Broward Community College

Opening doors to a brighter future

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Opening doors to a brighter future

Welcome to the wonderful world of Broward Community College. An exciting academic adventure is about to begin for you. Each member of the BCC faculty and staff is here to help you as you pursue your educational goals. Whether you enroll for one class or plan to obtain an A.A. or A.S. degree or certificate, we are ready to serve your individual needs with courteous people trained in academic advising, counseling, financial assistance, career counseling, and disability services. Nationally recognized programs such as our Honors Institute, service learning and community service opportunities, clubs and organizations, and student leadership programs are available to enhance your classroom experience. Use this catalog as your guide as you accept the BCC challenge of a quality educational experience.

DISTRICT BOARD OF TRUSTEES
Georgette Sosa Douglass, Chair • Paul Anderson, Vice Chair
Lourdes Garrido • Cheryl Krause • Levi Williams
BROWARD COMMUNITY COLLEGE
Willis N. Holcombe, President
"AN EQUAL ACCESS/EQUAL OPPORTUNITY INSTITUTION"
4/01

BROWARD COMMUNITY COLLEGE

A. HUGH ADAMS
CENTRAL CAMPUS
3501 Southwest Davie Road
Davie, Florida 33314
(954) 475-6865

NORTH CAMPUS
1000 Coconut Creek Boulevard
Coconut Creek, Florida 33066
(954) 973-2240

DOWNTOWN CENTER
College Administration Offices
225 East Las Olas Boulevard
Fort Lauderdale, Florida 33301
(954) 761-7465

JUDSON A. SAMUELS
SOUTH CAMPUS
7200 Hollywood Pines Boulevard
Pembroke Pines, Florida 33024
(954) 963-8835

PINES CENTER
16957 Sheriden Street
Pembroke Pines, Florida 33331
(954) 538-3601

COMMERCIAL BOULEVARD CENTER
1515 W. Commercial Boulevard
Fort Lauderdale, Florida 33309
(954) 492-4004

CENTER FOR HEALTH SCIENCE EDUCATION
3501 Southwest Davie Road
Davie, Florida 33314
(954) 475-6770

ACCREDITATION
Broward Community College is accredited by
The Commission on Colleges of the
Southern Association of Colleges and Schools
1866 Southern Lane, Decatur, GA 30033-4097
(404) 679-4501
to award Associate Degrees

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 Consortium for International Studies
College Entrance Examination Board
Florida Association of Colleges and Universities
Florida Association of Community Colleges
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 access/equal opportunity institution. Students with documented disabilities are assured participation in all college activities and services. Registrants seeking accommodations should contact the Campus Office of Disability Services at least two weeks prior to the first class session.

This information is available in alternative format upon request.

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 and career 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 well in comparison to native university students. Students who enter employment after completing career programs at Broward Community College not only get excellent jobs, but 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. BCC: opening doors to a brighter future.

Willis Holcombe
President

BOARD OF TRUSTEES

The Broward Community College District Board of Trustees brings together five community leaders with diverse backgrounds who provide dedicated leadership to the college and its activities. This group of outstanding local citizens is appointed by the Governor of the State of Florida. As the governing board of the college, they are the stewards of BCC's commitment to excellence, while they guide the college and implement the goals enumerated in their mission statement. Their desire to provide students with the academic skills needed to transfer to four-year colleges and universities, to enhance skills to be competitive in the rapidly changing job market, and to offer opportunities for continuing education, personal growth and enrichment is a challenge they approach with enthusiasm. As a team, these dynamic community leaders are fully engaged in providing a future that offers increased higher education opportunities for Broward County residents.

