERA; WORLD WAR I; PROHIBITION; DEPRESSION AND NEW DEAL; THE U. S. AS LEADER OF THE FREE WORLD. MEETS AREAS 3, 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II, AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AMH2070 HISTORY OF FLORIDA 3 SEMESTER HOURS

A SURVEY OF FLORIDA FROM 1492 TO THE PRESENT. EMPHASIS WILL BE PLACED ON THE STATE'S DEVELOPMENT SINCE THE CIVIL WAR AND ITS EXPECTATIONS FOR THE FUTURE. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

AMH2091 HISTORY OF THE AFRICAN AMERICAN 3 SEMESTER HOURS

A SURVEY OF THE AFRICAN AMERICAN BEGINNING IN AFRICA AND THE EMERGENCE OF SLAVERY UNTIL THE PRESENT TIME IN AMERICA. EMPHASIS WILL BE PLACED ON THE AFRICAN AMERICANS' ECONOMIC, POLITICAL AND CULTURAL DEVELOPMENT AND THEIR CONTRIBUTIONS TO OUR PRESENT SOCIETY. MEETS AREAS 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: II AND ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

EUH1000 WESTERN CIVILIZATION 3 SEMESTER HOURS

A HISTORICAL SURVEY OF WESTERN CULTURE FROM ITS ROOTS IN THE ANCIENT NEAR EAST TO THE BEGINNING OF THE MODERN PERIOD IN THE 17TH CENTURY. THE APPROACH IS THAT OF SOCIAL HISTORY WHICH EXAMINES THE SOCIO ECONOMIC, INTELLECTUAL, POLITICAL AND OTHER CULTURAL FORCES WHICH HAVE SHAPED WESTERN CIVILIZATION. MAY ALSO BE TAKEN FOR HONORS CREDIT. MEETS AREAS 3, 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I, II, III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

EUH1001 WESTERN CIVILIZATION 3 SEMESTER HOURS

CONTINUATION OF EUH1000 TO THE PRESENT, WITH EMPHASIS ON EXPANSION OF THE WEST. MEETS AREAS 3, 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. MAY ALSO BE TAKEN FOR HONORS CREDIT. TERM I, II AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

EUH2050 HISTORY OF SPAIN I 3 SEMESTER HOURS

THE HISTORY OF SPAIN AS EMBODIED IN ITS LITERARY, ARTISTIC, AND SOCIAL TRADITION AND THE MAJOR POLITICAL, ECONOMIC, AND SOCIAL FORCES IN THE NATION'S EVOLUTION BEFORE THE 17TH CENTURY.

MEETS AREAS 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

EUH2051 HISTORY OF SPAIN II 3 SEMESTER HOURS
CONTINUATION OF HISTORY OF SPAIN I TO PRESENT EMPHASIS ON SOCIAL, POLITICAL, AND ECONOMIC FORCES OF CONTEMPORARY SPAIN. MEETS AREAS 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.

EUH2053 HISTORY OF SPAIN 3 SEMESTER HOURS
THIS COURSE WILL EXAMINE SPAIN'S HISTORICAL DEVELOPMENT FROM PREHISTORIC TIMES TO THE PRESENT. SPECIAL ATTENTION WILL BE PAID TO THE IMPACT OF IMPORTANT HISTORICAL EVENTS SUCH AS THE ENLIGHTENMENT, THE NAPOLEONIC WARS, THE FALL OF ABSOLUTE MONARCHY, THE SEVERAL MILITARY UPRISINGS DURING THE NINETEENTH AND TWENTIETH CENTURIES, AND INDUSTRIALIZATION ON SPANISH SOCIETY. THE LAST PART OF THE COURSE WILL ANALYZE THE SPANISH CIVIL WAR, THE FRANCO REGIME, AND THE PRESENT CONSTITUTIONAL MONARCHY. MEETS AREAS 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HIS2955 HISTORY TRAVEL STUDY 3 SEMESTER HOURS
A COMBINATION OF CLASSROOM PREPARATION PLUS FOREIGN TRAVEL. VARIABLE CONTENT DEPENDING ON COUNTRIES TO BE VISITED. HISTORICAL BACKGROUND AND TRAVEL PREPARATION WILL BE INCLUDED. PREREQUISITE: PERMISSION OF INSTRUCTOR. MEETS AREAS 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM III. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HIS2956 HISTORY TRAVEL STUDY 6 SEMESTER HOURS
THE SAME GENERAL DESCRIPTION APPLIES TO THIS COURSE AS IS GIVEN TO THE HISTORY TRAVEL STUDY OFFERED FOR THREE SEMESTER HOURS. HOWEVER, A LONGER ITINERARY TO BE VISITED WILL NECESSITATE MORE EXTENSIVE COURSE REQUIREMENTS. MEETS AREAS 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM III, ON DEMAND.
LEC HRS = 096 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

JST1700 THE HOLOCAUST 3 SEMESTER HOURS
THE HISTORICAL, POLITICAL, LITERARY, RELIGIOUS, AND PHILOSOPHICAL DIMENSIONS OF THE HOLOCAUST. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

JST2400 SURVEY OF JEWISH CIVILIZATION 3 SEMESTER HOURS
A SURVEY OF THE HISTORY OF JEWISH CIVILIZATION BEGINNING WITH THE ORIGINS OF THE HEBREWS, THROUGH EARLY CHRISTIANITY AND THE RENAISSANCE, TO THE STATE OF ISRAEL. MEETS AREAS 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LAH1004 THE HISTORY OF THE TWO AMERICAS 3 SEMESTER HOURS
THE NORTH AND SOUTH AMERICA STORY, FROM THE DAY OF THE INDIANS THROUGH THE CONQUEST AND COLONIZATION OF THE WHITES TO THE BEGINNING OF TODAY'S REVOLUTIONS. MEETS AREAS 3, 5, 7, AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LAH1005 THE HISTORY OF THE TWO AMERICAS 3 SEMESTER HOURS
THE PROBLEMS OF TODAY IN THE WESTERN HEMISPHERE, HOW THEY DEVELOPED, WHY THEY CHANGED AND WHAT WILL BECOME OF THEM WITH EMPHASIS ON INTER AMERICAN RELATIONS IN THE AREAS OF POLITICS, ECONOMY AND SOCIAL STRUC-

TURE. MEETS AREAS 3, 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

WOH2040 WORLD IN THE 20TH CENTURY 3 SEMESTER HOURS
AN EXAMINATION OF THE MAJOR POLITICAL, SOCIAL, ECONOMIC, INTELLECTUAL, DIPLOMATIC AND MILITARY DEVELOPMENTS AND EVENTS OF THE 20TH CENTURY. A CHRONOLOGICAL APPROACH TO SEVERAL MAJOR THEMES WHICH FRAME THE HISTORY OF THE CONTEMPORARY WORLD: THE DECLINE OF EUROPEAN HEGEMONY IN THE COURSE OF TWO MAJOR WARS AND A WORLD DEPRESSION; THE CONCOMITANT CHALLENGE TO WESTERN SUPREMACY FROM ASIA; A HALF CENTURY OF SUPERPOWER HOSTILITY FOLLOWING THE OUTBREAK OF THE COLD WAR; AND THE TRANSFORMATION OF GLOBAL POLITICS IN THE COURSE OF DECLINING SUPERPOWER HEGEMONY. MEETS AREAS 3, 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM OFFERED: I, II AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HONORS PROGRAM

IDS1936 HONORS INTERDISCIPLINARY SEMINAR 3 SEMESTER HOURS
HONORS INTERDISCIPLINARY SEMINAR IS OPEN TO STUDENTS WHO HAVE ATTENDED BROWARD COMMUNITY COLLEGE FOR AT LEAST ONE TERM AND HAVE MET THE REQUIREMENTS FOR ADMISSION TO THE HONORS PROGRAM DISCUSSIONS ON A SUBJECT CHOSEN BY THE MEMBERS OF THE SEMINAR ARE LED BY INSTRUCTORS FROM VARIOUS DISCIPLINES, AS WELL AS BY EXPERTS FROM OUTSIDE THE COLLEGE STUDENTS ARE REQUIRED TO DO THE ASSIGNED READING, PARTICIPATE IN THE DISCUSSIONS, DO RESEARCH ON ONE ASPECT OF THE GENERAL SUBJECT AND LEAD AT LEAST ONE SEMINAR. WRITTEN WORK IN THE FORM OF COMMENTARIES AND ANNOTATED BIBLIOGRAPHIES IS ALSO REQUIRED 3 HRS.LEC.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

IDS2190 A REVIEW OF THE EVOLUTION OF TECH. SOCIAL THOUGHTS 3 SEMESTER HOURS
BASED ON JACOB BRONOWSKI'S BOOK AND VIDEOTAPE. THE ASCENT OF MAN FROM THE CLASSICAL CULTURES OF THE MEDITERRANEAN TO THE MODERN INDUSTRIAL CIVILIZATIONS OF EUROPE AND AMERICA TODAY, AND EXAMINES THE CONTRIBUTION OF MAJOR FIGURES IN THE VARIOUS SCIENCES. SCIENTIFIC TRUTH IS EMPHASIZED OVER OTHER SOURCES OF TRUTH SUCH AS TRADITION OR AUTHORITY. THE ARTS AND SCIENCES ARE ACCORDED EQUAL IMPORTANCE IN REFLECTING THOSE FACILITIES OF HUMANITY THAT RENDER US UNIQUE IN THE ANIMAL WORLD. OFFERED DURING ONE TERM PER ACADEMIC YEAR, USUALLY TERM I.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HOSPITALITY/RESTAURANT/ TRAVEL AGENCY MANAGEMENT

FOS2100C EXPERIMENTAL FOODS 3 SEMESTER HOURS
PREREQUISITE: FSS1221C, VOLUME FOODS. THIS COURSE EMPHASIZES THE TESTING OF FOOD PREPARATION THEORIES, THE JUDGING OF PRODUCTS, AND THE ESTABLISHMENT OF FOOD STANDARDS THROUGH LABORATORY PROJECTS. IN ADDITION, AN EVALUATION IS PERFORMED ON THE EFFECTS OF INGREDIENTS, PROPORTIONS, TIME, MANIPULATIONS, TEMPERATURES, AND OTHER FACTORS ON QUALITY CHARACTERISTICS. TERM: ON DEMAND/CENTRAL CAMPUS ONLY.
LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0025.00

FSS1120 FOOD AND BEVERAGE PURCHASING 3 SEMESTER HOURS

THIS COURSE PROVIDES A BASIC STUDY OF INFORMATION ON SOURCES, GRADES AND STANDARDS, SELECTION CRITERIA, AND PURCHASING OF FOODS AND BEVERAGES. ESTIMATES OF RAW MATERIALS NEEDED, RECEIVING AND STORAGE TECHNIQUES, THE DEVELOPMENT OF STANDARDS, AND WRITTEN SPECIFICATIONS ARE STUDIED. THIS COURSE ALSO EXAMINES THE UTILIZATION OF MATERIALS AND THEIR IMPACT ON EXISTING MENUS AND THE CREATION OF NEW MENUS. TERM I/CENTRAL CAMPUS ONLY. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FSS1221C VOLUME FOODS 3 SEMESTER HOURS

UPON SUCCESSFUL COMPLETION OF THIS COURSE, STUDENTS SHOULD BE ABLE TO DEMONSTRATE ABILITY IN PREPARING A FULL DINNER AND LUNCH MENU, SETTING A DINING ROOM, AND EXHIBITING PROPER CLEAN UP AND SANITATION PROCEDURES. IN ADDITION, THE STUDENTS DETERMINE FOOD COSTS AND SET PRICES FOR A GIVEN FOOD COST. TERM I AND II/CENTRAL CAMPUS ONLY.

LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0025.00

FSS1240C CLASSICAL CUISINE 3 SEMESTER HOURS

PREREQUISITE: FSS1221C, VOLUME FOODS, OR INSTRUCTOR'S APPROVAL. THIS COURSE PROVIDES THE PROFESSIONAL CULINARY STUDENT WITH NEW MENU ITEMS AND TERMINOLOGY. IT SETS AND APPLIES STANDARDS TO HOT/COLD HORS D'OEUVRES, APPETIZERS, LARGE AND SMALL DINNER PARTIES, AND PASTRY PRODUCTS. THE STUDENTS OBSERVE PREPARATION SKILLS, WRITE RECIPES, PRACTICE CORRECT SERVING TECHNIQUES, AND TASTE THE PREPARED FOOD. TERM I OR II/CENTRAL CAMPUS ONLY.

LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0025.00

FSS1284C CATERING 3 SEMESTER HOURS

THIS COURSE PROVIDES A SURVEY OF CATERING OPERATIONS. TOPICS COVERED INCLUDE THE PREPARATION OF A MENU, ESTIMATING COST AND FOOD QUANTITIES, PLANNING THE ROOM ARRANGEMENT, THE SETUP OF BUFFET AND SERVICE TABLES, AND THE PERFORMANCE OF SERVICES. IN ADDITION, THE ALLOCATION OF TIME TO PREPARE, TRANSPORT, AND SETUP THE EQUIPMENT AND FOOD FOR A CATERED AFFAIR ARE STUDIED. TERM I/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FSS2242C INTERNATIONAL CUISINE 3 SEMESTER HOURS

PREREQUISITE: FSS1240C, CLASSICAL CUISINE, OR INSTRUCTOR'S APPROVAL. THIS COURSE COVERS INTERNATIONAL COOKERY AS IT APPLIES TO MODERN MENU USE AND SELECTION. IT INCLUDES PREPARATION OF COLD BUFFET, ENTREE, DINNER ACCOMPANIMENT, AND FLAMBE DESSERT. THE STUDENTS OBSERVE PREPARATION SKILLS, WRITE RECIPES, PRACTICE CORRECT SERVING TECHNIQUES, AND TASTE THE PREPARED FOOD. TERM III OR ON DEMAND/CENTRAL CAMPUS ONLY.

LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0025.00

FSS2500 FOOD SERVICE COSTING AND CONTROLS 3 SEMESTER HOURS

THIS COURSE PROVIDES A COST MANAGING APPROACH TO THE STUDY OF FOOD AND LABOR CONTROLS. STUDENTS EXAMINE THE RELATIONSHIP OF FOOD AND LABOR COSTS TO SELLING PRICE; COST CONTROL PROCEDURES FOR RECIPES AND MENUS; PRECOST AND PRECONTROL TECHNIQUES; THE PREPARATION AND UTILIZATION OF MANAGEMENT REPORTS. A REVIEW OF MATHEMATICS AND ITS APPLICATION TO PRACTICAL PROBLEMS IS COVERED. EMPHASIS IS ON THE UTILIZATION OF CONTROLS AS A TOOL OF MANAGEMENT. TERM I/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

FSS2614 FOOD AND BEVERAGE MERCHANDISING 3 SEMESTER HOURS

THIS COURSE COVERS MERCHANDISING TECHNIQUES AS APPLIED TO THE RESTAURANT INDUSTRY. EMPHASIS IS PLACED ON AN ANNUAL SALES PLAN THAT CONSIDERS SALES BUDGETING, STAFFING, PROMOTIONAL THEMES, MEDIA EXPOSURE, DIRECT MAIL, PUBLICITY, PUBLIC RELATIONS AND INHOUSE PROMOTION. OTHER TOPICS INCLUDED ARE: MENU ART AND DESIGN; LAYOUT, AND TYPE; COPY AND ORIGINALITY TO PRODUCE A DESIRED THEME, DECOR, AND/OR OVERALL ATMOSPHERE. TERM II OR III/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HFT1210 SUPERVISORY DEVELOPMENT 3 SEMESTER HOURS

THIS COURSE PROVIDES TRAINING IN THE ART OF SUPERVISING EMPLOYEES AND THE DEVELOPMENT OF SOUND RELATIONS WITH OTHER DEPARTMENTS. IT COVERS METHODS OF CONTROLLING COSTS, DEVELOPMENT OF COST CONSCIOUSNESS, COST IMPROVEMENTS, TECHNIQUES IN THE SUPERVISION OF EMPLOYEES, AND DEVELOPING SOUND RELATIONS WITH OTHER DEPARTMENTS. TERM I AND II/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HFT1700 INTRODUCTION TO TOURISM INDUSTRIES ADMINISTRATION 3 SEMESTER HOURS

THIS COURSE PROVIDES A SURVEY OF THE HISTORY, ORGANIZATION, PROBLEMS, OPPORTUNITIES AND FUTURE TRENDS IN THE AREAS WHICH COMPRISE THE TRAVEL AND TOURISM INDUSTRIES. ITS EMPHASIS IS ON THE ECONOMIC BENEFITS AND SOCIAL IMPLICATIONS OF TOURISM. THIS COURSE IS BENEFICIAL TO THE PURCHASER OF TOURISM SERVICES AS WELL AS THE MARKETEEER. TERM I OR ON DEMAND/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HFT1850 DINING ROOM AND LOUNGE OPERATION 3 SEMESTER HOURS

THIS COURSE EMPHASIZES DINING ROOM AND LOUNGE PREPARATION, INSPECTION TECHNIQUES, AND SERVICE. FOOD, BEVERAGE, WINE, SPIRITS, SERVICE WARE, AND UTENSIL TERMINOLOGY ARE STUDIED, AS WELL AS SELLING TECHNIQUES USED BY WAITERS AND WAITRESSES. THE IMPORTANCE OF HARMONIOUS EMPLOYER, EMPLOYEE AND GUEST RELATIONS IS STRESSED. TERM: ON DEMAND/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HFT1851 BEVERAGE MANAGEMENT 3 SEMESTER HOURS

THIS COURSE PROVIDES A SURVEY OF THE MANAGEMENT OF BEVERAGE OPERATIONS. THE STUDENT IS INTRODUCED TO THE PLANNING, EQUIPPING, STAFFING AND MARKETING OF AN ESTABLISHMENT, AS WELL AS THE PURCHASING AND CONTROL OF BEVERAGES. MIXOLOGY AND INDUSTRY REGULATIONS ARE EMPHASIZED. TERM II/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HFT1941 OPERATIONS AND SERVICE PRACTICUM 3 SEMESTER HOURS

THIS COURSE REQUIRES "ON THE JOB" WORK EXPERIENCE IN AN APPROVED SEGMENT OF THE HOTEL/FOOD SERVICE/TOURISM INDUSTRIES AND IS COORDINATED WITH A WEEKLY SEMINAR. FACULTY MAKES REGULAR APPRAISALS OF THE LEARNING PROGRESS THROUGH ON SITE VISITATIONS AND CONSULTATIONS WITH STUDENTS AND SUPERVISORS. THREE WRITTEN/ORAL REPORTS COMMENSURATE WITH ASSIGNED DUTIES ARE REQUIRED. TERM I/ON DEMAND. TERM II/CENTRAL CAMPUS ONLY.

LEC HRS = 016 LABHRS = 000 OTH HRS = 240 FEES = 0000.00

HFT2220 ORGANIZATION AND PERSONNEL MANAGEMENT 3 SEMESTER HOURS

PREREQUISITE: HFT1210 OR INSTRUCTOR'S APPROVAL. THIS COURSE COVERS THE ORGANIZATION, SUPERVISION AND DIRECTION OF OPERATIONS IN THE HOTEL/FOOD SERVICE/TOURISM INDUSTRIES. IT ANALYZES THE INTERNAL ORGANIZATIONAL STRUCTURE AND ITS ADMINISTRATIVE ROLES AND FUNCTIONS. THE COURSE CONSIDERS TECHNIQUES OF EMPLOYEE TRAINING, PROMOTIONS, JOB SPECIFICATIONS, DISCIPLINE AND MORALE. THE COURSE BORROWS FROM THE BEHAVIORAL SCIENCES BY EMPHASIZING THE HUMAN DIMENSIONS OF MANAGEMENT. TERM II AND III/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HFT2460 FINANCIAL MANAGEMENT 3 SEMESTER HOURS
PREREQUISITE: ACG1003 RECOMMENDED OR INSTRUCTOR'S APPROVAL. A STUDY OF ACCOUNTING SYSTEMS FOR THE HOTEL/FOOD SERVICE/TOURISM INDUSTRIES WITH EMPHASIS ON OPERATING STATISTICS AND FINANCIAL REPORTS. THE UTILIZATION OF FINANCIAL STATEMENTS BY MANAGEMENT IS STUDIED. TERM II OR ON DEMAND/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HFT2500 MARKETING 3 SEMESTER HOURS

THIS COURSE EMPHASIZES HOW TO SELL AND PROMOTE THE SERVICES THE HOTEL/FOOD SERVICE/TOURISM INDUSTRIES OFFER GUESTS. IT COVERS THE DEVELOPMENT OF BUSINESS THROUGH PERSONAL SELLING, MEDIA ADVERTISING AND PUBLICITY. IN ADDITION, THE OPERATIONS OF A SALES AND CONVENTION DEPARTMENT ARE STUDIED. TERM I/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HFT2511 CONVENTION AND GROUP BUSINESS MARKETING MANAGEMENT 3 SEMESTER HOURS

THIS COURSE COVERS THE FUNCTIONS OF THE CONVENTION ORGANIZER AND TOUR WHOLESALE IN RELATION TO THE SUPPLIERS OF TRAVEL AND HOSPITALITY SERVICES. THE RESPONSIBILITIES OF EACH ORGANIZATION IN THE MARKETING CHANNEL ARE DELINEATED. MARKETING OF FACILITIES AND ACTIVITIES TO ORGANIZERS, RETAILERS AND/OR CONSUMERS ARE EMPHASIZED. TERM II/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HFT2600 LEGAL ASPECTS OF HOTEL AND TOURISM OPERATIONS 3 SEMESTER HOURS

THIS COURSE PROVIDES A STUDY OF THE NATURE AND FUNCTION OF OUR LEGAL SYSTEM AS APPLIED TO THE OPERATION OF AN INN. INNKEEPER/GUEST RELATIONSHIPS, CONTRACTS, TORTS, CIVIL RIGHTS, AND INSURABLE RISKS ARE EMPHASIZED. TERM I/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HFT2730 TOUR PACKAGING 3 SEMESTER HOURS

PREREQUISITE: HFT1700. THIS COURSE PROVIDES A STUDY OF HOW TO CREATE, DEVELOP AND SELL PACKAGE TOURS. METHODS OF CUSTOMIZING TOURS THROUGH THE PROPER MATCHING OF DESTINATIONS WITH MARKET SEGMENTS ARE COVERED. TERM I OR ON DEMAND/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HFT2942 MANAGEMENT AND CONTROL PRACTICUM 3 SEMESTER HOURS

THIS COURSE REQUIRES "ON THE JOB" WORK EXPERIENCE IN AN APPROVED SEGMENT OF THE HOTEL/FOOD SERVICE/TOURISM INDUSTRIES AND IS COORDINATED WITH A WEEKLY SEMINAR. FACULTY MAKES REGULAR APPRAISALS OF THE LEARNING PROGRESS THROUGH ON SITE VISITATIONS AND CONSULTATIONS WITH SUPERVISORS. EMPHASIS IS

PLACED ON MANAGEMENT TECHNIQUES AND CONTROL OF EMPLOYEES, MONEY, AND MATERIAL. THREE REPORTS ARE REQUIRED WITHIN THE 256 HOURS. TERM I/CENTRAL CAMPUS ONLY. TERM II/ON DEMAND/CENTRAL CAMPUS ONLY.

LEC HRS = 016 LABHRS = 000 OTH HRS = 240 FEES = 0000.00

HUMANITIES OTHER THAN LITERATURE

HUM2700 HUMANITIES TRAVEL STUDY 3 SEMESTER HOURS

AN EXAMINATION OF THE STYLES AND INFLUENCES OF MUSIC, ART, THEATRE, RELIGION, LITERATURE AND PHILOSOPHY IN SELECTED GEOGRAPHICAL AREAS. COURSE COMBINES CLASSROOM PREPARATION AND FOREIGN TRAVEL. MEETS AREAS 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HUM2701 HUMANITIES TRAVEL STUDY 6 SEMESTER HOURS

THE SAME GENERAL DESCRIPTION APPLIES TO THIS COURSE AS IS GIVEN TO THE HUMANITIES TRAVEL STUDY OFFERED FOR THREE SEMESTER HOURS. HOWEVER, A LONGER ITINERARY OF THE LOCATION(S) TO BE VISITED WILL NECESSITATE MORE EXTENSIVE COURSE REQUIREMENTS. MEETS AREAS 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS.

LEC HRS = 096 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

INSURANCE

APA2314 ACCOUNTING AND FINANCE 3 SEMESTER HOURS

THIS COURSE INCLUDES THE STUDY OF BOTH FINANCIAL AND MANAGERIAL ACCOUNTING. IT REVIEWS THE ACCOUNTING CYCLE, PREPARATION AND ANALYSIS OF FINANCIAL STATEMENTS, AND MANAGERIAL ACCOUNTING MODELS FOR DECISION MAKING. IT ALSO INCLUDES THE STUDY OF CORPORATE AND BUSINESS FINANCE, FINANCIAL PLANNING AND CONTROL, INVESTMENT DECISIONS, SOURCES OF FINANCING, FINANCIAL LEVERAGE, DEBT MANAGEMENT, AND DIVIDEND POLICIES. THIS COURSE HIGHLIGHTS INSURANCE ACCOUNTING AND FINANCE INCLUDING THE FINANCIAL ANALYSIS OF INSURANCE COMPANY FINANCIAL STATEMENTS, AND UNEARNED PREMIUM AND LOSS RESERVES. (PREPARATION FOR CPCU COURSE 8.) TERM: ONCE EVERY TWO YEARS/FORT LAUDERDALE CENTER ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ECO2032 INSURANCE ECONOMICS 3 SEMESTER HOURS

THIS COURSE COVERS BOTH MACRO AND MICROECONOMIC PRINCIPLE AND ANALYSIS. MACROECONOMIC AREAS INCLUDE THE ECONOMIC BEHAVIOR AND NATURE OF AN ENTERPRISE ECONOMY, MARKET MECHANISMS, TOOLS OF ECONOMIC ANALYSIS, AND NATIONAL INCOME ACCOUNTING; MONEY AND BANKING; INCOME DISTRIBUTION, PROBLEMS OF INFLATION AND UNEMPLOYMENT, AND INTERNATIONAL ECONOMICS. MICROECONOMIC STUDIES INCLUDE THE COMPETITIVE FIRM, MONOPOLIES, OLIGOPOLIES, PRICE THEORY, FACTORS OF PRODUCTION, THE PROBLEMS OF BIG BUSINESS, AND ENVIRONMENTAL ECONOMICS. (PREPARATION FOR CPCU COURSE 9.) TERM: ONCE EVERY TWO YEARS/FORT LAUDERDALE CENTER ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MNA2042 MANAGEMENT 3 SEMESTER HOURS
THIS COURSE COVERS THE APPLICATION OF GENERAL MANAGEMENT PRINCIPLES IN THE INSURANCE INDUSTRY AND INCLUDES AN INTRODUCTION TO MANAGEMENT INFORMATION SYSTEMS. ORGANIZATIONAL DESIGN, PLANNING, CONTROL, MOTIVATION, LEADERSHIP, GROUP BEHAVIOR, COMMUNICATIONS, AND DECISION MAKING ARE STUDIED THEORETICALLY AND THROUGH CASE STUDIES. EXPERIENTIAL EXERCISES PREPARE STUDENTS TO APPLY THE KNOWLEDGE GAINED TO ACTUAL INSURANCE MANAGEMENT PROBLEMS. (PREPARATION FOR CPCU COURSE 7.) TERM: ON DEMAND/FORT LAUDERDALE CENTER ONLY.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RM11001 INTRODUCTION TO RISK 3 SEMESTER HOURS AND INSURANCE
THIS COURSE IS AN INTRODUCTION TO THE STUDY OF RISK AND INSURANCE. THE EVOLUTION, TYPES OF INSURERS, COVERAGES, AND THE RELATIONSHIP OF INSURANCE TO BUSINESS ACTIVITY AND THE NATIONAL ECONOMY ARE STUDIED. TO GIVE STUDENTS (AS CONSUMERS) A KNOWLEDGE OF BASIC INSURANCE CONTRACTS, THE COVERAGES AND PROVISIONS OF LIFE, HEALTH, PROPERTY, AND LIABILITY POLICIES FOR INDIVIDUALS ARE EMPHASIZED. COMMERCIAL PROPERTY AND CASUALTY INSURANCE IS SURVEYED AS ARE THE FUNCTIONAL AREAS OF UNDERWRITING, RATING, AND ADJUSTING. CURRENT TOPICS SUCH AS FLORIDA'S "NO FAULT" AUTO LAW, FLOOD INSURANCE, AND RECENT CHANGES BY JUDICIAL DECISION OR LEGISLATION ARE ALSO CONSIDERED. TERM I, II AND III/CENTRAL CAMPUS ONLY.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RM12510 PRINCIPLES OF RISK 3 SEMESTER HOURS MANAGEMENT AND INSURANCE
THIS COURSE COVERS THE RISK MANAGEMENT FRAMEWORK AND PROCEDURES USED IN IDENTIFYING AND EVALUATING PROPERTY, INCOME, LIABILITY, AND PERSONAL LOSS EXPOSURES. THE GUIDELINES FOR SELECTING APPROPRIATE RISK MANAGEMENT TECHNIQUES ARE EXPLORED IN CONJUNCTION WITH RISK CONTROL AND FINANCING TECHNIQUES. THE INSURANCE ENVIRONMENT, BASIC LEGAL CONCEPTS, AND THE FUNDAMENTALS OF INSURANCE CONTRACTS ARE DISCUSSED. (PREPARATION FOR CPCU COURSE 1.) TERM: ONCE EVERY TWO YEARS/FORT LAUDERDALE CENTER ONLY.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RM12511 PERSONAL LOSS 3 SEMESTER HOURS EXPOSURES AND THEIR TREATMENT
THIS COURSE APPLIES THE RISK MANAGEMENT PROCESS TO INDIVIDUAL AND FAMILY LOSS EXPOSURES. A DETAILED STUDY OF PERSONAL PROPERTY, LIABILITY, AND LIFE AND HEALTH CONTRACTS IS MADE. READINGS AND CASE STUDIES ARE USED TO ILLUSTRATE THE ROLE OF THESE INSURANCE PRODUCTS AND THEIR COORDINATION WITH SOCIAL INSURANCE, AND EMPLOYEE BENEFITS IN PERSONAL RISK MANAGEMENT. (PREPARATION FOR CPCU COURSE 2.) TERM: ONCE EVERY TWO YEARS/FORT LAUDERDALE CENTER ONLY.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RM12512 COMMERCIAL PROPERTY 3 SEMESTER HOURS LOSS EXPOSURES AND TREATMENT
THIS COURSE APPLIES THE RISK MANAGEMENT PROCESS TO THE ANALYSIS OF COMMERCIAL PROPERTY LOSS EXPOSURES. FIRE AND ALLIED LINES POLICIES AND PROPERTY FORMS ARE STUDIED IN DETAIL. EXPOSURES AND INSURANCE POLICIES FOR BUSINESS INTERRUPTION, INDIRECT INCOME AND LOSS EXPENSES, OCEAN MARINE, INLAND MARINE, BAILMENTS, AND CRIME AND EMPLOYEE DISHONESTY ARE ALSO COVERED. EMPHASIS IS PLACED ON THE EFFECT OF CONTROLLING PROPERTY LOSSES. CASE STUDIES FOCUS ON THE ANALYSIS OF A FIRM'S PROPERTY LOSS EXPOSURES, ALTERNATIVE

METHODS OF TREATMENT, AND INSURANCE COVERAGES. (PREPARATION FOR CPCU COURSE 3.) TERM: ONCE EVERY TWO YEARS/FORT LAUDERDALE CENTER ONLY.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RM12513 COMMERCIAL LIABILITY 3 SEMESTER HOURS LOSS EXPOSURES AND TREATMENT
PREREQUISITE: RM12512 OR INSTRUCTOR'S APPROVAL. THIS COURSE APPLIES THE RISK MANAGEMENT PROCESS TO THE ANALYSIS OF COMMERCIAL LIABILITY LOSS EXPOSURES. CASE STUDIES FOCUS ON THE ANALYSIS OF A FIRM'S LIABILITY LOSS EXPOSURES, ALTERNATIVE METHODS OF TREATMENT, AND INSURANCE COVERAGES. A DETAILED STUDY IS MADE OF INSURANCE CONTRACTS COVERING AUTOMOBILE LIABILITY, LIABILITY ARISING OUT OF PREMISES AND OPERATIONS, CONTRACTUAL AND INDEPENDENT CONTRACTOR'S EXPOSURES, PRODUCTS AND COMPLETED OPERATIONS, EMPLOYER'S LIABILITY AND WORKERS' COMPENSATION, PROFESSIONAL LIABILITY, AVIATION EXPOSURES, AND SURETY BONDING. (PREPARATION FOR CPCU COURSE 4.) TERM: ONCE EVERY TWO YEARS/FORT LAUDERDALE CENTER ONLY.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RM12514 INSURANCE COMPANY 3 SEMESTER HOURS OPERATIONS
THIS COURSE INCLUDES A DETAILED ANALYSIS OF INSURER FUNCTIONS AND ACTIVITIES. TOPICS INCLUDE PRODUCT DESIGN; MARKETING; DISTRIBUTION METHODS; LOSS CONTROL ACTIVITIES; UNDERWRITING OF PROPERTY, LIABILITY, AND MULTIPLE LINES INSURANCE; REINSURANCE; AND CLAIM FUNCTIONS INCLUDING THE ADJUSTING OF PROPERTY AND LIABILITY CLAIMS. RATE MAKING, SCHEDULE RATING, EXPERIENCE RATING, AND RETROSPECTIVE RATING PLANS IN PROPERTY, LIABILITY, AND MULTIPLE LINES INSURANCE ARE ALSO COVERED. (PREPARATION FOR CPCU COURSE 5.) TERM: ONCE EVERY TWO YEARS/FORT LAUDERDALE CENTER ONLY.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RM12515 THE LEGAL 3 SEMESTER HOURS ENVIRONMENT OF INSURANCE
THIS COURSE PROVIDES A STUDY OF BASIC LAW PRINCIPLES AS APPLIED TO INSURANCE SITUATIONS. SPECIAL EMPHASIS IS PLACED ON THE AREAS OF CONTRACT LAW AND AGENCY LAW APPLICABLE TO INSURANCE. OTHER TOPICS STUDIED INCLUDE SALES, SECURED TRANSACTIONS, PARTNERSHIPS, CORPORATIONS, COMMERCIAL PAPER, REAL AND PERSONAL PROPERTY, BAILMENTS, AND CONSUMER AND ADMINISTRATIVE LAW. (PREPARATIONS FOR CPCU COURSE 6.) TERM: ONCE EVERY TWO YEARS/FORT LAUDERDALE CENTER ONLY.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RM12517 INSURANCE ISSUES AND 3 SEMESTER HOURS PROFESSIONAL ETHICS
THIS COURSE ANALYZES SIGNIFICANT PROBLEMS AND ISSUES WHICH IMPACT THE INSURANCE INDUSTRY. ASSIGNMENTS FOCUS ON PROFESSIONAL ETHICS AND THE AMERICAN INSTITUTE CODE OF PROFESSIONAL ETHICS. TOPICS COVERED INCLUDE UNFAIR DISCRIMINATION IN PROPERTY LIABILITY RATING, OPEN RATING, GOVERNMENT INSURERS, CAPTIVE INSURER'S ROLE IN RISK MANAGEMENT, WRAP UP INSURANCE PROGRAMS, WORKERS' COMPENSATION, INTERNATIONAL INSURANCE MARKETS, INSURANCE AND INFLATION, PROFESSIONAL LIABILITY, AND THE EFFECTS ON INSURANCE OF CURRENT TRENDS IN TORT LAW. THIS COURSE ASSUMES PRIOR KNOWLEDGE OF THE MATERIAL IN CPCU COURSES 1 THRU 9; THEREFORE, IT IS RECOMMENDED COURSE 10 BE TAKEN LAST OR CONCURRENTLY WITH ANY REMAINING CPCU COURSE WORK. (PREPARATION FOR CPCU COURSE 10.)

TERM: ONCE EVERY TWO YEARS/FORT LAUDERDALE CENTER ONLY.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RM12521 PRINCIPLES OF RISK 3 SEMESTER HOURS AND INSURANCE

PREREQUISITE: RM11001 OR INSTRUCTOR'S APPROVAL. THIS COURSE PROVIDES A STUDY OF THE BASIC PRINCIPLES OF RISK AND INSURANCE, THE NATURE OF THE INSURANCE BUSINESS AND ITS OPERATIONS. FUNDAMENTAL AREAS COVERED INCLUDE INDEMNITY, INSURABLE INTEREST, NEGLIGENCE, COINSURANCE, SUBROGATION, PROXIMATE CAUSE, REQUISITES OF AN INSURABLE RISK, AND PROBABILITY. FUNCTIONAL AREAS CONSIDERED INCLUDE RATING, UNDERWRITING, ADJUSTING, REGULATION, REINSURANCE, POWERS AND FUNCTIONS OF INSURANCE AGENTS AND BROKERS, COMPANY ORGANIZATION, AND OTHER ASPECTS OF THE INSURANCE BUSINESS. (PREPARATION FOR I.I.A. INS 21.) TERM: ONCE EVERY TWO YEARS/FORT LAUDERDALE CENTER ONLY.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RM12522 PROPERTY AND MARINE 3 SEMESTER HOURS INSURANCE

PREREQUISITE: RM11001. THIS COURSE EMPHASIZES THE STUDY OF COVERAGES, POLICY PROVISIONS, AND CONCEPTS COMMON TO PROPERTY AND MARINE INSURANCE. CONTRACTS AND FORMS RANGING FROM THE STANDARD FIRE POLICY TO THE PROPERTY AND INLAND MARINE COVERAGES PROVIDED BY MULTIPLE LINE CONTRACTS ARE ANALYZED. (PREPARATION FOR I.I.A. INS 22.) TERM: ONCE EVERY TWO YEARS/FORT LAUDERDALE CENTER ONLY.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RM12523 CASUALTY, HEALTH, AND 3 SEMESTER HOURS LIFE INSURANCE

PREREQUISITE: RM11001. THIS COURSE EMPHASIZES THE STUDY OF COVERAGES, POLICY PROVISIONS, AND CONCEPTS PECULIAR TO THE COMMON CASUALTY, SURETY, MULTIPLE LINE, AND LIFE AND HEALTH CONTRACTS. (PREPARATION FOR I.I.A. INS 23.) TERM: ONCE EVERY TWO YEARS/FORT LAUDERDALE CENTER ONLY.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RM12524 STRUCTURE OF THE 3 SEMESTER HOURS RISK MANAGEMENT PROCESS

THIS COURSE FOCUSES ON THE RISK MANAGEMENT DECISION MAKING PROCESS BY IDENTIFYING, ANALYZING AND DEVELOPING ALTERNATIVE TECHNIQUES FOR TREATING LOSS EXPOSURES. IN ADDITION, IT INTRODUCES FINANCIAL MANAGEMENT GUIDELINES FOR SELECTING THE BEST RISK MANAGEMENT ALTERNATIVE OR TECHNIQUE FOR HANDLING A LOSS EXPOSURE. (PREPARATION FOR I.I.A. ARM 54.) TERM: I AND II/ONCE EVERY TWO YEARS/FORT LAUDERDALE CENTER ONLY.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RM12525 RISK CONTROL 3 SEMESTER HOURS

PREREQUISITE: RM12524. THIS COURSE FOCUSES ON THE PROCESS OF DEVELOPING AND IMPLEMENTING GUIDELINES FOR SELECTING THE BEST RISK MANAGEMENT TECHNIQUES THAT CONTROL AND COORDINATE THE ORGANIZATION'S RISK MANAGEMENT EFFORT. (PREPARATION FOR I.I.A. ARM 55.) TERM: I AND II/ONCE EVERY TWO YEARS/FORT LAUDERDALE CENTER ONLY.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RM12526 RISK FINANCING 3 SEMESTER HOURS

PREREQUISITE: RM12524. THIS COURSE COMPLETES THE RISK MANAGEMENT DECISION MAKING PROCESS WITH RESPECT TO RISK FINANCING TECHNIQUES. ATTENTION IS DIRECTED TO RISK RETENTION, INCLUDING USE OF CAPTIVE INSURERS, AND COMMERCIAL INSURANCE. (PREPARATION FOR I.I.A. ARM 56.)

TERM I AND II/ONCE EVERY TWO YEARS/FORT LAUDERDALE CENTER ONLY.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RM12600 AGENTS AND SOLICITORS 17 SEMESTER HOURS COURSE

PREREQUISITE: RM11001 OR DEPARTMENT HEAD'S APPROVAL. THIS COURSE PROVIDES A STUDY OF THE AREAS PRESCRIBED FOR THE GENERAL INSURANCE AGENT'S OR SOLICITOR'S LICENSE IN THE STATE OF FLORIDA. TOPICS COVERED INCLUDE INSURANCE THEORY AND REGULATIONS; STANDARD FIRE POLICY, AND FIRE AND ALLIED LINES; AUTOMOBILE POLICIES AND LIABILITY DAMAGE; GENERAL LIABILITY AND WORKERS' COMPENSATION; INSURANCE COVERAGES AVAILABLE FOR BURGLARY, ROBBERY AND THEFT; FIDELITY AND SURETY BONDS; HEALTH, DISABILITY, AVIATION, BOILER AND MACHINERY, OCEAN MARINE AND INLAND MARINE COVERAGES; COMMERCIAL MULTIPLE COVERAGES; HOMEOWNER'S INSURANCE; FLORIDA'S INSURANCE RATING LAW SURVEY; AND OPERATIONS AND MANAGEMENT OF AN INSURANCE AGENCY. SUCCESSFUL COMPLETION OF THIS COURSE MEETS THE EDUCATIONAL REQUIREMENTS TO SIT FOR THE GENERAL INSURANCE AGENT'S OR SOLICITOR'S STATE LICENSING EXAM. TERM I AND II/FORT LAUDERDALE CENTER ONLY.
LEC HRS = 272 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

INTERIOR DESIGN

IND1020 INTERIOR DESIGN 3 SEMESTER HOURS

AN INTRODUCTORY COURSE TO DEVELOP THE ABILITY TO DESIGN AND PLAN INTERIOR SPACE. EMPHASIS PLACED ON PERFECTING SKILL AND EFFICIENCY IN DRAFTING FLOOR PLANS AND ELEVATIONS AS WELL AS COORDINATING MATERIALS AND FURNISHINGS IN THE DESIGN OF AN ENTIRE HOME. TERM I/CENTRAL CAMPUS.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

IND1100 HISTORY OF 3 SEMESTER HOURS INTERIORS I

THIS COURSE WILL ACQUAINT THE STUDENT WITH PERIOD STYLES IN INTERIORS AND FURNISHINGS AS WELL AS THE ARCHITECTURE THAT INFLUENCED THEM, BEGINNING WITH THE EGYPTIAN PERIOD AND CONTINUING THE STUDY OF THE HISTORICAL DEVELOPMENT OF INTERIOR DESIGN THROUGH THE VICTORIAN PERIOD. TERM I/CENTRAL CAMPUS.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

IND1200 INTERIOR DESIGN II 3 SEMESTER HOURS

THIS COURSE WILL EMPHASIZE PROBLEMS IN ROOM AND SPACE PLANNING AND MORE ADVANCED PROBLEMS RELATING TO THE CORRELATION OF FURNISHINGS AND OTHER MATERIALS BASED ON THE PRINCIPLES OF GOOD, FUNCTIONAL DESIGN. PREREQUISITE: IND1020. TERM II/CENTRAL CAMPUS.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

IND2012 INTERIOR DESIGN III 3 SEMESTER HOURS

PROJECTS WILL PROVIDE PRACTICE IN PLANNING INTERIORS, BOTH RESIDENTIAL AND COMMERCIAL. THE STUDENT WILL DEVELOP FURTHER COMPETENCY IN BUDGETING, SPECIFICATIONS AND PRESENTATIONS. PREREQUISITE: IND1200. TERM I/CENTRAL CAMPUS.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

IND2130 HISTORY OF 3 SEMESTER HOURS INTERIORS II

THIS COURSE WILL ACQUAINT THE STUDENT WITH PERIOD STYLES IN INTERIORS AND FURNISHINGS AS WELL AS THE ARCHITECTURE WHICH INFLUENCED THEM BEGINNING WITH EARLY AMERICAN STYLES THROUGH CONTEMPORARY FURNITURE DESIGNS &

GEORGIAN, FEDERAL, VICTORIAN, ETC. AS WELL AS MISCELLANEOUS STYLES. CHINESE, JAPANESE AMERICAN INDIAN, AFRICAN, ETC. PREREQUISITE: IND1100. TERM II/CENTRAL CAMPUS.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

IND2220 INTERIOR DESIGN IV 3 SEMESTER HOURS
ADVANCED PROBLEMS IN INTERIOR PLANNING, BOTH COMMERCIAL AND RESIDENTIAL. THE PERFECTION OF ALL SKILLS IN DESIGNING AND PRESENTATIONS WILL BE STRESSED. PREREQUISITE: IND2012. TERM II/CENTRAL CAMPUS
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

IND2420 MATERIALS AND SOURCES 3 SEMESTER HOURS
THIS COURSE WILL STUDY MATERIALS AND FURNISHINGS AVAILABLE TO THE INTERIOR DESIGNER ON TODAY'S MARKET. TERM II/CENTRAL CAMPUS
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

IND2500 PROFESSIONAL PRACTICES 3 SEMESTER HOURS
THIS COURSE COVERS THE ROLES OF CLIENT, GOVERNMENT, ETHICS, CONTRACTS, AND DESIGNER RESPONSIBILITIES AS THEY RELATE TO THE PROFESSION. PREREQUISITES: IND1020, IND1200, AND IND2012. TERM II/CENTRAL CAMPUS.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

JOURNALISM

JOU1100 WRITING FOR MASS COMMUNICATIONS 3 SEMESTER HOURS
PRE PROFESSIONAL COURSE PROVIDING FUNDAMENTAL INSTRUCTION AND PRACTICE IN WRITING AS A BASIS FOR ALL UPPER DIVISION COURSES IN JOURNALISM. INCLUDES WRITING IN THE NEWS STYLE, LEADS, DEFINING NEWS, TYPES OF STORIES, ORGANIZATION OF STORIES, POLICY AND LABEL. PREREQUISITE: ELIGIBILITY FOR ENCI101, AND ABILITY TO TYPE. 1 HR. LEC. 2 HRS. LAB. TERM I, II, AND III.
LEC HRS = 016 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

JOU1207L MAGAZINE PRODUCTION 3 SEMESTER HOURS
COURSE PROVIDES INSTRUCTION AND PRACTICAL EXPERIENCE IN THE PHILOSOPHICAL AND TECHNICAL ASPECTS OF MAGAZINE PRODUCTION, INCLUDING PRINTING PROCESSES, COPY SETTING, PICTURE EDITING, GRAPHIC DESIGN, AND CAMERA READY LAYOUT TECHNIQUES. 1 HR. LEC. 2 HRS. LAB./ON DEMAND.
LEC HRS = 016 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

JOU1420L NEWSPAPER PRACTICUM I 1 SEMESTER HOUR
PRACTICAL APPLICATION OF NEWS WRITING AND EDITING PRINCIPLES THROUGH WORK WITH COLLEGE MEDIA. PREREQUISITE: JOU1100 OR PERMISSION OF THE INSTRUCTOR. 3 HRS. LAB./TERM I, II, ON DEMAND.
LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

JOU1421L NEWSPAPER PRACTICUM II 2 SEMESTER HOURS
CONTINUATION OF JOU1420L. STUDENTS MAY TAKE JOU1420L AND JOU1421L DURING THE SAME TERM. PREREQUISITE OR CO REQUISITE: JOU1420L OR PERMISSION OF THE INSTRUCTOR. 6 HRS. LAB./TERM I & II/ON DEMAND.
LEC HRS = 000 LABHRS = 072 OTH HRS = 000 FEES = 0000.00

JOU1422L NEWSPAPER PRACTICUM III 2 SEMESTER HOURS
CONTINUATION OF JOU1421L. PRACTICAL APPLICATION OF NEWSPAPER PRINCIPLES: COPY EDITING, PAGE LAYOUT, TYPESETTING, HEADLINE WRITING, PICTURE CROPPING, REWRITING, COPY PREPARATION

THROUGH WORK WITH THE COLLEGE NEWSPAPER. PREREQUISITE: JOU2200 AND JOU1420L OR PERMISSION OF THE INSTRUCTOR. 6 HRS. LAB./TERM I & II/ON DEMAND.
LEC HRS = 000 LABHRS = 072 OTH HRS = 000 FEES = 0000.00

JOU1440L MAGAZINE PRACTICUM I 1 SEMESTER HOUR
PRACTICAL APPLICATION OF MAGAZINE PRODUCTION, MAGAZINE WRITING, OR MAGAZINE EDITING PRINCIPLES THROUGH WORK WITH COLLEGE MAGAZINE MEDIA OR INTERNSHIP WITH COMMUNITY MEDIA UNDER ACADEMIC SUPERVISION. PREREQUISITE: JOU1207 OR JOU2600 OR JOU2203 OR ENCI1613, OR ART1201 OR PERMISSION OF THE INSTRUCTOR. 3 HRS. LAB. TERM I, II, ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

JOU1441L MAGAZINE PRACTICUM II 1 SEMESTER HOUR
CONTINUATION OF JOU1440 PREREQUISITE: JOU1440, OR PERMISSION OF THE INSTRUCTOR. 3 HR. LAB. TERM I, II ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

JOU2200 COPY EDITING 3 SEMESTER HOURS
COURSE PROVIDES INSTRUCTION AND PRACTICAL EXPERIENCE IN COPY EDITING, REWRITING, HEADLINE WRITING, PAGE DESIGN FOR BOTH MAKEUP COPY AND ADVERTISING, PICTURE CROPPING AND SCALING, CUTLINES, AND AN INTRODUCTION TO DESKTOP PUBLISHING. PREREQUISITE: JOU1100. 1 HR. LEC. 2 HR. LAB ON DEMAND. TERM II.
LEC HRS = 016 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

JOU2203 MAGAZINE EDITING 3 SEMESTER HOURS
COURSE PROVIDES INSTRUCTION AND PRACTICAL EXPERIENCE IN EDITING A MAGAZINE INCLUDING HUMAN RELATIONS, EXPERTISE IN ARTICLE WRITING, COPY AND PICTURE EDITING, AUDIENCE ANALYSIS, AND LEGAL AND ECONOMIC ASPECTS OF EDITING. PREREQUISITE: JOU1100 OR ENCI1613. 1 HR. LEC. 2 HR. LAB. ON DEMAND.
LEC HRS = 016 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

MMC1000 INTRODUCTION TO MASS COMMUNICATION 3 SEMESTER HOURS
OVERVIEW OF CONTEMPORARY MASS MEDIA AND ITS HISTORICAL BACKGROUND. INCLUDES PROCESSES AND EFFECTS OF MEDIA MESSAGES ON THE INDIVIDUAL AND SOCIETY AND DEALS WITH THE MEDIA INDUSTRY, ITS RESPONSIBILITIES, LEGALITIES, AND CAREERS. MEDIA DISCUSSED MAY INCLUDE NEWSPAPERS, MAGAZINES, BOOKS, RADIO, TELEVISION, ADVERTISING, PUBLIC RELATIONS, AND THE MOVIE AND RECORDING INDUSTRIES. 3 HRS/LECTURE.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PGY2610 PHOTO JOURNALISM 4 SEMESTER HOURS
A PRODUCTION CLASS IN PERIODICAL AND PRESS PHOTOGRAPHY. STUDENTS WILL PRODUCE PICTURE ESSAYS WHICH WILL SERVE AS A BASIS FOR CLASS DISCUSSION. EMPHASIS IS ON THE FORM AND CONTENT OF REPORTORIAL B & W PHOTOGRAPHS, HOW THEY ARE PRODUCED, AND THEIR RELATIONSHIP TO AMERICAN SOCIETY. THE STUDENT WILL SUPPLY A 35 MM CAMERA, FILM AND PAPER. AS PART OF THE COURSE STUDENTS WILL HAVE AN OPPORTUNITY TO SHOOT FOR CAMPUS PUBLICATIONS. INSTRUCTOR APPROVAL. SPECIAL FEE CHARGED, SEE "STUDENT FEES". 3 HR. LECTURE, 2 HR. LAB (TO BE ARRANGED).
LEC HRS = 048 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

RTV2102 BROADCAST WRITING 3 SEMESTER HOURS
DESIGNED TO GIVE STUDENTS AN OPPORTUNITY TO LEARN THE STYLE OF PRESENTATION FOR DIFFERENT TYPES OF MEDIA/BROADCAST SCRIPTS. THE COURSE WILL EMPHASIZE PRACTICAL BROADCAST WRITING SKILLS, RADIO AND TELEVISION COPY TECHNIQUES AND FORMS OF COMMERCIAL COPY, AS WELL AS LEARNING THE SPECIAL RULES AND REGULATIONS

GOVERNING THE PRESENTATION OF MATERIALS "OVER THE AIR." PREREQUISITE ENC1101 AND ENC1102, OR PERMISSION OF THE DEPARTMENT HEAD/INSTRUCTOR.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LANDSCAPE TECHNOLOGY

FRC2004C SUBTROPICAL FRUIT CULTURE 4 SEMESTER HOURS

THE IDENTIFICATION AND CULTURE OF APPROXIMATELY 100 TROPICAL AND SUBTROPICAL EDIBLE FRUITS INTRODUCED INTO SOUTH FLORIDA AS DOORYARD, SEMI COMMERCIAL & COMMERCIAL FOOD CROPS. TOPICS WILL INCLUDE CULTIVARS, SOILS, PROPAGATION, FLOWERING AND FRUITING SEASONS, LANDSCAPE USES, PEST MANAGEMENT, PRODUCTION AND SALES PROMOTION. LAB CONSISTS OF FOUR REQUIRED WEEKEND FIELD TRIPS. 3 HRS.LEC. 2 HRS.LAB. TERM IIIA.

LEC HRS = 048 LABHRS = 032 OTH HRS = 000 FEES = 0005.00

HOS1031C HORTICULTURAL PRACTICES 5 SEMESTER HOURS

THE PRACTICES AND PROCEDURES USED IN GROWING AND MANAGING LANDSCAPE PLANTS IN SOUTH FLORIDA. THE STUDENT WILL TAKE PART IN TRANSPLANTING, FERTILIZING, SOIL SAMPLING, MIXING SOILS AND PRUNING, AS WELL AS OTHER HORTICULTURAL PROCEDURES. FOUR HOURS LECTURE AND TWO HOURS LAB. PER WEEK. FIELD TRIPS WILL BE REQUIRED. TERM II.

LEC HRS = 064 LABHRS = 032 OTH HRS = 000 FEES = 0012.00

HOS1930 NATIVE PLANTS I 2 SEMESTER HOURS

THE IDENTIFICATION OF APPROXIMATELY 75 OF THE PLANTS NATIVE TO SOUTH FLORIDA THE APPLICATION OF THEIR ECOLOGICAL, ESTHETIC AND ECONOMIC VALUE IN BROWARD COUNTY WILL BE STRESSED CLASSROOM AND FIELD LECTURES TERM IIB

LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ORH1000 HORTICULTURAL BIOLOGY 3 SEMESTER HOURS

AN INTRODUCTION TO THE DISCIPLINES INVOLVED IN THE BROAD FIELD OF HORTICULTURAL. PLANT AND ANIMAL TAXONOMY, MORPHOLOGY, ANATOMY AND PHYSIOLOGY. COURSE PROVIDES FUNDAMENTAL PROCESSES AS THEY RELATE TO PLANT GROWTH, PESTS, PRODUCTION MAINTENANCE, AND PLANTING WILL BE STRESSED. 3 HRS.LEC. TERM I.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ORH1000L HORTICULTURAL BIOLOGY LAB 1 SEMESTER HOUR

THIS TWO HOUR LAB SUPPORTS THE LECTURE OF ORH1000 AND IS REQUIRED FOR ALL LANDSCAPE TECHNOLOGY STUDENTS LAB CONTENT IS PRACTICAL AND ORIENTED TO EXISTING SITUATIONS ENCOUNTERED IN THE VARIOUS HORTICULTURAL PROFESSIONS AND IS PRIMARILY AN OVERVIEW OF THE PLANT AND ANIMAL KINGDOMS WITH SPECIFIC ATTENTION GIVEN TO GROUPS IMPORTANT TO HORTICULTURE. 2 HRS.LAB./TERM I.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

ORH1101 COMMON FLORIDA PLANTS 3 SEMESTER HOURS

IDENTIFICATION AND LANDSCAPE USE OF APPROXIMATELY 200 SPECIES OF COMMON FLORIDA EXTERIOR AND INTERIOR PLANTS. DESIGNED FOR INDIVIDUALS WHO WISH TO RAPIDLY INCREASE THEIR PLANT KNOWLEDGE. CANNOT BE APPLIED TOWARDS AN A.S. DEGREE. TWO FOUR HOUR LECTURES PER WEEK FOR 6 WEEKS WITH ONE REQUIRED FIELD TRIP. TERM IIIA.

LEC HRS = 048 LABHRS = 000 OTH HRS = 006 FEES = 0000.00

ORH1104 FLORIDA CERTIFIED NURSERY PROFESSIONAL 3 SEMESTER HOURS

THE PURPOSE OF THIS COURSE IS TO IMPROVE THE SKILLS AND BACKGROUND KNOWLEDGE OF INDIVIDUALS ALREADY IN THE NURSERY PROFESSION AND PROVIDE BASIC INFORMATION FOR THOSE BEGINNING THEIR CAREERS. THE COURSE COVERS BASIC PLANT IDENTIFICATION TECHNIQUES, PLANT CARE AND HANDLING IN A RETAIL ENVIRONMENT, LANDSCAPING AND FUNDAMENTAL TROUBLE SHOOTING. THE COURSE PREPARES THE STUDENT FOR THE FLORIDA NURSERY PROFESSIONAL CERTIFICATION EXAMINATION. 3 HRS.LEC. TERM I.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ORH1510 LANDSCAPE PLANT IDENTIFICATION I 4 SEMESTER HOURS

APPROXIMATELY 200 SPECIES AND VARIETIES OF PALMS, SHRUBS, VINES, AND TREES COMMONLY USED IN SOUTH FLORIDA LANDSCAPES WILL BE COVERED WITH INDEPTH DISCUSSION OF LANDSCAPE USE, PROPAGATION, RELATED PLANTS, PESTS, AND APPROPRIATE PLANT COMBINATIONS IN DESIGN SITUATIONS. FOUR HOURS LECTURE PER WEEK AND ONE REQUIRED FIELD TRIP. TERM I.

LEC HRS = 064 LABHRS = 000 OTH HRS = 006 FEES = 0000.00

ORH1511 LANDSCAPE PLANT IDENTIFICATION II 4 SEMESTER HOURS

THE IDENTIFICATION AND LANDSCAPE USE OF ORNAMENTAL VINES, PALMS, SHRUBS, AND TREES COMMONLY USED IN SOUTH FLORIDA LANDSCAPES. FOUR HOURS LECTURE PER WEEK WITH ONE REQUIRED FIELD TRIP. PREREQUISITE: ORH1510 OR INSTRUCTOR APPROVAL. TERM II.

LEC HRS = 064 LABHRS = 000 OTH HRS = 006 FEES = 0000.00

ORH1859 SPECIALIZED LANDSCAPE MAINTENANCE 3 SEMESTER HOURS

THIS COURSE COVERS THE CARE OF LANDSCAPE PLANTS, SURFACES AND HARDSCAPE. TOPICS INCLUDE INITIAL AND PERPETUAL PRUNING, FERTILIZATION, WEEK CONTROL, BEDDING PLANT CYCLING, XERISCAPE TECHNIQUES, WATERING REGIMENS AND PEST MANAGEMENT OF NON-TURF PLANTS. SUGGESTED PRE- OR CO-REQUISITES, PLANT IDENTIFICATION, SOILS AND FERTILIZERS, AND TURFGRASS MANAGEMENT. 3 HRS.LEC. TERM II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ORH2220 TURFGRASS MANAGEMENT 3 SEMESTER HOURS

A PRACTICAL APPROACH TO THE PRINCIPLES OF TURF GRASS MANAGEMENT AND THEIR APPLICATIONS IN THE FIELD. THE AREAS OF STUDY WILL BE THE NATURE OF THE TURF GRASS INDUSTRY, CHARACTERISTICS AND ADAPTATIONS OF SOUTHERN GRASSES, ESTABLISHMENT AND MAINTENANCE OF TURF, THE CARE AND OPERATION OF TURF EQUIPMENT AND TURF PESTS. THREE LECTURE HOURS WEEKLY WITH 2 REQUIRED FIELD TRIPS. TERM II. CAN BE USED AS ELECTIVE IN A.S. DEGREE PROGRAM.

LEC HRS = 048 LABHRS = 000 OTH HRS = 008 FEES = 0000.00

ORH2512 LANDSCAPE PLANT IDENTIFICATION III 3 SEMESTER HOURS

THE IDENTIFICATION AND LANDSCAPE USE OF ORNAMENTAL PLANTS OF MORE RECENT INTRODUCTION AND DEVELOPMENT IN SOUTH FLORIDA AND CERTAIN SPECIALIZED HORTICULTURAL CROPS. ONE THREE HOUR LECTURE IN FIELD WEEKLY WITH OCCASIONAL CLASSROOM MEETINGS. TWO SIX HOUR WEEKEND FIELD TRIPS. PREREQUISITES: ORH1510, ORH1511, OR INSTRUCTOR APPROVAL. TERM I.

LEC HRS = 048 LABHRS = 000 OTH HRS = 012 FEES = 0000.00

ORH2800 INTRODUCTION TO LANDSCAPE DESIGN 2 SEMESTER HOURS

THIS COURSE SUPPLIES THE STUDENT WITH ON SITE EXPERIENCE IN EVALUATING THE VARIOUS

PARAMETERS AFFECTING THE DESIGN PROBLEM. TOPICS COVERED INCLUDE INSTRUCTION IN DRAFTING, SURVEY AND PLAN READING, BASIC DESIGN THEORY. INTRODUCTION TO COSTING, PRICING AND BID PROCEDURES FURTHER ENABLE THE STUDENT TO COMPLETE THE GROUNDWORK FOR BASIC LANDSCAPE DESIGN THEORY. PREREQUISITES: ORH1510, ORH1511, OR EQUIVALENT EXPERIENCE AS DETERMINED BY ADVISOR. THREE LECTURE HOURS PER WEEK FOR EIGHT WEEKS AND ONE REQUIRED LECTURING FIELD TRIP. TERM IA.

LEC HRS = 024 LABHRS = 000 OTH HRS = 008 FEES = 0000.00

ORH2820C IRRIGATION 3 SEMESTER HOURS
AN INTRODUCTION TO THE PRINCIPLES, DESIGN, AND OPERATION OF IRRIGATION SYSTEMS AS APPLIED TO RESIDENCES AND NURSERIES. WATER REQUIREMENTS, SUPPLY DISTRIBUTION AND DRAINAGE WILL BE INCLUDED. TWO HOURS LECTURE AND TWO HOURS LAB PER WEEK. TERM I.

LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

ORH2830 BASIC LANDSCAPE DESIGN THEORY 2 SEMESTER HOURS

INTRODUCTION INTO SPATIAL CONCEPTS, AREA MANIPULATION AND COGENT USE OF PLANT MATERIALS THROUGH THE USE OF DESIGN PROJECTS AND INDIVIDUAL INSTRUCTION. THIS COURSE IS NECESSARY BACKGROUND IF THE STUDENT IS TO MAKE FULL USE OF LANDSCAPE DESIGN. PREREQUISITES: ORH1510, ORH1511, ORH2800, OR EQUIVALENT EXPERIENCE AS DETERMINED BY PROGRAM ADVISOR. THREE LECTURE HOURS PER WEEK FOR EIGHT WEEKS AND TWO REQUIRED LECTURING FIELD TRIPS. TERM IB.

LEC HRS = 024 LABHRS = 000 OTH HRS = 008 FEES = 0000.00

ORH2831C LANDSCAPE DESIGN 4 SEMESTER HOURS

ALLOWS THE STUDENT TO REFINE CONCEPTUAL ABILITIES AND PRACTICAL METHODOLOGY. ADVANCED TECHNIQUES IN DRAFTING, PRESENTATION, AND PRICING ARE TAUGHT THROUGH THE USE OF TAKE HOME PROJECTS AND CLASSROOM EXERCISES. ACCESS TO BASIC DRAFTING EQUIPMENT IS REQUIRED. PREREQUISITES: ORH1510, ORH1511, ORH2800, ORH2830 OR PERMISSION OF PROGRAM ADVISOR. THREE HOURS LECTURE AND THREE HOURS LAB PER WEEK. TERM II.

LEC HRS = 048 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

ORH2841 LANDSCAPE INSTALLATION 3 SEMESTER HOURS

THE TECHNIQUES INVOLVED IN PROPER SELECTION, PREPLANTING, AND POSTPLANTING CARE OF LANDSCAPE PLANTS AND MATERIALS, THE PROPER AND SAFE USE OF LANDSCAPING TOOLS AND EQUIPMENT ARE INCLUDED. 3 LEC. HRS. PER WEEK AND TWO REQUIRED FIELD TRIPS. TERM II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 016 FEES = 0000.00

ORH2862 LANDSCAPE AND TURF BUSINESS ADMINISTRATION 3 SEMESTER HOURS

STUDIES IN THE BASIC NATURE OF HORTICULTURAL SERVICES: RETAIL, WHOLESALE AND SERVICE ORGANIZATIONS, SITE SELECTION, BUSINESS AND LABOR MANAGEMENT, PRODUCTION, COST ANALYSIS, INSURANCE, LAW, TAXATION AND OTHER AREAS WILL BE DISCUSSED. THREE LECTURE HOURS WEEKLY. TERM II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

ORH2930 HORTICULTURAL SEMINAR 1 SEMESTER HOUR
SELECTED CURRENT TOPICS IN HORTICULTURE AND RELATED SUBJECTS. TERM I, II AND III.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SOS1102 SOILS AND FERTILIZERS 3 SEMESTER HOURS

THE STUDY OF THE COMPLEX PROBLEMS INVOLVED IN THE USE OF EXISTING SOILS AND GROWING MEDIA IN SOUTH FLORIDA FOR COMMERCIAL PRODUCTION OF

ORNAMENTAL PLANTS AND TURF. FERTILIZER PROGRAMS AND FORMULATIONS WILL BE DISCUSSED THOROUGHLY. THREE LECTURE HOUR WEEKLY. TERM II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

LEGAL ASSISTING

PLA1003 INTRODUCTION TO LEGAL ASSISTING 3 SEMESTER HOURS

THIS COURSE PROVIDES AN OVERVIEW OF THE TRAINING AND DUTIES OF THE LEGAL ASSISTANT/PARALEGAL. ALSO INCLUDED IS A DISCUSSION OF LEGAL TERMINOLOGY, RESEARCH TECHNIQUES, AND PERTINENT LITIGATION DOCUMENTS. TERM I OR II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PLA1104 LAW LIBRARY/RESEARCH 3 SEMESTER HOURS

THIS COURSE PROVIDES INFORMATION ON HOW TO RESEARCH AND WRITE LEGAL DOCUMENTS FOR BOTH TRIAL AND APPELLATE WORK. AN INDEPTH EXAMINATION OF THE LAW LIBRARY AND LEGAL RESEARCH TECHNIQUES ARE EMPHASIZED. TERM I OR II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PLA1273 TORTS, LIABILITIES AND CLAIMS 3 SEMESTER HOURS

THIS COURSE COVERS THE BASIC CONCEPTS OF TORT LAW. DISCUSSIONS INVOLVE THE LIABILITY OF THE INDIVIDUAL IN RELATION TO THE SPECIFIC ACTS COMMITTED. TERM I OR II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PLA1303 CRIMINAL LITIGATION 3 SEMESTER HOURS

THIS COURSE PROVIDES STUDENTS WITH A SURVEY OF THE CRIMINAL JUSTICE SYSTEM. SUBSTANTIVE AND PROCEDURAL ASPECTS OF CRIMINAL LAW ARE STUDIED. COURSE CONTENT INCLUDES THE NATURE OF DIFFERENT CRIMES, THE POTENTIAL CHARGES, AND PENALTIES INVOLVED; ALSO COVERED ARE PRE TRIAL PROCEDURES, DISCOVERY, PLEA BARGAINING PROCESS, AND THE PROBLEMS INVOLVED IN THE CONDUCT OF TRIAL PROCEEDINGS. TERM I OR II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PLA1435 CORPORATIONS 3 SEMESTER HOURS

THIS COURSE PROVIDES AN IN DEPTH STUDY OF CORPORATE LAW. TOPICS COVERED INCLUDE TYPES OF CORPORATIONS, ARTICLES OF INCORPORATION, BYLAWS, SHAREHOLDERS' AGREEMENTS, VOTING RIGHTS, MANAGEMENT STRUCTURE, DIRECTORS' POWERS, AND VOLUNTARY/INVOLUNTARY DISSOLUTIONS. NON PROFIT CORPORATIONS AND PROFESSIONAL ASSOCIATIONS ARE ALSO DISCUSSED. TERM I OR II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PLA1504 PROCEDURES FOR REAL ESTATE TITLE CLOSING 3 SEMESTER HOURS

THIS COURSE SURVEYS THE BASIC CONCEPTS OF REAL PROPERTY LAW. THE STUDENTS STUDY HOW TO HANDLE A REAL ESTATE TRANSACTION FROM THE DRAFTING OF A CONTRACT TO ITS CLOSING. THE NATURE OF PROPERTY, THE CONSEQUENCES OF ITS POSSESSION, AND MECHANICS OF THE TITLE EXAMINATION ARE ALSO STUDIED. TERM I OR II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PLA1603 PROBATE PRACTICE 3 SEMESTER HOURS

THIS COURSE PREPARES LEGAL ASSISTANTS TO WORK EFFECTIVELY UNDER THE SUPERVISION OF A LAWYER IN THE PROBATE OF AN ESTATE. THE FLORIDA PROBATE CODE AND RELATED TAXES ARE STUDIED. PREPARATION OF PLEADINGS IS INCLUDED. TERM I OR II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PLA1803 DOMESTIC RELATIONS 3 SEMESTER HOURS
THIS COURSE SURVEYS DOMESTIC RELATIONS, AND INCLUDES TOPICS SUCH AS MARRIAGE, DISSOLUTIONS OF MARRIAGE, SEPARATION AGREEMENTS, CUSTODY, LEGITIMACY, ADOPTION, NAME CHANGES, SUPPORT, COURT PROCEDURES, AND PROPERTY DISPOSITION. TERM I OR II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PLA2114 LEGAL WRITING AND DRAFTING 3 SEMESTER HOURS
PREREQUISITE: PLA1104. THIS COURSE CONCENTRATES ON DEVELOPING SKILLS IN THE GRAMMAR, LANGUAGE, AND FORMAT OF LEGAL DOCUMENTS. EMPHASIS IS PLACED ON DRAFTING INTEROFFICE MEMORANDA. OTHER DOCUMENTS DRAFTED INCLUDE BUSINESS LETTERS, BRIEFS, PLEADINGS, AND CONTRACTS. TERM I OR II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PLA2940 LEGAL ASSISTING PRACTICUM 6 SEMESTER HOURS
PREREQUISITES: PROGRAM COORDINATOR'S APPROVAL. THIS COURSE IS DESIGNED TO APPLY THE KNOWLEDGE AND SKILLS DEVELOPED IN THE REQUIRED COURSES THROUGH PRACTICAL WORK EXPERIENCE. THE STUDENT WILL PERFORM LEGAL WORK FOR 180 HOURS UNDER THE SUPERVISION OF AN ATTORNEY. TERM I, II AND III. SOUTH CAMPUS ONLY.
LEC HRS = 000 LABHRS = 000 OTH HRS = 180 FEES = 0000.00

MANAGEMENT

MAN2021 INTRODUCTION TO MANAGEMENT 3 SEMESTER HOURS
THIS COURSE COVERS FUNDAMENTAL MANAGEMENT PRINCIPLES AND CONCEPTS. EMPHASIS IS ON THE MANAGEMENT FUNCTIONS OF PLANNING, ORGANIZING, STAFFING, DIRECTING AND CONTROLLING. PRINCIPLES OF SCIENTIFIC MANAGEMENT, MOTIVATION, AND ECONOMIC ANALYSIS ARE STUDIED RELATIVE TO THEIR USE IN BUSINESS DECISIONS. TERM I AND II/ALL CAMPUSES. TERM III/SOUTH CAMPUS. OPEN COLLEGE.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MNA2345 PRINCIPLES OF SUPERVISION 3 SEMESTER HOURS
THIS COURSE COVERS FUNDAMENTAL SUPERVISION PRINCIPLES AND TECHNIQUES. IT EMPHASIZES THE ROLE OF SUPERVISION IN BUSINESS ORGANIZATIONS THROUGH THE PROPER HANDLING OF HUMAN RELATIONS WITH EMPLOYEES, OTHER SUPERVISORS AND HIGHER MANAGEMENT. ISSUES INCLUDE EMPLOYEE MORALE, ABSENTEEISM, MOTIVATION, AND RELATED BEHAVIORAL TOPICS. TERM I AND II/ALL CAMPUSES.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MNA2601 INTERNATIONAL BUSINESS ENVIRONMENT 3 SEMESTER HOURS
A BASIC COURSE IN INTERNATIONAL BUSINESS THEORY AND PRACTICE FOCUSING ON THE CHALLENGES OF MANAGING THE OPERATIONS OF AN INTERNATIONAL BUSINESS IN DIVERSE LEGAL, POLITICAL, ECONOMIC, AND CULTURAL ENVIRONMENTS. EMPHASIS IS PLACED ON STRATEGIC PLANNING AND DECISION MAKING FOR THE INTERNATIONAL OPERATIONS OF DOMESTIC, FOREIGN AND MULTINATIONAL CORPORATIONS. TERM II/NORTH CAMPUS ONLY.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MARKETING

MAR1011 PRINCIPLES OF MARKETING 3 SEMESTER HOURS
AN INTRODUCTORY COURSE COVERING THE MARKETING MANAGEMENT PROCESS. SPECIAL TOPICS INCLUDE THE MARKETING MANAGER'S ROLE IN A MARKET DIRECTED ECONOMY, MARKETING OBJECTIVES, STRATEGIC PLANNING, AND DEVELOPING MARKETING MIXES FOR TARGET MARKETS. MATERIAL IS PRESENTED AS IT RELATES TO THE FOUR "P'S" OF MARKETING: PRODUCT, PLACE, PROMOTION AND PRICE. AS A LEARNING ACTIVITY, STUDENTS PREPARE CASE STUDY ANALYSES OF BUSINESSES ENGAGED IN MANUFACTURING, WHOLESALING, RETAILING AND SERVICES. TERM I, II AND III/ALL CAMPUSES. OPEN COLLEGE.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MAR2141 INTERNATIONAL MARKETING 3 SEMESTER HOURS
THIS COURSE EXAMINES BASIC MARKETING PRINCIPLES RELATED TO BUSINESS IN AN INTERNATIONAL SETTING. EMPHASIS IS PLACED ON THE ROLE OF THE INTERNATIONAL MARKETING MANAGER IN THE DEVELOPMENT OF MARKETING STRATEGIES FOR A VARIETY OF MARKETS IN DIVERSE CULTURAL AND ECONOMIC SITUATIONS. TOPICS COVERED INCLUDE THE DECISION MAKING PROCESS IN THE AREAS OF FOREIGN MARKET ANALYSIS, TARGET MARKET IDENTIFICATION, PRODUCT PLANNING, PROMOTION, AND CHANNELS OF DISTRIBUTION. THIS COURSE IS ONLY TAUGHT AT THE COLLEGE. TERM I/NORTH CAMPUS/ODD YEARS ONLY. TERM II/CENTRAL CAMPUS.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MKA1021 SALESMANSHIP 3 SEMESTER HOURS
THROUGH A COMBINATION OF PRINCIPLES AND TECHNIQUES, THIS COURSE IDENTIFIES THE WHY, WHAT, HOW AND WHEN OF SELLING. STUDENTS DEVELOP SKILLS IN PROSPECTING, OPENING THE SALE, PRESENTING CUSTOMER BENEFITS, OVERCOMING OBJECTIONS, AND CLOSING THE SALE. TERM I AND II/ALL CAMPUSES. TERM III/ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MKA1511 ADVERTISING 3 SEMESTER HOURS
THIS COURSE INTRODUCES THE USE OF PROMOTIONAL STRATEGY AND MARKETING COMMUNICATIONS IN ACHIEVING MARKETING OBJECTIVES. IT FOCUSES ON HOW PRODUCT FEATURES/BENEFITS CAN BE TRANSLATED INTO PROMOTIONAL APPEALS THAT WILL INFLUENCE CUSTOMER PURCHASING BEHAVIOR. TOPICS INCLUDE PROMOTIONAL OBJECTIVES, PRODUCT POSITIONING, SELECTING MEDIA, CREATIVE ANALYSES, BUDGETING AND MEASURING PROMOTIONAL EFFECTIVENESS. AS A LEARNING ACTIVITY, STUDENTS PREPARE A PROMOTIONAL PROGRAM FOR A PRODUCT, BUSINESS, OR NOT FOR PROFIT ORGANIZATION. TERM I/NORTH AND SOUTH CAMPUSES. TERM II/CENTRAL CAMPUS.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MKA1930 SEMINAR I: MARKETING IN PERSPECTIVE 3 SEMESTER HOURS
THIS COURSE INCLUDES MARKETING MANAGEMENT RELATED ACTIVITIES SUCH AS INDIVIDUAL PROJECTS IN PROMOTION AND ENTREPRENEURSHIP, MARKETING RESEARCH AND CAREER PLANNING. THE STUDENTS HAVE THE OPPORTUNITY TO DEVELOP LEADERSHIP SKILLS THROUGH PARTICIPATION IN DECA RELATED ACTIVITIES. TERM I AND II/NORTH AND CENTRAL CAMPUSES.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MKA2031 PURCHASING I 3 SEMESTER HOURS
THIS COURSE PROVIDES A STUDY OF THE PURCHASING FUNCTION. TOPICS COVERED INCLUDE ITS ORGANIZATION AND POLICIES; ITS LEGAL ASPECTS AND

ETHICS; SOURCES OF SUPPLY, QUALITY CONCEPTS, QUANTITY DETERMINATION, PRICING, AND COST IMPROVEMENT; FORECASTING; AUTOMATION; MAKE OR BUY CAPITAL EQUIPMENT DECISIONS; TRAFFIC METHODS, RECEIVING, STORING, AND INVENTORY CONTROL; PERFORMANCE EVALUATION AND RELATED PERSONNEL ISSUES. TERM: ON DEMAND/CENTRAL CAMPUS ONLY.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MKA2102 RETAILING 3 SEMESTER HOURS
THIS COURSE PROVIDES AN INTRODUCTION TO THE MANAGEMENT FUNCTIONS UNIQUE TO RETAIL STORE OPERATIONS. SPECIAL TOPICS INCLUDE DEPARTMENT STORE ORGANIZATION, SHRINKAGE PREVENTION, STORE LOCATION AND LAYOUT, SHOPPING CENTERS, AND MERCHANDISING. TERM II/CENTRAL AND NORTH CAMPUSES.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MKA2931 SEMINAR II: RESEARCH 3 SEMESTER HOURS IN MARKETING
PREREQUISITE: MKA1930. THIS COURSE INCLUDES MARKETING MANAGEMENT RELATED ACTIVITIES SUCH AS INDIVIDUAL PROJECTS IN PROMOTION AND ENTREPRENEURSHIP, MARKETING RESEARCH AND CAREER PLANNING. THE STUDENTS HAVE THE OPPORTUNITY TO DEVELOP LEADERSHIP SKILLS THROUGH PARTICIPATION IN DECA RELATED ACTIVITIES. TERM I AND II/CENTRAL AND NORTH CAMPUSES.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MKA2932 SEMINAR III: 3 SEMESTER HOURS MARKETING MANAGEMENT
PREREQUISITE: MKA2931. THIS COURSE INCLUDES MARKETING MANAGEMENT RELATED ACTIVITIES SUCH AS INDIVIDUAL PROJECTS IN PROMOTION AND ENTREPRENEURSHIP, MARKETING RESEARCH AND CAREER PLANNING. THE STUDENTS HAVE THE OPPORTUNITY TO DEVELOP LEADERSHIP SKILLS THROUGH PARTICIPATION IN DECA RELATED ACTIVITIES. TERM I AND II/CENTRAL AND NORTH CAMPUSES.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MKA2957 INTERNATIONAL 3 SEMESTER HOURS MARKETING OVERSEAS
THIS COURSE EXAMINES BASIC MARKETING PRINCIPLES RELATED TO INTERNATIONAL BUSINESS. EMPHASIS IS PLACED ON THE ROLE OF THE INTERNATIONAL MARKETING MANAGER IN DEVELOPING MARKETING STRATEGIES FOR MARKETS IN DIVERSE CULTURAL AND ECONOMIC SITUATIONS. TOPICS COVERED INCLUDE THE DECISION MAKING PROCESS IN THE AREAS OF FOREIGN MARKET ANALYSIS, TARGET MARKET IDENTIFICATION, PRODUCT PLANNING, PROMOTION, AND CHANNELS OF DISTRIBUTION. TERM: ON DEMAND/THIS COURSE IS TAUGHT OVERSEAS.
LEC HRS = 016 LABHRS = 000 OTH HRS = 032 FEES = 0000.00

MATHEMATICS

MAC1102 COLLEGE ALGEBRA 3 SEMESTER HOURS
A COLLEGE ALGEBRA COURSE EMPHASIZING RADICALS, EXPONENTS, COMPLEX NUMBERS, LINEAR AND QUADRATIC EQUATIONS AND INEQUALITIES, EXPONENTIAL AND LOGARITHMIC PROPERTIES, FUNCTIONS AND EQUATIONS, RELATIONS AND FUNCTIONS AND THEIR GRAPHS, & SYSTEMS OF EQUATIONS AND INEQUALITIES WITH APPLICATIONS THROUGHOUT THE COURSE. PREREQUISITES: MAT1034 WITH A GRADE OF C OR BETTER OR PLACEMENT THROUGH THE COUNSELING DEPARTMENT.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MAC1132 PRE CALCULUS 3 SEMESTER HOURS MATHEMATICS I
TOPICS FROM ALGEBRA AND TRIGONOMETRY WITH EMPHASIS ON FUNCTIONS AND GRAPHS. TOPICS INCLUDE POLYNOMIAL, RATIONAL, EXPONENTIAL, AND LOGARITHMIC FUNCTIONS AND EQUATIONS, AND ANALYTIC TRIGONOMETRY. PREREQUISITE: MAC1102 WITH GRADE OF "C" OR BETTER OR RECOMMENDATION OF THE MATHEMATICS DEPARTMENT. MEETS 3 CREDITS TOWARD THE GENERAL EDUCATION (4B OR 5) A.A. DEGREE REQUIREMENTS. 3 HRS.LEC. TERM I, II, OR III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MAC1133 PRE CALCULUS 3 SEMESTER HOURS MATHEMATICS II
A CONTINUATION OF ALGEBRA AND TRIGONOMETRY INCLUDING MATHEMATICAL INDUCTION, SEQUENCES AND SERIES, CONICS, ANALYTIC TRIGONOMETRY, SOLUTION OF OBLIQUE TRIANGLES, DEMOIVRE'S THEOREM, AND SYSTEMS OF EQUATIONS AND INEQUALITIES. CREDIT WILL NOT BE GIVEN FOR BOTH THIS COURSE AND MTB1322. PREREQUISITE: MAC1132 WITH A GRADE OF "C" OR BETTER OR RECOMMENDATION OF THE MATHEMATICS DEPARTMENT. MEETS 3 CREDITS TOWARD THE GENERAL EDUCATION (4B OR 5) A.A. DEGREE REQUIREMENTS. 3 HRS.LEC./TERM I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MAC1930 SPECIAL TOPICS IN 3 SEMESTER HOURS CALCULUS
COURSE DESIGNED FOR SECONDARY TEACHERS TO DEVELOP A VARIETY OF CALCULUS TOPICS AND INCREASE INTUITIVE UNDERSTANDING. CREDITS FOR THIS COURSE MAY NOT BE USED TO MEET THE GENERAL EDUCATION REQUIREMENTS FOR THE A.A. DEGREE. OFFERED ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MAC2233 BUSINESS CALCULUS 3 SEMESTER HOURS
THIS IS A GENERAL EDUCATION COURSE WHICH INCLUDES THE COLLEGE LEVEL SKILLS OF CALCULUS SUCH AS: FUNCTIONS, GRAPHS, LIMITS, DIFFERENTIATION, INTEGRATION AND APPLICATIONS. THIS COURSE SATISFIED THREE HOURS OF THE MATHEMATICS REQUIREMENT FOR THE AA DEGREE. PREREQUISITE: MAC1102. 3 HRS.LEC. TERMS I, II AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MAC2311 CALCULUS AND 5 SEMESTER HOURS ANALYTICAL GEOMETRY I
THIS IS THE FIRST OF A THREE-COURSE SEQUENCE IN CALCULUS. TOPICS FROM ANALYTIC GEOMETRY, FUNCTIONS, LIMITS, CONTINUITY, DERIVATIVES AND THEIR APPLICATIONS, TRANSCENDENTAL FUNCTIONS, ANTIDERIVATIVES AND DEFINITE INTEGRALS. MEETS 5 CREDITS OF AREA 4B, 5 AND 7 OF THE GENERAL EDUCATION REQUIREMENTS FOR THE A.A. DEGREE. 5 HRS.LEC./TERMS I, II AND III.
LEC HRS = 80 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MAC2312 CALCULUS AND 5 SEMESTER HOURS ANALYTICAL GEOMETRY II
THIS IS THE SECOND OF A THREE-COURSE SEQUENCE IN CALCULUS. TOPICS INCLUDING TECHNIQUES OF INTEGRATION, CONICS, POLAR COORDINATES, INDETERMINATE FORMS AND PROPER INTEGRALS, AND INFINITE SERIES, MULTIVARIATE FUNCTIONS AND MULTIPLE INTEGRALS WILL BE COVERED. MEETS 5 CREDITS OF AREA 4B, 5 AND 7 OF THE GENERAL EDUCATION REQUIREMENTS FOR THE A.A. DEGREE. 5 HRS. LEC./TERMS I, II AND III.
LEC HRS = 80 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MAC2313 CALCULUS AND 4 SEMESTER HOURS ANALYTICAL GEOMETRY III
THIS IS THE THIRD OF A THREE-COURSE SEQUENCE IN CALCULUS. TOPICS INCLUDING VECTORS IN 3-SPACE,

DIMENSIONAL SURFACES, MULTIVARIATE FUNCTIONS, CYLINDRICAL AND SPHERICAL COORDINATES, MULTIPLE INTEGRALS, PARTIAL DERIVATIVES, VECTOR FIELDS, GREEN'S THEOREM, AND STOKES'S THEOREM WILL BE COVERED. MEETS 4 CREDITS OF AREA 4B, 5 AND 7 OF THE GENERAL EDUCATION REQUIREMENTS FOR THE A.A. DEGREE. 4 HRS. LEC./TERMS I, II, AND III.
LEC HRS = 64 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MAP2302 DIFFERENTIAL EQUATIONS 3 SEMESTER HOURS

TOPICS INCLUDING THE CLASSIFICATION AND SOLUTION OF EQUATIONS INVOLVING VARIABLES, AND THEIR DERIVATIVES WITH NUMEROUS APPLICATIONS. PREREQUISITE: MAC2317 OR MAC2304 WITH GRADE OF C OR BETTER. MEETS 3 CREDITS OF THE GENERAL EDUCATION 4 B OR 5 AA DEGREE REQUIREMENTS. THIS COURSE MAY BE TAKEN FOR HONORS CREDIT WITH PERMISSION OF THE INSTRUCTOR. 3 HRS. LEC./ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MAS2103 LINEAR ALGEBRA 3 SEMESTER HOURS

A FIRST COURSE IN LINEAR ALGEBRA, EMPHASIZING THE ALGEBRA OF MATRICES AND VECTOR SPACES. RECOMMENDED FOR STUDENTS MAJORING IN MATHEMATICS OR RELATED AREAS. PREREQUISITE: MAC133 WITH A GRADE OF C OR BETTER, AND RECOMMENDATION OF THE MATHEMATICS DEPARTMENT. MEETS 3 CREDITS OF THE GENERAL EDUCATION 4 B OR 5 AA DEGREE REQUIREMENTS. THIS COURSE MAY BE TAKEN FOR HONORS CREDIT WITH THE PERMISSION OF THE INSTRUCTOR. 3 HRS. LEC./ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MAT0012 PRE ALGEBRA 4 SEMESTER HOURS

A COURSE TO IMPROVE THE ABILITIES OF THE STUDENT WHO HAS HAD DIFFICULTIES IN ARITHMETIC. THIS COURSE WILL HELP THE STUDENT LEARN HOW TO READ THE LANGUAGE OF MATHEMATICS, TO DEVELOP PROBLEM SOLVING SKILLS AND IMPROVE BASIC ARITHMETIC AND ALGEBRAIC SKILLS. THIS COURSE INCLUDES COLLEGE LEVEL ACADEMIC SKILLS IN ARITHMETIC AND GEOMETRY. NON TRANSFERABLE. 3 HRS. LEC./TERM I, II, III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

MAT0012L PRE ALGEBRA LAB 0 SEMESTER HOURS

A LABORATORY COURSE THAT WILL SUPPLEMENT CLASSROOM INSTRUCTION IN MAT0012. INSTRUCTION WILL FOCUS ON THE INDIVIDUAL NEEDS OF THE STUDENT. THIS COURSE MUST BE TAKEN CONCURRENTLY WITH MAT0012.

LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0000.00

MAT0024 ELEMENTARY ALGEBRA 4 SEMESTER HOURS

A COURSE TO HELP STUDENTS LEARN THE BASIC ALGEBRA NEEDED FOR COLLEGE LEVEL MATHEMATICS COURSES. THE STUDENT WILL LEARN HOW TO APPLY HIS OR HER KNOWLEDGE OF ARITHMETIC AND ALGEBRA TO MANY PROBLEMS. THE COURSE INCLUDES MANY OF THE COLLEGE LEVEL ACADEMIC SKILLS IN ALGEBRA. PREREQUISITE KNOWLEDGE OF PRE ALGEBRA. CREDIT FOR THIS COURSE MAY NOT BE USED TO MEET DEGREE REQUIREMENTS. 3 HRS. LEC. TERM I, II AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

MAT0024L ELEMENTARY ALGEBRA LAB 0 SEMESTER HOURS

A LABORATORY COURSE THAT WILL SUPPLEMENT CLASSROOM INSTRUCTION IN MAT0024. INSTRUCTION WILL FOCUS ON THE INDIVIDUAL NEEDS OF THE STUDENT. THIS COURSE MUST BE TAKEN CONCURRENTLY WITH MAT0024.

LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0000.00

MAT1034 INTERMEDIATE ALGEBRA 3 SEMESTER HOURS
A CONTINUATION OF ALGEBRA EMPHASIZING SETS, PRODUCTS AND FACTORING, OPERATIONS WITH RATIONAL EXPRESSIONS, ALGEBRAIC FUNCTIONS, RADICALS, EXPONENTS, ABSOLUTE VALUE, LINEAR AND QUADRATIC EQUATIONS, INEQUALITIES, GRAPHS, SYSTEMS OF EQUATION, RELATIONS AND FUNCTIONS WITH APPLICATIONS THROUGHOUT THE COURSE. THIS COURSE WILL AWARD 3 HOURS OF ELECTIVE CREDIT TOWARDS THE GENERAL EDUCATION (AREA 7) DEGREE REQUIREMENTS. PREREQUISITE: HIGH SCHOOL ALGEBRA II WITH A GRADE OF "C" OR BETTER AND PLACEMENT BY THE COUNSELING DEPARTMENT OR COMPLETION OF MAT0024 WITH A GRADE OF "C" OR BETTER. 3 HRS. LEC. TERM I, II AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

MGF0930 MATHEMATICS CLAST REVIEW SPECIAL TOPICS 0 SEMESTER HOURS

A TEN HOUR MATHEMATICS REVIEW COURSE TO ASSIST STUDENTS IN PREPARATION FOR THE CLAST.