Cheryl Krause
Pembroke Pines, Florida

Levi G. Williams
Fort Lauderdale, Florida

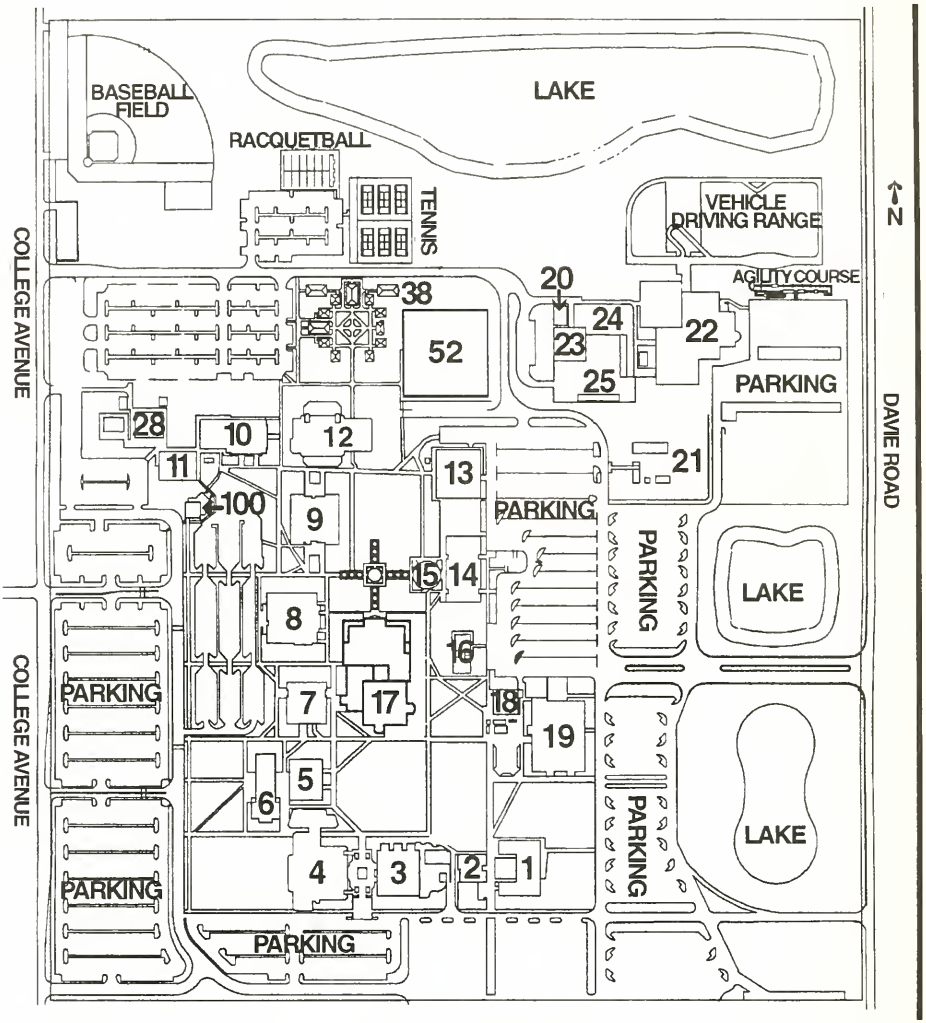
Lourdes L. Garrido
Miramar, Florida

Paul Anderson, Vice Chair
Wilton Manors, Florida

Georgette Sosa Douglass, Chair
Fort Lauderdale, Florida

Central Campus

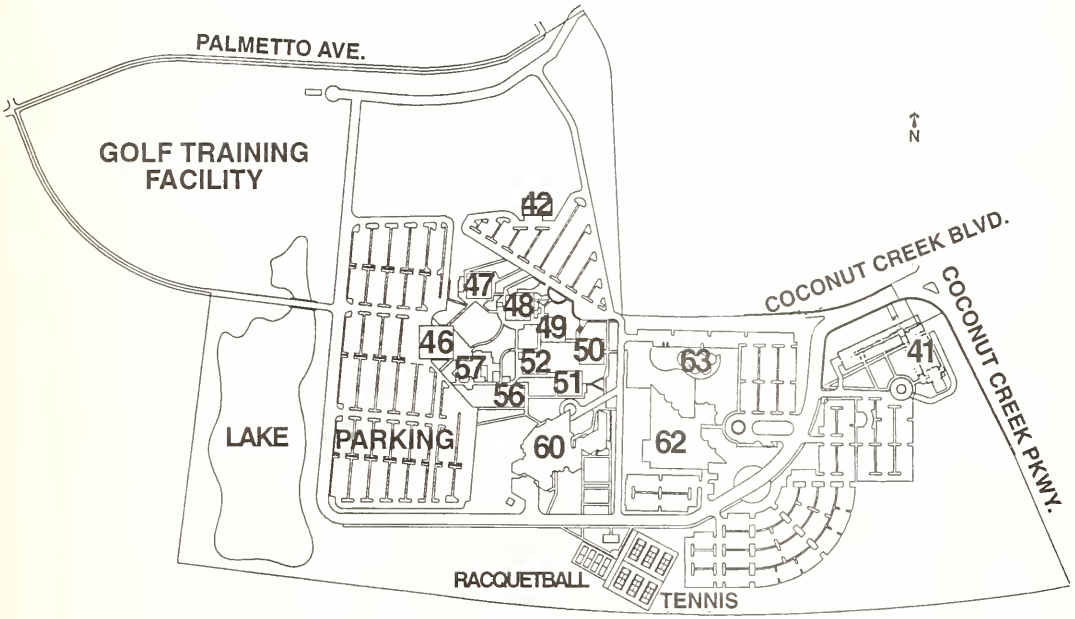
3501 SOUTHWEST DAVIE ROAD, DAVIE, FL 33314



NO.	FACILITY NAME
1	Administration Building
2	Data Computer Sciences Center
3	Fine Arts
4	Bailey Concert Hall Visual Performance Arts
5	Chester Handleman Hall Classroom
6	Lecture Hall/Math/ English Department
7	John H. Payne Hall/ Registration Financial Aid-Security Cashier's Office Counseling Admissions
8	Center for Health Services
9	Gene A. Whiddon Hall Business Administration (First Floor)
10	George M. Mayer Gymnasium
11	Men's Locker Room
12	FAU College Liberal Arts
13	Technical Building Engineering Architecture
14	Science
15	Science Rotunda
16	Buehler Planetarium
17	University College Library
18	Bookstore
19	Robert E. Ferris Center Cafeteria
20	Bookstore Administration
21	Horticulture
22	Criminal Justice Institute
23	Physical Plant
24	Repair Building
25	Grounds Building
28	Aquatic Complex
38	FAU Modular A through M
49	FAU College Liberal Arts
52	FAU Science Bldg.
100	FAU Wellness Center