LEC HRS = 010 LABHRS = 000 OTH HRS = 000 FEES = 0018.00

MGF1202 FINITE MATHEMATICS 3 SEMESTER HOURS

THIS IS A GENERAL EDUCATION COURSE WHICH INCLUDES THE COLLEGE LEVEL SKILLS NOT INCLUDED IN THE COURSES MAT0012, MAT0024 & MAT1034. THE COURSE WILL INCLUDE TOPICS IN LOGIC, GEOMETRY, SET THEORY, PROBABILITY, AND STATISTICS. THE COURSE SATISFIES THREE HOURS OF THE MATHEMATICS REQUIREMENTS FOR THE A.A. DEGREE. PREREQUISITES: MAT1034 OR SUFFICIENT SCORES ON PLACEMENT TESTS. 3 HRS. LEC. TERM I, II, AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

MGF1204 FINITE MATHEMATICS, PART I 1 SEMESTER HOUR

THIS COURSE IS ONE OF THREE ONE HOUR COURSES IN GENERAL EDUCATION MATHEMATICS WHICH MAY BE TAKEN IN ANY SEQUENCE AS AN ALTERNATIVE TO THE THREE HOUR COURSE, FINITE MATHEMATICS MGF1202. THE COURSE INCLUDES TOPIC IN LOGIC AND SET THEORY. COMPLETION OF MGF1204 MGF1205 AND MGF1206 SATISFIES THE SAME GENERAL EDUCATION REQUIREMENTS AS MGF1202. SEE MGF1202 FOR PREREQUISITE. 1 HR. LEC./ON DEMAND.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MGF1205 FINITE MATHEMATICS, PART II 1 SEMESTER HOUR

THIS COURSE IS ONE OF THE THREE HOUR COURSES IN GENERAL EDUCATION MATHEMATICS WHICH MAY BE TAKEN IN ANY SEQUENCE AS AN ALTERNATIVE TO THE THREE HOUR COURSE FINITE MATHEMATICS MGF1202. THE COURSE INCLUDES TOPICS IN GEOMETRY. COMPLETION OF MGF1204, MGF1205 AND MGF1206 SATISFIES THE SAME GENERAL EDUCATION REQUIREMENTS AS MGF1202. SEE MGF1202 FOR PREREQUISITES. 1 HR. LEC./ON DEMAND.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MGF1206 FINITE MATHEMATICS, PART III 1 SEMESTER HOUR

THIS COURSE IS ONE OF THE THREE ONE HOUR COURSES IN GENERAL EDUCATION MATHEMATICS WHICH MAY BE TAKEN IN ANY SEQUENCE AS AN ALTERNATIVE TO THE THREE HOUR COURSE FINITE MATHEMATICS MGF1202. THE COURSE INCLUDES TOPICS IN PROBABILITY AND STATISTICS. COMPLETION OF MGF1204 MGF1205 AND MGF1206 SATISFIES THE SAME GENERAL EDUCATION REQUIREMENTS AS MGF1202, SEE MGF1202 FOR PREREQUISITES. 1 HR. LEC./ON DEMAND.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MTB1304 MATHEMATICS WITH MACHINES 1 SEMESTER HOUR

TOPICS INCLUDE FLOW CHARTS, THE BASIC PROGRAMMING LANGUAGE, MACHINE LANGUAGES,

FAMILIARIZATION WITH THE TYPE OF PROBLEMS MACHINES CAN HANDLE AND DEVELOPMENT OF PROBLEM SOLVING SKILLS, THE CLASS MEETS 1 HOUR PER WEEK. 1 HR. LAB/ON DEMAND.
LEC HRS = 006 LABHRS = 010 OTH HRS = 000 FEES = 0006.00

MTB1320 MATH TOPICS FOR NURSES I SEMESTER HOUR
THIS COURSE PROVIDES AN INTENSIVE REVIEW OF MATHEMATICS OPERATIONS INVOLVING FRACTIONS, DECIMALS, PERCENTS, RATIOS AND PROPORTIONS UNITS AND MEASURES IN APOTHECARIES, METRIC, AND HOUSEHOLD SYSTEMS ARE ALSO DISCUSSED WITH A MAJOR EMPHASIS UPON APPLICATION FOR THE CALCULATION OF BOTH ORAL AND PARENTERAL DRUG DOSAGES. 1 HR. LEC. ON DEMAND.
LEC HRS = 016 LABHRS = 000 OTH HRS = 002 FEES = 0000.00

MTB1321 TECHNICAL MATHEMATICS I 3 SEMESTER HOURS
THIS IS THE FIRST COURSE OF A TWO TERM SEQUENCE DESIGNED FOR STUDENTS WHO WISH TO STUDY A FIELD OF TECHNOLOGY. TOPICS INCLUDE ALGEBRA, CONCEPTS IN GRAPHING, AND APPLIED GEOMETRY. CREDIT WILL NOT BE GRANTED FOR BOTH THIS COURSE AND MAT1034. THIS COURSE IS NOT RECOMMENDED FOR TRANSFER STUDENTS. 3 HRS. OF LECTURE TERM I, II AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MTB1322 TECHNICAL MATH II 3 SEMESTER HOURS
THIS IS THE SECOND COURSE IN A TWO TERM SEQUENCE FOR TECHNOLOGY MAJORS. TOPICS INCLUDE SYSTEMS OF LINEAR EQUATIONS, QUADRATIC EQUATIONS, RIGHT TRIANGLE, TRIGONOMETRY, OBLIQUE TRIANGLE, VECTORS, AND POLAR COORDINATES. CREDIT WILL NOT BE GIVEN FOR BOTH THIS COURSE AND MAC1133. THIS COURSE IS NOT RECOMMENDED FOR TRANSFER STUDENTS. 3 HRS. LEC. TERM I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MTG2204 GEOMETRY FOR TEACHERS 3 SEMESTER HOURS
THIS COURSE IS DESIGNED FOR MIDDLE AND HIGH SCHOOL MATHEMATICS TEACHERS. THE COURSE EMPHASIZES EUCLIDEAN PLANE GEOMETRY WITH AN INTRODUCTION TO THE NON EUCLIDEAN GEOMETRIES. THE PROBLEMS, PROOFS, AND CONSTRUCTIONS INVOLVE LINE SEGMENTS, ANGLES, TRIANGLES, POLYGONS, CIRCLES, PARALLEL LINES, AND SIMILARITY. CREDIT FOR THIS COURSE MAY NOT BE USED TO MEET GENERAL EDUCATION REQUIREMENTS FOR THE A.A. DEGREE. OFFERED ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SLS1533 MATHEMATICS STUDY SKILLS 1 SEMESTER HOUR
THIS COURSE IS DESIGNED FOR STUDENTS WHO ARE HAVING DIFFICULTY IN MATH. THE COURSE CAN HELP A STUDENT PASS COLLEGE PREPARATORY MATH COURSES, WITH EMPHASIS PLACED ON IMPROVING STUDY SKILLS, REDUCING TEST ANXIETY, GAINING CONTROL OVER MATH AND EVALUATING AREAS RELATING TO MATH SUCCESS.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MEDICAL ASSISTING TECHNOLOGY

HSC1531 MEDICAL TERMINOLOGY I 3 SEMESTER HOURS
PROVIDES A BROAD SURVEY OF THE LANGUAGE OF MEDICINE AND HEALTH TECHNOLOGIES. EMPHASIS IS PLACED ON THE BUILDING OF MEDICAL TERMS FROM WORD PARTS. SPECIAL PRONUNCIATION LEARNING AIDS ARE AVAILABLE IN THE LANGUAGE LABORATORY TO ASSIST STUDENTS IN DEVELOPING COMPETENCY. PREREQUISITE: NONE.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

HSC1532 CLINICAL TERMINOLOGY 3 SEMESTER HOURS
CONTINUATION OF MEA0010 WITH IN DEPTH STUDY OF MEDICAL TERMINOLOGY. SPECIFICALLY RELATED TO THE HUMAN TISSUES, ORGANIC SYSTEMS, AND DISEASE PROCESSES. THIS COURSE IS FOR MEDICAL ASSISTING STUDENTS ONLY. PREREQUISITE: MEA0010.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MEA0002 INTRODUCTION TO MEDICAL ASSISTING 0 SEMESTER HOURS
AN OVERVIEW OF MEDICAL ASSISTING AND RELATED HEALTH PROFESSIONS INCLUDING DUTIES AND RESPONSIBILITIES. PUBLIC RELATIONS AND INTERPERSONAL RELATIONSHIPS OF THE HEALTH TEAM MEMBERS ARE EMPHASIZED. STUDY OF THE VARIOUS MEDICAL SPECIALTIES AND THE HISTORY OF MEDICINE ARE INCLUDED. FRONT OFFICE PROCEDURES INCLUDE TELEPHONE TECHNIQUES, MEDICAL RECORDS MANAGEMENT AND MAIL PROCESSING. PREREQUISITE: PROGRAM ADMISSIONS.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MEA0200 CLINICAL PRACTICES AND PROCEDURES 0 SEMESTER HOURS
AN ORIENTATION TO PATIENT CARE IN THE PHYSICIAN'S EXAMINING ROOM WITH EMPHASIS IN ROUTINE AND SPECIALTY PHYSICAL EXAMINATIONS. PREREQUISITE: PROGRAM ADMISSIONS. COREQUISITES: MEA1010, MEA0102, MEA0812.
LEC HRS = 008 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MEA0200L CLINICAL PRACTICES AND PROCEDURES LAB I 0 SEMESTER HOURS
PRACTICE AT DEVELOPING COMPETENCY IN ROUTINE AND SPECIALTY PHYSICAL EXAMINATIONS WITH REGARD TO EXAMINING ROOM PREPARATION AND PATIENT PREPARATION. PREREQUISITE: PROGRAM ADMISSION. COREQUISITE: MEA0200, MEA1010, MEA0201, MEA0812.
LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

MEA0201 CLINICAL PRACTICES II 0 SEMESTER HOURS
CONTINUATION OF MEA0200 TO INCLUDE PRINCIPLES AND PRACTICE OF ACCEPTIC TECHNIQUE, STERILIZATION OF INSTRUMENTS AND PREPARATION AND ADMINISTRATION OF MEDICATION. PREREQUISITE: MEA0200, MEA0200L. COREQUISITE: MEA0201L, MEA0005, MEA0813, MEA0812.
LEC HRS = 008 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MEA0201L CLINICAL PRACTICES AND PROCEDURES II, LAB 0 SEMESTER HOURS
CONTINUATION OF MEA0201 IN A LABORATORY SETTING WITH PRACTICE AT DEVELOPING COMPETENCY AT USING STERILIZATION INSTRUMENTS AND METHODS, PRACTICING ACCEPTIC TECHNIQUES AND PREPARATION AND ADMINISTRATION OF MEDICATIONS. PREREQUISITE: MEA0200, MEA0200L. COREQUISITE: MEA0201, MEA0005, MEA0813, MEA0812.
LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

MEA0242 PHARMACOLOGY FOR THE MEDICAL ASSISTANT 0 SEMESTER HOURS
PROVIDES A BASIC COURSE IN MEDICATIONS WITH STRESS PLACED ON SOURCES, CLASSIFICATIONS, ADMINISTRATION, DOSAGE, CONTRAINDICATIONS AND SIDE EFFECTS. PREREQUISITE: PROGRAM ADMISSION.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MEA0251 INTRODUCTION TO NON-INVASIVE CARDIOLOGY PROCEDURE 0 SEMESTER HOURS
AN INTRODUCTION TO ELECTROCARDIOGRAPHY AND OTHER NON INVASIVE CARDIOLOGY PROCEDURES TO INCLUDE THE ANATOMY AND PHYSIOLOGY OF THE HEART AND GREAT VESSELS. PREREQUISITE: PROGRAM ADMISSIONS.
LEC HRS = 008 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

MEA0255 MEDICAL OFFICE LABORATORY PROCEDURES 0 SEMESTER HOURS
INCLUDES INSTRUCTION AND PRACTICE IN SPECIMEN COLLECTION, MICROSCOPY, URINALYSIS AND BASIC OFFICE BACTERIOLOGY. PREREQUISITE: MEA0005, MEA0813, MEA0200, MEA0201. COREQUISITE: MEA0300L, MEA0814, MEA0814L, MEA0011, MEA0800.
LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0000.00

MEA0255L MEDICAL OFFICE LABORATORY PROCEDURES LAB 0 SEMESTER HOURS
PRACTICE IN SPECIMEN COLLECTION, MICROSCOPY, URINALYSIS AND BASIC OFFICE BACTERIOLOGY. PROFESSIONAL UNIFORM REQUIRED. PREREQUISITE: MEA0005, MEA0813, MEA0200, MEA0201. COREQUISITE: MEA0300, MEA0814, MEA0814L, MEA0011, MEA0800.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

MEA0256 MEDICAL OFFICE LABORATORY PROCEDURES II 0 SEMESTER HOURS
INCLUDES INSTRUCTION IN BASIC OFFICE HEMATOLOGY AND CHEMISTRY. PREREQUISITE: MEA0300, MEA0300L, MEA0005, MEA0200, MEA0201. COREQUISITE: MEA0301L, MEA0814, MEA0814L, MEA0011, MEA0800.
LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0000.00

MEA0256L MEDICAL OFFICE LABORATORY PROCEDURES II, LAB 0 SEMESTER HOURS
INCLUDES INSTRUCTION IN BASIC OFFICE HEMATOLOGY AND CHEMISTRY.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

MEA0258 RADIOLOGY FOR THE MEDICAL ASSISTANT 0 SEMESTER HOURS
PROVIDES INSTRUCTION IN THE BASIC PRINCIPLES OF XRAY, FILM HANDLING, PROCESSING, RADIOGRAPHIC TECHNIQUE, RADIATION BIOLOGY AND RADIATION PROTECTION. PREREQUISITE: PROGRAM ADMISSION OR DEPARTMENT PERMISSION.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MEA0259 RADIOLOGY FOR MEDICAL ASSISTING PART II 0 SEMESTER HOURS
A CONTINUATION OF MEA0813 WITH EMPHASIS ON RADIOGRAPHIC PROCEDURES AND POSITIONING, PATIENT CARE AND MANAGEMENT WITH EMPHASIS ON TERMINOLOGY, ANATOMY, POSITIONING AND PROCEDURES, ASEPTIC AND STERILE TECHNIQUE. WILL ALSO INCLUDE A BRIEF REVIEW OF SUBJECTS TAUGHT IN MEA0813.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MEA0259L RADIOLOGY FOR MEDICAL ASSISTING PART II LAB 0 SEMESTER HOURS
THE PRINCIPLES OF RADIOGRAPHIC ANATOMY AND POSITIONING RELATED TO THE CHEST, UPPER AND LOWER EXTREMITIES. STUDENTS LEARN ANATOMY OF THE BODY PARTS AND THE RADIOGRAPHIC POSITIONS AND PROJECTIONS ROUTINELY EMPLOYED IN THE IMAGING OF THESE PARTS. EACH POSITION OR PROJECTION STUDIED WILL BE PRACTICED IN THE LABORATORY.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

MEA0302 ADMINISTRATIVE OFFICE PROCEDURES 0 SEMESTER HOURS
DEALS WITH FINANCIAL MANAGEMENT OF THE MEDICAL OFFICE TO INCLUDE: BASIC ACCOUNTING, PEGBOARD, BILLING, COLLECTIONS, COMPUTER APPLICATIONS, HEALTH INSURANCE, AND FILING CLAIMS. PREREQUISITE: PROGRAM ADMISSIONS.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MEA0382 MEDICAL LAW AND ETHICS 0 SEMESTER HOURS
THE ETHICS OF MEDICINE AND MEDICAL PRACTICE ARE STUDIED. LEGAL REQUIREMENTS AND IMPLICATIONS TO THE MEDICAL PROFESSIONAL ARE

STRESSED. PREREQUISITE: PROGRAM ADMISSIONS.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MEA0800 EXTERNSHIP IN MEDICAL ASSISTING 0 SEMESTER HOURS
STUDENT ASSIGNED TO PHYSICIAN'S OFFICE, CLINIC, OR LABORATORY FOR A TOTAL OF ONE HUNDRED AND FIFTY SIX HOURS. CONFERENCE MEETINGS WILL BE ARRANGED ON AN INDIVIDUAL OR GROUP BASIS AT A TIME AND PLACE TO BE ARRANGED BY THE STUDENT AND THE COORDINATOR. ATTENDANCE AT GROUP ORIENTATION PRIOR TO ASSIGNMENT IS MANDATORY. PREREQUISITE: ALL COURSES SUGGESTED FOR TERM I. COREQUISITE: ALL COURSES SUGGESTED FOR TERM II.
LEC HRS = 000 LABHRS = 000 OTH HRS = 200 FEES = 0013.00

MEA0832 ADVANCED EXTERNSHIP MEDICAL ASSISTING 0 SEMESTER HOURS
STUDENT IS ASSIGNED TO PHYSICIAN'S OFFICE, CLINIC OR LABORATORY FOR A TOTAL OF TWO HUNDRED AND FIFTY SIX HOURS. CONFERENCE MEETINGS WILL BE ARRANGED ON AN INDIVIDUAL OR GROUP BASIS AT A TIME AND PLACE TO BE ARRANGED BY THE STUDENT AND COORDINATOR. ATTENDANCE AT GROUP ORIENTATION PRIOR TO ASSIGNMENT IS MANDATORY. PREREQUISITE: ALL COURSES SUGGESTED FOR TERMS I AND II. COREQUISITES: CGS0000, OST0000.
LEC HRS = 000 LABHRS = 000 OTH HRS = 200 FEES = 0010.00

MEDICAL LABORATORY TECHNOLOGY

MLS1010C MEDICAL LABORATORY TECHNOLOGY I 10 SEMESTER HOURS

ORIENTATION TO A CAREER IN THE CLINICAL LABORATORY INCLUDING ETHICAL CONCEPTS. GENERAL SKILLS AND PRINCIPLES OF MACHINES AND METHODS FOR THE CALCULATION, WEIGHING AND MEASURING OF MATERIAL NEEDED FOR SOLUTION OR REAGENT PREPARATION, BLOOD SPECIMEN COLLECTION, BASIC MICROSCOPY HEMATOLOGY TO INCLUDE HEMATOPOIESIS AND FACTORS OF COAGULATION. QUALITY CONTROL, MANUAL COUNTING OF ERYTHROCYTES, LEUKOCYTES, PLATELETS; PRINCIPLES, FACTORS AND TESTS DEALING WITH HEMATOPOIETIC CONDITIONS, BOTH NORMAL AND ABNORMAL. STAINING TECHNIQUES, PRINCIPLES OF AUTOMATED COUNTING METHODS, SEMEN AND SPINAL FLUID ANALYSIS. BLOOD PARASITES. IMMUNOLOGY TO INCLUDE IMMUNOGLOBULINS, HUMORAL AND CELLULAR IMMUNITY, QUALITY CONTROL PRINCIPLES, TECHNIQUES, FACTORS AND CONDITIONS, NORMAL AND ABNORMAL AS TESTED ROUTINELY AND BY SPECIAL REQUEST. COURSE INCLUDES EXPERIENCE IN THE CLASSROOM AND IN A CLINICAL FACILITY. 4 HRS.LEC. 14 HRS.LAB 18 HRS.CLINICAL. THIS COURSE IS FOR TRANSFER CREDIT ONLY AND IS NOT OFFERED BY THE COLLEGE.
LEC HRS = 030 LABHRS = 090 OTH HRS = 120 FEES = 0000.00

MLS1021C MEDICAL LABORATORY TECHNOLOGY IV 5 SEMESTER HOURS

BASIC EKG, DEALING WITH PHYSIOLOGY AND CIRCULATION OF THE HEART. PATIENT SAFETY. MICROBIOLOGY AND PARASITOLOGY; QUALITY CONTROL; PRINCIPLES, TECHNIQUES AND FACTORS AFFECTING: MEDIA PREPARATION, BIOCHEMICAL TESTING, SUSCEPTIBILITY TESTING AND STAINING; METHODS OF CONCENTRATING SPECIMENS; INOCULATIONS, CULTURING AND SUB CULTURING; SPECIAL PROCEDURES; SPECIMEN COLLECTING AND HANDLING; BASIC MYCOLOGY AND VIROLOGY; IDENTIFICATION OF FECAL PARASITES AND CONDITIONS ASSOCIATED WITH PARASITIC INFESTATION. COURSE INCLUDES EXPERIENCES IN THE CLASSROOM AND IN A CLINICAL FACILITY. 2 HRS.LEC. 7 HRS.LAB.

9 HRS.CLINICAL. THIS COURSE IS FOR TRANSFER CREDIT ONLY AND IS NOT OFFERED BY THE COLLEGE. LEC HRS = 015 LABHRS = 045 OTH HRS = 060 FEES = 0000.00

MLS1210C MEDICAL LABORATORY TECHNOLOGY II 10 SEMESTER HOURS

ANATOMY AND PHYSIOLOGY OF THE URINARY SYSTEM; PRINCIPLES AND TECHNIQUES FOR USE OF THE URINOMETER AND REFRACTOMETER; QUALITY CONTROL; PRINCIPLES FOR TESTING FOR ROUTINE AND SPECIAL URINARY PROCEDURES; IDENTIFICATION OF URINARY SEDIMENT; ANATOMY AND PHYSIOLOGY, METABOLISM. CONDITIONS PERTINENT TO BIOCHEMICAL TESTING; QUALITY CONTROL; PRINCIPLES OF MANUAL AND AUTOMATED PROCEDURES TO INCLUDE PROCEDURES UTILIZING TITRATION, COLORIMETRY, SPECTROPHOTOMETRY, KINETICS (ENZYME), FLAME PHOTOMETRY, GASOMETRY AND ELECTROPHORESIS; CALCULATIONS; FACTORS AFFECTING RESULTS. COURSE INCLUDES EXPERIENCES IN THE CLASSROOM AND IN A CLINICAL FACILITY.

4 HRS. LEC. 14 HRS.LAB 18 HR. CLINICAL. THIS COURSE IS FOR TRANSFER CREDIT ONLY AND IS NOT OFFERED BY THE COLLEGE.

LEC HRS = 030 LABHRS = 090 OTH HRS = 120 FEES = 0000.00

MLS1520C MEDICAL LABORATORY TECHNOLOGY III 5 SEMESTER HOURS

IMMUNOHEMATOLOGY TO INCLUDE BASIC GENETICS; QUALITY CONTROL; PRINCIPLES, TECHNIQUES AND FACTORS AFFECTING TESTING FOR IDENTIFICATION OF IMMUNOGLOBULINS (NATURAL AND ACQUIRED); DONOR SELECTION, PHLEBOTOMY AND PROCESSING INCLUDING LEGAL ASPECTS; BLOOD COMPONENTS; COMPATIBILITY TESTING AND EXCHANGE TRANSFUSION. COURSE INCLUDES EXPERIENCES IN THE CLASSROOM AND IN A CLINICAL FACILITY 2 HRS.LEC. 7 HRS. LAB 9 HRS.CLINICAL. THIS COURSE FOR TRANSFER CREDIT ONLY AND NOT OFFERED BY THE COLLEGE.

LEC HRS = 015 LABHRS = 045 OTH HRS = 060 FEES = 0000.00

MLS2360 CLINICAL HEMATOLOGY 1 SEMESTER HOUR
INDEPTH STUDY OF HEMATOPOIESIS, HEMOGLOBINOPATHIES, AND OTHER ABNORMAL HEMATOLOGY, AND IMMUNOHEMATOLOGY. PREREQUISITE: SATISFACTORY COMPLETION OF APPROVED MLT C PROGRAM OR PERMISSION OF MLT COORDINATOR. COREQUISITE: MLS2360L. 1 HR. PER WEEK. OFFERED IN TERM II ONLY.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MLS2360L CLINICAL HEMATOLOGY LABORATORY 1 SEMESTER HOUR

LABORATORY EXERCISES TO ACCOMPANY MLS2360: CLINICAL HEMATOLOGY. PREREQUISITE: SATISFACTORY COMPLETION OF APPROVED MLT C PROGRAM OR PERMISSION OF MLT COORDINATOR. COREQUISITE: MLS2360. 2 HRS.PER WEEK. SPECIAL FEE CHARGED. SEE STUDENT FEES. TERM II ONLY.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0005.00

MLS2402 CLINICAL MICROBIOLOGY 1 SEMESTER HOUR
ADVANCED LEVEL OF MICROBIOLOGY FOR THE MEDICAL LABORATORY. BUILDS ON MLT C BACKGROUND IN MICROBIOLOGY. TECHNIQUES IN IDENTIFICATION OF SPECIFIC ORGANISMS OF DISEASE INCLUDING USE OF APPROPRIATE DIFFERENTIAL MEDIA AND CHEMICAL, IMMUNOLOGIC AND ANTIBIOTIC TESTING. QUALITY CONTROL IN MICROBIOLOGY, COVERS BACTERIA FUNGI AND ANIMAL PARASITES. OFFERED TERM IIIA ONLY. 2.5 HRS.LECTURE/PER WEEK, 6 WEEKS. PREREQUISITE: SATISFACTORY COMPLETION OF APPROVED MLT C PROGRAM OR PERMISSION OF MLT COORDINATOR. COREQUISITE: MLS2402L.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MLS2402L CLINICAL MICROBIOLOGY LABORATORY 1 SEMESTER HOUR

LABORATORY EXERCISES TO ACCOMPANY MLS2402: CLINICAL MICROBIOLOGY. OFFERED TERM IIIA ONLY. 5 HOURS PER WEEK. 6 WEEKS. PREREQUISITE: SATISFACTORY COMPLETION OF APPROVED MLT C PROGRAM OR PERMISSION OF MLT COORDINATOR. COREQUISITE: MLS2402. SPECIAL FEE CHARGED. SEE STUDENT FEES.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0015.00

MLS2605 CLINICAL LABORATORY INSTRUMENTATION 2 SEMESTER HOURS

OPERATION AND MAINTENANCE OF CHEMICAL ANALYZERS: SPECTROPHOTOMETERS, FLUOROMETERS, DENSITOMETERS, POTENTIOMETERS, AND PARTICLE COUNTERS. MINOR MECHANICAL TROUBLE SHOOTING. ELECTROPHORESIS THEORY, PRINCIPLES OF LIGHT AND ELECTRICITY. PREPARATION OF DATA FOR ACQUISITION EQUIPMENT. 2 HRS.PER WEEK. PREREQUISITE: SATISFACTORY COMPLETION OF APPROVED MLT C PROGRAM OR PERMISSION OF MLT COORDINATOR. COREQUISITE: MLS2605L. TERM I ONLY.

LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MLS2605L CLINICAL LABORATORY INSTRUMENTATION LABORATORY 2 SEMESTER HOURS

LABORATORY EXERCISES TO ACCOMPANY MLS2605: MEDICAL LABORATORY INSTRUMENTATION. 4 HOURS PER WEEK. PREREQUISITE: SATISFACTORY COMPLETION OF APPROVED MLT C PROGRAM OR PERMISSION OF MLT COORDINATOR. COREQUISITE: MLS2605. SPECIAL FEE CHARGED. SEE STUDENT FEES. TERM I ONLY.

LEC HRS = 000 LABHRS = 064 OTH HRS = 000 FEES = 0010.00

MLS2610 CLINICAL CHEMISTRY 1 SEMESTER HOUR

A STUDY OF ENZYMES, STEROIDS, HORMONES, LIPIDS AND TOXICOLOGY. ADVANCED INSTRUMENTATION. PREREQUISITE: SATISFACTORY COMPLETION OF AN APPROVED MLT C PROGRAM OR PERMISSION OF THE MLT COORDINATOR. COREQUISITE: MLS2610L. 1 HR. PER WEEK. TERM II ONLY.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MLS2610L CLINICAL CHEMISTRY LABORATORY 1 SEMESTER HOUR

LABORATORY EXERCISES TO ACCOMPANY MLS2610: CLINICAL CHEMISTRY. APPLICATION OF TECHNIQUES ACQUIRED IN MLS2605L: MEDICAL LABORATORY INSTRUMENTATION LABORATORY. PREREQUISITE: MLS2605 AND MLS2605L OR PERMISSION OF THE MLT COORDINATOR. COREQUISITE: MLS2610 LECTURE. 2 HRS. PER WEEK. SPECIAL FEE CHARGED. SEE STUDENT FEES. TERM II ONLY.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

MEDICAL RECORDS TECHNOLOGY

MRE1000 INTRODUCTION TO MEDICAL RECORDS 2 SEMESTER HOURS

INTRODUCTION TO THE HISTORY AND COMPONENTS OF A HEALTH RECORD INCLUDING ITS PURPOSES, USES, AND PROPER DOCUMENTATION. OVERVIEW OF HOSPITAL ORGANIZATION, THE MEDICAL STAFF, AND OTHER DEPARTMENTS WITHIN THE HEALTH CARE FACILITY. ORIENTATION TO THE MEDICAL RECORD PROFESSION AND ITS ETHICS.

LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MRE1110 MEDICAL RECORD SCIENCE 3 SEMESTER HOURS

INTRODUCTION TO THE SCIENCE OF MEDICAL RECORD TECHNOLOGY INCLUDING CHART CONTENT

AND DEVELOPMENT, ADMISSION AND DISCHARGE PROCEDURES, NUMBERING AND FILING SYSTEMS WILL BE EMPHASIZED. CONFIDENTIALITY AND RELEASE OF INFORMATION PROCEDURES WILL BE DISCUSSED. PREREQUISITE: MRE1000. COREQUISITES: MRE1110L, MRE1800L.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0003.00

MRE1110L MEDICAL RECORD SCIENCE LAB 1 SEMESTER HOUR
LABORATORY EXPERIENCE IN RECORD ASSEMBLY, ANALYSIS, MEDICOLEGAL PROCEDURES, AND ADMISSION AND DISCHARGE. PREREQUISITE: MRE1000. COREQUISITES: MRE1110, MRE1800L.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

MRE1202 CODING: BASIC ICD 9 CM 2 SEMESTER HOURS
INSTRUCTION AND PRACTICE IN THE BASIC CODING CONVENTIONS AND PRINCIPLES OF DISEASE AND OPERATION CLASSIFICATION USING THE INTERNATIONAL CLASSIFICATION OF DISEASES, 9TH REVISION, CLINICAL MODIFICATION. PREREQUISITE: MEDICAL TERMINOLOGY.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MRE1203 CODING: CPT 4/HCPSCS 1 SEMESTER HOUR
INSTRUCTION AND PRACTICE IN THE BASIC CODING CONVENTIONS AND PRINCIPLES OF CLASSIFYING PHYSICIAN SERVICES USING CURRENT PROCEDURAL TERMINOLOGY (CPT 4) AS WELL AS THE HEALTH CARE FINANCING ADMINISTRATION'S COMMON PROCEDURE CODING SYSTEM (HCPSCS). PREREQUISITE: MEDICAL TERMINOLOGY.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MRE1800L DIRECTED PRACTICE I 2 SEMESTER HOURS
SUPERVISED EXPERIENCE IN A HOSPITAL MEDICAL RECORD DEPARTMENT. EMPHASIS ON RECORD ASSEMBLY, ANALYSIS, MEDICOLEGAL PROCEDURES, PREPARING RECORDS FOR MICROFILMING, AND EQUIPMENT USE. ADMISSION AND DISCHARGE PROCEDURES ARE INCLUDED. PREREQUISITE: MRE1000. COREQUISITES: MRE1110, MRE1110L.
LEC HRS = 000 LABHRS = 000 OTH HRS = 128 FEES = 0000.00

MRE2012 HEALTH RECORD LAW 2 SEMESTER HOURS
STUDY OF THE BASIC CONCEPTS AND PRINCIPLES OF LAW AND THEIR APPLICATION TO THE HEALTH CARE FIELD IN GENERAL AND SPECIFICALLY TO MEDICAL RECORD PRACTICE. LAWS DEALING WITH CONFIDENTIALITY AND RELEASE OF INFORMATION, LIABILITY OF HEALTH CARE PROVIDERS AND FACILITIES AS WELL AS MEDICAL MORAL ISSUES ARE DISCUSSED. PREREQUISITE: MRE1000.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MRE2201 HEALTH DATA MANAGEMENT 3 SEMESTER HOURS
HISTORY, DEVELOPMENT, AND PURPOSE OF MEDICAL NOMENCLATURES AND CLASSIFICATION SYSTEMS, ADVANCED ICD 9 CM CODING, PROSPECTIVE PRICING AND DRG ASSIGNMENT. INTRODUCTION TO OTHER CODING SYSTEMS AND NOMENCLATURES. STUDY OF INDEXES, REGISTERS, AND HOSPITAL STATISTICS AS WELL AS DATA DISPLAY. PREREQUISITE: MRE2400. COREQUISITES: MRE2201L, MRE2820L.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MRE2201L HEALTH DATA MANAGEMENT LAB 1 SEMESTER HOUR
LABORATORY EXPERIENCE IN THE APPLICATION OF THEORY OF ADVANCED DISEASE AND PROCEDURAL CODING, DRG ASSIGNMENT, AND DATA PRESENTATION. INDEXES, REGISTERS, AND HOSPITAL STATISTICS ARE ALSO PRACTICED. PREREQUISITE: MRE2400. COREQUISITE: MRE2201, MRE2820L.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

MRE2400 HEALTH RECORD NETWORKS 3 SEMESTER HOURS
EXPANDS THE STUDY OF MEDICAL RECORD SYSTEMS FROM THE ACUTE CARE HOSPITAL TO THE NETWORK OF RECORD APPLICATIONS REPRESENTED BY LONG TERM CARE, REHABILITATION, PSYCHIATRIC AND SUBSTANCE ABUSE FACILITIES, HOME HEALTH, PUBLIC HEALTH, HMO, AND HOSPICE CARE. EMPHASIS IS ON THE INTER RELATIONSHIP OF THESE RECORD SYSTEMS IN THE COMMUNITY. PREREQUISITE: MRE1110. COREQUISITES: MRE2400L, MRE2810L.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MRE2400L HEALTH RECORD NETWORKS LAB 1 SEMESTER HOUR
LABORATORY EXPERIENCE IN THE APPLICATION OF THEORY OF SYSTEMS UNIQUE TO HEALTH CARE FACILITIES AND THEIR RELATIONSHIP TO THE ACUTE CARE HOSPITAL. PRACTICE IN CODING, RELEASE OF INFORMATION, RECORD SYSTEMS AND ORGANIZATION, AND CONSULTING. PREREQUISITE: MRE1110. COREQUISITES: MRE2400, MRE2810L.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

MRE2430 CONCEPTS OF DISEASE 3 SEMESTER HOURS
INTRODUCES THE STUDENT TO THE PHYSIOLOGIC PROCESSES OF THE BODY DURING DYSFUNCTION, IN THE CONTEXT OF OUR MODERN ENVIRONMENT AND THE STRESSES IT IMPOSES. EMPHASIS ON COMMUNITY AND PERSONAL STRESS AND THEIR MANAGEMENT. PREREQUISITES: MEA1010, MEA1011, APB1811, APB1811L, APB1812, APB1812L.
LEC HRS = 048 LABHRS = 000 OTH HRS = 048 FEES = 0000.00

MRE2510 QUALITY ASSURANCE AND MANAGEMENT 2 SEMESTER HOURS
ORGANIZATIONAL STRUCTURES AND ACTIVITIES FOR EVALUATING HEALTH CARE SERVICES, SYSTEMS, AND PROCEDURES WITH EMPHASIS ON THE MEDICAL RECORD DEPARTMENT. PRESENTATION OF BASIC MANAGEMENT PRINCIPLES INCLUDING PLANNING AND ORGANIZING SPACE, EQUIPMENT, AND SUPPLIES. THE ROLE OF THE MEDICAL RECORD TECHNICIAN AS SUPERVISOR. PREREQUISITE: MRE1110. COREQUISITE: MRE2510L.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MRE2510L QUALITY ASSURANCE AND MANAGEMENT LAB 1 SEMESTER HOUR
LABORATORY EXPERIENCE IN THE USE OF CRITERIA FOR EVALUATING HEALTH CARE SERVICES. MANAGEMENT PRACTICE ACTIVITIES IN SUPERVISION AND THE PLANNING AND ORGANIZING OF SPACE, EQUIPMENT AND SUPPLIES. PREREQUISITE: MRE1110. COREQUISITE: MRE2510.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

MRE2810L DIRECTED PRACTICE II 2 SEMESTER HOURS
SUPERVISED EXPERIENCE IN A HEALTH CARE FACILITY MEDICAL RECORD DEPARTMENT. EMPHASIS ON UNIQUE ASPECTS OF PRACTICE INCLUDING CODING, RELEASE OF INFORMATION, RECORD SYSTEMS, ORGANIZATION, AND RELATIONSHIP TO THE ACUTE CARE HOSPITAL. PRACTICE IN THE ROLE OF CONSULTANT. PREREQUISITE: MRE1110. COREQUISITES: MRE2400, MRE2400L.
LEC HRS = 000 LABHRS = 000 OTH HRS = 128 FEES = 0000.00

MRE2820L DIRECTED PRACTICE III 2 SEMESTER HOURS
SUPERVISED EXPERIENCE IN A HOSPITAL MEDICAL RECORD DEPARTMENT. EMPHASIS ON CODING, ABSTRACTING, COMPILING, AND PRESENTING HEALTH DATA. USE OF INDEXES, REGISTERS, AND HOSPITAL STATISTICS. PREREQUISITE: MRE2400. COREQUISITES: MRE2201, MRE2201L.
LEC HRS = 000 LABHRS = 000 OTH HRS = 128 FEES = 0000.00

MILITARY SCIENCE

MIS1300 RANGER COURSE 1 1 SEMESTER HOUR
1ST SEMESTER
ARMY ORGANIZATION, MILITARY CUSTOMS, SMALL UNIT TACTICS, FIREPOWER, BASIC MILITARY TERMS, PHYSICAL TRAINING.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MIS1410 RANGER COURSE 1 1 SEMESTER HOUR
2ND SEMESTER
OFFICER'S ROLE AS A LEADER AND MANAGER. HISTORICAL CASE.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MIS2025 RANGER COURSE 2 1 SEMESTER HOUR
1ST SEMESTER SOPHOMORE
THIS COURSE IS DESIGNED TO PROVIDE THE STUDENT WITH AN UNDERSTANDING OF THE ELEMENTS OF THE U S DEFENSE ESTABLISHMENT. STUDY OF THE ORGANIZATION OF THE ARMY WITH EMPHASIS ON MISSION.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MIS2333 RANGER COURSE 2 1 SEMESTER HOUR
2ND SEMESTER SOPHOMORE
ORGANIZATION OF MILITARY TEAMS, MAP READING, AND MARKSMANSHIP.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MUSIC

MUE1440 STRING CLASS 1 SEMESTER HOUR
DEVELOPMENT OF ELEMENTARY PERFORMING SKILL ON THE VIOLIN. BASIC STUDY OF ALL STRING INSTRUMENTS. EXAMINES LITERATURE AND TEACHING TECHNIQUES FOR GROUP INSTRUCTION OF STUDENTS. COREQUISITE: MUT1121, MUT1122, MUT2126, OR MUT2127. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM II, ALTERNATE YEARS.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

MUE1450 WOODWIND CLASS 1 SEMESTER HOUR
DEVELOPMENT OF ELEMENTARY PERFORMING SKILL ON THE CLARINET. BASIC STUDY OF ALL WOODWIND INSTRUMENTS. EXAMINES LITERATURE AND TEACHING TECHNIQUES FOR GROUP INSTRUCTION OF STUDENTS. COREQUISITE: MUT1121, MUT1122, MUT2126, OR MUT2127. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, ALTERNATE YEARS.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

MUE1460 BRASS CLASS 1 SEMESTER HOUR
DEVELOPMENT OF ELEMENTARY PERFORMING SKILL ON THE CORNET. BASIC STUDY OF ALL BRASS INSTRUMENTS. EXAMINES LITERATURE AND TEACHING TECHNIQUES FOR GROUP INSTRUCTION OF STUDENTS. COREQUISITE: MUT1121, MUT1122, MUT2126 OR MUT2127. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM II, ALTERNATE YEARS.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

MUE1470 PERCUSSION CLASS 1 SEMESTER HOUR
DEVELOPMENT OF ELEMENTARY PERFORMING SKILL ON THE SNARE DRUM. BASIC STUDY OF ALL PERCUSSION INSTRUMENTS. EXAMINES LITERATURE AND TEACHING TECHNIQUES FOR GROUP INSTRUCTION OF STUDENTS. COREQUISITE: MUT1121, MUT1122, MUT2126, OR MUT2127. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, ALTERNATE YEARS.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

MUE2210 MUSIC FOR THE 3 SEMESTER HOURS
ELEMENTARY CLASSROOM TEACHER
SYSTEMATIC STUDY OF THE ELEMENTS OF MUSIC. PRIMARILY FOR ELEMENTARY EDUCATION MAJORS. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MUH2019 DEVELOPMENT OF 3 SEMESTER HOURS
AMERICAN POPULAR MUSIC
POPULAR MUSIC IN THE UNITED STATES, FROM 1820 TO THE PRESENT, INCLUDING THE BIG BAND ERA, COUNTRY AND WESTERN, JAZZ, BLACK MUSIC, AND THE ROCK SCENE (BEGINNING IN 1955). MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I, II AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MUH2111 MUSIC HISTORY AND 3 SEMESTER HOURS
LITERATURE
A SURVEY COURSE TRACING THE HISTORICAL DEVELOPMENT OF WESTERN MUSIC FROM ANTIQUITY THROUGH THE CLASSICAL PERIOD. EMPHASIS IS PLACED ON MAJOR COMPOSERS AND THEIR WORKS. RECOMMENDED FOR SECOND YEAR MUSIC STUDENTS. MEETS AREA 2, 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MUH2112 MUSIC HISTORY AND 3 SEMESTER HOURS
LITERATURE
CONTINUATION OF MUH2111. ROMANTIC AND CONTEMPORARY PERIODS. RECOMMENDED FOR SECOND YEAR MUSIC STUDENTS. MEETS AREAS 2, 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MUL2010 MUSIC APPRECIATION 3 SEMESTER HOURS
COURSE FOR NONMUSIC MAJORS, DESIGNED TO ENLARGE THE STUDENT'S APPRECIATION OF MUSIC AS IT RELATES TO WORLD CULTURES. MEETS AREAS 2, 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I, II AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MUL2955 SEMINAR IN SPECIAL 3 SEMESTER HOURS
INTERNATIONAL STUDIES
A COMBINATION OF CLASSROOM PREPARATION AND FOREIGN TRAVEL WITH AN EMPHASIS ON IN DEPTH STUDIES OF MAJOR MUSICAL WORKS. MEETS AREA 7 & 8 DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MUM1600 INTRODUCTION TO 4 SEMESTER HOURS
RECORDING STUDIO PROCEDURES
FUNDAMENTALS AND TECHNIQUES OF MODERN MULTITRACK RECORDING. AREAS OF CONCENTRATION ARE STUDIO PROCEDURES, EQUIPMENT OPERATION, MICROPHONE SELECTION AND PLACEMENT, SIGNAL PROCESSORS, MUSICAL INSTRUMENT ISOLATION, AND ACOUSTICAL PROPERTIES. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 045 LABHRS = 015 OTH HRS = 000 FEES = 0000.00

MUN1120 BAND 1 SEMESTER HOUR
OPEN TO ALL STUDENTS, FACULTY AND MEMBERS OF THE COMMUNITY WHO PLAY A BAND INSTRUMENT. CHAIRS ASSIGNED BY THE CONDUCTOR THROUGH AUDITION. THREE HOURS REHEARSAL WEEKLY. MAY BE TAKEN FOUR TIMES FOR TRANSFER CREDIT. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I AND II.
LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

MUN1150 DRUM AND BUGLE CORPS**1 SEMESTER HOUR**

OPEN TO ALL STUDENTS, FACULTY AND MEMBERS OF THE COMMUNITY WHO PLAY BAND INSTRUMENTS, BUGLES, PERCUSSION INSTRUMENTS OR PERFORM IN THE COLOR GUARD. WEEKEND REHEARSALS REQUIRED. MAY BE TAKEN FOR TIMES FOR TRANSFER CREDIT. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. PREREQUISITE: BY AUDITION. TERM II AND IIIA.

LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

MUN1280 ORCHESTRA**1 SEMESTER HOUR**

OPEN TO ALL STUDENTS, FACULTY, AND MEMBERS OF THE COMMUNITY WHO PLAY AN ORCHESTRAL INSTRUMENT. CHAIRS ASSIGNED BY THE CONDUCTOR THROUGH AUDITION. 3 HOURS REHEARSAL WEEKLY. MAY BE TAKEN FOUR TIMES FOR TRANSFER CREDIT. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I AND II.

LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

MUN1310 COLLEGE SINGERS**1 SEMESTER HOUR**

OPEN TO ALL COLLEGE STUDENTS BY AUDITION. THREE HOURS REHEARSALS WEEKLY. MAY BE TAKEN FOUR TIMES FOR TRANSFER CREDIT. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I AND II.

LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

MUN1340 VOCAL ENSEMBLE**1 SEMESTER HOUR**

A SELECT VOCAL ENSEMBLE PERFORMING A WIDE VARIETY OF LITERATURE, INCLUDING JAZZ AND POP. OPEN TO ALL STUDENTS BY AUDITION. MAY BE TAKEN FOUR TIMES FOR TRANSFER CREDIT. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: I AND II.

LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

MUN1430 BRASS ENSEMBLE**1 SEMESTER HOUR**

OPEN TO ALL STUDENTS, FACULTY AND MEMBERS OF THE COMMUNITY WHO PLAY A BRASS INSTRUMENT. WEEKEND REHEARSALS MAY BE REQUIRED. MAY BE TAKEN FOUR TIMES FOR TRANSFER CREDIT. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. PREREQUISITE: BY AUDITION. TERM: ON DEMAND.

LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

MUN1440 PERCUSSION ENSEMBLE**1 SEMESTER HOUR**

A SELECT INSTRUMENTAL ENSEMBLE THAT PERFORMS MUSIC WRITTEN OR ARRANGED FOR PERCUSSION INSTRUMENTS. ENROLLMENT IS DETERMINED BY THE DIRECTOR THROUGH AUDITION. WEEKEND REHEARSALS MAY BE REQUIRED. MAY BE TAKEN FOUR TIMES FOR TRANSFER CREDIT. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM OFFERED: ON DEMAND.

LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

MUN1460 CHAMBER ENSEMBLE**1 SEMESTER HOUR**

SMALL GROUP WHOSE MEMBERS ARE SELECTED BY THE DIRECTOR THROUGH AUDITION. STUDY AND PERFORMANCE OF REPERTOIRE APPROPRIATE TO THE SPECIFIC CHAMBER MEDIA. THREE HOURS REHEARSALS WEEKLY. MAY BE TAKEN FOUR TIMES FOR TRANSFER CREDIT. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I AND II.

LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

MUN1480 CLASSICAL GUITAR ENSEMBLE**1 SEMESTER HOUR**

BODY I = OPEN TO ALL STUDENTS, FACULTY AND MEMBERS OF THE COMMUNITY WHO PLAY GUITAR. ENROLLMENT IS DETERMINED BY THE DIRECTOR THROUGH AUDITION. PARTICIPANTS WILL STUDY AND PERFORM MUSIC FROM ALL PERIODS IN PREPARATION FOR PUBLIC PERFORMANCE. MAY BE TAKEN FOUR TIMES FOR TRANSFER CREDIT. MEETS

AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.

LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

MUN1481 JAZZ GUITAR ENSEMBLE**1 SEMESTER HOUR**

OPEN TO ALL STUDENTS, FACULTY AND MEMBERS OF THE COMMUNITY WHO PLAY GUITAR. ENROLLMENT IS DETERMINED BY THE DIRECTOR THROUGH AUDITION. PARTICIPANTS WILL STUDY AND PERFORM MUSIC OF VARIOUS STYLES IN PREPARATION FOR PUBLIC PERFORMANCE. MAY BE TAKEN FOUR TIMES FOR TRANSFER CREDIT. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.

LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

MUN1710 JAZZ ENSEMBLE**1 SEMESTER HOUR**

ENROLLMENT IS DETERMINED BY THE DIRECTOR THROUGH AUDITION. STUDY AND PERFORMANCE OF MUSIC ASSOCIATED WITH THE POPULAR MUSIC AND SHOW PRESENTATION FIELDS. MAY BE TAKEN FOUR TIMES FOR TRANSFER CREDIT. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I AND II.

LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

MUO1501 OPERA WORKSHOP**1 SEMESTER HOUR**

OPEN TO ALL COLLEGE STUDENTS BY AUDITION. THE STUDY AND PERFORMANCE OF OPERA LITERATURE. MAY BE TAKEN FOUR TIMES FOR TRANSFER CREDIT. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I AND II.

LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

MUS2500 INTRODUCTION TO**3 SEMESTER HOURS****COMPUTER MUSIC**

AN INTRODUCTION TO THE CREATION, NOTATION, AND PERFORMANCE OF MUSIC USING COMPUTERS AND MIDI TECHNOLOGY. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: I AND II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MUT1001 FUNDAMENTALS OF**3 SEMESTER HOURS****MUSIC**

A STUDY OF BASIC MUSIC FUNDAMENTALS FOR THE NON MUSIC MAJOR OR THE BEGINNING MUSIC MAJOR WHOSE BACKGROUND IN MUSIC HAS BEEN MINIMAL. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MUT1121 MUSIC THEORY I**4 SEMESTER HOURS**

INTEGRATED COURSE IN WRITTEN THEORY AND ANALYSIS, SIGHTSINGING, AURAL TRAINING, AND RELATED KEYBOARD SKILLS. EMPHASIS ON DIATONIC MATERIALS. MEETS AREAS 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS: I AND II.

LEC HRS = 048 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

MUT1122 MUSIC THEORY II**4 SEMESTER HOURS**

CONTINUATION OF MUT1121. PREREQUISITE: MUT1121. MEETS AREAS 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS II AND III.

LEC HRS = 048 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

MUT2126 MUSIC THEORY III**4 SEMESTER HOURS**

CONTINUATION OF MUT1122. CONCENTRATION ON CHROMATIC MATERIALS, MUSICAL FORMS, AND 20TH CENTURY TECHNIQUES. PREREQUISITE: MUT1121, MUT1122. MEETS AREA 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I.

LEC HRS = 048 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

MUT2127 MUSIC THEORY IV**4 SEMESTER HOURS**

CONTINUATION OF MUT2126. PREREQUISITE: MUT2126. MEETS AREAS 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM II.

LEC HRS = 048 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

MUT2641 JAZZ THEORY AND IMPROVISATION I 3 SEMESTER HOURS
A STUDY OF THE MATERIALS AND STRUCTURE OF JAZZ MUSIC AND THE DEVELOPMENT OF IMPROVISATIONAL SKILLS. PREREQUISITE: MUT1121. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MUT2642 JAZZ THEORY AND IMPROVISATION II 3 SEMESTER HOURS
A STUDY OF THE MATERIALS AND STRUCTURE OF JAZZ MUSIC AND THE DEVELOPMENT OF IMPROVISATIONAL SKILLS. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. PREREQUISITE: MUT2641. TERM: ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MVK1111 PIANO CLASS 1 SEMESTER HOUR
BASIC PIANO SKILLS FOR THE BEGINNING STUDENT. TERMS I, AND II.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

MVS1116 GUITAR CLASS 1 SEMESTER HOUR
CLASS INSTRUCTION IN BEGINNING CLASSICAL GUITAR TECHNIQUES. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I AND II.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

MVV1111 VOICE CLASS 1 SEMESTER HOUR
FUNDAMENTALS OF VOICE PRODUCTION AND BUILDING OF SOLO REPERTOIRE. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II AND III.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

MUSIC APPLIED

MVB1211 TRUMPET 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY, AND ONE HOUR OF PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVB1212 FRENCH HORN 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY, AND ONE HOUR OF PRACTICE DAILY. ON DEMAND
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVB1213 TROMBONE 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY, AND ONE HOUR OF PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVB1214 BARITONE HORN 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY, AND ONE HOUR OF PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVB1215 TUBA 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY, AND ONE HOUR OF PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVB1311 TRUMPET 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND TWO HOURS OF PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVB1312 FRENCH HORN 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND TWO HOURS OF PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVB1313 TROMBONE 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND TWO HOURS OF PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVB1314 BARITONE HORN 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND TWO HOURS OF PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVB1315 TUBA 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND TWO HOURS OF PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVB1411 TRUMPET 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVB1412 FRENCH HORN 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVB1413 TROMBONE 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVB1414 BARITONE HORN 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVB1415 TUBA 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVB2221 TRUMPET 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY, AND ONE HOUR OF PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVB2222 FRENCH HORN 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY AND ONE HOUR PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVB2223 TROMBONE 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY, AND ONE HOUR OF PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVB2224 BARITONE HORN 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY, AND ONE HOUR OF PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVB2225 TUBA 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY, AND ONE HOUR OF PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVB2321 PRINCIPAL SOPHOMORE TRUMPET 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND TWO HOURS PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVB2322 FRENCH HORN 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND TWO HOURS OF PRACTICE DAILY.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVB2323 TROMBONE 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY AND TWO OF HOURS
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVB2324 BARITONE HORN 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND TWO HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVB2325 TUBA 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND TWO HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVB2421 TRUMPET 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVB2422 FRENCH HORN 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVB2423 TROMBONE 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY AND THREE HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVB2424 BARITONE HORN 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVB2425 TUBA 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVJ2220 JAZZ PIANO 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY AND ONE HOUR OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVJ2223 JAZZ GUITAR 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY AND ONE HOUR OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVJ2224 ELECTRIC BASS 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY, AND ONE HOUR OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVJ2320 JAZZ PIANO 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY AND TWO HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVJ2323 JAZZ GUITAR 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY AND TWO HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVJ2324 ELECTRIC BASS 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY AND TWO HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVJ2420 JAZZ PIANO 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY AND THREE HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVJ2423 JAZZ GUITAR 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY AND THREE HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVJ2424 ELECTRIC BASS 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVK1211 PIANO 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY, AND ONE HOUR OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVK1213 ORGAN 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY, AND ONE HOUR OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVK1311 PIANO 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND TWO HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVK1313 ORGAN 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND TWO HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVK1411 PIANO 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVK1413 ORGAN 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVK2221 PIANO 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY, AND ONE HOUR OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVK2223 ORGAN 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY, AND ONE HOUR OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVK2321 PIANO 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND TWO HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVK2323 ORGAN 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND TWO HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVK2421 PIANO 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVK2423 ORGAN 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVP1211 PERCUSSION 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY, AND ONE HOUR OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVW2225 SAXOPHONE 1 SEMESTER HOUR
ONE HALF HOUR LESSON WEEKLY, AND ONE HOUR OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 008 OTH HRS = 080 FEES = 0050.00

MVW2321 FLUTE 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND TWO HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVW2322 OBOE 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY AND TWO HOURS OF
PRACTICE DAILY.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVW2323 CLARINET 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND TWO HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVW2324 BASSOON 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND TWO HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVW2325 SAXOPHONE 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND TWO HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 160 FEES = 0100.00

MVW2421 FLUTE 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVW2422 OBOE 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVW2423 CLARINET 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVW2424 BASSOON 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

MVW2425 SAXOPHONE 2 SEMESTER HOURS
ONE HOUR LESSON WEEKLY, AND THREE HOURS OF
PRACTICE DAILY. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 240 FEES = 0100.00

NURSING TECHNOLOGY

NUR1021 NURSING PROCESS 6 SEMESTER HOURS
A THEORETICAL COURSE FOR THE BEGINNING NURSING STUDENT. NURSING PROCESS PROVIDES THE STUDENT WITH THE FUNDAMENTALS OF NURSING INCLUDING NURSING PROCESS, ASSESSMENT, LEGALITIES, HYGIENE, BASIC SKILLS AND AN UNDERSTANDING OF NEEDS OF THE MEDICAL SURGICAL PATIENT. THIS COURSE CONTAINS HEALTH TEACHING, STRESS, SURGICAL ASEPSIS AND PREOPERATIVE AND POSTOPERATIVE CARE. PREREQUISITE: APB1811, APB1811L, CHM1033. COREQUISITE: APB1812, APB1812L, NUR1021L, PSY2012.
LEC HRS = 096 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NUR1021L NURSING PROCESS 4 SEMESTER HOURS
CLINICAL LAB
A CLINICAL COURSE FOR THE BEGINNING NURSING STUDENT. NURSING PROCESS PROVIDES THE STUDENT WITH THE FUNDAMENTALS OF NURSING INCLUDING

NURSING PROCESS, ASSESSMENT, LEGALITIES, HYGIENE, BASIC SKILLS, AND AN UNDERSTANDING OF THE NEEDS OF MEDICAL SURGICAL PATIENTS. THIS COURSE CONTAINS HEALTH TEACHING, SKILLS, SURGICAL ASEPSIS, AND PREOPERATIVE AND POST OPERATIVE CARE. PREREQUISITE: APB1811, APB1811L, CHM1033. COREQUISITE: APB1812, APB1812L, NUR1021, PSY2012.
LEC HRS = 000 LABHRS = 224 OTH HRS = 000 FEES = 0033.00

NUR1421 HEALTH CARE OF 3 SEMESTER HOURS
WOMEN
HEALTH CARE OF WOMEN IS A COURSE DESIGNED TO PROVIDE THE STUDENT WITH THE KNOWLEDGE OF THE REPRODUCTIVE SYSTEM AND HEALTH CARE NEEDS OF WOMEN THROUGHOUT THE LIFE CYCLE. THE MAJOR FOCUS IS DIRECTED TO THE CHILDBEARING PORTION OF THE LIFE CYCLE. THE STUDENT IS EXPECTED TO UTILIZE THE NURSING PROCESS IN PROVIDING NURSING CARE TO THE MATERNITY PATIENT, HER FAMILY, AND THE FETUS/NEW BORN DURING ANTEPARTAL, INTRAPARTAL AND POSTPARTAL PERIODS. CONSIDERATION IS GIVEN TO THE MULTIPLE FACTORS WHICH COMPLICATE THE NORMAL PHYSIOLOGICAL OR PSYCHOLOGICAL PROCESS OF THE CHILDBEARING PERIOD. PREREQUISITE: NUR1021, NUR1021L, APB1812, APB1812L, PSY2012. COREQUISITE: DEP2004 OR DEP2102, AND NUR1421L.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NUR1421L HEALTH CARE OF 2 SEMESTER HOURS
WOMEN CLINICAL LABORATORY
HEALTH CARE OF WOMEN IS A CLINICAL COURSE DESIGNED TO PROVIDE THE STUDENT WITH THE KNOWLEDGE OF THE REPRODUCTIVE SYSTEM AND HEALTH CARE NEEDS OF WOMEN THROUGHOUT THE LIFE CYCLE. THE MAJOR FOCUS IS DIRECTED TO THE CHILDBEARING PORTION OF THE LIFE CYCLE. THE STUDENT IS EXPECTED TO UTILIZE THE NURSING PROCESS IN PROVIDING NURSING CARE TO THE MATERNITY PATIENT, HER FAMILY, AND THE FETUS/NEWBORN DURING ANTEPARTAL, INTRAPARTAL AND POSTPARTAL PERIODS. CONSIDERATION IS GIVEN TO THE MULTIPLE FACTORS WHICH COMPLICATE THE NORMAL PHYSIOLOGICAL OR PSYCHOLOGICAL PROCESS OF THE CHILDBEARING PERIOD. PREREQUISITE: NUR1021, NUR1021L, APB1812, APB1812L, PSY2012. COREQUISITE: DEP2004 OR DEP2102, AND NUR1421.
LEC HRS = 000 LABHRS = 112 OTH HRS = 000 FEES = 0005.00

NUR1524 NURSING CARE OF THE 3 SEMESTER HOURS
PSYCHIATRIC PATIENT
THIS COURSE PROVIDES THE STUDENT WITH A DEFINITION AND UNDERSTANDING OF PSYCHIATRIC NURSING. THE NURSING PROCESS IS UTILIZED TO PRESENT PATHOLOGICAL CONDITIONS. THERAPUTIC MODALITIES ARE INCLUDED. PREREQUISITE: NUR1021, NUR1021L, APB1812, APB1812L, PSY2012. COREQUISITE: NUR1524L, DEP2102 OR DEP2004.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NUR1524L NURSING CARE OF THE 2 SEMESTER HOURS
PSYCHIATRIC PATIENT CL LAB
THIS CLINICAL COURSE PROVIDES THE STUDENT WITH A DEFINITION AND UNDERSTANDING OF PSYCHIATRIC NURSING. THE NURSING PROCESS IS UTILIZED TO PRESENT PATHOLOGICAL CONDITIONS. THERAPEUTIC MODALITIES ARE INCLUDED. PREREQUISITE: NUR1021, NUR1021L, APB1812, APB1812L, PSY2012. COREQUISITE: NUR1524, DEP2102 OR DEP2004.
LEC HRS = 000 LABHRS = 112 OTH HRS = 000 FEES = 0005.00

NUR1730 PEDIATRIC NURSING 3 SEMESTER HOURS
AND COMMON ELEMENTS OF NURSING CARE
THE PEDIATRIC COMPONENT OF THIS COURSE IS DESIGNED TO PROVIDE AN UNDERSTANDING OF GROWTH AND DEVELOPMENT THROUGH THE STAGES OF CHILDHOOD. THE COMMON ELEMENTS NURSING CARE COMPONENT IS DESIGNED TO PROVIDE AN IN-DEPTH UNDERSTANDING OF COMMON ELEMENTS

RELATED TO NURSING. COMMON ELEMENTS INCLUDE CHARTING, MEDICAL LEGAL ISSUES, NURSING PROCESS, ASSESSMENT, DIAGNOSTIC STUDIES, FLUID AND ELECTROLYTE BALANCE AND ACID BASE BALANCE. PREREQUISITE: NUR1021, NUR1021L, APB1812, APB1812L, PSY2012. COREQUISITE: NUR1730L, DEP2102 OR DEP2004.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NUR1730L PEDIATRIC NURSING 2 SEMESTER HOURS AND COMMON ELEMENTS OF NURSING CARE CLINICAL LAB

THIS CLINICAL COURSE PROVIDES THE STUDENT WITH AN UNDERSTANDING OF GROWTH AND DEVELOPMENT THROUGH THE STAGES OF CHILDHOOD, AS WELL AS COMMON ELEMENTS RELATED TO NURSING. PREREQUISITES: NUR1021, NUR1021L, APB1812, APB1812L, PSY2012. COREQUISITE: DEP2004 OR DEP2102, AND NUR1730.
LEC HRS = 000 LABHRS = 112 OTH HRS = 000 FEES = 0005.00

NUR2001 TRANSITION NURSING I 9 SEMESTER HOURS

THIS THEORETICAL COURSE FOR THE LPN COVERS THE FOLLOWING CONCEPTS: NURSING PROCESS, LEGAL ASPECTS OF NURSING, COMMUNICATION TECHNIQUES, HEALTH TEACHING, AND ALTERATIONS OF INGESTION, METABOLISM, ELIMINATION, REPRODUCTION, AND CARDIO RESPIRATORY FUNCTIONS. PREREQUISITES: CHM1033, APB1811, APB1811L. COREQUISITES: NUR2001L, APB1812, APB1812L.
LEC HRS = 144 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NUR2001L TRANSITION NURSING I 3 SEMESTER HOURS CLINICAL LABORATORY

THIS COURSE FOR THE LPN PROVIDES CLINICAL OPPORTUNITIES TO DEVELOP IN ASSESSMENT, HEALTH TEACHING, AND COMMUNICATION. THE STUDENT WILL CARE FOR PATIENTS WHO HAVE ALTERATIONS IN INGESTION, DIGESTION, METABOLISM, ELIMINATION, REPRODUCTION AND CARDIO RESPIRATORY FUNCTIONS. PREREQUISITES: CHM1033, APB1811, APB1811L. COREQUISITES: NUR2001, APB1812, APB1812L.
LEC HRS = 000 LABHRS = 168 OTH HRS = 000 FEES = 0043.00

NUR2203 TRANSITION NURSING III 4 SEMESTER HOURS

THIS THEORETICAL COURSE FOR THE LPN COVERS THE KNOWLEDGE NECESSARY TO CARE FOR ADULT PATIENTS WITH ALTERATIONS IN ENDOCRINE, NEUROLOGICAL, MUSCULOSKELETAL AND INTEGUMENTARY FUNCTION. PREREQUISITE: NUR2412, NUR2412L. COREQUISITES: NUR2203L.
LEC HRS = 064 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NUR2203L TRANSITION NURSING III 1 SEMESTER HOUR CLINICAL LAB

THIS COURSE FOR THE LPN PROVIDES CLINICAL OPPORTUNITIES TO DEVELOP SKILLS AS RELATED TO ALTERATIONS IN THE ENDOCRINE, NEUROLOGICAL, MUSCULOSKELETAL AND INTEGUMENTARY FUNCTIONS. PREREQUISITES: NUR2412, NUR2412L. COREQUISITE: NUR2203.
LEC HRS = 000 LABHRS = 056 OTH HRS = 000 FEES = 0040.00

NUR2220 MEDICAL SURGICAL 3 SEMESTER HOURS NURSING I

MEDICAL SURGICAL NURSING I IS A COURSE DESIGNED TO PROVIDE THE STUDENT WITH KNOWLEDGE OF ALTERATIONS OF INGESTION, DIGESTION, METABOLISM, AND ELIMINATION THROUGHOUT THE LIFE CYCLE. THE MAJOR FOCUS IS DIRECTED AT MEETING THE HEALTH CARE NEEDS OF THE ADULT AND PEDIATRIC PATIENT THROUGH UTILIZATION OF THE NURSING PROCESS. THE STUDENT WILL BE EXPECTED TO INTEGRATE PRINCIPLES OF ANATOMY, PHYSIOLOGY, AND PATHOPHYSIOLOGY OF THE DIGESTIVE AND GENITO URINARY SYSTEMS INTO THE NURSING PROCESS. COMPONENTS OF PHARMACOLOGY AND NUTRITION WILL BE INCLUDED IN THIS COURSE. CONSIDERATION WILL ALSO BE GIVEN TO THE PSYCHOSOCIAL ASPECTS OF THE WELLNESS ILLNESS

CONTINUUM. PREREQUISITE: DEP2004 OR DEP2102, ALL FIRST YEAR NURSING COURSES. COREQUISITE: NUR2220L.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NUR2220L MEDICAL SURGICAL 2 SEMESTER HOURS NURSING I CLINICAL LAB

MEDICAL SURGICAL NURSING I CLINICAL LAB IS A COURSE DESIGNED TO PROVIDE THE STUDENT WITH THE OPPORTUNITY TO UTILIZE THE NURSING PROCESS IN THE CARE OF PATIENTS WITH ALTERATIONS OF INGESTION, DIGESTION, METABOLISM, AND ELIMINATION THROUGHOUT THE LIFE CYCLE. THE STUDENT WILL BE EXPECTED TO CORRELATE THEORETICAL KNOWLEDGE AND SCIENTIFIC PRINCIPLES WITH CLINICAL SITUATIONS, OBSERVATIONAL EXPERIENCES, WRITTEN ASSIGNMENTS AND PERFORMANCE EXAMS MAY BE INCLUDED IN THIS COURSE. PREREQUISITE: DEP2004 OR DEP2102, ALL FIRST YEAR NURSING COURSES. COREQUISITE: NUR2220.

LEC HRS = 000 LABHRS = 112 OTH HRS = 000 FEES = 0005.00

NUR2221 MEDICAL SURGICAL 3 SEMESTER HOURS NURSING II

THIS COURSE IS DESIGNED TO PROVIDE THE STUDENT WITH THE KNOWLEDGE NECESSARY TO IMPLEMENT THE NURSING PROCESS ON PATIENTS WITH CARDIO PULMONARY DYSFUNCTIONS THROUGHOUT THE LIFE CYCLE. THE FOCUS IS THE PATHOPHYSIOLOGY, COMMON MEDICAL, DIAGNOSTIC AND TREATMENT MODES, NURSING ASSESSMENTS AND INTERVENTIONS NECESSARY TO TREAT THESE PATIENTS. THE STUDENT WILL BE RESPONSIBLE FOR REVIEWING ANATOMY AND PHYSIOLOGY, PHARMACOLOGY, PEDIATRIC AND PSYCHIATRIC PRINCIPLES AS THEY APPLY TO THIS COURSE. PREREQUISITE: DEP2004 OR DEP2102, ALL FIRST YEAR NURSING COURSES. COREQUISITE: NUR2221L.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NUR2221L MEDICAL SURGICAL 2 SEMESTER HOURS NURSING II CLINICAL LAB

IN THIS COURSE THE STUDENT WILL BE RESPONSIBLE FOR APPLYING THE NURSING PROCESS TO ASSIGNED PATIENTS WITH ALTERATIONS IN CARDIO PULMONARY FUNCTIONING. THIS EXPERIENCE WILL REQUIRE BOTH CLINICAL AND WRITTEN ASSIGNMENTS. EVALUATION WILL BE BASED ON THE APPLICATION OF THE NURSING PROCESS TO ASSIGNED PATIENTS. PREREQUISITE: DEP2004 OR DEP2102, ALL FIRST YEAR NURSING COURSES. COREQUISITE: NUR2221.

LEC HRS = 000 LABHRS = 112 OTH HRS = 000 FEES = 0005.00

NUR2222 MEDICAL SURGICAL 3 SEMESTER HOURS NURSING III

IN THIS COURSE THE STUDENT WILL BE RESPONSIBLE FOR PRINCIPLES OF ALTERATION IN MOBILITY, SKIN INTEGRITY, AND NEUROLOGICAL FUNCTIONING. CONCEPTS OF REHABILITATION WILL BE EMPHASIZED. PREREQUISITE: DEP2004 OR DEP2102, ALL FIRST YEAR NURSING COURSES. COREQUISITE: NUR2222L.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NUR2222L MEDICAL SURGICAL 2 SEMESTER HOURS NURSING III CLINICAL LAB

IN THIS COURSE THE STUDENT WILL BE RESPONSIBLE FOR APPLYING THE NURSING PROCESS TO ASSIGNED PATIENTS WITH ALTERATIONS IN MOBILITY, SKIN INTEGRITY AND NEUROLOGICAL FUNCTIONS. THIS EXPERIENCE WILL REQUIRE BOTH CLINICAL AND WRITTEN ASSIGNMENTS. EVALUATION WILL BE BASED ON THEIR APPLICATION OF THE NURSING PROCESS TO ASSIGNED PATIENTS. PREREQUISITE: DEP2004 OR DEP2102, ALL FIRST YEAR NURSING COURSES. COREQUISITE: NUR2222.

LEC HRS = 000 LABHRS = 112 OTH HRS = 000 FEES = 0005.00

NUR2223 MEDICAL SURGICAL 3 SEMESTER HOURS NURSING IV
IN THIS COURSE THE STUDENT WILL BE RESPONSIBLE FOR APPLYING THE NURSING PROCESS TO ASSIGNED PATIENTS WITH ALTERATIONS IN ENDOCRINE FUNCTIONING. ALSO, TRANSITION AS A COMPONENT IS DESIGNED TO PROVIDE THE KNOWLEDGE NECESSARY TO MOVE FROM THE ROLE OF A STUDENT TO THAT OF A GRADUATE NURSE. PREREQUISITE: ALL PREVIOUS NURSING COURSES, APB1600, HUN1202. COREQUISITE: NUR2223L, ALL REMAINING GENERAL EDUCATION COURSES.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NUR2223L MEDICAL SURGICAL 3 SEMESTER HOURS NURSING IV CLINICAL LAB
IN THIS COURSE THE STUDENT WILL BE RESPONSIBLE FOR APPLYING THE NURSING PROCESS TO ASSIGNED PATIENTS AT ALL AGE LEVELS WITH ALTERATIONS IN ENDOCRINE FUNCTIONING. ALSO, TRANSITION AS A COMPONENT IS DESIGNED TO PROVIDE THE KNOWLEDGE NECESSARY TO MOVE FROM THE ROLE OF A STUDENT TO THAT OF A GRADUATE NURSE AT THE ADN LEVEL. THE STUDENT WILL BE RESPONSIBLE FOR COORDINATING CARE FOR A GROUP OF PATIENTS, INCLUDING AWARENESS OF LEGAL AND ETHICAL ISSUES. PREREQUISITE: ALL PREVIOUS NURSING COURSES, APB1600, HUN1202. COREQUISITE: NUR2223, ALL REMAINING GENERAL EDUCATION COURSES.
LEC HRS = 000 LABHRS = 168 OTH HRS = 000 FEES = 0040.00

NUR2412 TRANSITION NURSING II 9 SEMESTER HOURS
THIS THEORETICAL COURSE FOR THE LPN COVERS THE FOLLOWING CONCEPT: HEALTH CARE OF WOMEN AS IT RELATES TO CHILDBEARING, PEDIATRIC NURSING AND PSYCHIATRIC NURSING. PREREQUISITES: NUR2001, NUR2001L, APB1812, APB1812L. COREQUISITES: NUR2412L, PSY2012.
LEC HRS = 144 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NUR2412L TRANSITION NURSING II 3 SEMESTER HOURS CLINICAL LAB
THIS COURSE FOR THE LPN PROVIDES CLINICAL OPPORTUNITIES TO DEVELOP SKILLS AS IT RELATES TO OBSTETRICAL, PEDIATRIC, AND PSYCHIATRIC NURSING. PREREQUISITES: NUR2001, NUR2001L, APB1812 AND APB1812L. COREQUISITES: NUR2412, PSY2012.
LEC HRS = 000 LABHRS = 168 OTH HRS = 000 FEES = 0040.00

NUR2801 TRANSITION NURSING IV 2 SEMESTER HOURS
THIS THEORETICAL COURSE FOR THE LPN COVERS THE FOLLOWING CONCEPTS: LEADERSHIP, TEAM MANAGEMENT, LEGAL ETHICAL SITUATIONS, PROBLEM SOLVING TECHNIQUES, INTERVIEWING TECHNIQUES AND EMERGENCY NURSING. PREREQUISITE: NUR2203, NUR2203L. COMPLETION OF ALL GENERAL EDUCATION REQUIREMENTS OR DEPARTMENTAL APPROVAL. COREQUISITES: NUR2801L.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

NUR2801L TRANSITION NURSING IV 2 SEMESTER HOURS CLINICAL LAB
THIS COURSE FOR THE LPN PROVIDES CLINICAL OPPORTUNITIES TO DEVELOP LEADERSHIP SKILLS, TEAM MANAGEMENT SKILLS AND LEGAL ETHICAL RESPONSIBILITIES. PREREQUISITES: NUR2203, NUR2203L. COMPLETION OF ALL GENERAL EDUCATION REQUIREMENTS OR DEPARTMENTAL APPROVAL. COREQUISITES: NUR2801.
LEC HRS = 000 LABHRS = 112 OTH HRS = 000 FEES = 0040.00

OFFICE CAREERS

OST1103 BASIC TYPING, PART 1 1 SEMESTER HOUR
THIS COURSE OFFERS AN INTRODUCTION TO THE KEYBOARD WITH DEVELOPMENT OF FUNDAMENTAL TECHNIQUES FOR TOUCH TYPEWRITING BY

PRACTICING SIMPLE EXERCISES. SOME LABORATORY HOURS PER WEEK MAY BE NEEDED IN ADDITION TO THE SCHEDULED COURSE HOURS. MINIMUM COMPLETION SPEED OF 21 WORDS PER MINUTE WITH A 5 ERROR CUTOFF ON 2 MINUTE WRITINGS IS REQUIRED. (NOTE: STUDENTS MUST REGISTER CONCURRENTLY FOR THREE TYPING CREDITS (OST1103, OST1104, OST1105). AN NG GRADE MAY BE GIVEN FOR A PART STARTED BUT UNSATISFACTORY OR INCOMPLETE AT THE END OF THE TERM.) TERM I, II AND III/ALL CAMPUSES.
LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0008.00

OST1104 BASIC TYPING, PART 2 1 SEMESTER HOUR
PREREQUISITE: OST1103 (BASIC TYPING, PART 1) OR EQUIVALENT, AND ABILITY TO TYPE 21 WORDS PER MINUTE FOR 2 MINUTES WITH 5 ERROR CUTOFF. THIS TYPING CREDIT INCLUDES SKILL DEVELOPMENT, SIMPLE CORRESPONDENCE AND OTHER BUSINESS TYPING. SOME LABORATORY HOURS PER WEEK MAY BE NEEDED IN ADDITION TO THE SCHEDULED COURSE HOURS. A MINIMUM COMPLETION SPEED OF 27 WORDS PER MINUTE WITH 5 ERROR CUTOFF ON 3 MINUTE WRITINGS IS REQUIRED. (NOTE: STUDENTS MUST REGISTER CONCURRENTLY FOR THREE TYPING CREDITS. AN NG GRADE MAY BE GIVEN FOR A PART STARTED BUT UNSATISFACTORY OR INCOMPLETE THE END OF THE TERM.) TERM I, II AND III/ALL CAMPUSES.
LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0008.00

OST1105 BASIC TYPING, PART 3 1 SEMESTER HOUR
PREREQUISITE: OST1104 (BASIC TYPING, PART 2) OR EQUIVALENT, AND ABILITY TO TYPE 27 WORDS PER MINUTE FOR 3 MINUTES WITH 5 ERROR CUTOFF. THIS TYPING CREDIT INCLUDES SKILL DEVELOPMENT, BUSINESS CORRESPONDENCE, BUSINESS FORMS, AND MANUSCRIPTS. IT BEGINS PRODUCTION DEVELOPMENT. SOME LABORATORY HOURS PER WEEK MAY BE NEEDED IN ADDITION TO THE SCHEDULED COURSE HOURS. A MINIMUM COMPLETION SPEED OF 35 WORDS PER MINUTE WITH 5 ERROR CUTOFF ON 5 MINUTE WRITINGS IS REQUIRED. (NOTE: STUDENTS MUST REGISTER CONCURRENTLY FOR THREE TYPING CREDITS. AN NG GRADE MAY BE GIVEN FOR A PART STARTED BUT UNSATISFACTORY OR INCOMPLETE AT THE END OF THE TERM.) TERM I, II AND III/ALL CAMPUSES.
LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0008.00

OST1113 INTERMEDIATE TYPING, 1 SEMESTER HOUR PART 4
PREREQUISITE: OST1105 (BASIC TYPING, PART 3) OR EQUIVALENT, AND ABILITY TO TYPE 35 WORDS PER MINUTE FOR 5 MINUTES WITH 5 ERROR CUTOFF. THIS TYPING CREDIT INCLUDES SKILL DEVELOPMENT, WORD DIVISION, REFINING BUSINESS CORRESPONDENCE, TABLES, AND MANUSCRIPT. SOME LABORATORY HOURS PER WEEK MAY BE NEEDED IN ADDITION TO THE SCHEDULED COURSE HOURS. A MINIMUM COMPLETION SPEED OF 39 WORDS PER MINUTE WITH 4 ERROR CUTOFF ON 5 MINUTE WRITINGS IS REQUIRED. (NOTE: STUDENTS MUST REGISTER CONCURRENTLY THREE TYPING CREDITS. AN NG GRADE MAY BE GIVEN FOR A PART STARTED BUT UNSATISFACTORY OR INCOMPLETE AT THE END OF THE TERM.) TERM I, II AND III/ALL CAMPUSES.
LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0008.00

OST1114 INTERMEDIATE TYPING, 1 SEMESTER HOUR PART 5
PREREQUISITE: OST1113 (INTERMEDIATE TYPING, PART 4) OR EQUIVALENT, AND ABILITY TO TYPE 39 WORDS PER MINUTE FOR 5 MINUTES WITH 4 ERROR CUTOFF. THIS TYPING CREDIT INCLUDES SKILL DEVELOPMENT, EMPHASIS ON LETTER STYLES, BUSINESS FORMS, AND REPORTS. IT CONTINUES PRODUCTION DEVELOPMENT. SOME LABORATORY HOURS PER WEEK MAY BE NEEDED IN ADDITION TO THE SCHEDULED COURSE HOURS. A MINIMUM COMPLETION SPEED OF 42 WORDS PER MINUTE WITH 4 ERROR CUTOFF ON 5 MINUTE WRITINGS IS REQUIRED. (NOTE: STUDENTS MUST REGISTER CONCURRENTLY

FOR THREE TYPING CREDITS. AN NG GRADE MAY BE GIVEN FOR A PART STARTED BUT UNSATISFACTORY OR INCOMPLETE AT THE END OF THE TERM.) TERM I, II AND III/ALL CAMPUSES.

LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0008.00

OST1115 INTERMEDIATE TYPING, 1 SEMESTER HOUR PART 6

PREREQUISITE: OST1114 (INTERMEDIATE TYPING, PART 5) OR EQUIVALENT, AND ABILITY TO TYPE 42 WORDS PER MINUTE FOR 5 MINUTES WITH 4 ERROR CUTOFF. THIS TYPING CREDIT INCLUDES SKILL DEVELOPMENT, ADVANCED BUSINESS CORRESPONDENCE, SIMPLE FINANCIAL STATEMENTS, AND BUSINESS PAPERS. SOME LABORATORY HOURS PER WEEK MAY BE NEEDED IN ADDITION TO THE SCHEDULED COURSE HOURS. A MINIMUM COMPLETION SPEED OF 45 WORDS PER MINUTE WITH 4 ERROR CUTOFF ON 5 MINUTE WRITINGS IS REQUIRED. (NOTE: STUDENTS MUST REGISTER CONCURRENTLY FOR THREE TYPING CREDITS. AN NG GRADE MAY BE GIVEN FOR A PART STARTED BUT UNSATISFACTORY OR INCOMPLETE AT THE END OF THE TERM.) TERM I, II AND III/ALL CAMPUSES.

LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0008.00

OST1141 COMPUTER KEYBOARDING 1 SEMESTER HOUR

THIS COURSE PREPARES STUDENTS FOR THE GROWING VARIETY OF JOBS WHICH REQUIRE KEYBOARDING SKILLS TO INPUT DATA ACCURATELY AND QUICKLY. IT IS DESIGNED FOR ALL MAJORS BY INTRODUCING THE KEYBOARD WITH A DEVELOPMENT OF FUNDAMENTAL TECHNIQUES FOR TOUCH KEYBOARDING. SOME LABORATORY HOURS PER WEEK MAY BE NEEDED IN ADDITION TO THE SCHEDULED COURSE HOURS. A MINIMUM COMPLETION SPEED OF 21 WORDS PER MINUTE WITH 5 ERROR CUTOFF ON 2 MINUTE WRITING IS REQUIRED. TERM I, II AND III/SOUTH AND CENTRAL CAMPUSES ONLY.

LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0008.00

OST1211 SHORTHAND I 3 SEMESTER HOURS

PREREQUISITE: OST1105 (BASIC TYPING, PART 3) OR EQUIVALENT. THIS COURSE PRESENTS HANDWRITTEN SHORTHAND THEORY WITH AN EMPHASIS ON THE DEVELOPMENT OF WRITING SKILLS AND ACCURATE TRANSCRIPTION OF SIMPLE NEW MATERIAL DICTATION. SOME LABORATORY HOURS PER WEEK WILL BE NEEDED IN ADDITION TO THE SCHEDULED COURSE HOURS. TERM I/CENTRAL AND SOUTH CAMPUS. TERM II/SOUTH CAMPUS.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

OST1212 SHORTHAND II 3 SEMESTER HOURS

PREREQUISITES: MINIMUM GRADE OF C IN OST1211 (SHORTHAND I) AND CONCURRENT ENROLLMENT IN OR CREDIT IN OST1115 (INTERMEDIATE TYPING, PART 6) OR EQUIVALENT; STUDENTS MAY SUBSTITUTE OST1271 FOR OST1211. THIS COURSE COVERS A REVIEW OF THEORY AND BRIEF FORMS, INTENSIVE DEVELOPMENT OF SHORTHAND WRITING SKILLS AND TRANSCRIPTION SKILLS, NEW MATERIAL DICTATION WITH PREVIEWS, AND AN INTRODUCTION TO USABLE TRANSCRIPTS OF SHORT BUSINESS LETTERS. SOME LABORATORY HOURS PER WEEK WILL BE NEEDED IN ADDITION TO THE SCHEDULED COURSE HOURS. TERM I/SOUTH CAMPUS. TERM II/CENTRAL AND SOUTH CAMPUSES.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

OST1271 ALPHABETIC SPEED 3 SEMESTER HOURS WRITING

THIS COURSE MAY SERVE AS THE PREREQUISITE FOR OST1212. IT IS A PRESENTATION OF ALPHABETIC SHORTHAND THEORY AND SPEED DEVELOPMENT UP TO 80 WORDS PER MINUTE. ADDITIONAL SPEED BUILDING ABILITY CAN BE OBTAINED IN SHORTHAND II. ITS USES INCLUDE TAKING CLASS NOTES, TELEPHONE MESSAGES, INTERVIEW NOTES, MEETING MINUTES, AND APPLICATIONS REQUIRED FOR SOME OFFICE POSITIONS. SOME LABORATORY HOURS PER WEEK WILL BE

NEEDED IN ADDITION TO THE SCHEDULED COURSE HOURS. TERM: ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

OST1401 OFFICE PROCEDURES 3 SEMESTER HOURS

PREREQUISITE: OST1105 (BASIC TYPING, PART 3) OR EQUIVALENT. THIS COURSE PROVIDES A STUDY OF THE THEORY AND PRACTICE OF FILING RULES AND PROCEDURES, AND THE ROUTINES COMMON TO ALL OFFICES SUCH AS PROCESSING MAIL, TELEPHONE USAGE, HANDLING APPOINTMENTS, ETC., OFFICE AUTOMATION AND EQUIPMENT, DISCUSSION OF CAREER GOALS, JOB INTERVIEW, AND JOB APPLICATION PROCEDURES ARE INCLUDED. THIS COURSE DOES NOT REQUIRE KNOWLEDGE OF SHORTHAND. TERM I AND II/CENTRAL AND/OR SOUTH CAMPUS. ON DEMAND/NORTH CAMPUS.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

OST1701 INFORMATION 3 SEMESTER HOURS

PROCESSING: THEORY AND SUPERVISION

AN INTRODUCTION TO INFORMATION/WORD PROCESSING CONCEPTS USING AN INTEGRATED SYSTEMS APPROACH. THE SUPERVISOR'S ROLE IN THE AUTOMATED OFFICE IS ALSO COVERED. TERM I AND II/CENTRAL CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

OST2123 EXPERT TYPING, PART 7 1 SEMESTER HOUR

PREREQUISITE: OST1115 (INTERMEDIATE TYPING PART 6) OR EQUIVALENT, AND ABILITY TO TYPE 45 WORDS PER MINUTE FOR 5 MINUTES WITH 4 ERROR CUTOFF. THIS TYPING CREDIT INCLUDES SKILL DEVELOPMENT, JOB SIMULATION, AND PRODUCTION REFINEMENT. A MINIMUM COMPLETION SPEED OF 49 WORDS PER MINUTE WITH 3 ERROR CUTOFF ON 5 MINUTE WRITINGS IS REQUIRED. SOME LABORATORY HOURS PER WEEK MAY BE NEEDED IN ADDITION TO THE SCHEDULED COURSE HOURS. (NOTE: STUDENTS MUST REGISTER CONCURRENTLY FOR THREE TYPING CREDITS. AN NG GRADE MAY BE GIVEN FOR A PART STARTED BUT UNSATISFACTORY OR INCOMPLETE AT THE END OF THE TERM.) TERM I, II AND III/ALL CAMPUSES.

LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0008.00

OST2124 EXPERT TYPING, PART 8 1 SEMESTER HOUR

PREREQUISITE: OST2123 (EXPERT TYPING PART 7) OR EQUIVALENT, AND ABILITY TO TYPE 49 WORDS PER MINUTE FOR 5 MINUTES WITH 4 ERROR CUTOFF. THIS TYPING CREDIT INCLUDES SKILL DEVELOPMENT, JOB SIMULATION IN SPECIFIC BUSINESS FIELDS AND PRODUCTION REFINEMENT. A MINIMUM COMPLETION SPEED OF 52 WORDS PER MINUTE WITH 3 ERROR CUTOFF ON 5 MINUTE WRITINGS IS REQUIRED. SOME LABORATORY HOURS PER WEEK MAY BE NEEDED IN ADDITION TO THE SCHEDULED COURSE HOURS. (NOTE: STUDENTS REGISTERING FOR THIS COURSE MUST CONCURRENTLY ENROLL FOR AT LEAST TWO TYPING CREDITS. AN NG GRADE MAY BE GIVEN FOR A PART STARTED BUT UNSATISFACTORY OR INCOMPLETE AT THE END OF THE TERM.) TERM I, II AND III/ALL CAMPUSES.

LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0008.00

OST2125 EXPERT TYPING, PART 9 1 SEMESTER HOUR

PREREQUISITE: OST2124 (EXPERT TYPING PART 8) OR EQUIVALENT, AND ABILITY TO TYPE 52 WORDS PER MINUTE FOR 5 MINUTES WITH 3 ERROR CUTOFF. THIS COURSE INCLUDES SKILL DEVELOPMENT, PRODUCTION TESTS AND VARIOUS UNARRANGED DECISION PROBLEMS. A MINIMUM COMPLETION SPEED, 55 WORDS PER MINUTE WITH 3 ERROR CUTOFF ON 5 MINUTE WRITINGS IS REQUIRED. SOME LABORATORY HOURS PER WEEK MAY BE NEEDED IN ADDITION TO THE SCHEDULED COURSE HOURS. (NOTE: STUDENTS MUST ENROLL FOR TWO CREDITS OF TYPING UNLESS PREVIOUS PARTS ARE COMPLETED. AN NG GRADE

MAY BE GIVEN FOR A PART STARTED BUT UNSATISFACTORY OR INCOMPLETE AT THE END OF THE TERM.) TERM I, II AND III/ALL CAMPUSES.

LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0008.00

OST2213 SHORTHAND III 3 SEMESTER HOURS (HANDWRITTEN OR MACHINE)

PREREQUISITES: MINIMUM GRADE OF C IN OST1212 (SHORTHAND II) OR OST1222 (MACHINE SHORTHAND II) OR EQUIVALENT, AND ABILITY TO TYPE 45 WORDS PER MINUTE OR PERMISSION OF INSTRUCTOR. THIS COURSE PROVIDES A CONTINUATION OF SKILL DEVELOPMENT FOR SUSTAINED RAPID WRITING AND ACCURATE TRANSCRIPTION OF NEW MATERIAL DICTATION; OFFICE STANDARDS OF SPEED AND ACCURACY ARE EMPHASIZED IN DICTATION FOR ACCEPTABLE TRANSCRIPTS OF BUSINESS LETTERS WITH VARIED SUBJECT MATTER, LENGTH, AND DIFFICULTY. THREE LABORATORY HOURS PER WEEK ARE EXPECTED IN ADDITION TO THE SCHEDULED COURSE HOURS. TERM I/SOUTH AND NORTH CAMPUSES. TERM II/SOUTH CAMPUS.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

OST2320 BUSINESS MACHINES 3 SEMESTER HOURS

PREREQUISITE: MTB1103, SUGGESTED. THIS COURSE INCLUDES THE TOUCH SYSTEM OF OPERATING ELECTRONIC CALCULATORS AND INSTRUCTION FOR PRACTICAL BUSINESS MACHINES APPLICATIONS. TERM I, II AND III/SOUTH CAMPUS ONLY.

LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0005.00

OST2335 BUSINESS COMMUNICATIONS 3 SEMESTER HOURS

PREREQUISITE: ENC1101. THIS COURSE PROVIDES A STUDY OF THE PSYCHOLOGY AND TECHNIQUES OF EFFECTIVE BUSINESS WRITING. IT STRESSES THE USE, PLANNING, AND WRITING OF BUSINESS LETTERS, REPORTS, DICTATING EQUIPMENT, AND ELECTRONIC COMMUNICATIONS. TERM I/CENTRAL AND SOUTH CAMPUSES. TERM II/ALL CAMPUSES. TERM III/CENTRAL CAMPUS.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

OST2391 CPS EXAM PREPARATION, 1 SEMESTER HOUR PART 1, BEHAVIORAL SCI IN BUSINESS

PART 1 PREPARES STUDENTS TO PASS THE BEHAVIORAL SCIENCE IN BUSINESS SECTION OF THE CERTIFIED PROFESSIONAL SECRETARY EXAMINATION. TERM I/SOUTH CAMPUS ONLY.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

OST2392 CPS EXAM PREPARATION, 1 SEMESTER HOUR PART 2, BUSINESS LAW

PART 2 PREPARES STUDENTS TO PASS THE BUSINESS LAW SECTION OF THE CERTIFIED PROFESSIONAL SECRETARY EXAMINATION. TERM I/SOUTH CAMPUS ONLY.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

OST2393 CPS EXAM PREPARATION, 1 SEMESTER HOUR PART 3, ECONOMICS AND MGMT

PART 3 PREPARES STUDENTS TO PASS THE ECONOMICS AND MANAGEMENT SECTION OF THE CERTIFIED PROFESSIONAL SECRETARY EXAMINATION. TERM II/SOUTH CAMPUS ONLY.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

OST2394 CPS EXAM PREPARATION, 1 SEMESTER HOUR PART 4, ACCOUNTING

PART 4 PREPARES STUDENTS TO PASS THE ACCOUNTING SECTION OF THE CERTIFIED PROFESSIONAL SECRETARY EXAMINATION. TERM I/SOUTH CAMPUS ONLY.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

OST2395 CPS EXAM PREP, 1 SEMESTER HOUR PART 5, OFFICE ADMIN & COMMUNICA

PART 5 PREPARES STUDENTS TO PASS THE OFFICE ADMINISTRATION AND COMMUNICATIONS SECTION OF THE CERTIFIED PROFESSIONAL SECRETARY EXAMINATION. TERM I/SOUTH CAMPUS ONLY.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

OST2396 CPS EXAM PREPARATION, 1 SEMESTER HOUR PART 6, OFFICE TECHNOLOGY

PART 6 PREPARES STUDENTS TO PASS THE OFFICE TECHNOLOGY SECTION OF THE CERTIFIED PROFESSIONAL SECRETARY EXAMINATION. TERM II/SOUTH CAMPUS ONLY.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

OST2402 SECRETARIAL PROCEDURES 3 SEMESTER HOURS

PREREQUISITES: OST1212 (SHORTHAND II) OR OST1222 (MACHINE SHORTHAND II) AND OST1115 (INTERMEDIATE TYPING, PART 6) OR EQUIVALENTS. THIS COURSE IS DESIGNED FOR STUDENTS COMPLETING THEIR SECRETARIAL PROGRAMS AND INCLUDES DECISION MAKING PROJECTS AND/OR DISCUSSION RELATED TO THE DUTIES, RESPONSIBILITIES, AND PERSONAL QUALIFICATIONS OF A SECRETARY. THE EFFICIENT HANDLING OF OFFICE ROUTINE MATTERS, AN OVERVIEW OF THE SECRETARIAL PROFESSION AS A CAREER, AND METHODS OF ACQUIRING SATISFYING/CHALLENGING POSITIONS ARE DISCUSSED. TERM II/SOUTH CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

OST2431 LEGAL OFFICE TECHNIQUES I 3 SEMESTER HOURS

PREREQUISITES: CREDIT IN OST1115 (INTERMEDIATE TYPING, PART 6) AND EITHER CREDIT IN OST2213 (OR OST1223), OR CONCURRENT ENROLLMENT IN OST2213 OR OST1223. THIS COURSE PROVIDES AN INTRODUCTION TO LEGAL TERMINOLOGY, THE TYPING OF LEGAL DOCUMENTS AND PLEADINGS, AND OFFICE PROCEDURES FOR LAW FIRM EMPLOYEES. TERM I/SOUTH CAMPUS ONLY.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

OST2432 LEGAL OFFICE TECHNIQUES II 3 SEMESTER HOURS

PREREQUISITE: OST2431 (LEGAL SECRETARIAL TECHNIQUES I). A FURTHER STUDY OF LEGAL TERMINOLOGY WITH EMPHASIS ON PREPARATION OF LEGAL PAPERS. TERM II/SOUTH CAMPUS ONLY.

LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0005.00

OST2601 TRANSCRIBING MACHINES I 3 SEMESTER HOURS

PREREQUISITE: OST1115 (INTERMEDIATE TYPING, PART 6) OR EQUIVALENT. THIS COURSE EMPHASIZES SKILL DEVELOPMENT FOR ACCURATE TRANSCRIPTION OF RECORDED DICTATION TO OFFICE STANDARD PROFICIENCY LEVELS. SPECIAL MATERIAL RELATED TO EACH STUDENT'S MAJOR SUBJECT AREA IS PROVIDED. ADDITIONAL PREREQUISITE FOR MEDICAL ASSISTING, OR MEDICAL SECRETARIAL MAJORS, MEA1010. ADDITIONAL PREREQUISITE FOR LEGAL SECRETARIAL MAJORS, OST2431. TERM I, II AND III/CENTRAL AND SOUTH CAMPUSES.

LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0005.00

OST2731 INFORMATION/WORD PROCESSING APPLICATIONS I 1 SEMESTER HOUR

PREREQUISITE: OST1115 (INTERMEDIATE TYPING, PART 6) OR EQUIVALENT. A BASIC COURSE IN OPERATING SPECIFIC WORD PROCESSING EQUIPMENT EMPHASIZING MACHINE PROFICIENCY IN ELEMENTARY APPLICATIONS, OR AN INTRODUCTION TO WORD PROCESSING. STUDENTS MUST REGISTER CONCURRENTLY FOR THREE WORD PROCESSING APPLICATION CREDITS OR OBTAIN INSTRUCTOR'S APPROVAL TO REGISTER LESS THAN THREE CREDITS. AN NG GRADE MAY BE GIVEN FOR A PART STARTED BUT UNSATIS-

FACTORY OR INCOMPLETE AT THE END OF THE TERM.
TERM I, II AND III/ALL CAMPUSES.
LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0010.00

**OST2732 INFORMATION/WORD 1 SEMESTER HOUR
PROCESSING APPLICATIONS 2**
PREREQUISITE: OST2731 (INFORMATION/WORD PROCESSING APPLICATIONS 1) OR EQUIVALENT. A COURSE IN OPERATING SPECIFIC WORD PROCESSING EQUIPMENT NOT COVERED IN OST2731 EMPHASIZING MACHINE PROFICIENCY IN ELEMENTARY APPLICATIONS, OR THE CONTINUATION OF TRAINING ON THE SAME EQUIPMENT USED IN OST2731 WITH EMPHASIS ON PROCESSING BUSINESS CORRESPONDENCE AND REPORTS. STUDENTS MUST REGISTER CONCURRENTLY FOR THREE WORD PROCESSING APPLICATION CREDITS OR OBTAIN INSTRUCTOR'S APPROVAL TO REGISTER LESS THAN THREE CREDITS. AN NG GRADE MAY BE GIVEN FOR A PART STARTED BUT UNSATISFACTORY OR INCOMPLETE AT THE END OF THE TERM. TERM I, II AND III/ALL CAMPUSES.
LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0010.00

**OST2733 INFORMATION/WORD 1 SEMESTER HOUR
PROCESSING APPLICATIONS 3**
PREREQUISITE: OST2732 (INFORMATION/WORD PROCESSING APPLICATIONS 2) OR EQUIVALENT. A COURSE IN OPERATING SPECIFIC WORD PROCESSING EQUIPMENT NOT COVERED IN OST2732 EMPHASIZING MACHINE PROFICIENCY IN ELEMENTARY APPLICATIONS, OR THE CONTINUATION OF TRAINING ON THE SAME EQUIPMENT USED IN OST2732 WITH EMPHASIS ON PROCESSING BUSINESS CORRESPONDENCE AND REPORTS. STUDENTS MUST REGISTER CONCURRENTLY FOR THREE WORD PROCESSING APPLICATION CREDITS OR OBTAIN INSTRUCTOR'S APPROVAL TO REGISTER LESS THAN THREE CREDITS. AN NG GRADE MAY BE GIVEN FOR A PART STARTED BUT UNSATISFACTORY OR INCOMPLETE AT THE END OF THE TERM. TERM I, II AND III/ALL CAMPUSES.
LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0010.00

**OST2734 INFORMATION/WORD 1 SEMESTER HOUR
PROCESSING APPLICATIONS 4**
PREREQUISITE: OST2733 (INFORMATION/WORD PROCESSING APPLICATIONS 3) OR EQUIVALENT. A COURSE IN OPERATING SPECIFIC WORD PROCESSING EQUIPMENT NOT COVERED IN OST2733 EMPHASIZING MACHINE PROFICIENCY IN ELEMENTARY APPLICATIONS, OR THE CONTINUATION OF TRAINING ON THE SAME EQUIPMENT USED IN OST2733 WITH EMPHASIS PLACED ON PROCESSING BUSINESS CORRESPONDENCE AND REPORTS. STUDENTS MUST REGISTER CONCURRENTLY FOR THREE WORD PROCESSING APPLICATION CREDITS OR OBTAIN INSTRUCTOR'S APPROVAL TO REGISTER LESS THAN THREE CREDITS. AN NG GRADE MAY BE GIVEN FOR A PART STARTED BUT UNSATISFACTORY OR INCOMPLETE AT THE END OF THE TERM. TERM I, II AND III/ALL CAMPUSES.
LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0010.00

**OST2735 INFORMATION/WORD 1 SEMESTER HOUR
PROCESSING APPLICATIONS 5**
PREREQUISITE: OST2734 (INFORMATION/WORD PROCESSING APPLICATIONS 4) OR EQUIVALENT. A COURSE IN OPERATING SPECIFIC WORD PROCESSING EQUIPMENT NOT COVERED IN OST2734 EMPHASIZING MACHINE PROFICIENCY IN ELEMENTARY APPLICATIONS, OR THE CONTINUATION OF TRAINING ON THE SAME EQUIPMENT USED IN OST2734 WITH EMPHASIS ON PROCESSING BUSINESS CORRESPONDENCE AND REPORTS. STUDENTS MUST REGISTER CONCURRENTLY FOR THREE WORD PROCESSING APPLICATION CREDITS OR OBTAIN INSTRUCTOR'S APPROVAL TO REGISTER LESS THAN THREE CREDITS. AN NG GRADE MAY BE GIVEN FOR A PART STARTED BUT UNSATISFACTORY OR INCOMPLETE AT THE END OF THE TERM. TERM I, II AND III/ALL CAMPUSES.
LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0010.00

**OST2736 INFORMATION/WORD 1 SEMESTER HOUR
PROCESSING APPLICATIONS 6**
PREREQUISITE: OST2735 (INFORMATION/WORD PROCESSING APPLICATIONS 5) OR EQUIVALENT. A COURSE IN OPERATING SPECIFIC WORD PROCESSING EQUIPMENT NOT COVERED IN OST2735 EMPHASIZING MACHINE PROFICIENCY IN ELEMENTARY APPLICATIONS, OR THE CONTINUATION OF TRAINING ON THE SAME EQUIPMENT USED IN OST2735 WITH EMPHASIS ON PROCESSING BUSINESS CORRESPONDENCE AND REPORTS, OR THE TRANSFER OF WORD PROCESSED MESSAGES AND DOCUMENTS TO AND FROM OTHER COMPUTERS USING A MODEM. STUDENTS MUST REGISTER CONCURRENTLY FOR THREE WORD PROCESSING APPLICATION CREDITS OR OBTAIN INSTRUCTOR'S APPROVAL TO REGISTER LESS THAN THREE CREDITS. AN NG GRADE MAY BE GIVEN FOR A PART STARTED BUT UNSATISFACTORY OR INCOMPLETE AT THE END OF THE TERM. TERM I, II AND III/ALL CAMPUSES.
LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0010.00

PEST CONTROL TECHNOLOGY

ENY1004 ENTOMOLOGY 3 SEMESTER HOURS
AN INTRODUCTION TO THE NATURAL HISTORY, CLASSIFICATION, HABITS, ANATOMY, PHYSIOLOGY AND DEVELOPMENT OF INSECTS AND THEIR RELATIVES. EMPHASIS WILL BE PLACED ON THOSE OF PEST CONTROL SIGNIFICANCE. THREE LECTURE HOURS PER WEEK. TERM I.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

IPM1111C INSECT IDENTIFICATION 3 SEMESTER HOURS
THE SYSTEMATIC IDENTIFICATION OF INSECTS AND OTHER ANIMALS OF PESTIFEROUS AND BIOLOGICAL IMPORTANCE TO THE HORTICULTURAL AND STRUCTURAL PEST CONTROL INDUSTRIES. TWO LECTURE HOURS AND TWO LAB HOURS PER WEEK. TERM II.
LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

IPM1301 PESTICIDES 3 SEMESTER HOURS
THE CLASSIFICATION, MODE OF ACTION, TOXICITY, MIXING, REGISTRATION, AND SAFE APPLICATION TECHNIQUES OF CHEMICALS USED IN THE PEST CONTROL INDUSTRY. THREE LECTURE HOURS PER WEEK. TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

IPM2612 HOUSEHOLD PESTS AND CONTROL 4 SEMESTER HOURS
A PRACTICAL APPROACH TO THE IDENTIFICATION, BIOLOGY, LIFE HISTORIES, INSPECTION PROCEDURES, AND CONTROLS INVOLVING GENERAL HOUSEHOLD PESTS. FOUR LECTURE HOURS WEEKLY. TERM I.
LEC HRS = 064 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

IPM2622 WOOD DESTROYING PESTS AND THEIR CONTROL 4 SEMESTER HOURS
A PRACTICAL APPROACH TO THE IDENTIFICATION, BIOLOGY, LIFE HISTORY, DETECTION AND CONTROL OF THE TERMITES, BEETLES AND FUNGI WHICH DESTROY WOOD IN STRUCTURES THE OPERATION AND SELECTION OF TOOLS AND EQUIPMENT WILL ALSO BE DEMONSTRATED AND DISCUSSED. FOUR LECTURE HOURS WEEKLY. TERM II.
LEC HRS = 064 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

IPM2631 PLANT PEST CONTROL 4 SEMESTER HOURS
THE IDENTIFICATION AND CHEMICAL AND BIOLOGICAL CONTROLS OF INSECTS AND DISEASES AFFECTING THE ORNAMENTAL PLANTS AND TURF GRASSES OF SOUTH FLORIDA WILL BE STRESSED ALONG WITH THE PROPER USE OF ALL NECESSARY MECHANICAL EQUIPMENT. FOUR LECTURE HOURS WEEKLY. TERM I.
LEC HRS = 064 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

IPM2811 PEST CONTROL BUSINESS ADMINISTRATION 3 SEMESTER HOURS

THIS COURSE IS DESIGNED FOR ANYONE WISHING TO ENHANCE THEIR BUSINESS ADMINISTRATION SKILLS. EMPHASIS WILL BE PLACED ON ALL PHASES OF RUNNING A PEST CONTROL/LAWN SPRAYING BUSINESS. BOOKKEEPING, PRODUCTION ANALYSIS, INSURANCE, LAWS, TAXATION, SALESMANSHIP AND MANY OTHER BUSINESS METHODS AS THEY RELATE TO THE PEST AND LAWN CARE INDUSTRY WILL BE DISCUSSED. 3 LEC./HRS.WEEKLY. TERM II.
LEC.HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

IPM2932 PEST CONTROL SEMINAR 1 SEMESTER HOUR
SELECTED CURRENT TOPICS IN PEST CONTROL AND RELATED SUBJECTS. TERM I, II, III.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHARMACOLOGY

APB1600 PHARMACOLOGY I 2 SEMESTER HOURS
AUDIOVISUAL AIDS ARE USED FOR REFERENCE. A COURSE DESIGNED TO PREPARE ALLIED HEALTH STUDENTS IN THE FUNDAMENTALS OF PHARMACOLOGY AS RELATED TO THEIR CAREER FIELDS. PHARMACOLOGICAL CONTRAINDICATIONS AND REACTIONS ARE DESCRIBED. THE ADMINISTRATION OF MEDICATIONS IS DETAILED.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHILOSOPHY

PHI1100 INTRODUCTORY LOGIC 3 SEMESTER HOURS
STUDY OF THE PRINCIPLES AND EVALUATION OF CRITICAL THINKING INCLUDING IDENTIFICATION AND ANALYSIS OF FALLACIOUS AS WELL AS VALID REASONING. TRADITIONAL, SYMBOLIC AND MATHEMATICAL LOGIC WILL BE CONSIDERED AND FOUNDATIONS WILL BE LAID FOR FURTHER STUDY IN EACH AREA. PREREQUISITE: ENC1101, OR EQUIVALENT. MEETS AREAS 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHI2010 INTRODUCTION TO PHILOSOPHY 3 SEMESTER HOURS
AN INTRODUCTION TO THE NATURE OF PHILOSOPHY, PHILOSOPHICAL THINKING, MAJOR INTELLECTUAL EVENTS IN THE HISTORY OF PHILOSOPHY, AND SPECIFIC PROBLEMS IN PHILOSOPHY. MEETS AREAS 2, 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM OFFERED: I, II AND III
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHI2600 INTRODUCTION TO ETHICS 3 SEMESTER HOURS
A STUDY OF THE BASIC CONCEPTS AND PRINCIPLES OF MORALS, VALUES AND JUDGEMENTS THAT GOVERN HUMAN ACTIONS, AS WELL AS VARIOUS ETHICAL THEORIES. MEETS AREAS 2, 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHI2930 SPECIAL TOPICS: PHILOSOPHY 3 SEMESTER HOURS
COURSE CENTERS AROUND TOPICS OF CURRENT INTEREST OR OF SPECIAL INTEREST TO STUDENTS OR INSTRUCTORS. TOPICS OR FOCUS MAY VARY FROM SEMESTER TO SEMESTER. TOPICS WILL BE IDENTIFIED BY THE PHI2930 COURSE TITLE PUBLISHED IN THE COURSE SCHEDULES FOR EACH TERM. THAT THE COURSE IS OFFERED. SPECIAL TOPICS CREDIT HOURS ARE NOT AUTOMATICALLY TRANSFERABLE. TRANSFER CREDIT IS THE PREROGATIVE OF THE RECEIVING INSTITUTION. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHYSICAL SCIENCE

PSC1121 PHYSICAL SCIENCES SURVEY 3 SEMESTER HOURS
A SURVEY OF PHYSICAL SCIENCES FOR THE NON-SCIENCE MAJOR. AN INTEGRATED APPROACH IS USED TO INTRODUCE TOPICS IN ASTRONOMY, CHEMISTRY, GEOLOGY, METEOROLOGY AND PHYSICS. THREE HOURS WEEKLY. MEETS AREA 4A OR 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC. TERM/I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PSC1191L PHYSICAL SCIENCES LABORATORY 1 SEMESTER HOUR
EXPERIMENTS AND EXERCISES WHICH SUPPLEMENT TOPICS COVERED IN PSC1121. PREREQUISITE OR COREQUISITE: PSC1121. SPECIAL FEE IS CHARGED, SEE STUDENT FEES. MEETS AREA 4C, 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 2 HRS. LAB. TERM I, II, AND III.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

PHYSICAL THERAPY ASSISTING

PHT1000 INTRODUCTION TO PHYSICAL THERAPY 2 SEMESTER HOURS
COURSE INTRODUCES THE STUDENT TO THE HISTORICAL BACKGROUND, PHILOSOPHY AND GOALS OF PHYSICAL THERAPY AS A PROFESSION. IT INCORPORATES DISCUSSION ON LEGAL AND ETHICAL ISSUES, EDUCATIONAL REQUIREMENTS, SUPERVISORY RELATIONSHIPS AND CURRENT DEVELOPMENTS RELATED TO PHYSICAL THERAPY. PRESENTS THE BASIC THEORY, APPLICATION AND INDICATIONS/CONTRAINDICATIONS FOR MODALITY USE AS WELL AS BODY MECHANICS, PREPARATION OF PATIENT AND TREATMENT AREA, POSITIONING AND TRANSFERRING TECHNIQUES, GAIT TRAINING AND WHEELCHAIR PRESCRIPTION. SPECIAL FEE IS CHARGED, SEE STUDENT FEES. COREQUISITE: APB1811, APB1811L, PHT1000L, CHM1033. CONTACT HRS: 2 HRS.PER WK. TERM I/FIRST YEAR. STUDENT LEC: 32.0
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHT1000L INTRODUCTION TO PHYSICAL THERAPY LAB 1 SEMESTER HOUR
LABORATORY SESSIONS FOR INTRODUCTION TO PHYSICAL THERAPY (PHT1000) ARE DESIGNED TO ALLOW THE STUDENTS AN OPPORTUNITY TO FAMILIARIZE THEMSELVES WITH THE BASIC FUNDAMENTALS OF PATIENT CARE. EMPHASIS IS ON BODY MECHANIC ANALYSIS, POSITIONING PROCEDURES, TRANSFERS, GAIT TRAINING AND BASIC PATIENT CARE SKILLS. SKILLS ASSIGNMENTS AS WELL AS COMPETENCY EVALUATIONS ARE COMPLETED. PREREQUISITE: NONE COREQUISITE: PHT1000, APB1811, 1811L, CHM1033. CONTACT HRS: 2 HRS.PER WK. TERM I/FIRST YEAR. STUDENT LAB: 32.0
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

PHT1103 ANATOMY FOR PHYSICAL THERAPIST ASSISTING 3 SEMESTER HOURS
COURSE INTRODUCES BASIC HUMAN ANATOMY WITH AN EMPHASIS ON THE STRUCTURE AND FUNCTION OF THE SKELETAL AND MUSCULAR SYSTEM. ACTIONS, ORIGINS, INSERTIONS AND INNERVATIONS OF MUSCLES ARE DISCUSSED. SURFACE ANATOMY IS PRESENTED WITH PALPATION SKILLS DEVELOPED. COREQUISITE: PHT1211, PHT1103L, APB1812, APB1812L. PREREQUISITE: PHT1000, PHT1000L, APB1811, APB1811L. CONTACT HRS: 3 HRS PER WK. TERM II/FIRST YEAR. STUDENT LEC: 48.0
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHT1103L ANATOMY FOR PHYSICAL 1 SEMESTER HOUR THERAPIST ASSISTING LAB
LABORATORY SESSIONS FOR ANATOMY FOR PTA (PHT1103) ARE DESIGNED TO PROVIDE THE STUDENTS WITH AN OPPORTUNITY TO EXPLORE SURFACE ANATOMY, BONE STRUCTURE/LANDMARKS AND MUSCULAR LANDMARKS. PREREQUISITE: PHT1190L, PHT1000, APB1811. COREQUISITE: PHT1103, PHT1211, PHT1211L. CONTACT HRS: 2 HRS.PER WK. TERM II/FIRST YEAR. STUDENT LAB: 32.0
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0005.00

PHT1211 DISABILITIES AND THERAPEUTIC PROCEDURES I 2 SEMESTER HOURS
COURSE INTRODUCES THE STUDENT TO THE THEORIES AND PRACTICAL APPLICATION OF PHYSICAL THERAPY MODALITIES. THE PHYSIOLOGICAL EFFECTS OF, INDICATIONS/CONTRAINDICATIONS OF HEAT, COLD, RADIANT THERAPY, ELECTROTHERAPY, TRACTION, INTERMITTENT COMPRESSION AND MASSAGE ARE TAUGHT. PATIENT SIMULATIONS AND CASE STUDIES ENHANCE THE ABILITY TO FILL A PRESCRIPTION FOR PT. TECHNIQUES AND THEORY OF CHEST PT, BURN MANAGEMENT AND CARDIAC REHAB ARE DEMONSTRATED AND PRACTICED. SPECIAL FEE CHARGED. SEE STUDENT FEES. PREREQUISITE: PHT1000, PHT1000L, APB1811, APB1811L. COREQUISITE: APB1812, APB1812L, PHT1103, PHT1211L, PHT1103L. CONTACT HRS: 2 HRS.PER WK. TERM II/FIRST YEAR. STUDENT LEC: 32.0
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHT1211L DISABILITIES AND THERAPEUTIC PROCEDURES I LAB 2 SEMESTER HOURS
LABORATORY SESSIONS FOR DISABILITIES & THERAPEUTIC PROCEDURES (PHT1211) ARE DESIGNED TO DEVELOP STUDENT SKILLS IN THE ACTUAL PERFORMANCE OF ALL MODALITIES PRESENTED. PRACTICAL APPLICATION OF EACH MODALITIES USE IS EMPHASIZED WITH STUDENT GIVEN ADEQUATE OPPORTUNITY TO PRACTICE WITH EACH MODALITY AS WELL AS TO COMPLETE COMPETENCY EVALUATIONS. SKILLS IN MASSAGE AND ROM ARE ALSO DEVELOPED. PREREQUISITE: PHT1000, PHT1000L, APB1811, APB1811L. COREQUISITE: APB1812, APB1812L, PHT1103, PHT1211. CONTACT HRS: 4 HRS.PER WEEK. TERM II/FIRST YEAR. STUDENT LAB: 64.0
LEC HRS = 000 LABHRS = 064 OTH HRS = 000 FEES = 0015.00

PHT1350 BASIC PHARMACOLOGY FOR PT ASSISTANTS 1 SEMESTER HOUR
COURSE INTRODUCES CONCEPTS OF BASIC PHARMACOLOGY AND PRESENTS PHARMACOLOGICAL AGENTS DISPENSED FOR CONDITIONS COMMONLY SEEN BY PHYSICAL THERAPISTS. DRUG RESPONSES AND INTERACTIONS AS THEY RELATE TO PATIENT RESPONSE ARE DISCUSSED. PREREQUISITE: NONE. COREQUISITE: PHT1000, PHT1000L. TERM I, FIRST YEAR. LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHT1801L CLINICAL PRACTICE I 3 SEMESTER HOURS
COURSE INVOLVES STUDENT ASSIGNMENT TO A LOCAL CLINICAL FACILITY. INCLUDES SCHEDULED CLASS MEETINGS TO DISCUSS POLICIES/PROCEDURES, APPROPRIATE DRESS AND CONDUCT, EVALUATION AND GRADING PROCESSES, AND OVERALL REQUIREMENTS FOR THE PRACTICUM. DISCUSSIONS ALSO INCLUDE PROFESSIONALISM, ATTITUDES, PATIENT RAPPORT, INTER/INTRADEPARTMENTAL RAPPORT, ETC. A JOURNAL REPORT OF CLINICAL EXPERIENCES IS REQUIRED. STUDENTS RECEIVE PASS/FAIL GRADE. PREREQUISITE: PHT1103, PHT1211. COREQUISITE: PHT2224, PHT2224L. CONTACT HRS: 12 HRS.PER WEEK, TERM IIIA, FIRST YEAR.
LEC HRS = 000 LABHRS = 000 OTH HRS = 072 FEES = 0003.00

PHT2120 APPLIED KINESIOLOGY 2 SEMESTER HOURS
COURSE DESIGNED TO INSTRUCT THE STUDENT IN PRINCIPLES OF APPLIED ANATOMY. REINFORCEMENT OF PALPATION AND OBSERVATIONAL SKILLS WITH REGARDS TO THE ANALYSIS OF HUMAN MOVEMENT IS

STRESSED. THE SINGULAR AND COMBINED FUNCTIONS OF THE MUSCULAR AND SKELETAL SYSTEMS, THE PRINCIPLES OF BIOMECHANICS AND THE VARIOUS ASPECTS OF NORMAL AND PATHOLOGICAL GAITS ARE PRESENTED. GONIOMETRY AND MANUAL MUSCLE TESTING PROCEDURES ARE REVIEWED. PREREQUISITE: PHT2224, PHT2224L. COREQUISITE: PHT2162, PHT2810L, PHT2120L, PHT2162L. CONTACT HRS: 2 HRS.PER WK. TERM I/SECOND YEAR. STUDENT LEC: 32.0
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHT2120L APPLIED KINESIOLOGY 1 SEMESTER HOUR LAB
LABORATORY SESSIONS FOR APPLIED KINESIOLOGY (PHT2120) ARE DESIGNED TO ALLOW THE STUDENTS TO PRACTICE THE SKILLS OF GONIOMETRY AND MANUAL MUSCLE TESTING. OBSERVATION OF NORMAL AND ABNORMAL GAIT PATTERNS AS WELL AS ANALYZATION OF UE AND LE MOVEMENT PATTERNS ARE PERFORMED. PREREQUISITE: PHT1103, PHT2224. COREQUISITE: PHT2162, PHT2162L, PHT2120, PHT2810. CONTACT HRS: 2 HRS.PER WK. TERM I/SECOND YEAR. STUDENT LAB: 32.0
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

PHT2162 SURVEY OF NEUROLOGICAL DEFICITS 3 SEMESTER HOURS
COURSE INTRODUCES THE ETIOLOGY, SYMPTOMS AND TREATMENT OF COMMON NEUROMUSCULAR DISEASES/CONDITIONS. DEVELOPMENTAL SEQUENCE IS PRESENTED. PSYCHIATRIC ILLNESS AND ITS PHYSICAL PROBLEMS ARE DISCUSSED. BASIC NEUROANATOMY IS REVIEWED. NEURODIAGNOSTIC PROCEDURES ARE PRESENTED. SPECIFIC CASE STUDY ASSIGNMENTS OF VARIOUS NEUROLOGICAL CONDITIONS ARE COMPLETED AND DISCUSSED. PREREQUISITE: PHT2224L, PHT2224. COREQUISITE: PHT2120, PHT2810L. CONTACT HRS: 2 HRS.PER WEEK. TERM I/SECOND YR. STUDENT LEC: 32.0
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHT2224 DISABILITIES AND THERAPEUTIC PROCEDURES II 2 SEMESTER HOURS
COURSE INTRODUCES CONCEPTS OF THERAPEUTIC EXERCISE WITH REGARDS TO ITS PRINCIPLES, OBJECTIVES, CATEGORIES AND VARIOUS APPLICATIONS OF SPECIFIC EXERCISE REGIMES. ORTHOPEDIC MEDICAL AND SURGICAL CONDITIONS COMMONLY REFERRED TO PT ARE PRESENTED WITH EMPHASIS ON ETIOLOGY, SYMPTOMS AND TREATMENT. PREREQUISITES: PHT1211, PHT1103. COREQUISITE: PHT1801L, PHT2224L. CONTACT HRS: 4 HRS.PER WK. TERM IIIA FIRST YR. STUDENT LEC: 32.0
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHT2224L DISABILITIES AND THERAPEUTIC PROCEDURES II LAB 1 SEMESTER HOUR
LABORATORY SESSIONS FOR DISABILITIES AND THERAPEUTIC PROCEDURES II (PHT2224) ARE DESIGNED TO PROVIDE THE STUDENT WITH OBSERVATION AND ACTUAL APPLICATION OF THERAPEUTIC EXERCISE IN THE LABORATORY SETTING. CASE STUDIES OF VARIOUS MEDICAL CONDITIONS WITH EMPHASIS ON THERAPEUTIC REMEDIATION ARE PRESENTED. PREREQUISITE: PHT1103, PHT1211. COREQUISITE: PHT2224. CONTACT HRS: 4 HRS PER WK. TERM IIIA/FIRST YEAR STUDENT LAB: 24.0
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

PHT2701 REHABILITATION PROCEDURES 2 SEMESTER HOURS
ADVANCED COURSE DESIGNED TO DEVELOP SKILL IN AND UNDERSTANDING OF THE UNDERLYING PRINCIPLES OF ADVANCED PHYSICAL THERAPY TREATMENT APPROACHES. TECHNIQUES COVERED INCLUDE: ADVANCED THERAPEUTIC EXERCISE PROGRAMS (STROKE, SPINAL CORD INJURED, ETC.) PROPRIOCEPTIVE NEUROMUSCULAR FACILITATION (PNF), BOBATH AND BRUNNSTROM APPROACHES TO PEDIATRICS AND STROKE PATIENTS. PRINCIPLES AND

PRACTICES OF PROSTHETIC AND ORTHOTIC DEVICES ARE DETAILED. FITTING OF THESE DEVICES AND CHECK OUT PROCEDURES ARE REVIEWED. PREREQUISITE: PHT2162, PHT2120, PHT2162L, PHT2120L. COREQUISITE: PHT2820L, PHT2701L. CONTACT HRS: 2 HRS.PER WK. TERM II/SECOND YEAR. STUDENT LEC: 32.0.

LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHT2701L REHABILITATIVE PROCEDURES LAB 1 SEMESTER HOUR

LABORATORY SESSIONS FOR REHABILITATIVE PROCEDURES (PHT2701) ARE DESIGNED FOR THE STUDENTS TO PRACTICE THE UTILIZATION OF DEVELOPMENTAL POSTURES IN TREATMENT AS WELL AS PNF, FACILITATION/INHIBITION TECHNIQUES AND OTHER FORMS OF ADVANCED THERAPEUTIC EXERCISE APPROACHES. STUMP WRAPPING AND MANAGEMENT OF ORTHOTIC/PROSTHETIC TECHNIQUES ARE PRACTICED. PREREQUISITES: PHT2162, PHT2120. COREQUISITES: PHT2701, PHT2820L, PHT2931. CONTACT HRS: 2 HRS.PER WEEK. TERM II/SECOND YR. STUDENT LAB: 32.0

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

PHT2810L CLINICAL PRACTICE II 4 SEMESTER HOURS

COURSE INVOLVES STUDENT ASSIGNMENT TO LOCAL CLINICAL FACILITY. INCLUDES SCHEDULED CLASS MEETING TO REVIEW CLINICAL RESPONSIBILITIES, POLICIES PROCEDURES, ETC. CLASS DISCUSSIONS ARE HELD TO SHARE AND DISCUSS EXPERIENCES, PATIENT CARE PROBLEMS, ETC. A CLINICAL JOURNAL AND CASE STUDY REPORT ARE REQUIRED. STUDENTS ATTEND A PERSONAL CONFERENCE WITH THE ACADEMIC CLINICAL COORDINATOR TO DISCUSS PROGRESS AND TO IDENTIFY AREAS OF STRENGTHS/WEAKNESSES WITH APPROPRIATE TARGET DATES AND METHODS OF AMELIORATION IF NEEDED. STUDENTS RECEIVE A PASS/FAIL GRADE. PREREQUISITE: PHT1801L. COREQUISITE: PHT2120, PHT2162. CONTACT HRS: 16 HRS.PER WK OVER FIFTEEN WK PERIOD. TERM I, SECOND YR.

LEC HRS = 000 LABHRS = 000 OTH HRS = 240 FEES = 0000.00

PHT2820L CLINICAL PRACTICE III 6 SEMESTER HOURS

COURSE INVOLVES STUDENT ASSIGNMENT TO A LOCAL CLINICAL FACILITY. INCLUDES SCHEDULED CLASS MEETINGS TO DISCUSS COMMON CLINICAL CONCERNS AND EXPERIENCES AS WELL AS TO PREPARE FOR APPLICATION TO SIT FOR THE LICENSURE EXAM AFTER GRADUATION. A CLINICAL JOURNAL AND CASE STUDY REPORT ARE REQUIRED. STUDENTS ATTEND A PERSONAL CONFERENCE WITH THE ACADEMIC CLINICAL COORDINATOR TO DISCUSS PROGRESS AND TO IDENTIFY AREAS OF STRENGTH/WEAKNESSES WITH APPROPRIATE TARGET DATES AND METHODS OF AMELIORATION WHERE NECESSARY. STUDENTS RECEIVE A PASS/FAIL GRADE. PREREQUISITE: PHT2810L. COREQUISITE: PHT2701, PHT2701L, PHT2931. CONTACT HRS: 24 HRS.PER WEEK OVER A FIFTEEN WEEK PERIOD. TERM II, SECOND YEAR.

LEC HRS = 000 LABHRS = 000 OTH HRS = 360 FEES = 0000.00

PHT2931 TRANSITION SEMINAR 2 SEMESTER HOURS

A DISCUSSION AND PRESENTATION SEMINAR COURSE ON LEGAL AND ETHICAL ISSUES, INTERPERSONAL SKILL REFINEMENT, EMPLOYMENT TECHNIQUES AND VARIOUS TRENDS IN THE FIELD OF PHYSICAL THERAPY. PREREQUISITE: PHT2162, PHT2120. COREQUISITE: PHT2701, PHT2701L, PHT2820L. TWO (2) HOURS PER WEEK. TERM II/SECOND YEAR.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

PHYSICS

PHY1001 APPLIED PHYSICS 3 SEMESTER HOURS

GENERAL PHYSICS COURSE ACCOMPANIED BY AN OPTIONAL LABORATORY. CONTENTS: MECHANICS, ELECTRICITY, AND MAGNETISM. INTENDED FOR STUDENTS IN GENERAL EDUCATION AND TECHNICAL FIELDS. STUDENTS MAJORING IN A TECHNICAL FIELD SHOULD TAKE PHY1001L CONCURRENTLY WITH PHY1001. PREREQUISITE: MAT1034. MEETS AREA 4A OR 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS.LEC. TERM I AND II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHY1001L APPLIED PHYSICS LAB 1 SEMESTER HOUR

LABORATORY WHICH MEETS FOR TWO HOURS PER WEEK FOR THE PURPOSE OF DEMONSTRATING AND VERIFYING THE THEORIES OF MECHANICS, ELECTRICITY AND MAGNETISM. THE CONCEPT OF HEAT IS INTRODUCED AND EXPERIMENTS ARE PERFORMED TO ILLUSTRATE THIS CONCEPT. PREREQUISITE OR COREQUISITE: PHY1001. SPECIAL FEE IS CHARGED. SEE STUDENT FEES. 2 HRS LAB. TERM I AND II.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

PHY1004 APPLIED PHYSICS I 3 SEMESTER HOURS

THE MECHANICAL UNIVERSE

A TELECOURSE FOR THE FIRST SEMESTER OF AN INTRODUCTORY PHYSICS WHICH USES ADVANCED COMPUTER ANIMATION, SCIENTIFIC EXPERIMENTS, AND OTHER TECHNIQUES TO CONVEY AN UNDERSTANDING OF CLASSICAL MECHANICS, FUNDAMENTAL FORCES AND CONSERVATION LAWS. CREDIT WILL NOT BE GIVEN FOR BOTH THIS COURSE AND PHY1001. PRE OR COREQUISITE: MAT1034 OR COLLEGE MATH, MGF1202.

LEC HRS = 012 LABHRS = 000 OTH HRS = 036 FEES = 0000.00

PHY1014 PRINCIPLES OF PHYSICS 3 SEMESTER HOURS FOR TEACHERS I

A COURSE FOR PRESENT AND PROSPECTIVE K 12 TEACHERS OF SCIENCE. THIS FIRST PART WILL INCLUDE THOSE PRINCIPLES RELATING TO PHYSICAL PROPERTIES OF MATTER, THE CONCEPTS OF ACCELERATED LINEAR MOTION AND THE TRANSFORMATIONS OF ENERGY. LAB EXPERIENCES AND ACTIVITIES WILL INTRODUCE MEASUREMENT TECHNIQUES, INCLUDING MONTE CARLO PROBABILITY, AND APPLICATIONS OF PRINCIPLES OF EVERYDAY EXPERIENCES. THIS COURSE WILL NOT SATISFY THE GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE.

LEC HRS = 032 LABHRS = 016 OTH HRS = 000 FEES = 0000.00

PHY1016 PRINCIPLES OF PHYSICS 3 SEMESTER HOURS FOR TEACHERS II

A COURSE FOR PRESENT AND PROSPECTIVE K 12 TEACHERS OF SCIENCE. THIS IS THE SECOND OF A THREE PART SEQUENCE. IT WILL COMPRISE THE PHYSICAL PRINCIPLES RELATING TO ELECTRICITY AND MAGNETISM, EMPHASIZING LAB EXPERIENCES AND ACTIVITIES WHICH USE SIMPLE CIRCUITS AND MEASURING INSTRUMENTS INCLUDING THE OSCILLOSCOPE. PRIOR KNOWLEDGE OF PHYSICS IS NOT REQUIRED. THIS COURSE WILL NOT SATISFY THE GENERAL EDUCATION REQUIREMENTS FOR THE A.A. DEGREE. OFFERED ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHY1017 PRINCIPLES OF PHYSICS 3 SEMESTER HOURS FOR TEACHERS III

A COURSE FOR PRESENT AND PROSPECTIVE K 12 TEACHERS OF SCIENCE. THIS THIRD PART OF THE PHYSICS SEQUENCE WILL CONCENTRATE ON THE STUDY OF WAVES AND VIBRATORY PHENOMENA: MECHANICAL WAVES, SOUND, LIGHT, THE ELECTROMAGNETIC SPECTRUM, LASERS AND MATTER WAVES. LAB EXPERIENCES AND ACTIVITIES WILL EXPLORE APPLICATIONS OF THE ASSOCIATED PHYSI-

CAL PRINCIPLES. THIS COURSE WILL NOT SATISFY THE GENERAL EDUCATION REQUIREMENTS FOR THE AA DEGREE. OFFERED ON DEMAND.

LEC HRS = 032 LABHRS = 016 OTH HRS = 000 FEES = 0000.00

PHY2048 GENERAL PHYSICS WITH 4 SEMESTER HOURS CALCULUS I

PART ONE OF A TWO TERM COMPREHENSIVE COURSE IN PHYSICS INVOLVING THE USE OF THE CALCULUS IN PROBLEM SOLVING. TOPICS INCLUDE MECHANICS, HEAT, WAVE MOTION AND SOUND. FOUR HOURS WEEKLY. PREREQUISITE: MAC2311. COREQUISITE: PHY2048L. MEETS AREA 4A OR 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 4 HRS.LEC. TERM I, AND II.

LEC HRS = 064 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHY2048L GENERAL PHYSICS WITH 1 SEMESTER HOUR CALCULUS I LAB

LABORATORIES DESIGNED TO ACCOMPANY PHY2048, ONE TWO HOUR PERIOD EACH WEEK. COREQUISITE PHY2048 MEETS AREA 4A PR 5 GENERAL EDUCATION REQUIREMENTS FOR THE A.A. DEGREE. SPECIAL FEE CHARGED. SEE STUDENT FEES 2 HRS.LAB. TERM I AND II.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

PHY2049 GENERAL PHYSICS WITH 4 SEMESTER HOURS CALCULUS II

THE SECOND PART OF A TWO TERM PHYSICS COURSE EMPLOYING THE USE OF THE CALCULUS. TOPICS COVERED DURING THIS TERM ARE ELECTRICITY, MAGNETISM, AND OPTICS. FOUR HOURS WEEKLY. PREREQUISITE: PHY2048. PREREQUISITE OR COREQUISITE: MAC2317. COREQUISITE: PHY2049L. MEETS AREA 4A OR 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 4 HRS.LEC. TERM II, AND III.

LEC HRS = 064 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHY2049L GENERAL PHYSICS WITH 1 SEMESTER HOUR CALCULUS II LAB

A CONTINUATION OF LABORATORY EXPERIENCES CHOSEN TO COINCIDE WITH THE TOPICS OF ELECTRICITY, MAGNETISM, OPTICS. ONE TWO HOUR PERIOD PER WEEK. PREREQUISITE: PHY2048. COREQUISITE PHY2049. SPECIAL FEE IS CHARGED. SEE STUDENTS FEES. 2 HR. LAB. TERM II, AND III.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

PHY2053 GENERAL PHYSICS I 3 SEMESTER HOURS

A GENERAL PHYSICS COURSE EMPLOYING ALGEBRA AND TRIGONOMETRY TO EXPLAIN THE QUANTITATIVE ASPECTS OF MECHANICS PROPERTIES OF MATTER, HEAT AND SOUND. THREE HOURS WEEKLY PREREQUISITE: MTB1322 OR MAC1133. COREQUISITE: PHY2053L. MEETS AREA 4A, 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS.LEC. TERM I, AND II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHY2053L GENERAL PHYSICS I LAB 1 SEMESTER HOUR

LABORATORIES DESIGNED TO ACCOMPANY THE TOPICS UNDER STUDY IN PHY2053. ONE TWO HOUR PERIOD PER WEEK. COREQUISITE: PHY2053. SPECIAL FEE IS CHARGED. SEE STUDENTS FEES. 2 HRS.LAB. TERM I, AND II.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

PHY2054 GENERAL PHYSICS II 3 SEMESTER HOURS

THE SECOND PART OF A TWO TERM PHYSICS COURSE EMPLOYING ALGEBRA AND TRIGONOMETRY. TOPICS COVERED DURING THIS TERM ARE ELECTRICITY, MAGNETISM AND OPTICS. THREE HOURS WEEKLY. PREREQUISITE: PHY2053. COREQUISITE: PHY2054L. MEETS AREA 4A OR 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS.LEC. TERM I, AND II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PHY2054L GENERAL PHYSICS II LAB 1 SEMESTER HOUR
LABORATORY EXPERIENCES DESIGNED TO ACCOMPANY THE TOPICS UNDER STUDY IN PHY2054. ONE TWO HOUR PERIOD PER WEEK. PREREQUISITE: PHY2053 AND PHY2053L. COREQUISITE PHY2054. SPECIAL FEE CHARGED. SEE STUDENT FEES. 2 HRS.LAB. TERM I AND II.

LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

PHY2464 ACOUSTICS 3 SEMESTER HOURS

A SURVEY OF BASIC TOPICS IN THE PHYSICAL PROPERTIES OF SOUND AND MUSIC, INCLUDING AN IN DEPTH STUDY OF WAVE MOTION, PITCH, TIMBRE INTENSITY, AND THE NATURE OF STRINGED, WIND, PERCUSSION, AND VOCAL INSTRUMENTS. THREE HOURS WEEKLY. PREREQUISITE: MAT1033. PREREQUISITE OR CO REQUISITE: MUT1121 OR CONSENT OF INSTRUCTOR. MEETS AREA 4 A OR 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HS. LEC TERM II.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

POLITICAL SCIENCE

CPO2002 INTRODUCTION TO 3 SEMESTER HOURS
COMPARATIVE GOVERNMENT

THIS COURSE IS A SURVEY OF POLITICAL SYSTEMS IN THE DEVELOPED AND THE UNDERDEVELOPED WORLD. DEMOCRATIC, NONDEMOCRATIC, UNITARY, AND FEDERAL SYSTEMS WILL BE ANALYZED AND CONTRASTED. ALSO THE EUROPEAN COMMUNITY WILL BE EXAMINED AS AN EXAMPLE OF MULTINATIONAL COOPERATION. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00.

CPO2142 GOVERNMENT AND 3 SEMESTER HOURS
POLITICS OF SPAIN

AN INTRODUCTION TO THE UNDERSTANDING OF SPAIN'S GOVERNMENTAL PROCESS, WITH EMPHASIS ON THE STRUCTURE OF SPANISH POLITICS, THE CONSTITUTIONAL FRAMEWORK, THE WORKING OF THE BUREAUCRACY, AND THE ROLE OF INTEREST GROUPS WITHIN THE CONTEXT OF SPAIN'S CONSTITUTIONAL SETTING. MEETS AREAS 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

INR2002 INTRODUCTION TO 3 SEMESTER HOURS
INTERNATIONAL RELATIONS

A CONSIDERATION OF THE CONCEPTS OF SOVEREIGNTY, POWER, SECURITY; NATIONAL INTEREST IN THE DETERMINATION OF FOREIGN POLICY; THE UNITED NATIONS AND ITS FUNCTIONS AND LIMITATIONS; STUDY OF THE EMPLOYMENT OF THESE CONCEPTS IN ANALYSIS OF FOREIGN POLICY DEVELOPMENTS OF LEADING NATIONS, AND THE EMERGING NATIONS. MEETS AREAS 3, 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II, AND III.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PAD2002 INTRODUCTION TO 3 SEMESTER HOURS
PUBLIC ADMINISTRATION

THIS INTRODUCTORY COURSE EXAMINES THE GOVERNMENTAL CONTEXT OF PUBLIC ADMINISTRATION INCLUDING POLITICAL VALUES, BUREAUCRATIC POLITICS, LEADERSHIP AND INTERGOVERNMENTAL RELATIONS; ORGANIZATIONAL THEORY INCLUDING DECISION MAKING AND ORGANIZATIONAL STRUCTURE; AND THE ADMINISTRATIVE PROCESS INCLUDING PUBLIC PERSONNEL ADMINISTRATION, BUDGETING, POLICY MAKING AND GOVERNMENTAL REGULATION. THE OBJECTIVE OF THIS COURSE IS TO PROVIDE THE STUDENT WITH AN OVERVIEW OF PUBLIC ADMINISTRATION WITH AN EMPHASIS ON THE POLITICAL CONTEXT. MEETS AREAS 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

POS1041 NATIONAL GOVERNMENT 3 SEMESTER HOURS
STUDY OF THE THEORY, PRINCIPLES AND INSTITUTIONS INVOLVED IN THE AMERICAN NATIONAL GOVERNMENT. MEETS AREAS 3, 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

POS1112 STATE & LOCAL GOVERNMENT 3 SEMESTER HOURS
STUDY OF THE PRINCIPLES AND INSTITUTIONS OF AMERICAN STATE AND LOCAL GOVERNMENT. MEETS AREAS 3, 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

POS2601 THE AMERICAN CONSTITUTION 3 SEMESTER HOURS
A STUDY OF THE BASIC ELEMENTS OF THE U.S. CONSTITUTION AS THEY IMPACT SOCIETY AND THE INDIVIDUAL. EMPHASES ARE PLACED UPON THE DOCUMENT'S THEORETICAL AS WELL AS PRAGMATIC APPLICATIONS. COURSE IS TAUGHT FROM PERSPECTIVES WHICH ARE PRIMARILY HISTORICAL AND CULTURAL. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 048 FEES = 0000.00

POSTAL MANAGEMENT

MNA1392 USPS CUSTOMER SERVICE 3 SEMESTER HOURS
THIS COURSE PROVIDES A STUDY OF SERVICES AVAILABLE FOR POSTAL CUSTOMERS. IT COVERS CUSTOMER RELATIONS, UNIT OPERATIONS, RETAIL AND WINDOW SERVICE OPERATIONS, AND ANALYSIS OF CITY AND RURAL DELIVERY. OTHER TOPICS INCLUDE SAFETY, ROUTE INSPECTIONS, GROWTH MANAGEMENT AND ADDRESS SYSTEMS MANAGEMENT. TERM I/LOCATION VARIES.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MNA1394 POSTAL FINANCE 3 SEMESTER HOURS
THIS COURSE PROVIDES A STUDY OF ACCOUNTING AND FINANCE IN THE U.S.P.S. THE FUNDAMENTALS AND PROCEDURES OF POSTAL ACCOUNTING ARE SURVEYED. IN ADDITION, THE FORMS AND MATERIALS INCORPORATED IN POSTAL FINANCE ARE STUDIED. TERM I/LOCATION VARIES.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MNA1395 USPS MAIL PROCESSING I 3 SEMESTER HOURS
THIS COURSE PROVIDES AN INTRODUCTION TO THE FUNCTIONS AND OBJECTIVES OF MAIL PROCESSING. IT DEVELOPS POSTAL TERMINOLOGY BY COVERING TOPICS IN FACILITY OPERATING PLANS, DISTRIBUTION SYSTEMS, NATIONAL WORKHOUR REPORTING SYSTEM, MANAGEMENT OPERATING DATA SYSTEM AND THE OBJECTIVES OF THE ORIGIN DESTINATION INFORMATION SYSTEM. TERM II/LOCATION VARIES.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MNA1396 USPS MAIL PROCESSING II 3 SEMESTER HOURS
PREREQUISITE: MNA1395. A CONTINUATION OF MNA1395 COVERING TOPICS IN THE AREAS OF PLAT-FORM OPERATIONS, NATIONAL AIR AND SURFACE SCHEMES, AIRPORT MAIL FACILITY OPERATIONS, AUTOMATION AND MECHANIZATION, AND MANUAL DISTRIBUTION. TERM II/LOCATION VARIES.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

MNA2398 POSTAL LABOR RELATIONS 3 SEMESTER HOURS
THIS COURSE SURVEYS THE LAWS AND PRACTICES OF LABOR MANAGEMENT IN THE UNITED STATES POSTAL SERVICE. EMPHASIS IS PLACED ON NATIONAL AND LOCAL AGREEMENTS WITH THE VARIOUS BARGAINING UNITS. GRIEVANCE PROCEDURES, DISCIPLINARY ACTION PROCEDURES, AND THE ROLE OF THE NATION

AL LABOR RELATIONS BOARD ARE TOPICS STUDIED AS THESE RELATE TO THE DEVELOPMENT OF HUMAN RESOURCE POLICIES. TERM II/LOCATION VARIES.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PSYCHOLOGY

CLP2000 PSYCHOLOGY OF ADJUSTMENT 3 SEMESTER HOURS
A BASIC STUDY OF PERSONALITY, PSYCHOLOGICAL REMEDIATION AND MAINTENANCE. FOCUS IS GIVEN TO TOPICS RELATED TO MOTIVATION, FRUSTRATION, AGGRESSION, STRESS, CONFLICT, AFFECTION DEVELOPMENT AND PERSONAL ADJUSTMENT. RECOMMENDED FOR STUDENTS WHO DO NOT INTEND TO TAKE PSY2012. MEETS AREAS 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS: I, II AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DEP2004 DEVELOPMENTAL PSYCHOLOGY 3 SEMESTER HOURS
THIS IS A GENERAL LIFE SPAN DEVELOPMENTAL PSYCHOLOGY OFFERING THAT CONSIDERS HUMAN GROWTH FROM CONCEPTION TO DEATH. IT IS DESIGNED TO GIVE A GENERAL OVERVIEW OF THE DEVELOPMENTAL PROCESSES. MEETS AREAS 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I, II & III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DEP2102 DEVELOPMENTAL PSYCHOLOGY I: CHILD PSYCHOLOGY 3 SEMESTER HOURS
STUDY OF THE CONCEPTS AND PRINCIPLES OF THE AREAS OF PHYSIOLOGICAL AND PSYCHOLOGICAL GROWTH AND DEVELOPMENT IN INFANCY AND CHILDHOOD PREREQUISITE: PSY2012. MEETS AREAS 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DEP2302 DEVELOPMENTAL PSYCHOLOGY II: ADOLESCENT & YOUNG ADULT 3 SEMESTER HOURS
THE PERSONAL, SOCIAL AND DEVELOPMENTAL ASPECTS OF ADOLESCENCE AND EARLY ADULTHOOD ARE REVIEWED IN THIS COURSE. A FOCUS IS PLACED UPON THE RESEARCH DEALING WITH THE CHARACTERISTIC PROBLEMS AND ADJUSTMENTS OF THIS LIFE STAGE. PREREQUISITE: PSY2012. MEETS AREAS 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DEP2402 DEVELOPMENTAL PSYCHOLOGY III: ADULTHOOD AND AGING 3 SEMESTER HOURS
A DEVELOPMENTAL COURSE THAT FOCUSES ON CULTURAL ASSESSMENT OF THE PSYCHOLOGICAL EFFECTIVE AND COGNITIVE NEEDS OF ADULTHOOD. PARTICULAR EMPHASIS IS GIVEN TO THE DEVELOPMENTAL STAGES AND PASSAGES ASSOCIATED WITH AGING. PREREQUISITE: PSY2012. MEETS AREAS 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

DEP2481 THE PSYCHOLOGY OF DYING 3 SEMESTER HOURS
AN EXAMINATION OF THE HISTORICAL AND PRESENT PERSPECTIVES OF DEATH AND DYING IN AN INTENSIVE ASSESSMENT OF THE PSYCHOLOGICAL AND CULTURAL FACTORS THAT SERVE AS THE ETIOLOGICAL BASIS OF THIS PHENOMENA. TOPICS INCLUDE GRIEF, EUTHANASIA, ESCHATOLOGY, THE DYING PERSON, THE HOSPICE SYSTEMS, BEREAVEMENT, AND WIDOWHOOD. PREREQUISITE: PSY2012. MEETS AREAS 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

INP1301 HUMAN RELATIONS IN BUSINESS AND INDUSTRY 3 SEMESTER HOURS
INTRODUCTORY COURSE TO THE STUDY OF HUMAN BEHAVIOR, EMPHASIZING ITS PRACTICAL APPLICATIONS IN BUSINESS AND INDUSTRY. IT INTRODUCES THE STUDENT TO PERSONAL AND SOCIAL ADJUSTMENT MECHANISMS AS A MEANS OF UNDERSTANDING THE BEHAVIOR OF ONE'S SELF AND OF OTHERS. ALSO INTRODUCES THE STUDENT TO CURRENT PSYCHOLOGICAL APPLICATIONS IN THE FIELDS OF TESTING, ADVERTISING, SELLING, MARKET RESEARCH, MORALE, PERSONNEL WORK, EMPLOYEE SELECTION AND TRAINING, AND SUPERVISORY PRACTICES. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PSY2012 GENERAL PSYCHOLOGY 3 SEMESTER HOURS
SCIENTIFIC APPROACH TO BASIC PRINCIPLES OF HUMAN BEHAVIOR. EMPHASIS IS PLACED ON SUCH TOPICS AS LEARNING MOTIVATION, PERCEPTION, FEELING AND EMOTION, INTELLIGENCE, AND PERSONALITY. MEETS AREAS 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PSY2012L GENERAL PSYCHOLOGY LAB 1 SEMESTER HOUR
THIS LABORATORY COURSE PARALLELS AND SUPPLEMENTS THE INSTRUCTION GIVEN IN GENERAL PSYCHOLOGY (PSY2012). ILLUSTRATED IN THIS COURSE ARE A VARIETY OF EXPERIMENTAL AND BEHAVIORAL ACTIVITIES THAT DEMONSTRATE THE SCIENTIFIC BASIS OF PSYCHOLOGY. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. COREQUISITE: PSY2012. ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0003.00

PSY2043 ADVANCED GENERAL PSYCHOLOGY 3 SEMESTER HOURS
THE RATIONALE, METHODS, AND APPLICATION OF THE SCIENTIFIC ANALYSIS OF BEHAVIOR. EMPHASIS IS PLACED ON THE LAWFULNESS OF BEHAVIOR, HOW BEHAVIORAL LAWS ARE FOUND AND USED IN THE MODIFICATION OF BEHAVIOR. PREREQUISITE: PSY2012. MEETS AREAS 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

PSY2905 INDEPENDENT STUDY IN PSYCHOLOGY 3 SEMESTER HOURS
A DIRECTED STUDY COURSE IN THE BEHAVIORAL SCIENCES. THE COURSE WILL BE AVAILABLE TO BOTH MAJORS AND NON MAJORS WHO WISH TO INVESTIGATE A PARTICULAR PROBLEM. THE STUDENT WILL MAKE APPLICATION FOR THE COURSE TO THE HEAD OF THE BEHAVIORAL SCIENCES DEPARTMENT VIA AN INSTRUCTOR. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. PREREQUISITE: PSY2012. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

PSY2930 SPECIAL TOPICS IN PSYCHOLOGY 3 SEMESTER HOURS
COURSE CENTERS AROUND TOPICS OF CURRENT INTEREST OR OF SPECIAL INTEREST TO STUDENTS OR INSTRUCTORS. TOPICS OR FOCUS MAY VARY FROM SEMESTER TO SEMESTER. TOPICS WILL BE IDENTIFIED BY THE PSY2930 TITLE PUBLISHED IN THE COURSE SCHEDULES FOR EACH TERM THAT THE COURSE IS OFFERED. SPECIAL TOPICS CREDIT HOURS ARE NOT AUTOMATICALLY TRANSFERABLE. TRANSFER CREDIT IS THE PREROGATIVE OF THE RECEIVING INSTITUTION. PREREQUISITE: PSY2012. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SOP2002 SOCIAL PSYCHOLOGY 3 SEMESTER HOURS
THIS COURSE PROVIDES SCIENTIFICALLY BASED CONSTRUCTS USED IN UNDERSTANDING SOCIAL PHENOMENA AND THEIR IMPACT ON THE INDIVIDUAL. IDENTIFICATION OF THE SOCIAL AND PSYCHOLOGICAL VARIABLES THAT GIVE HUMAN BEHAVIOR A PREDICTABLE BASE IS STRESSED. TOPICS CONSIDERED INCLUDE HUMAN NATURE, PSYCHOLOGICAL DEVELOPMENT, SEX ROLE IDENTIFICATION, LOVE, AFFILIATION, AGGRESSION, IMAGE MANAGEMENT, ATTITUDES, OPINION MANIPULATION, MORALITY, LEADERSHIP, GROUP DYNAMICS, ATTRIBUTION AND CONSTRUCT THEORY. PREREQUISITE: PSY2012, OR SYG2000. MEETS AREAS 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RADIOLOGIC TECHNOLOGY

RAT1001 INTRODUCTION TO RADIATION THERAPY 3 SEMESTER HOURS
AN INTRODUCTION TO THE CLINICAL INSTITUTION AND THE RADIATION THERAPY DEPARTMENT. STRESSES THE ETHICS OF PATIENT/RADIOLOGIST TECHNOLOGIST RELATIONSHIP, NURSING PROCEDURES, SAFETY PRECAUTIONS NECESSARY FOR THERAPY PATIENTS, AND THE KEEPING OF RECORDS. 3 HRS. LEC. PREREQUISITE: PROGRAM ADMISSION. COREQUISITE: RAT1023, RAT1111, RAT1800L.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RAT1021 PRINCIPLES OF RADIATION THERAPY 3 SEMESTER HOURS
AN INTRODUCTION TO THE PRINCIPLES OF RADIATION THERAPY AND RADIATION PROTECTION PROVIDING THE STUDENT WITH BASIC CONCEPTS TO PREPARE HIM/HER FOR CLINICAL EDUCATION. PREREQUISITE: PROGRAM ADMISSION. COREQUISITE: RAT1001. TERM I. 3 HOURS LECTURE.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RAT1023 RADIATION ONCOLOGY 2 SEMESTER HOURS
A STUDY OF THE FUNDAMENTALS OF CLINICAL RADIATION ONCOLOGY STRESSING THE FOLLOWING: ETIOLOGY, EPIDEMIOLOGY, HISTOPATHOLOGY, SYMPTOMS, DIAGNOSIS, STAGING, PROGNOSIS AND THE THERAPEUTIC AIM OF MALIGNANT CONDITIONS. PREREQUISITE: RAT1001, RAT1021. COREQUISITE: RAT1111, RTE1614, RAT1800L. TERM II, (1ST. YEAR). 2 HRS. LECTURE.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RAT1111 RADIOGRAPHIC IMAGING 1 SEMESTER HOUR
PROVIDES THE STUDENT WITH INSTRUCTION ON THE PRINCIPLES OF RADIOGRAPHIC EXPOSURE, THE PROCESSING OF FILM, AND THE POSITIONING OF PATIENTS FOR SIMULATED PROCEDURES. PREREQUISITE: RAT1001, RAT1021. COREQUISITE: RAT1023, RAT1800L, RAT1614. TERM II. 1 HR. LEC. 2 HRS. LAB.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RAT1111L RADIOGRAPHIC PROCESS LAB 1 SEMESTER HOUR
LABORATORY EXPERIENCE EXPOSING PHANTOM BODY PARTS TO RADIATION TO ALLOW THERAPY STUDENTS TO PRACTICE POSITIONING SKILLS. LABORATORY ACCOMPANIES RAT1111 LECTURE. PREREQUISITE: RAT1001, RAT1021. COREQUISITES: RAT1023, RAT1800L, RAT1614. 2 HRS. LAB. TERM II.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

RAT1614 RADIATION PHYSICS 2 SEMESTER HOURS
AN INTRODUCTION TO THE FUNDAMENTALS OF ELECTRICAL AND RADIATION PHYSICS TO INCLUDE: UNITS OF MEASUREMENT, MECHANICS OF ENERGY, MATTER, ELECTRODYNAMICS, AND RECTIFICATION. PREREQUISITE: RAT1001, RAT1021. COREQUISITE: RAT1023, RAT1111, RAT1800L.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RAT1800L CLINIC EDUCATION 2 SEMESTER HOURS
THE STUDENT IS ORIENTED TO RADIATION THERAPY PROCEDURES IN A LOCAL RADIATION THERAPY DEPARTMENT. STUDENTS ARE CLOSELY SUPERVISED BY REGISTERED RADIATION THERAPY TECHNOLOGISTS AS THEY ARE INTRODUCED TO NURSING PROCEDURES, RECORD KEEPING AND TREATMENT UNITS. PREREQUISITE: RAT1001, RAT1021. COREQUISITE: RAT1023, RAT1111, RAT1614. TERM II. 16 CLINICAL HOURS PER WEEK.
LEC HRS = 000 LABHRS = 000 OTH HRS = 192 FEES = 0004.00

RAT1810L CLINIC EDUCATION 3 SEMESTER HOURS
THE SUPERVISED AND INDIVIDUALIZED CLINICAL EDUCATION OF THIS PRACTICUM WILL DEVELOP AND TEST THE STUDENT'S COMPETENCIES IN PATIENT TREATMENT DELIVERY. THE STUDENT IS REQUIRED TO MASTER SIMULATED TREATMENT SETUPS PRIOR TO CHALLENGING PATIENT TREATMENT COMPETENCIES. PREREQUISITE: RAT1023, RAT1111, RAT1614, RAT1800L. COREQUISITE: RAT1930. TERM III. 32 CLINICAL HOURS PER WEEK.
LEC HRS = 000 LABHRS = 000 OTH HRS = 384 FEES = 0004.00

RAT1930 RADIATION THERAPY SEMINAR 1 SEMESTER HOUR
CASE STUDIES ARE BROUGHT IN FROM EACH CLINICAL AFFILIATE AND EXERCISES ARE PRESENTED TO REINFORCE RADIATION THERAPY PRINCIPLES, ONCOLOGY AND RADIATION PHYSICS CONCEPTS. PREREQUISITE: RAT1111, RAT1614, RAT1800L. COREQUISITE: RAT1930L, RAT1810L.
LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RAT1930L RADIATION THERAPY SEMINAR LAB 1 SEMESTER HOUR
LABORATORY REVIEW OF CASE STUDIES, REVIEW OF TECHNICAL FACTORS INVOLVED IN COMPLETING THE STUDY AND LABORATORY ANALYSIS OF THE CASE STUDY FINDINGS. PREREQUISITE: RAT1111, RAT1800L, RAT1614. COREQUISITE: RAT1810L, RAT1930. TERM IIIA. 1 HR. LAB.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

RAT2021 PRINCIPLES OF RADIATION THERAPY II 2 SEMESTER HOURS
A CONTINUATION OF THE FUNDAMENTALS OF TECHNOLOGIC APPLICATIONS IN SIMULATION AND PATIENT TREATMENT. PREREQUISITE: RAT1930, RAT1810L. COREQUISITE: RAT2617, RAT2840L.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RAT2241 PATHOLOGY AND RADIOBIOLOGY 2 SEMESTER HOURS
A STUDY OF THE SEQUENCE OF EVENTS FOLLOWING THE ABSORPTION OF ENERGY FROM IONIZING RADIATION. TO INCLUDE A STUDY OF HUMAN DISEASE IN TERMS OF CELL, THE TISSUE, THE ORGANS, AND THE ORGAN SYSTEM. EMPHASIS IS PLACED ON THE CONCEPTS OF GROWTH DISTURBANCES, ON CANCER; ITS FREQUENCY AND SIGNIFICANCE, ITS ETIOLOGY, MANIFESTATIONS, NATURAL HISTORY AND TREATMENT. PREREQUISITE: RAT2021, RAT2617, RAT2840L. COREQUISITE: RAT2619, RAT2618, RAT2850L. TERM II, 2ND YEAR, 2 HR. LEC.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RAT2617 ADVANCED RADIATION THERAPY PHYSICS I 2 SEMESTER HOURS
THE FUNDAMENTALS OF XRAY, GAMMA, AND CORPUSCULAR RADIATION AS APPLIED TO RADIATION THERAPY. PREREQUISITE: RAT1930, RAT1930L, RAT1800L. COREQUISITE: RAT2021, RAT2940L. TERM I, 2ND YEAR, 2 HOURS LECTURE.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RAT2618 ADVANCED RADIATION THERAPY PHYSICS II 2 SEMESTER HOURS
ADVANCED PHYSICS OF IONIZING RADIATION INCLUDING MEASUREMENT, DOSAGE, ABSORPTION,

ISODOSE CURVES, FILTERS, RADIUM, TREATMENT UNITS AND PLANNING. PREREQUISITE: RAT2021, RAT2617, RAT2840L. COREQUISITE: RAT2241, RAT2619, RAT2850L.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RAT2619 DOSIMETRY AND COMPUTER TREATMENT PLANNING 2 SEMESTER HOURS
THE STUDY OF RADIATION DOSE MEASUREMENT AND INSTRUMENTATION USAGE. THE NEED FOR ACCURACY IS STRESSED. PREREQUISITE: RAT2617, RAT2021, RAT2840L. COREQUISITE: RAT2241, RAT2618, RAT2850L. TERM II, 2ND YEAR. 2 HRS. LECTURE.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RAT2619L DOSIMETRY AND COMPUTER TREATMENT PLANNING 1 SEMESTER HOUR
INTRODUCTION TO COMPUTER APPLICATION IN TREATMENT PLANNING IN BRACHYTHERAPY AND EXTERNAL BEAM TREATMENTS. PREREQUISITE: RAT2617. COREQUISITE: RAT2241, RAT2618.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

RAT2840L CLINIC EDUCATION 3 SEMESTER HOURS
PATIENT TREATMENT COMPETENCY ASSIGNMENTS ARE CONTINUED IN CLINIC C. THE STUDENT'S RESPONSIBILITIES INCREASE AS MORE COMPLEX COMPETENCIES IN PATIENT TREATMENT ARE MASTERED. PREREQUISITE: RAT1930, RAT1930L, RAT1810L. COREQUISITE: RAT2021, RAT2617.
LEC HRS = 000 LABHRS = 000 OTH HRS = 384 FEES = 0004.00

RAT2850L CLINIC EDUCATION 3 SEMESTER HOURS
ADVANCED CLINICAL EDUCATION STRESSING PRACTICAL APPLICATION OF DOSIMETRY COMPETENCIES UNDER THE DIRECT SUPERVISION OF A MEDICAL PHYSICIST OR DOSIMETRIST. CONTINUATION OF ADVANCED PATIENT TREATMENT COMPETENCIES UNDER THE SUPERVISION OF A REGISTERED RADIATION THERAPY TECHNOLOGIST. PREREQUISITE: RAT2021, RAT2617, RAT2840L. COREQUISITE: RAT2618, RAT2241, RAT2619, RAT2619L.
LEC HRS = 000 LABHRS = 000 OTH HRS = 384 FEES = 0004.00

RAT2860L CLINIC EDUCATION 4 SEMESTER HOURS
THE MOST ADVANCED CLINICAL EDUCATION AS EVIDENCED BY THE LEVEL OF COMPETENCY OF THE STUDENT UPON COMPLETION OF CLINIC Z, WHICH ENSURES THAT THE STUDENT SHALL BE COMPETENT UPON GRADUATION TO ASSUME ALL OF THE RESPONSIBILITIES REQUIRED OF A REGISTERED RADIATION THERAPY TECHNOLOGIST. PREREQUISITE: RAT2618, RAT2241, RAT2619, RAT2619L, RAT2850L. COREQUISITE: NONE
LEC HRS = 000 LABHRS = 000 OTH HRS = 512 FEES = 0004.00

RTE1002 INTRODUCTION TO RADIOLOGIC TECHNOLOGY 2 SEMESTER HOURS
THE ORGANIZATION AND OPERATION OF A RADIOLOGY DEPARTMENT; RADIOLOGIC PROCEDURES TO INCLUDE RADIATION PROTECTION, DARKROOM TECHNIQUE, BASIC EXPOSURE FACTORS, FILMS AND FILM HOLDERS AND PROFESSIONAL DEVELOPMENT. PREREQUISITE: PROGRAM ADMISSION. COREQUISITE: RTE1510, RTE1111, RTE1804L. TERM I.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RTE1111 NURSING PROCEDURES RADIOLOGIC TECHNOLOGY 2 SEMESTER HOURS
NURSING PROCEDURES AND PATIENT CARE AS RELATED TO DIAGNOSTIC PROCEDURES IN RADIOLOGIC TECHNOLOGY. TOPICS INCLUDE: MEDIO LEGAL ETHICS, INFECTION CONTROL, BASIC PATIENT CARE, BODY MECHANICS, MEDICAL EMERGENCIES AND SPECIAL PROCEDURES. PREREQUISITE: PROG. ADMISSIONS. COREQUISITE: RTE1510, RTE1002, RTE1804L.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RTE1418 PRINCIPLES OF IMAGING I 2 SEMESTER HOURS
A STUDY OF THE PRODUCTION AND PROPERTIES OF X RADIATION, PRIMARY EXPOSURE FACTORS AS THEY RELATE TO THE FORMULATION OF RADIOGRAPHIC TECHNIQUE, THE PROPERTIES AND CHARACTERISTICS OF FILMS/FILMHOLDERS AND THE PRIMARY FACTORS OF RADIOGRAPHIC QUALITY. PREREQUISITE: RTE1002, RTE1111, RTE1510 AND RTE1804L. COREQUISITE: RTE1512, RTE1814L, RTE1614 AND RTE1512L. LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RTE1418L PRINCIPLES OF IMAGING I LAB 1 SEMESTER HOUR
PRACTICAL APPLICATION OF THEORY TAUGHT IN RTE1418. STUDENTS PERFORM LABORATORY EXPERIMENTS TO DEMONSTRATE CONCEPTS TAUGHT IN LECTURE. PREREQUISITE: RTE1002, RTE1111, RTE1804L, RTE1510. COREQUISITE: RTE1512, RTE1418, RTE1814, RTE1614. LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

RTE1502 RADIOGRAPHIC ANATOMY AND POSITIONING I 2 SEMESTER HOURS
ANATOMY AND RADIOGRAPHIC TECHNIQUES RELATED TO THE CHEST, ABDOMEN, UPPER AND LOWER GASTROINTESTINAL TRACT, BILARY AND URINARY SYSTEMS. PREREQUISITE: PROGRAM ADMISSION. COREQUISITE: RTE1002, RTE1111, RTE1804, AND RTE1502L. 2 HRS. LEC. TERM I. LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RTE1502L RADIOGRAPHIC ANATOMY AND POSITIONING I LAB 1 SEMESTER HOUR
PRACTICAL APPLICATION OF THEORY TAUGHT IN RTE1015 CLASS. STUDENTS PRACTICE TECHNIQUES RELATING TO RADIOGRAPHY OF THE CHEST, ABDOMEN, UPPER AND LOWER GASTROINTESTINAL TRACTS, BILARY AND URINARY SYSTEMS. PREREQUISITE: PROGRAM ADMISSION. COREQUISITE: RTE1502, RTE1002, RTE1111, RTE1804. 2 HRS. LAB./TERM I. LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

RTE1512 RADIOGRAPHIC ANATOMY AND POSITIONING II 2 SEMESTER HOURS
ANATOMY AND RADIOGRAPHIC TECHNIQUES RELATED TO THE UPPER AND LOWER EXTREMITIES, THE PELVIS AND SHOULDER GIRDLE. PREREQUISITE: RTE1502, RTE1111, RTE1002, RTE1502L, RTE1804. COREQUISITE: RTE1512L, RTE1418, RTE1612, RTE1814. 2 HRS. LEC. TERM II. LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RTE1512L RADIOGRAPHIC ANATOMY AND POSITIONING II LAB 1 SEMESTER HOUR
PRACTICAL APPLICATION OF THEORY TAUGHT IN RTE1512 CLASS. STUDENTS PRACTICE TECHNIQUES RELATING TO RADIOGRAPHY OF UPPER AND LOWER EXTREMITIES, THE PELVIS AND SHOULDER GIRDLE. PREREQUISITE: RTE1502, RTE1111, RTE1002, RTE1502L, RTE1804. COREQUISITE: RTE1512, RTE1418, RTE1612, RTE1814. 2 HRS. LAB./TERM II. LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

RTE1521 RADIOGRAPHIC ANATOMY POSITIONING III 1 SEMESTER HOUR
ANATOMY AND RADIOGRAPHIC TECHNIQUES RELATED TO THE THORAX AND SPINE. PREREQUISITES: RTE1512, RTE1418, RTE1512L. COREQUISITES: RTE1824, RTE1521L. LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RTE1521L RADIOGRAPHIC ANATOMY AND POSITIONING III LAB 1 SEMESTER HOUR
PRACTICAL APPLICATION OF THEORY TAUGHT IN RTE1526 CLASS. STUDENTS PRACTICE TECHNIQUES RELATING TO THE THORAX AND SPINE. PREREQUISITE: RTE1512, RTE1418, RTE1814, RTE1512L, RTE1418L. COREQUISITE: RTE1521, RTE1824. 2 HRS. LAB./TERM III. LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

RTE1612 RADIOGRAPHIC PHYSICS I 2 SEMESTER HOURS
INTRODUCTION TO THE FUNDAMENTALS OF PHYSICS INVOLVED IN THE OPERATION OF RADIOGRAPHIC EQUIPMENT TO INCLUDE: UNITS OF MEASUREMENT, MATTER, ENERGY, MECHANICS, MAGNETISM, ELECTROSTATICS, AND ELECTRODYNAMICS. PREREQUISITE: RTE1502, RTE1002, RTE1111. COREQUISITE: RTE1512, RTE1418, RTE1814. LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

RTE1804 CLINICAL EDUCATION I 2 SEMESTER HOURS
PROVIDES THE STUDENT WITH CLINICAL EXPERIENCE IN THE HOSPITAL AND INVOLVES THE APPLICATION OF THE THEORY COVERED IN LECTURE. ALSO INCLUDES DARDROOM PRACTICE, PRINCIPLES OF RADIOLOGY AND FILM CRITIQUE MEETS 16 HOURS PER WEEK. PREREQUISITE: PROGRAM ADMISSION. COREQUISITE: RTE1002, RTE1502, RTE1502L, RTE1111. TERM I. LEC HRS = 000 LABHRS = 000 OTH HRS = 256 FEES = 0013.00

RTE1814 CLINICAL EDUCATION II 2 SEMESTER HOURS
CONTINUATION OF RTE1804 WITH STUDENTS PERFORMING RADIOGRAPHIC EXAMINATION UNDER DIRECT SUPERVISION IN CLINICAL EDUCATION CENTERS. EMPHASIS IS PLACED ON UPPER AND LOWER EXTREMITIES. FLUOROSCOPIC PROCEDURES AND FILM CRITIQUE. MEETS 16 HOURS PER WEEK. PREREQUISITE: RTE1111, RTE1804, RTE1502, RTE1502L. COREQUISITE: RTE1512, RTE1512L, RTE1418, RTE1612. TERM II. LEC HRS = 000 LABHRS = 000 OTH HRS = 256 FEES = 0010.00

RTE1824 CLINICAL EDUCATION III 2 SEMESTER HOURS
A CONTINUATION OF RTE1814 WITH STUDENTS PERFORMING RADIOGRAPHIC EXAMINATIONS UNDER DIRECT SUPERVISION. EMPHASIS IS PLACED ON THE SPINE, THORAX, AND FILM CRITIQUE. STUDENTS WILL BEGIN TO PERFORM PROCEDURES UNASSISTED. MEETS 16 HOURS PER WEEK. PREREQUISITE: RTE1814, RTE1502, RTE1418. COREQUISITE: RTE1521, RTE1521L. TERM III. LEC HRS = 000 LABHRS = 000 OTH HRS = 256 FEES = 0010.00

RTE2385 RADIATION BIOLOGY AND PATHOLOGY 2 SEMESTER HOURS
AN INTRODUCTION TO THE STUDY OF HUMAN DISEASE AND INVESTIGATION OF THE BIOLOGICAL EFFECTS ASSOCIATED WITH EXPOSURE TO IONIZING RADIATION TOPICS WILL INCLUDE; BASIC DISEASE PROCESSES AND CLASSIFICATION, MAJOR ORGAN/SYSTEM RELATED DISEASES, TISSUE REPAIR/REPLACEMENT, RADIOGRAPHIC SIGNIFICANCE OF DISEASE, TYPES AND SOURCES OF RADIATION EXPOSURE, INTERACTION OF IONIZING RADIATIONS AND MATTER, RADIATION DETECTION AND MEASUREMENT. PREREQUISITE: RTE2527, RTE2847L, RTE2457. COREQUISITE: RTE2546, RTE2857L. LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

RTE2457 PRINCIPLES OF IMAGING II 2 SEMESTER HOURS
A STUDY OF THE FACTORS THAT AFFECT RADIOGRAPHIC QUALITY, SOLVING TECHNIQUE PROBLEMS AND DEVELOPING TECHNIQUE CHARTS. PREREQUISITE: RTE1526, RTE1827L. COREQUISITE: RTE2527, RTE2847L. 2 HRS. LEC. TERM II. LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RTE2457L PRINCIPLES OF IMAGING II LAB 1 SEMESTER HOUR
PRACTICAL APPLICATION OF THEORY TAUGHT IN RTE2457 CLASS. STUDENTS PERFORM LABORATORY EXPERIMENTS TO DEMONSTRATE FACTORS AFFECTING RADIOGRAPHIC QUALITY. PREREQUISITE: RTE1526, RTE2616, RTE1827L. COREQUISITE: RTE2527, RTE2847L, RTE2457. 2 HRS. LAB./TERM II. LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

RTE2473 RADIOGRAPHIC QUALITY 2 SEMESTER HOURS ASSURANCE
PRACTICES AND PROCEDURES RELATED TO RADIOGRAPHIC QUALITY ASSURANCE AND QUALITY CONTROL. PREREQUISITE: RTE2527, RTE2457, RTE2847L. COREQUISITE: RTE2570, RTE2869L. 2 HRS. LEC./TERM II. 2ND YEAR.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

RTE2532 RADIOGRAPHIC 2 SEMESTER HOURS ANATOMY AND POSITIONING IV
ANATOMY AND RADIOGRAPHIC TECHNIQUES RELATED TO THE CRANIUM AND FACIAL BONES. PREREQUISITE: RTE1521, RTE1824, RTE1521L. COREQUISITE: RTE2834, RTE2457, RTE2532L.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RTE2532L RADIOGRAPHIC 1 SEMESTER HOUR ANATOMY AND POSITIONING IV LAB
PRACTICAL APPLICATION OF THE THEORY TAUGHT IN RTE2527. STUDENTS PRACTICE CRANIUM AND FACIAL BONE RADIOGRAPHY. PREREQUISITE: RTE1521, RTE1824, RTE1521L. COREQUISITE: RTE2532, RTE2834, RTE2457. 2 HRS. LAB/TERM I.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0010.00

RTE2562 RADIOGRAPHIC 2 SEMESTER HOURS ANATOMY AND POSITIONING V
ANATOMY, TECHNIQUES AND EQUIPMENT RELATING TO SPECIAL RADIOGRAPHIC PROCEDURES. PREREQUISITE: RTE2532, RTE2834, RTE2622. COREQUISITE: RTE2844, RTE2385, RTE2562. 2 HRS. LEC. TERM II.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RTE2563 ADVANCED VASCULAR/ 3 SEMESTER HOURS INTERVENTIONAL RADIOGRAPHY
PROVIDES ADVANCED STUDY INTO VASCULAR/CARDIOVASCULAR/INTERVENTIONAL PROCEDURES FOR THE SPECIAL PROCEDURES RADIOGRAPHER. THIS COURSE WILL PROVIDE AN OVERALL REVIEW OF CURRENT AND FUTURE VASCULAR, AS WELL AS NONVASCULAR, INTERVENTION BEING PERFORMED TO THIS DATE. EMPHASIS WILL BE ON DIAGNOSTIC AND THERAPEUTIC PROCEDURES AND THEIR APPLICATION IN A CLINICAL SETTING. PREREQUISITE: GRADUATION FROM AN ACCREDITED RADIOGRAPHY PROGRAM. COREQUISITE: NONE.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RTE2572 SURVEY OF IMAGING 2 SEMESTER HOURS MODALITIES
A STUDY OF THE IMAGING MODALITIES WHICH EXIST IN CONJUNCTION WITH THE RADIOLOGY DEPARTMENT TO INCLUDE NUCLEAR MEDICINE, DIAGNOSTIC MEDICAL, SONOGRAPHY, C.T. SCANNING, RADIATION THERAPY, DIGITAL, AND NUCLEAR MAGNETIC RESONANCE IMAGING. PREREQUISITE: RTE2527, RTE2457, RTE2847L. COREQUISITE: RTE2473, RTE2869L. 1 HR. LEC. TERM III. 2ND YEAR.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RTE2622 RADIOLOGIC PHYSICS II 2 SEMESTER HOURS
PHYSICAL PRINCIPLES RELATED TO PRODUCTION AND USE OF RADIANT ENERGY FOR IMAGE PRODUCTION INCLUDING EQUIPMENT OPERATION AND CONSEQUENCES OF MATTER IONIZING RADIATION INTERACTIONS. PREREQUISITE: RTE1521, RTE1521L, RTE1824. COREQUISITE: RTE2532, RTE2834, RTE2457. 2 HRS. LEC. TERM II. 2ND YEAR.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

RTE2834 CLINICAL EDUCATION IV 3 SEMESTER HOURS
A CONTINUATION OF RTE1824 WITH STUDENTS PERFORMING PROCEDURES TAUGHT IN PREVIOUS CLINICAL COURSES. EMPHASIS IS PLACED ON RADIOGRAPHY OF THE SKULL. THE STUDENT IS EXPECTED TO WORK WITH INDIRECT SUPERVISION. MEETS 24 HOURS PER WEEK, INCLUDES FILM CRITIQUE. PREREQUISITE:

RTE1521, RTE1521L, RTE1824. COREQUISITE: RTE2532, RTE2457, RTE2622. 1 HR. LEC. TERM I 2ND YEAR.
LEC HRS = 000 LABHRS = 000 OTH HRS = 384 FEES = 0010.00

RTE2844 CLINICAL EDUCATION V 3 SEMESTER HOURS
A CONTINUATION OF RTE2834 WITH STUDENTS PERFECTING POSITIONING SKILLS AND LEARNING TO WORK INDEPENDENTLY. EMPHASIS IS PLACED ON COMPLETING CLINICAL COMPETENCIES. INCLUDES FILM CRITIQUE. MEETS 24 HOURS PER WEEK. PREREQUISITE: RTE2532, RTE2834, RTE2457. COREQUISITE: RTE2562, RTE2385.
LEC HRS = 000 LABHRS = 000 OTH HRS = 384 FEES = 0010.00

RTE2854 CLINICAL EDUCATION VI 1 SEMESTER HOUR
A CONTINUATION OF RTE2844 WITH STUDENTS PRACTICING SKILLS INDEPENDENTLY. INCLUDES ROTATION THROUGH THE SPECIALTY AREAS OF C.T., NUCLEAR MEDICINE, RADIATION THERAPY AND ULTRASOUND. STUDENTS USE THIS CLINICAL AS THEIR ELECTIVE TIME AND SELECTIVELY CHOOSE AN AREA OF SPECIALIZATION. TERM IIIA, 6 WEEKS. PREREQUISITE: RTE2562, RTE2385, RTE2844. COREQUISITE: RTE2572, RTE2473.
LEC HRS = 000 LABHRS = 000 OTH HRS = 144 FEES = 0010.00

RTE2889 INTRODUCTION TO 3 SEMESTER HOURS MAGNETIC RESONANCE IMAGING
A STUDY OF THE CLINICAL APPLICATIONS AND PRINCIPLES OF MAGNETIC RESONANCE IMAGING. BASIC MR PHYSICS, HISTORY, HARDWARE, SAFETY, AND IMPORTANT ASPECTS OF THE MR EXAM ARE AMONG THE TOPICS COVERED TO INTRODUCE THE STUDENT TO THE MR IMAGING TECHNOLOGY PROFESSION. PREREQUISITES: GRADUATION FROM A TWO YEAR ALLIED HEALTH PROGRAM. COREQUISITES: NONE.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SON1804 CLINIC A 3 SEMESTER HOURS
A CONTINUATION OF THE LEARNING BY DOING PROCESS WHERE MORE RESPONSIBILITY IN THE FORM OF DECISION MAKING REGARDING ANATOMICAL AREAS AND RESULTANT IMAGING IS ASSURED BY THE STUDENT BEING SUPERVISED. PREREQUISITE: PROGRAM ADMISSION. COREQUISITE: SON2211, SON2111, SON2121, SON2214.
LEC HRS = 000 LABHRS = 000 OTH HRS = 384 FEES = 0003.00

SON1814 CLINIC B 3 SEMESTER HOURS
CLINICAL EDUCATION REQUIRING APPLICATION OF THE KNOWLEDGE LEARNED. PROFESSIONALISM AND PERSONAL INTERACTION ARE STRESSED ALONG WITH TECHNICAL ABILITIES AS THE STUDENT PROGRESSES HE OR SHE WILL BE PERFORMING EXAMINATIONS, WITH LESS AND LESS SUPERVISION. PREREQUISITE: SON1804, SON2121, SON2214, SON2211, SON2111. COREQUISITE: SON2212, SON2112, SON2122, SON2215. 32 HR. CLINICAL PER WEEK. TERM II.
LEC HRS = 000 LABHRS = 000 OTH HRS = 384 FEES = 0000.00

SON1824 CLINIC C 4 SEMESTER HOURS
APPLICATION OF ALL THE MATERIAL PRESENTED REQUIRING THE STUDENT TO MAKE JUDGMENT DECISIONS REGARDING THE TECHNICAL ASPECTS. TO INTERACT IN A PROFESSIONAL MANNER WITH THOSE WITH WHOM HE OR SHE COMES IN CONTACT AND TO GENERALLY PROGRESS TO THE POINT WHERE, AFTER SUCCESSFUL TESTING, HE OR SHE MAY BE ACCEPTED AS A COMPETENT SONOGRAPHER. PREREQUISITE: SON1814, SON2215, SON2122, SON2212, SON2112. COREQUISITE: SON2141.
LEC HRS = 000 LABHRS = 000 OTH HRS = 384 FEES = 0000.00

SON2111 ABDOMINAL 3 SEMESTER HOURS SONOGRAPHY I
AN INTRODUCTION TO THE TRANSVERSE ANATOMY OF THE ABDOMINAL AREA AND ITS RECOGNITION ON SONOGRAPHIC VISUALIZATION SYSTEMS. PREREQUISITE: PROGRAM ADMISSION. COREQUISITE:

SON2211, SON2121, SON1851L, SON2214. 3 HRS. WK. TERM I.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SON2112 ABDOMINAL SONOGRAPHY II 3 SEMESTER HOURS
AN IN DEPTH PRESENTATION OF SONOGRAPHS OF THE ABDOMINAL AREA STRESSING DEVIATIONS FROM THE NORM AND THE STUDIES TO MAKE A DIAGNOSTICALLY ACCEPTABLE STUDY. PREREQUISITE: SON2211, SON2111, SON2214, SON1851L. COREQUISITE: SON2212, SON2122, SON2215, SON1861L. 3 HRS. WK. TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SON2121 SONOGRAPHIC OB/GYN I 3 SEMESTER HOURS
AN INTRODUCTION TO THE TRANSVERSE ANATOMY OF THE FEMALE REPRODUCTIVE SYSTEM WITH AND WITHOUT AN EXISTING PREGNANCY. THE SONOGRAPHIC RECOGNITION OF THE NORMAL THROUGHOUT ALL TERMS OF PREGNANCY IS PRESENTED. PREREQUISITE: PROGRAM ADMISSION. COREQUISITE: SON2211, SON2111, SON2214, SON1851L. 3 HRS. WK. TERM I.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SON2122 SONOGRAPHIC OB/GYN II 3 SEMESTER HOURS
THE DETECTION OF ANOMALIES, PATHOLOGY, DEVIATION FROM NORMAL AND THE PLANES WHICH MUST BE SONOGRAPHICALLY IMAGED FOR ACCURATE DIAGNOSIS IS STRESSED. PREREQUISITE: SON2211, SON2121, SON2214. COREQUISITE: SON2112, SON1816L, SON2212, SON2215. 3 HRS. WK. TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SON2131 SONOGRAPHY OF HEART/CHEST I 3 SEMESTER HOURS
ANATOMY OF THE HEART AND THE PROCEDURES USED IN SCREENING ARE INTRODUCED STRESSING RECOGNITION OF THE NORMAL VERSUS ABNORMAL. PREREQUISITE: COMPLETION OF YEAR ONE. COREQUISITE: SON2161, SON2853L.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

SON2132 SONOGRAPHY OF HEART/CHEST II 3 SEMESTER HOURS
AN INDEPTH PRESENTATION OF THE INTRICACIES OF DIAGNOSTIC ULTRASOUND AS IT APPLIES TO THE HEART AND CHEST STRESSING ITS CAPABILITIES AND ITS LIMITATIONS. PREREQUISITES: COMPLETION OF YEAR ONE COURSES, SON2131, SON2161, SON2853L. COREQUISITE: SON2863L, SON2171. 3 HRS. WK. TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0005.00

SON2141 CAROTID EYE THYROID BREAST SONOGRAPHY 3 SEMESTER HOURS
A GENERAL INTRODUCTION TO THE AREAS OF CAROTID, EYE, THYROID, BREAST AND OTHER SMALL PARTS AND THE LIMITED PROCEDURES DONE SONOGRAPHICALLY. PREREQUISITE: SON2212, SON2112, SON2122. COREQUISITE: SON1871L. 3 HRS. WK. TERM III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SON2161 NEONATAL NEUROSONOLOGY 3 SEMESTER HOURS
AN INTRODUCTION TO THE SONOGRAPHIC IMAGING OF THE NEONATAL AND INFANT BRAIN. EMPHASIS IS PLACED ON NORMAL BRAIN ANATOMY, CONGENITAL AND ACQUIRED PATHOLOGICAL CONDITIONS, AS WELL AS SONOGRAPHIC SCANNING TECHNIQUES. PREREQUISITES: ALL COURSES REQUIRED FOR THE FIRST YEAR. COREQUISITES: SON2131, SON2853L.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SON2171 VASCULAR SONOGRAPHY 3 SEMESTER HOURS
VEROUS AND ARTERIAL ANATOMY AND HEMODYNAMIA FUNCTIONS, BOTH NORMAL AND ABNORMAL ARE STRESSED, ALONG WITH SONOGRAPHIC IMAGING TECHNIQUES FOR VASCULAR STRUCTURES

AND DOPPLER SPECTIAL ANALYSIS OF NORMAL AND PATHOLOGICAL PATTERNS.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SON2211 MEDICAL SONOGRAPHIC PHYSICS I 3 SEMESTER HOURS
OFFERING PRINCIPLES OF DIAGNOSTIC ULTRASOUND AND PRESENTING THE FUNDAMENTAL PROPERTIES OF ULTRASONIC PHYSICS, STRESSING THE OPERATION OF DIAGNOSTIC ULTRASONIC EQUIPMENT AND THE VARIOUS DISPLAY SYSTEMS AND THEIR ROUTINE MAINTENANCE. PREREQUISITE: PROGRAM ADMISSION. COREQUISITE: SON2111, SON2121, SON2214, SON1851L. 3 HRS. WK. TERM I.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SON2212 MEDICAL SONOGRAPHIC PHYSICS II 3 SEMESTER HOURS
A CONTINUATION OF THE STUDY OF THE PROPERTIES OF DIAGNOSTIC ULTRASOUND, STRESSING TISSUE INTERACTIONS AND INTERFACINGS. PRESENTS THE OPERATING PRINCIPLE OF DIAGNOSTIC ULTRASOUND EQUIPMENT AND DISPLAY SYSTEMS. CURRENT DEVELOPMENTS IN ULTRASOUND ARE REVIEWED DISCUSSED AND EVALUATED. PREREQUISITE: SON2211, SON2111, SON2214, SON2121. COREQUISITE: SON2112, SON2122, SON2215, SON1861L. 2 HRS. WK. TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SON2214 PRACTICAL ASPECTS OF SONOGRAPHY I 3 SEMESTER HOURS
OFFERING PRINCIPLES OF DIAGNOSTIC ULTRASOUND AND PRESENTING THE PRACTICAL ASPECTS OF SCANNING TECHNIQUES, FILM CRITIQUE, FILM IDENTIFICATION AND PATIENT CARE AND HANDLING AS RELATED TO SONOGRAPHIC EXAMINATION. STRESSES THE OPERATION OF DIAGNOSTIC ULTRASOUND EQUIPMENT AND ROUTINE IMAGES OBTAINED. PREREQUISITES: PROGRAM ADMISSION. COREQUISITES: SON2111, SON2211, SON2121, SON2851L.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SON2215 PRACTICAL ASPECTS OF SONOGRAPHY II 3 SEMESTER HOURS
OFFERING MORE ADVANCED PRINCIPLES OF DIAGNOSTIC ULTRASOUND, ADDING KNOWLEDGE OF PATHOLOGICAL PROCESSES. FURTHER PRESENTING THE PRACTICAL ASPECTS OF SCANNING TECHNIQUES, FILM CRITIQUE, FILM IDENTIFICATION AND PATIENT CARE AND HANDLING AS RELATED TO SONOGRAPHIC EXAMINATION. STRESSING THE CORRELATION OF ALL PATIENT DATA, INCLUDING SONOGRAPHIC IMAGES OBTAINED, TO ASSIST IN THE DIFFERENTIAL DIAGNOSIS PROCESS.
LEC HRS = 000 LABHRS = 000 OTH HRS = 048 FEES = 0000.00

SON2834L CLINIC D 3 SEMESTER HOURS
A COURSE DESIGNED TO ADD ADDITIONAL CLINICAL COMPETENCIES TO THOSE GAINED IN THE SPECIALTIES MASTERED IN THE FIRST YEAR. EMPHASIS ON SPECIALTIES OF ECHOCARDIOGRAPHY AND NEUROSONOLOGY WITH CLINICAL APPLICATION OF CLASSROOM MATERIAL PRESENTED. TO CONTINUE TO MAKE JUDGEMENT DECISIONS REGARDING THE TECHNICAL ASPECTS OF DIAGNOSTIC SONOGRAPHIC EXAMS. PREREQUISITES: ALL COURSES REQUIRED FOR THE FIRST YEAR. COREQUISITES: SON2161, SON2131.
LEC HRS = 000 LABHRS = 000 OTH HRS = 258 FEES = 0000.00

SON2844L CLINIC E 3 SEMESTER HOURS
APPLICATION OF ALL THE MATERIALS PRESENTED REQUIRING THE STUDENT TO INTERACT IN A PROFESSIONAL MANNER, TO MAKE JUDGEMENT DECISIONS REGARDING THE TECHNICAL ASPECTS AND TO GENERALLY PROGRESS TO THE POINT WHERE HE/SHE MAY BE ACCEPTED AS A COMPETENT SONOGRAPHER. FURTHER MASTERING OF ALL SKILLS GAINED, EMPHASIZING ECKOCARDIOGRAPHY AND VASCULAR EXAMINATION TECHNIQUES. CLINICAL

APPLICATION OF CLASSROOM MATERIAL PRESENTED.
PREREQUISITES: ALL COURSES REQUIRED FOR THE
FIRST YEAR. COREQUISITES: SON2171, SON2132.
LEC HRS = 000 LABHRS = 000 OTH HRS = 258 FEES = 0000.00

READING

REA0003 ESL PREPARATORY READING

4 SEMESTER HOURS

DESIGNED FOR ENGLISH AS A SECOND LANGUAGE (ESL) STUDENTS WHO NEED A COLLEGE PREPARATORY COURSE IN READING AND STUDY SKILLS. EMPHASIZES VOCABULARY, COMPREHENSION AND STUDY SKILLS ON A BASIC LEVEL. PLACEMENT IN REA0003 IS DETERMINED BY ASSESSMENT TESTS AND/OR REFERRAL. SPECIAL FEE CHARGED, SEE STUDENT FEES.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

REA0005 COLLEGE PREPARATORY READING II

4 SEMESTER HOURS

TEACHES BASIC READING AND STUDY SKILLS TO PREPARE STUDENTS FOR COLLEGE COURSE WORK. RECOMMENDED COREQUISITE: ENC0080 OR ENC0020. PLACEMENT IN REA IS DETERMINED BY ASSESSMENT TEST AND/OR REFERRAL. SPECIAL FEE CHARGED, SEE STUDENT FEES. 3 HRS. LEC, 1 HR LAB PER WEEK. OFFERED TERM I, II AND III.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

REA0011 CLAST READING SKILLS

0 SEMESTER HOURS

A TEN HOUR READING REVIEW COURSE TO ASSIST STUDENTS IN PREPARATION FOR THE CLAST.

LEC HRS = 010 LABHRS = 000 OTH HRS = 000 FEES = 0018.00

REA1105 COLLEGE READING I

3 SEMESTER HOURS

TEACHES EFFICIENT READING ABILITIES, COMPREHENSION, VOCABULARY, SPEED AND STUDY TECHNIQUES. REA1105 INCLUDES ALL CLAST SKILLS. RECOMMENDED COREQUISITE: ENC1101. SPECIAL FEE CHARGED, SEE STUDENT FEES. 3 HRS. LEC. PER WEEK. OFFERED TERMS I, II AND III.

LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0005.00

REA1205 ADVANCED COLLEGE READING II

3 SEMESTER HOURS

INCREASES SPEED, IMPROVES ANALYTICAL, INFERENTIAL, AND CRITICAL READING ABILITIES, AND TEACHES ADVANCED STUDY TECHNIQUES. PREREQUISITE: REA1105 OR A MINIMUM OF 40TH PERCENTILE ON ANATIONAL COLLEGE READING TEST OR INSTRUCTORS APPROVAL. SPECIAL FEE CHARGED, SEE STUDENT FEES. OFFERED TERM II. ON DEMAND.

LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0005.00

REAL ESTATE

REE1040 FLORIDA REAL ESTATE COMMISSION I

4 SEMESTER HOURS

THIS IS THE REAL ESTATE COMMISSION COURSE I. IT PROVIDES AN INTRODUCTION TO THE BASIC PRINCIPLES AND THEORIES OF REAL PROPERTY, ITS ECONOMIC VALUE, AND THE LEGAL ASPECTS OF REAL ESTATE LAW AFFECTING SALESPERSONS. SUCCESSFUL COMPLETION QUALIFIES A CANDIDATE TO APPLY FOR THE STATE OF FLORIDA SALESPERSON'S LICENSE EXAM. TERM I AND II/ALL CAMPUSES. TERM III/NORTH CAMPUS ONLY.

LEC HRS = 064 LABHRS = 000 OTH HRS = 000 FEES = 0010.00

REE1085 POST-SALES COURSE

3 SEMESTER HOURS

PREREQUISITE: REE1040 OR EQUIVALENT. THIS COURSE COVERS TOPICS IN REAL ESTATE FINANCE, APPRAISING, PROPERTY MANAGEMENT, AND THE ECONOMICS OF REAL ESTATE AS PRESCRIBED BY THE

FLORIDA REAL ESTATE COMMISSION. SUCCESSFUL COMPLETION IS MANDATORY TO SATISFY THE POST LICENSING REQUIREMENTS OF REAL ESTATE SALESPERSONS REGISTERED AFTER JANUARY 1, 1989. TERM: ON DEMAND/ALL CAMPUSES.

LEC HRS = 048 LABHRS = 000 OTH HRS = 004 FEES = 0010.00

REE1180 FREC RESIDENTIAL APPRAISAL I

4 SEMESTER HOURS

PREREQUISITE: REE1040, EQUIVALENT OR PROGRAM MANAGER'S APPROVAL. THIS COURSE COVERS THE APPRAISAL PROCESS OF DETERMINING RESIDENTIAL PROPERTY VALUE. IT INCLUDES THE STUDY OF BOTH FUNCTIONAL AND ANALYTIC TOOLS USED IN THE PROFESSION TO ASCERTAIN VALUE. SUCCESSFUL COMPLETION IS REQUIRED OF REAL ESTATE LICENSEES SEEKING CERTIFICATION (CA-1) AS A REAL ESTATE APPRAISER IN THE STATE OF FLORIDA. TERM: ON DEMAND/ALL CAMPUSES.

LEC HRS = 064 LABHRS = 000 OTH HRS = 000 FEES = 0010.00

REE1200 REAL ESTATE FINANCE

3 SEMESTER HOURS

THIS COURSE COVERS THE FUNCTION AND METHODS OF FINANCING REAL ESTATE. IT INTRODUCES MORTGAGE TERMINOLOGY AND THE COMPONENTS OF MORTGAGE CONTRACTS AS WELL AS REQUIREMENTS FOR FINANCIAL LOANS. OTHER TOPICS COVERED INCLUDE LEVERAGE, CAPITALIZATION RATES AND REAL ESTATE VALUES. TERM: ON DEMAND/ALL CAMPUSES.

LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

REE2041 FLORIDA REAL ESTATE COMMISSION II

5 SEMESTER HOURS

PREREQUISITE: REE1040 AND REE1085 OR EQUIVALENTS, AND SUBMIT A NOTARIZED AFFIDAVIT STATING THAT THE STUDENT HAS BEEN AN ACTIVE REAL ESTATE SALESPERSON IN THE STATE OF FLORIDA FOR AT LEAST SIX MONTHS. THIS IS THE FLORIDA REAL ESTATE COMMISSION COURSE II. IT COVERS THE NATURE OF RIGHTS IN REAL ESTATE, URBAN DEVELOPMENT AND UTILIZATION, VALUATION OF REAL PROPERTY, THE REAL ESTATE BUSINESS, AND GOVERNMENT REGULATION. SUCCESSFUL COMPLETION QUALIFIES A CANDIDATE TO APPLY FOR THE STATE OF FLORIDA BROKER'S LICENSE EXAM. TERM: ON DEMAND/ALL CAMPUSES.

LEC HRS = 080 LABHRS = 000 OTH HRS = 000 FEES = 0010.00

REE2881 REAL ESTATE

2 SEMESTER HOURS

BROKERAGE AND MANAGEMENT

PREREQUISITE: REE2041 OR EQUIVALENT. THIS COURSE PROVIDES A STUDY OF ADVANCED MANAGEMENT TECHNIQUES IN THE OPERATIONS OF A BROKERAGE OFFICE. SUCCESSFUL COMPLETION IS REQUIRED TO SATISFY THE POST LICENSING REQUIREMENTS OF REAL ESTATE BROKERS REGISTERED AFTER JANUARY 1, 1989. TERM: ON DEMAND/ALL CAMPUSES.

LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0010.00

REE2883 REAL ESTATE

3 SEMESTER HOURS

INVESTMENT AND FINANCE

PREREQUISITE: REE2041 OR PROGRAM MANAGER'S APPROVAL. THIS COURSE PROVIDES AN ADVANCED STUDY OF REAL ESTATE INVESTMENT AND FINANCE STRATEGIES, ANALYSIS, AND TECHNIQUES. SUCCESSFUL COMPLETION IS REQUIRED TO SATISFY THE POST LICENSING REQUIREMENTS OF REAL ESTATE BROKERS REGISTERED AFTER JANUARY 1, 1989. TERM: ON DEMAND/ALL CAMPUSES.

LEC HRS = 048 LABHRS = 000 OTH HRS = 004 FEES = 0010.00

RELIGION

JST1500 SURVEY OF JEWISH CULTURE 3 SEMESTER HOURS

A SURVEY OF THE DEVELOPMENT OF JEWISH CULTURE THROUGH A STUDY OF THE CONCEPTS, VALUES, TRADITIONS AND RITUALS OF JUDAISM. MEETS AREAS 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

REL1210 OLD TESTAMENT HISTORY 3 SEMESTER HOURS

READING THE ENGLISH BIBLE IN VARIOUS DOCUMENTS, AND EXAMINING SELECTED SOURCE MATERIAL, WITH EMPHASIS ON ITS CULTURAL IMPORTANCE TODAY. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

REL1240 NEW TESTAMENT HISTORY 3 SEMESTER HOURS

CULTURAL CONTEXT AND THE DYNAMICS OF THE BEGINNINGS AND SPREAD OF CHRISTIANITY FROM ALEXANDER OF MACEDON TO THE SECOND CENTURY A.D. PREREQUISITE: ADVANCED STANDING OR APPROVAL OF INSTRUCTOR.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

REL2010 INTRODUCTION TO THE STUDY OF RELIGION 3 SEMESTER HOURS

AN INTRODUCTION TO THE STUDY OF RELIGION AS AN ACADEMIC DISCIPLINE. THE FOCUS OF THE COURSE IS RELIGION, NOT RELIGIONS; AN ATTEMPT IS MADE TO ACQUAINT THE STUDENT WITH THE PROBLEMS AND ISSUES EVER PRESENT IN THE UNDERSTANDING OF RELIGIONS PHENOMENA. MEETS AREAS 2, 5, AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS: I, II AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

REL2300 WORLD RELIGIONS 3 SEMESTER HOURS

PRIMARILY AN IDEOLOGICAL EXAMINATION OF THE WORLD'S MOST POPULAR RELIGIONS. THIS COURSE WILL OCCASIONALLY BE TAUGHT BY TELEVISION UNDER THE NAME, "THE LONG SEARCH." MEETS AREAS 2, 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS I, II AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

REL2930 SPECIAL TOPICS: RELIGION 3 SEMESTER HOURS

COURSE CENTERS AROUND TOPICS OF CURRENT INTEREST OR OF SPECIAL INTEREST TO STUDENTS OR INSTRUCTORS. TOPICS OR FOCUS MAY VARY FROM SEMESTER TO SEMESTER. TOPICS WILL BE IDENTIFIED BY THE REL2930 COURSE TITLE PUBLISHED IN THE COURSE SCHEDULES FOR EACH TERM THAT THE COURSE IS OFFERED. SPECIAL TOPICS CREDIT HOURS ARE NOT AUTOMATICALLY TRANSFERABLE. TRANSFER CREDIT IS THE PREROGATIVE OF THE RECEIVING INSTITUTION. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RESPIRATORY THERAPY TECHNOLOGY

RET1026 RESPIRATORY THERAPY EQUIPMENT 3 SEMESTER HOURS

THIS COURSE REVIEWS ALL OF THE NORMALLY USED RESPIRATORY THERAPY EQUIPMENT EXCEPT THAT USED FOR ARTIFICIAL MECHANICAL VENTILATION OR DIAGNOSTIC PROCEDURES ESPECIALLY EMPHASIZED ARE METHODS OF MANUFACTURING, STORING AND ADMINISTERING OXYGEN; HUMIDITY AND AEROSOL THERAPY, CLEANING AND STERILIZATION TECHNI-

QUES AND AIRWAY MANAGEMENT. PREREQUISITES: APB1181, CHM1033, MAT1034. COREQUISITES: RET1026L, RET1485. TERM I.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RET1026L RESPIRATORY THERAPY EQUIPMENT LAB 1 SEMESTER HOUR

THIS COURSE ALLOWS THE STUDENT TO WORK WITH AND MASTER THE MANIPULATIVE SKILLS REQUIRED TO UTILIZE RESPIRATORY THERAPY EQUIPMENT. EMPHASIS IS ON OXYGEN, HUMIDITY AND AEROSOL THERAPY AND AIRWAY MANAGEMENT. PREREQUISITES: APB1181, CHM1033, MAT1034. COREQUISITES: RET1026, RET1485.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

RET1264 MECHANICAL VENTILATION 3 SEMESTER HOURS

THIS COURSE DESCRIBES THE TECHNIQUES AND HAZARDS OF ARTIFICIAL VENTILATION INCLUDING IPPB, IMV, CFAP, AND PEEP. THE PRINCIPLES AND OPERATION OF ALL COMMONLY USED VENTILATORS ARE EMPHASIZED. PREREQUISITE: RET1026, RET1026L, RET1485. COREQUISITE: RET1264L, RET1832, RET1484, RET1350. 3 HRS. LEC. TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RET1264L MECHANICAL VENTILATION LAB 1 SEMESTER HOUR

THIS COURSE ALLOWS THE STUDENT TO WORK WITH AND MASTER THE SKILLS REQUIRED TO MANAGE THOSE VENTILATORS COMMONLY USED FOR LIFE SUPPORT SYSTEMS AND FOR THERAPEUTIC MODALITIES. PREREQUISITES: RET1026, RET1026L, RET1485. COREQUISITES: RET1264, RET1832L, RET1350, RET1484.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

RET1350 RESPIRATORY THERAPY PHARMACOLOGY 2 SEMESTER HOURS

THIS COURSE PROVIDES AN IN DEPTH REVIEW OF THE DRUGS COMMONLY USED TO TREAT RESPIRATORY DISEASES. PREREQUISITES: RET1485, RET1026, RET1026L. COREQUISITES: RET1484, RET1264, RET1264L, RET1832L.
LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RET1484 CARDIO-PULMONARY PATHOPHYSIOLOGY 3 SEMESTER HOURS

THIS COURSE IS DESIGNED TO INTRODUCE THE STUDENTS TO THE BASIC CONCEPTS OF CARDIOPULMONARY DISEASE, INCLUDED ARE MECHANISMS OF ALTERED LUNG STRUCTURE AIRWAY CALIBER, NEUROGENIC CONTROL AND PULMONARY VASCULAR FUNCTION; PREREQUISITE: RET1485, RET1026, RET1026L. COREQUISITE: RET1264, RET1264L, RET1350, RET1832L. 2 HRS. LEC. TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RET1485 RESPIRATORY PHYSIOLOGY 3 SEMESTER HOURS

THIS COURSE IS AN IN DEPTH STUDY OF THE ANATOMY OF THE CARDIOPULMONARY SYSTEM, AND A REVIEW OF THE PHYSIOLOGY OF RESPIRATION INCLUDING VENTILATION MECHANICS AND CONTROL, INTERNAL AND EXTERNAL RESPIRATION, GAS EXCHANGE, AND ACID BASE BALANCE. PREREQUISITE: APB1181, APB1181L, CHM1033, MAT1034. COREQUISITE: RET1026, RET1026L. 3 HRS. LEC. TERM I.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RET1714 PEDIATRIC RESPIRATORY CARE 1 SEMESTER HOUR

THIS COURSE EMPHASIZES PEDIATRIC AND NEONATAL DISEASES, THEIR ETIOLOGY AND TREATMENT. IT ENCOMPASSES THE NEWEST EQUIPMENT AND TECHNIQUES USED IN MONITORING AND MAINTAINING THE INFANT PATIENT PREREQUISITE: RET1264, RET1264L, RET1832L, RET1484. COREQUISITE: RET1833L, RET2414. 1 HR. LEC. TERM III.
LEC HRS = 024 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RET1832L RESPIRATORY THERAPY 3 SEMESTER HOURS CLINIC I

IN THIS FIRST CLINICAL COURSE, THE STUDENTS ARE ORIENTED TO, AND WORK AT, TASKS OF A NON CRITICAL NATURE INCLUDED ARE OXYGEN AND AEROSOL ADMINISTRATION, CHEST PHYSIOTHERAPY, IPPB ADMINISTRATION AND INCENTIVE SPIROMETRY. SPECIAL FEE IS CHARGED. SEE STUDENTS FEES. 16HRS. LAB. PREREQUISITE: RET1485, RET1026, RET1026L. COREQUISITE: RET1484, RET1264, RET1264L, RET1350. TERM II.

LEC HRS = 000 LABHRS = 256 OTH HRS = 000 FEES = 0003.00

RET1833L RESPIRATORY THERAPY 3 SEMESTER HOURS CLINIC II

THIS CLINIC COURSE REPRESENTS CONTINUATION OF THE ACTIVITIES IN CLINIC I. BY THE END OF THIS TERM THE STUDENT MUST HAVE MASTERED ALL NON CRITICAL CARE DUTIES NORMALLY PERFORMED BY RESPIRATORY THERAPISTS AND THE FUNDAMENTALS OF ADULT CRITICAL CARE. SPECIAL FEE IS CHARGED, SEE STUDENT FEES. PREREQUISITE: RET1832, RET1484, RET1264, RET1264L, RET1350. COREQUISITE: RET2414, RET1714. 16 HRS. LAB. TERM II AND III.

LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

RET2284 RESPIRATORY THERAPY 2 SEMESTER HOURS RESPIRATORY CARE

THE TOPICS OF SUPPORTIVE VENTILATORY CARE AND POST VENTILATORY MANAGEMENT ARE DISCUSSED. EMPHASIS IS PLACED ON THE RELATIONSHIP OF PATHOLOGY, PHYSIOLOGY, ACID BASE CHEMISTRY AND ADVANCED RESPIRATORY THERAPY TECHNIQUES. PREREQUISITES: RET2418, RET2834L, RET2503. COREQUISITES: RET2286, RET2835L, RET2601. 2 HRS. LEC. TERM II.

LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RET2286 MANAGEMENT OF THE 2 SEMESTER HOURS INTENSIVE CARE PATIENT

THIS COURSE INCLUDES NEPHROLOGY, RENAL ANATOMY AND PHYSIOLOGY, FLUID AND ELECTROLYTE DISORDERS, AND THERAPY. ADDITIONAL TOPICS ARE THE MANAGEMENT OF ARREST, OF SHOCK, AND AIRWAY CARE OF THE POST OP HEART PATIENT AND OF LABILE BLOOD PRESSURES. PREREQUISITES: RET2418, RET2834L, RET2503. COREQUISITES: RET2284, RET2835L, RET2601. 2 HRS. LEC. TERM II.

LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RET2414 RESPIRATORY THERAPY 2 SEMESTER HOURS PULMONARY FUNCTION

RET2414 PULMONARY FUNCTION: REFINED TECHNIQUES IN SPIROMETRY GAS ANALYSIS, AND THEORY OF ARTERIAL BLOOD GAS ANALYSIS ARE DISCUSSED. MASS SCREENING AND OTHER TECHNIQUES IN DIAGNOSIS OF RESPIRATORY DISEASE ARE GIVEN. PREREQUISITE: RET1264, RET1484, RET1832L, RET1264L, RET1834. COREQUISITE: RET1714, RET1833L. 2 HRS. LEC. TERM III.

LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RET2418 CARDIOPULMONARY 2 SEMESTER HOURS DIAGNOSTICS AND TECHNIQUES

THIS COURSE EXAMINES CARDIAC ANATOMY, PHYSIOLOGY AND DISEASES. DIAGNOSTIC PROCEDURES INCLUDE EKG'S CARDIAC CATHETERIZATION, CVP, SWANGANZ AND ARTERIAL LINES, SHUNT AND CARDIAC OUTPUT DETERMINATION. DRUG AND OTHER THERAPEUTIC REGIMEN ARE DISCUSSED. PREREQUISITES: RET2414, RET1714, RET1833L. COREQUISITES: RET2503 AND RET2834L. 2 HRS. LEC. TERM I.

LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RET2503 ADVANCED CARDIO- 2 SEMESTER HOURS PULMONARY PATHOPHYSIOLOGY

AN INDEPTH EXAMINATION OF THE MOST COMMONLY ENCOUNTERED CARDIOPULMONARY DISEASES FROM THE PHYSICIANS CLINICAL PERSPECTIVE. EM-

PHASIZED ARE PATHOLOGY, PHYSICAL EXAMINATION, DIAGNOSIS AND CLINICAL MANAGEMENT. PREREQUISITE: RET1714, RET2414, RET1833L. COREQUISITE: RET2418, RET2834L. 2 HRS. LEC. TERM I.

LEC HRS = 032 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RET2601 RESPIRATORY THERAPY 1 SEMESTER HOUR MANAGEMENT

THIS COURSE IS DESIGNED TO ASSIST THE STUDENT IN SUCCESSFULLY MAKING THE TRANSITION FROM THE ROLE OF A STUDENT TO THAT OF A COMPETENT MEMBER OF THE HEALTH CARE TEAM. THE ATTAINMENT OF THE COURSE OBJECTIVES WILL PROVIDE THE STUDENT WITH AN UNDERSTANDING AND APPRECIATION FOR THE COMPLEXITY AND COMPREHENSIVENESS OF THE HEALTH CARE DELIVERY SYSTEM. SUCH AN UNDERSTANDING WILL ALLOW THE STUDENT TO ASSUME HIS RIGHTFUL ROLE WITHIN THE HEALTH DELIVERY SYSTEM AND ENABLE HIM TO ADJUST TO THE DYNAMICS OF THE SYSTEM IN POSITIVE WAYS THAT WILL ENSURE HIS OR HER GROWTH AND SUCCESS. PREREQUISITES: RET2503, RET2418, RET2834L. COREQUISITES: RET2286, RET2835L, RET2284. 1 HR. LEC. TERM II.

LEC HRS = 016 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RET2834L RESPIRATORY THERAPY 3 SEMESTER HOURS CLINIC III

THIS CLINICAL COURSE IS DESIGNED TO INTRODUCE THE STUDENT TO ALL ASPECTS OF RESPIRATORY THERAPY CRITICAL CARE THE STUDENTS WILL WORK PRIMARILY WITH PATIENTS REQUIRING CONTINUOUS VENTILATORY SUPPORT SPECIAL FEE IS CHARGED. SEE STUDENT FEES. PREREQUISITE: RET1833L, RET1714, RET2414. COREQUISITE: RET2418, RET2503. 16 HRS. LAB. TERM I.

LEC HRS = 000 LABHRS = 256 OTH HRS = 000 FEES = 0000.00

RET2835L RESPIRATORY THERAPY 3 SEMESTER HOURS CLINIC IV

THIS IS A CONTINUATION OF THE ACTIVITIES IN CLINIC III. THE STUDENT'S RESPONSIBILITY WILL INCREASE AS HIS CLINICAL SKILLS BECOME MORE SOPHISTICATED. BY THE END OF THIS TERM THE STUDENT WILL ASSUME ALL OF THE RESPONSIBILITIES REQUIRED OF CRITICAL CARE THERAPISTS WITH PATIENTS REQUIRING VENTILATORY MANAGEMENT OR SUPPORT. SPECIAL FEE IS CHARGED. SEE STUDENT FEES. PREREQUISITE: RET2834L, RET2418, RET2503. COREQUISITE: RET2284, RET2286. 16 HRS. LAB. TERM II.

LEC HRS = 000 LABHRS = 256 OTH HRS = 000 FEES = 0000.00

SOCIAL WELFARE

SOW2020 INTRODUCTION TO 3 SEMESTER HOURS SOCIAL WELFARE

THIS A BEGINNING COURSE IN THE BEHAVIORAL SCIENCE BASED FIELD OF SOCIAL WORK. IT AIMS AT INTRODUCING THE STUDENT TO THE HISTORICAL, POLITICAL POLICY AND METHODOLOGICAL SYSTEMS THAT HAVE INTERACTED TO PRODUCE THE INSTITUTIONS OF WELFARE SERVICES AND THE PROFESSION OF SOCIAL WORK. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND. LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SOW2054 SOCIAL SERVICE FIELD 3 SEMESTER HOURS EXPERIENCE I

A SURVEY AND ORIENTATION TO ORGANIZATION, AND OPERATIONS OF THE SOCIAL SERVICE SETTING. CONTACT WITH AND PARTICIPATION IN SOCIAL SERVICE AGENCIES TO MAKE STUDENTS AWARE OF COMMUNITY RESOURCES IS A GOAL OF THIS COURSE. PART OF THE COURSE'S ACTIVITIES CAN INCLUDE VOLUNTEER PARTICIPATION IN AN AGENCY OR A SUPERVISED REVIEW OF AN AGENCY IN WHICH A PERSON IS EMPLOYED. PREREQUISITE: SOW2020. MEETS AREA

7 AA DEGREE GENERAL EDUCATION REQUIREMENTS.
TERM I. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

**SOW2055 SOCIAL SERVICE FIELD 3 SEMESTER HOURS
EXPERIENCE II**
THIS COURSE PROVIDES THE OPPORTUNITY FOR A STUDENT TO PARTICIPATE AS A VOLUNTEER OR EMPLOYEE IN A SOCIAL SERVICE AGENCY WHILE ATTENDING SUPPORT SEMINARS, WHICH ALLOWS FOR THE SYSTEMATIC ASSESSMENT OF EXPERIENCES AND THE DEVELOPMENT OF AN UNDERSTANDING OF BOTH THE INTERNAL AND EXTERNAL DYNAMICS OF THE AGENCY'S OPERATIONS AND THE INTERACTION OF PERSONNEL ASSOCIATED WITH THE AGENCY. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: ON DEMAND.
LEC HRS = 024 LABHRS = 000 OTH HRS = 100 FEES = 0000.00

SOCIOLOGY

SYG2000 PRINCIPLES OF SOCIOLOGY 3 SEMESTER HOURS
GENERAL ANALYSIS OF THE STRUCTURE AND FUNCTIONS OF SOCIETY AND CULTURE THROUGH A SCIENTIFIC CONSIDERATION OF THE MOST SIGNIFICANT GENERALIZATION AND CONCEPTS OF MAN'S COLLECTIVE BEHAVIOR. MEETS AREAS 3, 5, 7, AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SYG2010 SOCIAL PROBLEMS 3 SEMESTER HOURS
THE STUDY OF THE SOCIAL AND CULTURAL ASPECTS, INCIDENCE, AND CHARACTERISTICS OF SELECTED SOCIAL PROBLEMS. PREREQUISITE: SYG 2000. MEETS AREAS 3, 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SYG2230 CONTEMPORARY RACE AND ETHNIC STUDIES 3 SEMESTER HOURS
A STUDY OF MINORITY DOMINANT RELATIONS WITH EMPHASIS ON ETHNIC, RACIAL, AND RELIGIOUS MINORITIES. PREREQUISITE: SYG2000. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SYG2322 JUVENILE DELINQUENCY 3 SEMESTER HOURS
A STUDY OF JUVENILE AND DELINQUENT BEHAVIOR AND ITS DEVELOPMENT WHICH FOCUSES ON THE SOCIAL STRUCTURE OF SOCIETY TO FIND PATTERNS OF DELINQUENT ACTIVITY AND ITS CAUSATIONS; PREREQUISITE SYG 2000. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SYG2323 INTRODUCTION TO CRIMINOLOGY 3 SEMESTER HOURS
A STUDY OF CRIME AND CRIMINAL BEHAVIOR, AND ITS CAUSE AND RELATED EFFECTS ON SOCIETY, WITH AN EMPHASIS GIVEN TO CRIMINAL THEORY, AND THE SOCIOLOGICAL IMPLICATIONS OF CRIMINAL BEHAVIOR. PREREQUISITE SYG2000. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SYG2340 SOCIOLOGY OF HUMAN SEXUALITY 3 SEMESTER HOURS
A SURVEY OF THE SOCIAL AND PSYCHOLOGICAL SOURCES OF HUMAN SEXUALITY AND THEIR IMPACT ON CONTEMPORARY SOCIAL ATTITUDES, AND BEHAVIORAL CHANGES. MAJOR TOPICS INCLUDE SEX ROLE ASCRIPTION, SEX IN THE MEDIA, SEXUAL DEVIATION, ETHICAL CONSIDERATIONS AND SEX AS A MOTIVATING INFLUENCE IN HUMAN BEHAVIOR. PRE

REQUISITE: SYG2000. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

**SYG2421 MARRIAGE AND FAMILIES: 3 SEMESTER HOURS
INTERCULTURAL COMPARISON**
A STUDY OF THE INSTITUTION OF THE FAMILY UTILIZING HISTORICAL, CROSS CULTURAL AND SUB CULTURAL COMPARISONS TO UNDERSTAND THE BACKGROUND EVOLUTION, & CURRENT FAMILIAR STRUCTURES OF THE WORLD. MEETS AREAS 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II, & III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SYG2441 SOCIAL INSTITUTIONS 3 SEMESTER HOURS
A STUDY OF THE INSTITUTIONS OF PREINDUSTRIAL, INDUSTRIAL, AND POST INDUSTRIAL SOCIETIES. SPECIAL EMPHASIS IS ON THEORIES OF SOCIAL ORGANIZATION, SOCIAL CHANGE, AND THE EXPLORATION OF EACH INSTITUTION IN WORLD SOCIETIES. PREREQUISITE: SYG2000. MEETS AREAS 3, 5, 7, AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SYG2905 INDEPENDENT STUDY IN SOCIOLOGY 3 SEMESTER HOURS
A DIRECTED STUDY COURSE IN SOCIOLOGY. THE COURSE WILL BE AVAILABLE TO BOTH MAJORS AND NON MAJORS WHO WISH TO INVESTIGATE A PARTICULAR PROBLEM. THE STUDENT WILL MAKE APPLICATION FOR THE COURSE TO THE HEAD OF THE BEHAVIORAL SCIENCES DEPARTMENT VIA AN INSTRUCTOR WITH WHOM HE WANTS TO WORK. PREREQUISITE TO BE ASCERTAINED BY THE INSTRUCTOR AND DEPARTMENT HEAD. PREREQUISITE: SYG2000. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SYG2930 SPECIAL TOPICS: CURRENT ISSUES IN SOCIOLOGY 3 SEMESTER HOURS
COURSE CENTERS AROUND TOPICS OF CURRENT INTEREST OR OF SPECIAL INTEREST TO STUDENTS OR INSTRUCTORS. TOPICS OR FOCUS MAY VARY FROM SEMESTER TO SEMESTER. TOPICS WILL BE IDENTIFIED BY THE SYG2930 COURSE TITLE PUBLISHED IN THE COURSE SCHEDULE FOR EACH TERM THE COURSE IS OFFERED. SPECIAL TOPICS CREDIT HOURS ARE NOT AUTOMATICALLY TRANSFERABLE. TRANSFER CREDIT IS THE PREROGATIVE OF THE RECEIVING INSTITUTION. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENT.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SYG2940 SOCIOLOGY FIELD SCHOOL 1 SEMESTER HOUR
THIS COURSE IS DESIGNED TO PROVIDE AN ON SCENE STUDY OF SOCIOLOGICAL TOPICS FROM THE VARIOUS PERSPECTIVES PROVIDED IN A FIELD SCHOOL SETTING. LABORATORY RESEARCH AND OBSERVATIONAL TECHNIQUES ARE USED IN PROVIDING THE LEARNING EXPERIENCES OF THIS COURSE. PREREQUISITE: SYG2000 AND/OR PERMISSION OF THE INSTRUCTOR. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 000 LABHRS = 016 OTH HRS = 000 FEES = 0000.00

SYG2941 SOCIOLOGY FIELD SCHOOL 2 SEMESTER HOURS
THIS COURSE IS DESIGNED TO PROVIDE AN ON SCENE STUDY OF SOCIOLOGICAL TOPICS FROM THE VARIOUS PERSPECTIVES PROVIDED IN A FIELD SCHOOL SETTING. LABORATORY RESEARCH AND OBSERVATIONAL TECHNIQUES ARE USED IN PROVIDING THE LEARNING EXPERIENCES OF THIS COURSE. PREREQUISITE: SYG2000 AND/OR PERMISSION OF THE INSTRUCTOR. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

SYG2942 SOCIOLOGY FIELD SCHOOL 3 SEMESTER HOURS

THIS COURSE IS DESIGNED TO PROVIDE AN ON SCENE STUDY OF SOCIOLOGICAL TOPICS FROM THE VARIOUS PERSPECTIVES PROVIDED IN A FIELD SCHOOL SETTING. LABORATORY RESEARCH AND OBSERVATIONAL TECHNIQUES ARE USED IN PROVIDING THE LEARNING EXPERIENCES OF THIS COURSE IN DOMESTIC AND FOREIGN SOCIAL SETTINGS. PREREQUISITES: SYG2000 AND/OR PERMISSION OF THE INSTRUCTOR. MEETS AREAS 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM OFFERED: ON DEMAND.
LEC HRS = 000 LABHRS = 048 OTH HRS = 000 FEES = 0000.00

SPEECH

LIN1200 THE PHONETICS OF AMERICAN ENGLISH 3 SEMESTER HOURS

UPON COMPLETION OF THIS COURSE THE STUDENT SHOULD HAVE ACQUIRED A KNOWLEDGE OF THE SOUNDS OF AMERICAN ENGLISH, THE USE OF THE INTERNATIONAL PHONETIC ALPHABET, AND THE RECOGNITION OF ACCEPTABLE AMERICAN ENGLISH PRONUNCIATION. 3 HRS. LEC./ON DEMAND. TERM I, AND II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

OR11000 INTRODUCTION TO ORAL INTERPRETATION 3 SEMESTER HOURS

UPON COMPLETION OF THIS COURSE THE STUDENT SHOULD HAVE GAINED A KNOWLEDGE OF AND PRESENTATIONAL ABILITY IN THE ART OF ORAL INTERPRETATION AS APPLIED TO PROSE, POETRY, DRAMA AND READERS THEATRE. 3 HRS. LEC. / ON DEMAND. TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

RTV2000 INTRODUCTION TO RADIO AND TELEVISION 3 SEMESTER HOURS

AN INTRODUCTION TO THE BROADCAST MEDIA THROUGH WHICH THE STUDENT SHOULD GAIN AN UNDERSTANDING OF THE HISTORICAL, TECHNICAL, LEGAL, AND CRITICAL ASPECTS OF RADIO AND TELEVISION MEDIA. 3 HRS. LEC./ON DEMAND. TERM I.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0015.00

RTV2220 TELEVISION PRODUCTION I 3 SEMESTER HOURS

FROM THIS COURSE THE STUDENT WILL ACQUIRE UNDERSTANDING OF THE THEORY AND PRACTICE OF TELEVISION PROGRAM PRODUCTION AND DIRECTING WITH EMPHASIS ON CREATIVE FORMS OF PRODUCTION. PREREQUISITE: RTV2000, OR PERMISSION OF THE INSTRUCTOR. 3 HRS. LEC. / ON DEMAND. TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0015.00

SPA2001 INTRODUCTION TO SPEECH DISORDERS 3 SEMESTER HOURS

UPON THE COMPLETION OF THIS COURSE THE STUDENT SHOULD HAVE AN UNDERSTANDING OF THE TYPES, CAUSES, AND THERAPEUTIC METHODS RELATIVE TO PRIME SPEECH DISORDERS WITH EMPHASIS ON PRE SCHOOL AND ELEMENTARY SCHOOL POPULATIONS. 3 HRS. LEC. / ON DEMAND. TERM I.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SPA2030 INTRODUCTION TO AUDIOLOGY 3 SEMESTER HOURS

UPON COMPLETION OF THIS COURSE THE STUDENT WILL HAVE AN UNDERSTANDING OF THE TYPES, CAUSES, AND TREATMENT RELATIVE TO PRIME HEARING DISORDERS WITH EMPHASIS ON PRE SCHOOL AND ELEMENTARY SCHOOL POPULATIONS. 3 HRS. LEC. ON DEMAND. TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SPA2332 INTRODUCTION TO MANUAL COMMUNICATION WITH/FOR HEARING IMPAIRED 3 SEMESTER HOURS

UPON COMPLETION OF THIS COURSE STUDENTS WILL HAVE ACQUIRED THE ABILITY TO COMMUNICATE WITH THE DEAF AND HARD OF HEARING THROUGH THE USE OF THE MANUAL METHOD. AN UNDERSTANDING OF THE DEVELOPMENT OF THAT METHOD AND OF THE COMMUNICATIVE AND PSYCHOLOGICAL PROBLEMS OF THE HEARING IMPAIRED WILL BE INVESTIGATED. THE COURSE IS OPEN TO ALL STUDENTS. 3 HRS. LEC. TERM I.
LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0000.00

SPA2381 INTERMEDIATE MANUAL COMMUNICATION SKILLS 3 SEMESTER HOURS

UPON COMPLETION OF THIS COURSE THE STUDENT WILL HAVE ATTAINED A VOCABULARY OF APPROXIMATELY 600 SIGNS AND AN IN DEPTH UNDERSTANDING OF THE LINGUISTICS OF AMERICAN ENGLISH SIGN LANGUAGE. PREREQUISITE: SPA2336, OR INSTRUCTORS APPROVAL. 3 HRS. LEC. 1 HR. LAB. TERM II.
LEC HRS = 048 LABHRS = 016 OTH HRS = 000 FEES = 0000.00

SPC1024 INTRODUCTION TO SPEECH COMMUNICATIONS 3 SEMESTER HOURS

THE BEGINNING COURSE IN SPEECH IS DESIGNED TO GIVE EACH STUDENT THE OPPORTUNITY TO STUDY AND TO PRACTICE THE PRINCIPLES AND METHODS INVOLVED IN COMMUNICATION WHILE HE PARTICIPATES AS A SPEAKER AND AS A LISTENER. UPON COMPLETION OF THE COURSE, THE STUDENT SHOULD EXPECT TO HAVE ATTAINED PROFICIENCY IN THE ABILITIES REQUISITE TO EFFECTIVE ORAL COMMUNICATION. MEETS AREA 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC. TERM I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SPC1050 VOICE AND DICTION 3 SEMESTER HOURS

THROUGH OBSERVATION, STUDY AND PRACTICE THE STUDENT SHOULD ACQUIRE AN UNDERSTANDING OF THE SPEECH MECHANISM, A KNOWLEDGE OF ITS PROPER USE, AND IMPROVEMENT OF INDIVIDUAL VOICE AND DICTION. 1 HR. LAB. TERM I, II, AND III.
LEC HRS = 032 LABHRS = 016 OTH HRS = 000 FEES = 0000.00

SPC1440 INTRODUCTION OF GROUP TECHNIQUES 3 SEMESTER HOURS

UPON COMPLETION OF THIS COURSE THE STUDENT WILL HAVE ACQUIRED COMMUNICATION SKILLS THAT WILL ENABLE HIM OR HER TO FUNCTION MORE EFFECTIVELY IN VARIOUS GROUP SETTINGS UTILIZING GROUP DISCUSSIONS AND CONFERENCE TECHNIQUES TO RESOLVE SOCIAL, BUSINESS AND PROFESSIONAL PROBLEMS. 3 HRS. LEC. ON DEMAND. TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SPC1511 ARGUMENTATION AND DEBATE 3 SEMESTER HOURS

THE STUDENT, UPON COMPLETION OF THIS COURSE, SHOULD ACHIEVE PROFICIENCY IN THE PRINCIPLES OF ARGUMENTATION INCLUDING ANALYSIS, EVIDENCE, INFERENCE, AND REFUTATION AS THEY PERTAIN TO THE DEBATE SITUATION IN A DEMOCRATIC SOCIETY. 3 HRS. LEC. TERM I AND II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SPC1600 PUBLIC SPEAKING 3 SEMESTER HOURS

UPON COMPLETION OF THIS COURSE THE STUDENT SHOULD HAVE ACQUIRED AN UNDERSTANDING OF, AND ABILITY TO USE, TECHNIQUES OF PUBLIC SPEECH COMMUNICATION INCLUDING STRUCTURE AND DELIVERY OF THE PUBLIC MESSAGE BUSINESS, AND PROFESSIONAL MESSAGES. MEETS AREA 5 AA DEGREE GENERAL EDUCATION REQUIREMENTS. 3 HRS. LEC. / ON DEMAND. TERM I, II, AND III.
LEC HRS = 032 LABHRS = 000 OTH HRS = 016 FEES = 0000.00

SPC2300 INTRODUCTION TO INTERPERSONAL COMMUNICATION 3 SEMESTER HOURS
UPON COMPLETION OF THIS COURSE THE STUDENT SHOULD DEMONSTRATE AN UNDERSTANDING OF THE BASIC CONCEPTS OF INTERPERSONAL COMMUNICATION WITH EMPHASIS ON PERCEPTION, SELF AWARENESS, DYADIC COMMUNICATION, SMALL GROUP COMMUNICATION, AND COMMUNICATION CONFLICT
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

SPC2330 NONVERBAL COMMUNICATION 3 SEMESTER HOURS
THIS COURSE EXPLORES THE VARIOUS FACETS OF NONVERBAL COMMUNICATION THE FOLLOWING NON-VERBAL CUES WILL BE EMPHASIZED: MOVEMENT, SPACE, DISTANCE, PHYSICAL CHARACTERISTICS, DRESS, OBJECT LANGUAGE, EYE CONTACT, SIGNS, PARALANGUAGE, AND ENVIRONMENTAL CUES THE FOCUS OF THE COURSE WILL BE THE ROLE THAT THESE CUES PLAY ON COMMUNICATION FOR THE SENDER AND THE RECEIVER. 3HRS. LEC. TERM I, AND II. ON DEMAND.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

STATISTICS

STA2014 ELEMENTARY STATISTICS 3 SEMESTER HOURS
FIRST COURSE IN STATISTICAL METHODS DEALING WITH SUCH TOPICS AS COLLECTING, GROUPING, AND PRESENTING DATA; MEASURES OF CENTRAL TENDENCY AND VARIATION; THEORETICAL DISTRIBUTIONS; PROBABILITY; TESTS OF HYPOTHESES, ESTIMATION OF PARAMETERS, REGRESSION, AND CORRELATION. A STUDENT OWNED POCKET CALCULATOR IS REQUIRED. MEETS 3 CREDITS OF THE GENERAL EDUCATION 4B OR 5 AA DEGREE REQUIREMENTS. PREREQUISITE: A GRADE OF C OR BETTER IN EITHER HIGH SCHOOL ALGEBRA II OR MAT1033 OR MAT1034 OR RECOMMENDATION OF THE MATHEMATICS DEPARTMENT. 3 HRS. LEC/TERM I, II AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

THEATRE

DAA2290 BALLET I (PERFORMANCE) 2 SEMESTER HOURS
TECHNIQUES AND THEORETICAL CONCEPTS OF BALLET FOR THE PERFORMANCE ORIENTED STUDENT. INCLUDES WARMUP, BARRE, AND CENTRE COMBINATIONS. COEDUCATIONAL. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. PREREQUISITE: DAA1200 OR INSTRUCTOR'S PERMISSION. TERM I AND II.
LEC HRS = 000 LABHRS = 064 OTH HRS = 000 FEES = 0000.00

DAA2291 BALLET II (PERFORMANCE) 2 SEMESTER HOURS
CONTINUATION OF DAA2290. BALLET EXERCISES AND STEP COMBINATIONS FOR THE INTERMEDIATE PERFORMANCE STUDENT, BUILDING ON BASIC SKILLS AND CULMINATING IN A LIVE PERFORMANCE. COEDUCATIONAL. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. PREREQUISITES: DAA1200, DAA2201, DAA2290 OR INSTRUCTOR'S PERMISSION. TERM I AND II.
LEC HRS = 000 LABHRS = 064 OTH HRS = 000 FEES = 0000.00

DAA2500 JAZZ DANCE IN THE THEATRE 2 SEMESTER HOURS
THE DEVELOPMENT OF JAZZ DANCE TECHNIQUE AS RELATED TO THEATRICAL PERFORMANCE. OPEN TO MALE AND FEMALE. BY INSTRUCTOR APPROVAL ONLY. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II AND III.
LEC HRS = 000 LABHRS = 064 OTH HRS = 000 FEES = 0000.00

THE2010 THEATRE APPRECIATION 3 SEMESTER HOURS
A GENERAL APPROACH TO WORLD THEATRE THROUGH A HISTORICAL AND CONTEMPORARY STUDY OF DRAMATURGY. MEETS AREAS 2, 5, 7, AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I, II, AND III.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

THE2051 CHILDREN'S THEATRE PRODUCTION 3 SEMESTER HOURS
PARTICIPATION IN THE REHEARSAL AND PRODUCTION OF THE CHILDREN'S THEATRE PROGRAM, WHICH CONTINUES DURING THE ENTIRE TERM. PREREQUISITE: AUDITION. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM II.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

THE2052 CHILDREN'S THEATRE PRODUCTION FOR SPECIAL ASSISTANTS 3 SEMESTER HOURS
PARTICIPATION AS STUDENT DIRECTOR, STAGE MANAGER, COSTUME DESIGNER, OR OTHER SPECIAL ASSISTANT IN THE CHILDREN'S THEATRE PROGRAM. PREREQUISITE: PERMISSION OF INSTRUCTOR. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM II.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

THE2100 INTRODUCTION TO THEATRE HISTORY 3 SEMESTER HOURS
AN EVOLUTIONARY STUDY OF THE THEATRE FROM THE 5TH CENTURY B C TO THE PRESENT DAY. MEETS AREAS 2, 5, 7 AND 8 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

THE2375 DRAMATIC LITERATURE CONTEMPORARY 3 SEMESTER HOURS
A STUDY OF PLAYS FROM THE BEGINNING OF REALISM (IBSEN) TO THE PRESENT DAY IN LIGHT OF THE PHILOSOPHY, SOCIOPOLITICAL, ECONOMIC AND MORAL MILIEU OF THE ERA THAT PROMULGATES THE PARTICULAR GENRE. PLAYS WILL BE ANALYZED FROM THE DRAMATIST'S VIEWPOINT. MEETS AREAS 2, 5 AND 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM II.
LEC HRS = 048 LABHRS = 000 OTH HRS = 000 FEES = 0000.00

TPA1290L TECHNICAL THEATRE LAB I 1 SEMESTER HOUR
PARTICIPATION AS TECHNICIAN IN THE DRAMATIC AND MUSICAL PRODUCTIONS OF THE COLLEGE. MAY BE REPEATED FOUR TIMES FOR CREDIT. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: I, II AND III.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

TPA1291L TECHNICAL THEATRE LAB II 2 SEMESTER HOURS
PARTICIPATION AS TECHNICIAN IN THE DRAMATIC AND MUSICAL PRODUCTIONS OF THE COLLEGE. MAY BE REPEATED FOUR TIMES FOR CREDIT. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: I, II AND III.
LEC HRS = 000 LABHRS = 064 OTH HRS = 000 FEES = 0000.00

TPA1292L TECHNICAL THEATRE LAB III 3 SEMESTER HOURS
PARTICIPATION AS TECHNICIAN IN THE DRAMATIC AND MUSICAL PRODUCTIONS OF THE COLLEGE. MAY BE REPEATED FOUR TIMES FOR CREDIT. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: I, II AND III.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

TPA2060 SET DESIGN 3 SEMESTER HOURS
RESEARCH AND EXECUTION OF THE VISUAL ENVIRONMENT OF THE PLAY. ASSIGNED PROJECTS WILL INCLUDE PENCIL AND INK DRAWINGS, LAYOUTS, GROUND PLANS, ELEVATIONS, RENDERINGS, AND

MODELS. PREREQUISITE: THE2010 OR THE2375, AND TPA2200. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM II.

LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

TPA2200 STAGECRAFT 3 SEMESTER HOURS
AN INVESTIGATION OF THE PRINCIPLES OF STAGECRAFT, LIGHTING, PROPS AND SET CONSTRUCTION. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I AND II.
LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

TPA2220 INTRODUCTION TO STAGE LIGHTING 3 SEMESTER HOURS
A HISTORICAL BACKGROUND OF THEATRICAL LIGHTING TECHNOLOGY AND DESIGN AND AN INTRODUCTION TO THE TOOLS AND CONCEPTS USED BY THE LIGHTING TECHNICIAN FROM PRIMITIVE EQUIPMENT TO THE MODERN COMPUTER SYSTEM. PREREQUISITE: THE2010 OR THE2375 AND TPA2200. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I.
LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

TPA2250 MAKEUP FOR STAGE AND TELEVISION 3 SEMESTER HOURS
THE THEORETICAL AND PRACTICAL APPLICATION OF ALL TYPES OF STRAIGHT AND CHARACTER MAKEUP FOR THE STAGE AND TELEVISION. PREREQUISITE: TPP2130 AND TPA2200 OR PERMISSION OF THE INSTRUCTOR. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM I AND II.
LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

TPP1190L PERFORMANCE LAB I 1 SEMESTER HOUR
PARTICIPATION AS PERFORMER IN THE DRAMATIC AND MUSICAL PRODUCTIONS OF THE COLLEGE. MAY BE REPEATED FOUR TIMES FOR CREDIT. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: I, II AND III.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

TPP1191L PERFORMANCE LAB II 2 SEMESTER HOURS
PARTICIPATION AS PERFORMER IN THE DRAMATIC AND MUSICAL PRODUCTIONS OF THE COLLEGE. MAY BE REPEATED FOUR TIMES FOR CREDIT. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: I, II AND III.
LEC HRS = 000 LABHRS = 064 OTH HRS = 000 FEES = 0000.00

TPP1192L PERFORMANCE LAB III 3 SEMESTER HOURS
PARTICIPATION AS PERFORMER IN THE DRAMATIC AND MUSICAL PRODUCTIONS OF THE COLLEGE. MAY BE REPEATED FOUR TIMES FOR CREDIT. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: I, II AND III.
LEC HRS = 000 LABHRS = 096 OTH HRS = 000 FEES = 0000.00

TPP2110 ACTING I 3 SEMESTER HOURS
STUDY AND DEVELOPMENT OF ACTING SKILLS CONCENTRATING ON THE STUDENTS' ABILITY TO BELIEVE AND EXIST IN IMAGINARY CIRCUMSTANCES AS IF THEY WERE REAL, AND TO TRANSMIT THOSE BELIEFS CLEARLY AND ARTFULLY TO AN AUDIENCE. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERMS: I, II AND III.
LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

TPP2111 ACTING II 3 SEMESTER HOURS
CONTINUATION OF TPP2110. FURTHER STUDY AND DEVELOPMENT OF ACTING SKILLS, CONCENTRATING ON FLEXIBILITY AND CONTROL OF THE VOICE, INCLUDING A STUDY OF DIALECTS. PREREQUISITE: TPP2110. TPA2200, THE2375, DAA2202. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: I AND II.
LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

TPP2112 ACTING III 3 SEMESTER HOURS
CONTINUATION OF TPP2111. ADVANCED TECHNIQUES OF ACTING, CONCENTRATING ON MOTIVATION, ACTION AND OBJECTIVE, EMOTION, CHARACTERIZATION, AND ENSEMBLE ACTING. PREREQUISITE: TPP2110, TPP2111, TPA2250. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: I.
LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

TPP2300 DIRECTING 3 SEMESTER HOURS
AN INVESTIGATION OF THE PROBLEMS OF CHOOSING AND ANALYZING SCRIPTS, CASTING, REHEARSALS, COSTUMING, MAKEUP, ORGANIZATION, AND MANAGEMENT OF THE EDUCATIONAL THEATRE. PREREQUISITES: TPA2250, TPA2200, TPP2112, THE2100, THE2375. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. ON DEMAND.
LEC HRS = 032 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

TPP2531 STAGE COMBAT 1 SEMESTER HOUR
ARMED AND UNARMED COMBAT TECHNIQUES FOR THE STAGE. MEETS AREA 7 AA DEGREE GENERAL EDUCATION REQUIREMENTS. TERM: I.
LEC HRS = 000 LABHRS = 032 OTH HRS = 000 FEES = 0000.00

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Matters specifically concerning the South Campus.

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Public Relations, Marketing, Alumni Affairs, Broward Community College Foundation, Inc., Grants, Fund-Raising.

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Curriculum, course of study, faculty activities, and general academic regulations.

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Matters specifically concerning the Central Campus.

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Student Life, student orientation and information, student discipline and regulations, student organizations, student loans, scholarships, workshops, and student employment.

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- (3) Business Administration/Marketing - Diane Osborne
- (4) Community Services/Continuing Education - (vacant)
- (5) Criminal Justice Career Training - Wayne Madole
- (6) Criminal Justice Education - Douglas MacGregor
- (7) Criminal Justice Institute - Ed Mandt
- (8) Engineering Technology/Data Processing - Alfred Gomez
- (9) English/ESL/Journalism - Mary Ellen Grasso
- (10) Fine Arts - Lee G. Barrow
- (11) Honors Institute - Mary Jo Henderson
- (12) HPRD - Joyce Sutton
- (13) Mathematics - B.G. Thompson
- (14) Modern Foreign Language/Reading/Speech - Irmgard Bocchino
- (15) Non-Traditional Programs - Patricia Senior
- (16) Physical Sciences - Alvin Aurand
- (17) Social Science - Tom Green

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- (4) English/ESL - Casey Gilson
- (5) HPRD - Donna Henderson
- (6) Humanities - Emery Alford
- (7) International/Intercultural Education Institute - William Greene
- (8) Mathematics - Karen Walsh
- (9) Non-Traditional Programs - Donna Battle
- (10) Science - Margaret Green
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- (5) English/ESL/Journalism - Betty Owen
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GLOSSARY

Definition of Terms

A.A. - Associate of Arts Degree (see description under "VI Programs of Study").

A.S. - Associate of Science Degree (see description under "VI Programs of Study").

Academic Average - Total of Grades on all college courses attempted, exclusive of repeats.

Accreditation - Certification that the College has met established standards and is nationally recognized by the regional accrediting association.

Activity Hour - A non-class time set aside in the early afternoon for student activities and various presentations.

Academic Suspension - Students who reach minus 20 quality points below a "C" average or do not complete 50% of total hours attempted for any two consecutive terms must leave college for one major term. However, no student maintaining a 2.0 average will be suspended.

Advanced Placement - Earning of college credits prior to enrollment at the College by passing certain examinations, as those by College Entrance Examination Board.

Articulation Agreement - An agreement between Florida's public junior/community colleges and universities assuring junior level status to students who complete general education and graduation requirements in university parallel programs in community colleges.

Audit - Regular credit courses taken for non-credit.

Cancelled Class - A class which is removed from the schedule because of insufficient enrollment or other reasons.

Career Programs - Two-year Associate of Science Degree programs with courses designed to prepare students for specialized occupations.

Class Period - Normally a clock hour per week per credit hour carried.

Closed Class - A class that has been filled to capacity or requires special permission to enter.

College Level - CLEP is credit by examination by the College Level Examination Program Entrance Examination Board tests in specified subjects, with such credit applicable toward a degree.

Continuing Education - A variety of subjects offered at numerous locations to members of the community in short non-credit courses, with nominal expense to the student.

Co-requisite - A course which must be taken concurrently with another course.

Credit by Examination - College credit in specified subjects granted by successful completion of national or local tests.

Credit Hour - A semester hour of credit usually equal to the number of hours per week the class meets per term. There are a number of exceptions.

Credit in Escrow - Earned college credits held in escrow until the student graduates from high school. Up to six semester hours of college courses may be taken each term. Such credits will not be used to satisfy high school diploma requirements and the student must pay for books and any appropriate fees.

Dismissal - An academic status lasting twelve months which prohibits the student from attending classes. This status occurs when a student has returned from suspension and has failed to maintain an academic average of "C" or higher.

Dual Enrollment - Enrollment at two educational institutions concurrently. Usually occurring during high school years.

Early Admission - By special approval, high school seniors may enroll in college classes for credit prior to their high school graduation, with the credits later applicable toward a college degree.

Fee - a non-refundable financial charge for services rendered, as for admission, laboratory, special tests and graduation.

Full-Time Student - Enrollment for twelve (12) or more semester hours in Terms I and II, or six (6) or more semester hours in Terms IIIA or IIIB.

General Education - Thirty-six (36) semester hours of basic liberal arts courses required as foundation in the university parallel Associate of arts Degree programs.

Grade - Alphabetical measure of academic success ranging from superior to failure.

Grade Point - The value ranging from 4 to 0 for grades "A" to "F" for all courses attempted, used in determining an academic average.

Grade Point Average (GPA) - The decimal figure which results when the total number of semester hours attempted is divided by quality points earned. The range is 4.0 downward.

Graduation Evaluation - Every student is required to have a graduation evaluation one term prior to graduation. A graduation evaluation is done by the counseling office to assure that all of the requirements have been fulfilled. Students are responsible for making the arrangements to have this evaluation done.

Grant - Funds awarded for college expenses to qualified students in financial need.

HPRD - Health, Physical Education, Recreation, and Dance.

Independent Study - Capable students may acquire course credit at their own rate through non-classroom student faculty interaction.

Non-Credit - A course for which no college credit can be granted.

Open College - The department which offers courses through TV, Radio, Newspaper and Independent Study

Part-Time Student - Enrollment for less than twelve (12) semester hours in Terms I or II, or less than six (6) hours in terms IIIA or IIIB.

Pre-requisite - A course that must be satisfactorily completed before taking the next higher level in a related course.

Project AHEAD - Army Help for Education and Development by which U.S. Army personnel are provided admission, counseling and credit repository to continue their education, even at several institutions.

Provisional Student - One seeking a degree who has not met all the necessary requirements of admission.

Quality Points - The value obtained by multiplying the grade point by the number of semester hours.

Residency - To qualify for in-state tuition a student must sign a notarized statement as to having resided in the State of Florida twelve (12) calendar months prior to the start of classes.

Scholarships - Financial assistance via tuition and fee payment granted by donors to certain qualified recipients, usually for some specified purpose.

Semester - Half of a normal school year; the usual college year has two semesters, Fall and Spring, usually 16 weeks in length.

Semester Hour - See "Credit Hour".

Special Services - A federally funded program providing support, counseling, testing, tutoring, and other services to students qualified due to educational, economic, cultural, language or physical disadvantage.

Special Student - Students who do not have a high school diploma or GED.

Student Classification - Full-time or part-time, university parallel or career, regular or special, freshman or sophomore, etc.

Student I.D. - The "Fee Card", received after payment of fees, is the most common form of identification.

Student Load - Number of semester hours carried each term.

Study Hours - Normally a minimum of two hours of study is required for each hour the class meets.

Summer Term - The summer term is divided into Terms IIIA and IIIB which are approximately six (6) weeks in length.

Suspension - A status, lasting one full term, which prohibits the student from attending classes. This status occurs when a student's academic average is twenty (20) quality points below a "C" average.

T.B.A. - To Be Arranged.

Transcript - Official record in Registrar's Office of all college courses taken by the student.

Transfer Student - One who comes from or goes to another educational institution to complete degree requirements and major course work.

Transient Student - One taking a limited number of classes at one institution to complete degree requirements and major course work at another institution.

Tuition - Financial charge for each credit hour of instruction.

University Parallel - Courses of study leading to Associate of Arts and advanced degrees requiring general education and, usually, certain pre-professional subjects.

Withdrawal - Removal from a class and or college via completion of proper forms in the Registrar's Office.

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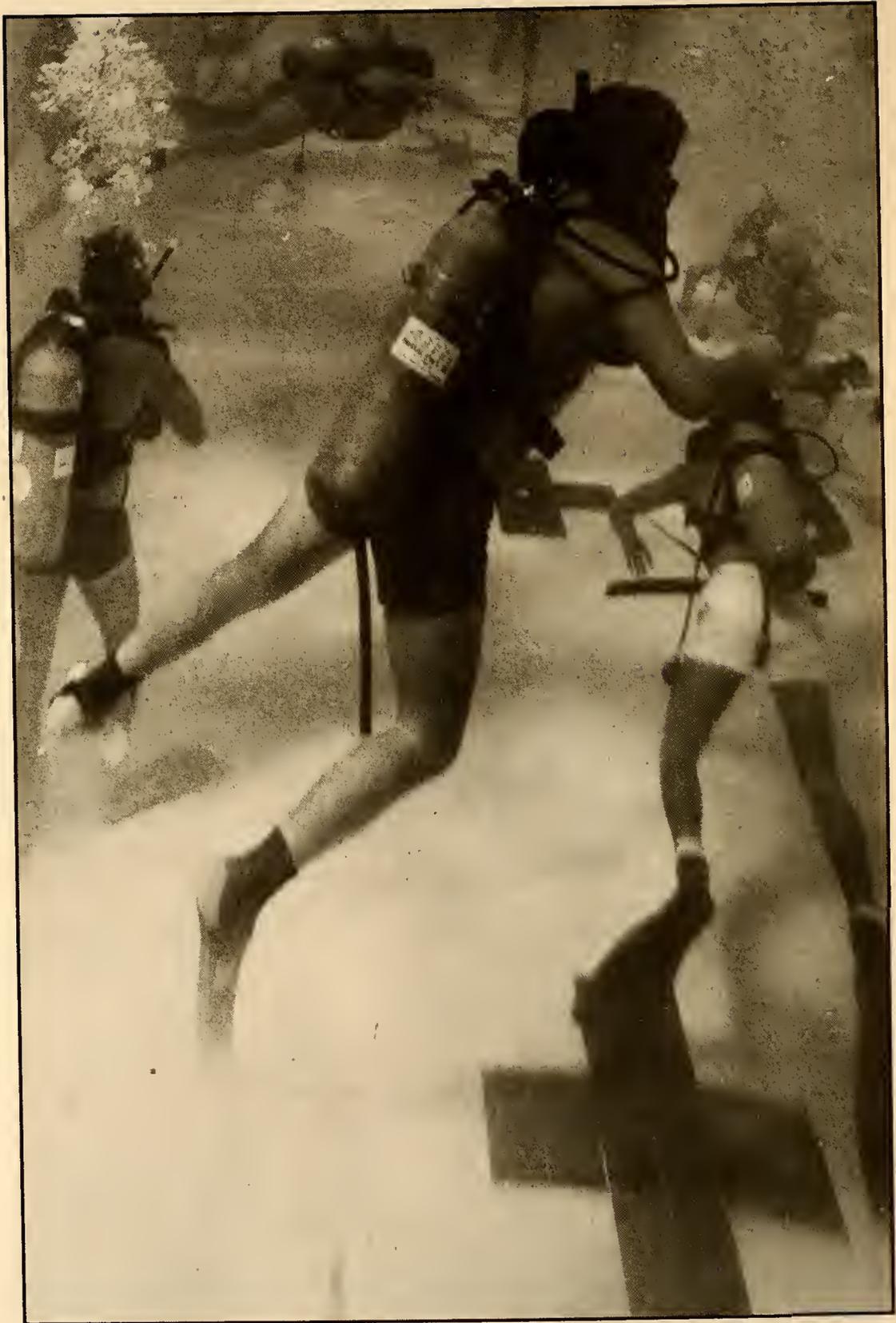
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BROWARD COMMUNITY COLLEGE

APPLICATION FOR ADMISSION

Mailing Address: 225 East Las Olas Boulevard
Fort Lauderdale, FL 33301

CRT OPERATOR	TERM
DATE	
RECEIPT NO	AMOUNT

RETURNING BCC STUDENT COMPLETE
 LAST TERM _____ YR _____ PREVIOUSLY
 Credit
 Audit
 Non-credit
 NAME USED PREVIOUSLY (if Different) _____
ALL STUDENTS RETURNING AFTER AN ABSENCE OF ONE YEAR OR MORE, MUST COMPLETE A RE-ENTRY APPLICATION INSTEAD OF THIS FORM.

INSTRUCTIONS: (Note information on reverse side.)

NON-REFUNDABLE \$20.00 APPLICATION FEE (CHECK OR MONEY ORDER) REQUIRED FROM NEW BCC STUDENTS AND PREVIOUS NON-CREDIT AND AUDIT STUDENTS. FEE IS REQUIRED ONLY WITH FIRST APPLICATION FOR CREDIT CLASSES.

ALL ITEMS MUST BE COMPLETED BEFORE APPLICATION WILL BE PROCESSED. TYPE OR PRINT IN INK. BE SURE TO COMPLETE ALL SIDES OF APPLICATION.

PERSONAL INFORMATION

1 SOCIAL SECURITY NO. _____ MALE FEMALE

2 LEGAL NAME _____
LAST FIRST MIDDLE FORMER NAME

3 ADDRESS _____
STREET APT. NO.

CITY COUNTY STATE ZIP

ACCEPTANCE NOTICE WILL BE MAILED DIRECTLY TO STUDENT AT THE ADDRESS ON THIS APPLICATION TO CHANGE ADDRESS CONTACT A REGISTRAR OFFICE

4 BIRTHDATE _____
MONTH/DAY/YEAR

8 RACE/ETHNIC DATA

- American Indian or Alaskan Native
- Black (not of Hispanic Origin)
- Cuban National (Hispanic)
- Hispanic
- Asian or Pacific Islander
- Caucasian/White (not of Hispanic Origin)

(This information is needed for reporting purposes only.)

5 BIRTHPLACE _____
STATE/COUNTRY

6 COUNTRY OF CITIZENSHIP _____

7 PHONE _____
HOME BUSINESS EMERGENCY

9 NON U.S. CITIZEN ONLY

- Student*
- Visitor*
- Cuban Refugee
- Resident Immigrant Alien
- Vietnamese Refugee
- Haitian Refugee
- Other Refugee

*Students and visitors must submit the **INTERNATIONAL STUDENT APPLICATION** before consideration for admission can be made. Contact the Admissions Office at 761-7465. Applications are also available at campus registration offices.

FOR OFFICE USE ONLY

Resident Immigrant Aliens must have their Alien Registration card verified by College Personnel or the student will be considered an International Student.

I.D. NO. BCC STAFF INITIALS DATE

10 EDUCATIONAL BACKGROUND

If BCC is your first college, your high school transcript reflecting the graduation date **MUST** be submitted prior to or during the term you plan to attend. Please request your final high school transcript or GED to be sent to the above address.

- (Check box that applies)
- Graduated (High School)
 - Anticipated Date of Graduation from High School
Mo. _____ Yr. _____
 - Completed GED
 - Anticipated Date of Completion of G.E.D.
Mo. _____ Yr. _____
 - Received Certification of Attendance
 - None of the above (did not complete High School or GED)
 - Dual Enrollment*
 - Early Admissions*
 - Credit in Escrow*
- *See H.S. Guidance Counselor

HIGH SCHOOL ATTENDED OR SOURCE OF GED:

NAME OF SCHOOL

CITY COUNTY STATE

MONTH/YEAR GRADUATED OR COMPLETED GED

COLLEGE OR UNIVERSITIES ATTENDED: (LIST ADDITIONAL SCHOOLS ON SEPARATE SHEET)

DEGREE SEEKING STUDENTS - You are required to submit official transcripts from all institutions attended. Failure to receive all transcripts by the end of your initial term of enrollment may jeopardize future registration at BCC. Please request your final transcripts to be sent to the address above. Transcripts will be evaluated only if you are a degree-seeking student and all college transcripts are received.

1. NAME OF INSTITUTION	DEGREE RECEIVED	2. NAME OF INSTITUTION	DEGREE RECEIVED
DATES ATTENDED	CITY STATE	DATES ATTENDED	CITY STATE

STUDENT PLEASE COMPLETE: NAME FIRST MIDDLE FORMER LAST

COLLEGE OR UNIVERSITIES ATTENDED: (LIST ADDITIONAL SCHOOLS ON SEPARATE SHEET)

3.	NAME OF INSTITUTION	DEGREE RECEIVED	4.	NAME OF INSTITUTION	DEGREE RECEIVED
	DATES ATTENDED	CITY		DATES ATTENDED	CITY
		STATE			STATE

11 COLLEGE STATUS (CHECK ONE ONLY)

1. BCC is my first college - OR - 4. On Suspension/Dismissal as of _____ MONTH/YEAR
- I HAVE ATTENDED ANOTHER COLLEGE AND I AM: until _____ MONTH/YEAR or until I receive an A.A. Degree.
2. Eligible to return
3. On Probation, but eligible to return
- BCC adheres to the suspension policy of your prior college. See the College Catalog under Scholastic Standards.

12 ADMISSION BASIS (CHECK ONE ONLY)

- I AM A:
- Returning BCC student
 - New BCC Student
 - Transient Student from another college (taking BCC courses only one term).
 - Applied to BCC but did not take classes.
- I AM A TRANSFER STUDENT FROM AN:
- Instate 4-year College
 - Instate Community/Junior College
 - Out-of-state 4-year College
 - Out-of-state Community/Junior College
 - Out-of-Country College

13 I WANT COURSES FOR: College Credit Audit (all classes)

14 I WILL ENTER IN TERM (CHECK ONE):

Students leaving area blank will be assigned to the next appropriate term.

TERM	TERM
I <input type="checkbox"/> Fall (August - December) Year _____ <input type="checkbox"/> IA or <input type="checkbox"/> IB	III <input type="checkbox"/> Summer (May - August) Year _____ <input type="checkbox"/> IIIA (May - June)
II <input type="checkbox"/> Winter (January - May) Year _____ <input type="checkbox"/> IIA or <input type="checkbox"/> IIB	OR <input type="checkbox"/> IIIB (June - August)

15 I AM SEEKING THE FOLLOWING: (CHECK DESIRED DEGREE, CERTIFICATE OR NON-DEGREE)

- ASSOCIATE OF ARTS**
(A 2 year degree designed to transfer to another college to complete a 4 year degree)
_____ Desired Major (list code from back)
- ASSOCIATE OF SCIENCE***
(A technical 2 year degree)
_____ Desired Major (list code from back)
- CERTIFICATE**
(Specialized area of coursework)
_____ Desired Program (list code from back)
- NON-DEGREE**
(not interested in seeking a degree at this time)
- YOU MUST SEE AN ADVISOR TO CHANGE YOUR MAJOR.**

*HEALTH SCIENCES APPLICANTS: Admission to the College does not constitute acceptance into any of the Health Science Programs. Each student must submit a letter of intent to the division of Health Sciences.

16 I WILL ATTEND: (CHECK ONE)

1. Central Campus 2. North Campus 3. South Campus 4. Health Sciences 5. Ft. Lauderdale Center (Downtown)

17 STUDENT FINANCIAL SERVICES, VETERANS BENEFITS, DISABILITY SERVICES

Contact the appropriate campus office for information, forms, or special services.

18 RESIDENCY: (See catalog for residency requirements)

a. FLORIDA RESIDENT CERTIFICATION

BONA FIDE RESIDENT as used here means that the applicant (or his/her parent/legal guardian if applicant is less than 18 years of age) must be a legal Florida resident and shall have lived here consecutively for at least one year immediately prior to the first day of classes at Broward Community College.

I certify that I have been a bona fide Florida resident and have lived in Florida at least ONE YEAR CONSECUTIVELY since _____ MONTH/DAY/YEAR and I declare under penalty of perjury punishable by law as a misdemeanor under Section 837.06, Florida Statutes, that the foregoing is true and correct.

SIGNATURE OF APPLICANT DATE
(Parent or Guardian if under 18 years of age)

b. NON-RESIDENT CERTIFICATION

I am not a legal Florida resident, or
 I am a legal Florida resident but I have NOT lived in Florida for at least one year prior to the first day of classes.

SIGNATURE OF APPLICANT DATE
(Parent or Guardian if under 18 years of age)

c. SPECIAL CATEGORIES:

THE FOLLOWING CATEGORIES SHALL BE TREATED AS FLORIDA RESIDENTS FOR FEE PAYMENT PURPOSES. INDICATE CATEGORY:

- U.S. Military Personnel on active duty in Florida
 Spouse or Dependent children*
Duty station _____
- Full-time instructional and administrative personnel employed by Florida state public schools, community colleges, and public institutions or higher education and their spouses, and dependent children.*
- Florida students whose residency was interrupted by service in the U.S. Armed Forces.

*Dependent children as defined by Federal Income Tax code.

SIGNATURE OF APPLICANT DATE
(Parent or Guardian if under 18 years of age)

LEGAL GUARDIAN MUST PROVIDE U.S. COURT EVIDENCE

d. DRIVER'S LICENSE:

LICENSE NO. STATE DATE ISSUED (Mo./Yr.)

19 GOOD CONDUCT/CITIZEN CERTIFICATION

I understand that if I have experienced disciplinary problems at another educational institution or with other authorities (not including minor traffic violations) I must state the circumstances on a separate sheet and submit with this application. I understand that this information will not necessarily exclude me from admission and will be handled confidentially.

I authorize the College to obtain any of my Florida public school/college/university records and test scores through the use of electronic means, if my former school participates in the Florida Information Records Network (FIRN).

I understand that I may be provisionally admitted until all of my transcripts and related academic records have been received.

I certify that all statements given in this application are true and accurate to the best of my knowledge. I agree to abide by all rules and regulations of Broward Community College. I agree that if my credentials are not complete within the initial term of enrollment or if any information is found to be false, I may be suspended from classes without a refund of any fees paid.

CERTIFICATION:

SIGNATURE OF APPLICANT (Parent or Guardian if under 18 years of age) DATE

**INSTRUCTIONS
PLEASE READ BEFORE SUBMITTING APPLICATION**

ALL APPLICANTS - PLEASE THOROUGHLY COMPLETE ALL APPLICABLE PARTS OF THE APPLICATION AND INCLUDE THE FOLLOWING:

- 1. **APPLICATION FEE:** A \$20.00 check or money order that is non-refundable is required with application for all new credit and audit students. Returning former non-credit students who are applying for credit or audit must also pay the \$20.00 fee.
- 2. **TRANSCRIPTS:** Please request your final high school and/or college transcript(s) and have them forwarded to Broward Community College. Failure to submit your transcripts during the initial term of enrollment may jeopardize future registration at Broward Community College.
- 3. **TRANSFER STUDENTS:** If you are seeking a degree you are required to provide official copies of academic records from each college/university previously attended before evaluation for credit will be considered. To expedite the evaluation of transcripts sooner than the end of the initial term of enrollment at BCC, please see an Academic Advisor.

PLEASE DIRECT ANY QUESTIONS TO THE CAMPUS REGISTRAR'S OFFICE

PLEASE SELECT YOUR MAJOR FIELD UNDER YOUR EDUCATIONAL OBJECTIVE (SEE ITEM #15)

NON-DEGREE STUDENTS - *(Students taking courses for their own personal objectives, please mark "Not interested in seeking a degree at this time.")*

ASSOCIATE OF ARTS DEGREE PROGRAMS (A.A.) - *Those who plan to earn a degree at BCC and transfer to a University or College.*

0010 Agricultural Science	0140 Education (Elementary)	0330 Mathematics	0390 Pre-Nursing
0070 Anthropology	0160 Engineering	0350 Medical Technology	0410 Occupational Therapy
0020 Architecture	0170 English	0370 Music	0420 Pre-Optometry
0030 Art	0700 Fashion Merchandising	0380 Music Education	0560 Pre-Veterinary Medicine
0600 Art - Graphic Design	0210 Foreign Language	0430 Pharmacy	0490 Psychology
0040 Astronomy	0240 Geology	0660 Physical Education	0500 Radio & Television
0050 Biology	0800 Health Service Administration	0460 Physical Therapy	0510 Recreation
0070 Business Administration	0260 History	0470 Physics	0520 Religion
0090 Chemistry	0580 Hospitality Administration	0480 Political Science	0540 Social Welfare
0621 Computer Science	0280 Interior Design	0110 Pre-Chiropractic	0630 Sociology
0622 Computer Information Systems	0690 International Studies	0750 Pre-Electronics	0550 Speech
0650 Criminal Justice	0290 Journalism	Engineering Technology	0640 Speech Pathology/Audiology
0200 Dietetics	0570 Liberal Arts	0310 Pre-Law	0130 Theatre
0071 Economics	0501 Mass Communications	0340 Pre-Medical/Dental	

ASSOCIATE OF SCIENCE DEGREE PROGRAMS (A.A.) MAJOR FIELD - *Those students who plan to earn a two year technical occupational degree work in that area or possibly transfer to special areas.*

1000 Accounting Technology	2110 Computer Integrated Manufacturing Technology	Financial Services Options (continued):	1790 Medical Record Technology
1040 Architectural Design and Construction Technology	1130 Computer Programming and Analysis	1063 Consumer Credit	1345 Medical Secretarial Technology
1680 Automotive Service Management Technology	1540 Court Reporting Technology	1064 Mortgage Lending	1270 Nursing (Associate Degree) (R.N.)
1730 Aviation Maintenance Management	1100 Criminal Justice Technology	1065 Customer Service	1271 LPN Transition
1050 Aviation Administration	1261 Customer Service	1066 Securities Service	1340 Office Management Technology
1190 Business Administration and Management Options:	1760 Diagnostic Medical Sonography	1067 Supervision	1341 Office Systems Technology
1191 General Business	1470 Dietetic Technician	1068 Bank Operations	1400 Pest Control Technology
1193 General Management	1140 Electronic Engineering Technology	1180 Fire Science Technology	1530 Physical Therapist Assisting
1660 Child Care Center Management	1600 Emergency Medical Services Technology (EMS)	1210 Hospitality Management	1181 Postal Service Management
1090 Civil Engineering Technology	1610 Fashion Marketing Management	1220 Insurance Management	1070 Professional Pilot Technology
1780 Computer Engineering Technology	1060 Financial Services Options:	1700 Interior Design Technology	1590 Radiation Therapy Technology
1120 Computer Information Systems Analysis	1061 Banking & Financial Institutions	1150 International Business Management	1310 Radiologic Technology
	1062 Commercial Lending	1230 Landscape Technology	1670 Radiologic Technology - (Special Program for Degree)
		1720 Legal Assisting	1380 Real Estate Management
		1344 Legal Secretarial Technology	1320 Respiratory Therapy Technology
		1260 Marketing Management	1650 Restaurant Management
		1390 Medical Laboratory Technology	1420 Travel Industry Management
			1343 Word Processing Technology

CERTIFICATE PROGRAMS - SPECIALIZED AREAS - *Those students who plan to earn a one year or more specialized certificate only.*

2140 Accounting Applications (General)	2170 Dental Assisting Technology	2371 Office Systems Specialist General	2401 Promotion Management (General)
2141 Accounting Applications (Tax)	2050 Emergency Medical Technology - EMT	2080 Paramedic	2402 Promotion Management International
2380 Business Data Processing	2150 Medical Assisting	2403 Promotion Management Fashion	
2300 Diagnostic Medical Sonography Specialist	2370 Office Systems Specialist Administration		

CAMPUS LOCATIONS

CENTRAL CAMPUS
3501 S.W. Davie Road
Ft. Lauderdale, FL 33314
(305) 475-6865

NORTH CAMPUS
1000 Coconut Creek Blvd.
Pompano Beach, FL 33063
(305) 973-2240

SOUTH CAMPUS
7200 Hollywood/Pines Blvd.
Pembroke Pines, FL 33024
(305) 963-8835

HEALTH SCIENCES
3501 S.W. Davie Road
Ft. Lauderdale, FL 33314
(305) 475-6767

FT. LAUDERDALE CENTER
College Administrative Offices
225 East Las Olas Blvd.
Ft. Lauderdale, FL 33301
(305) 761-7465

DISTRICT BOARD OF TRUSTEES
Michael B. Curran, Chairman
Davis W. Duke, Jr., Vice Chairman
Guy Boss, Jr. • Joyce B. Cross • Dorsey C. Miller
BROWARD COMMUNITY COLLEGE
Willis N. Halcombe, President

"AN EQUAL ACCESS/EQUAL OPPORTUNITY INSTITUTION"

A Location For Every Education

1. FORT LAUDERDALE CENTER

225 East Las Olas Boulevard
Fort Lauderdale, Florida 33301
761-7465

2. CENTRAL CAMPUS

3501 Southwest Davie Road
Davie, Florida 33314
475-6865

CENTER FOR HEALTH SCIENCE EDUCATION
475-6770

CRIMINAL JUSTICE INSTITUTE
475-6790

RALPH R. BAILEY CONCERT HALL
475-6884

BUEHLER PLANETARIUM
475-6680

3. NORTH CAMPUS

1000 Coconut Creek Boulevard
Coconut Creek/Pompano, Florida 33066
973-2240

OMNI AUDITORIUM
973-2249

4. SOUTH CAMPUS

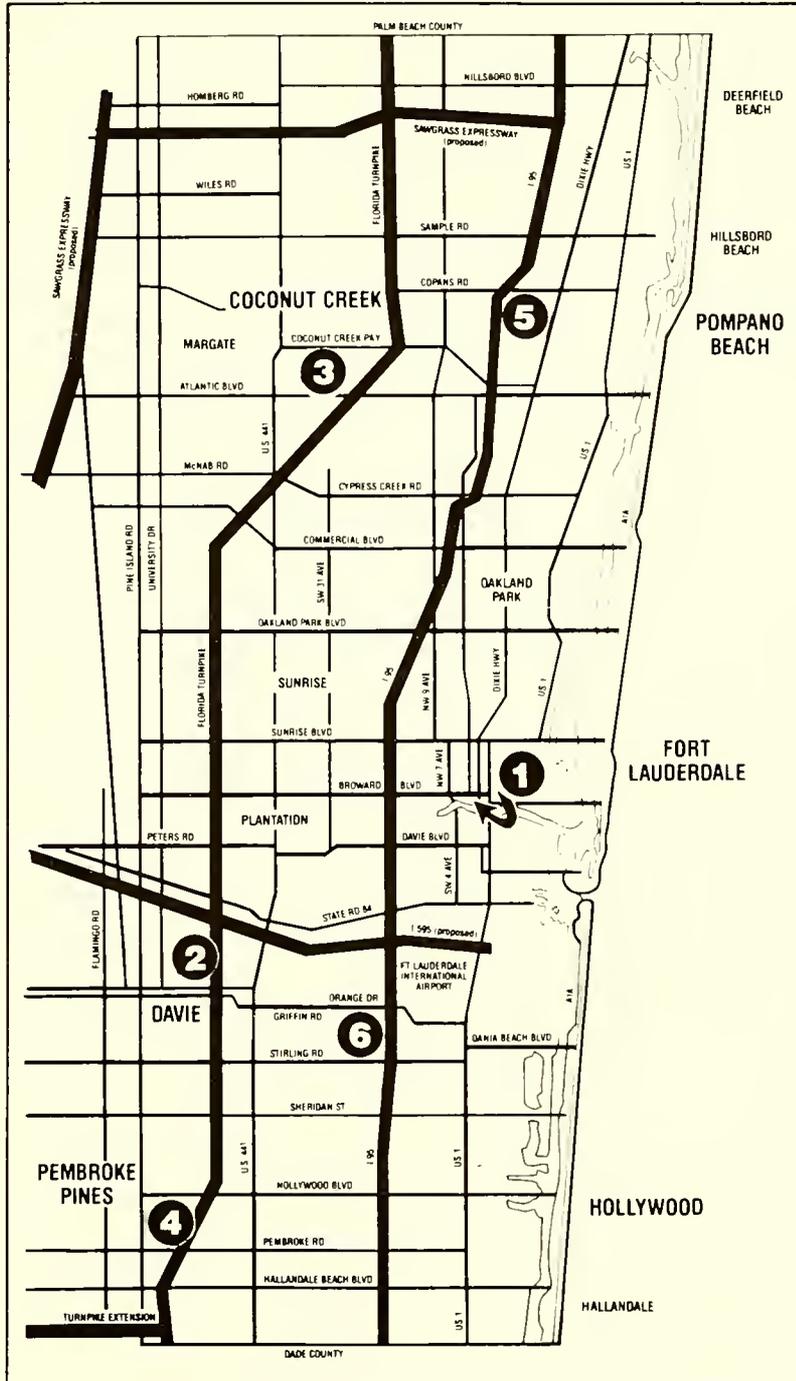
7200 Hollywood/Pines Boulevard
Pembroke Pines, Florida 33024
963-8835

5. NORTH AREA OFFICE OF BUSINESS AND INDUSTRY SERVICES

2011 Northwest 3rd Avenue
Pompano Beach, Florida 33060
786-2131

6. OTTO M. BURKHARDT CONFERENCE CENTER

Tigertail Watersports Facility
4930 Ravenswood Road
Fort Lauderdale, Florida 33312
989-2824



BROWARD COMMUNITY COLLEGE

Because College Counts!



Broward Community College