North Campus

1000 COCONUT CREEK BOULEVARD, COCONUT CREEK, FL 33066

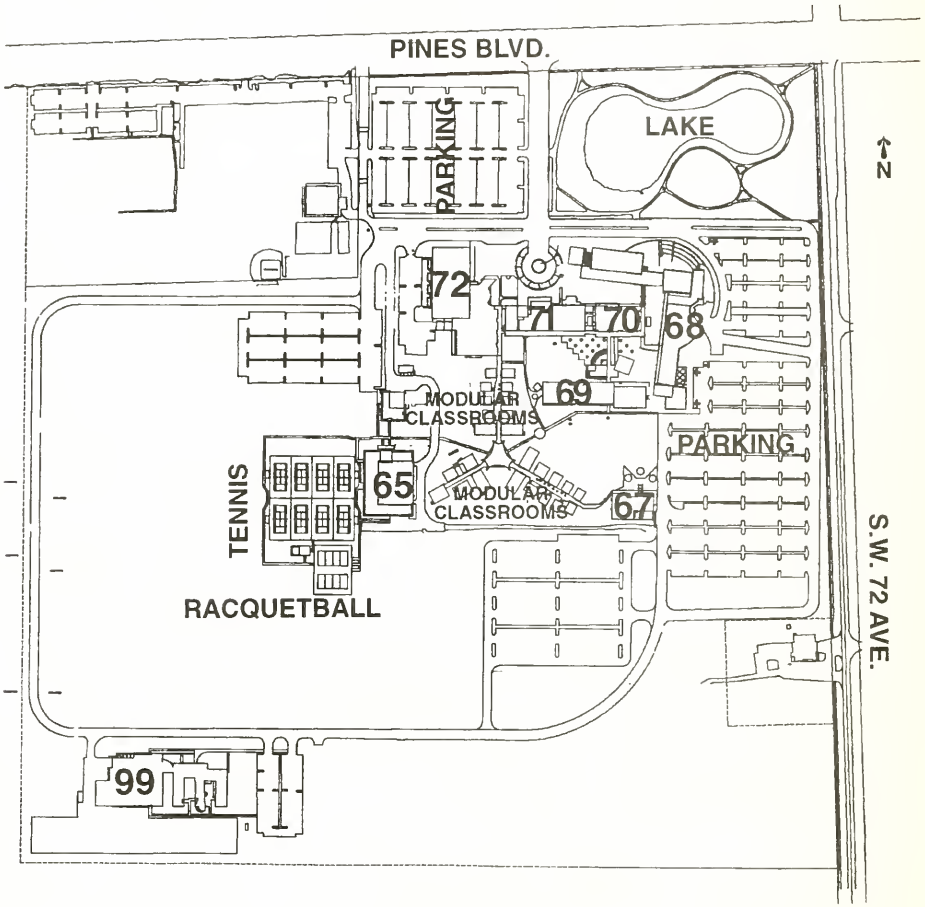


NO.	FACILITY NAME
41	Health Science
42	Central Utility Plant
46	Student Services
47	Occupational Classroom
48	Computer Science/Electronics/Engineering (Fall 2002)
49	Administration Building
50	Engineering Technology
51	Business Administration

NO.	FACILITY NAME
52	Fine Arts
56	Behavioral Science
57	Math/Science Building
60	Omni Building
62	North Regional Library
63	Day Care

South Campus

7200 HOLLYWOOD / PINES BOULEVARD, PEMBROKE PINES, FL 33024



NO.	FACILITY NAME
65	Gymnasium
67	Bookstore
68	Student Services
69	Classroom Building

NO.	FACILITY NAME
70	Technical Building
71	Schlesinger Hall
72	South Regional Library
99	Aviation

WHERE TO GO FOR ASSISTANCE

Academic Standing, Probation, Suspension, Reinstatement

North Campus Counseling/Advising	973-2305
Central Campus Counseling/Advising,	475-6520
South Campus Counseling/Advising,	963-8875
Downtown Center Counseling/Advising	761-7491
Pines Center Counseling/Advising	538-3601

Adding, Dropping, Changing or Withdrawing From Courses

North Campus Registration Office	973-2240
Central Campus Registration Office	475-6865
South Campus Registration Office	963-8835
College Registrar's Office	761-7465
North Campus Counseling/Advising	973-2305
Central Campus Counseling/Advising	475-6865
South Campus Counseling/Advising	963-8875
Downtown Center Counseling/Advising	761-7491
Pines Center Counseling/Advising	538-3601

Admissions, Registration, Academic Records

North Campus Registration Office	973-2240
Central Campus Registration Office	475-6865
South Campus Registration Office	963-8835
College Registrar's Office	761-7465
Pines Center Registration Office	538-3601
North Campus Counseling/Advising	973-2305
Central Campus Counseling/Advising	475-6520
South Campus Counseling/Advising,	963-8875
Downtown Center Counseling/Advising	761-7491
Pines Center Counseling/Advising	538-3601

Advisor or Counselor, Assignment of

North Campus Counseling/Advising	973-2305
Central Campus Counseling/Advising	475-6528
South Campus Counseling/Advising	963-8875
Downtown Center Counseling/Advising	761-7491
Pines Center Counseling/Advising	538-3601

Alumni Affairs

Coordinator	761-7490

Books and Classroom Supplies

North Campus Bookstore	973-2225
Central Campus Bookstore	475-6830
South Campus Bookstore	963-8805
Downtown Center Bookstore (FAU Tower)	355-5204
Pines Center Bookstore	538-3601

Career Information

North Campus Career Center	973-2272
Central Campus Career Center	475-6524
South Campus Career Center	963-8865
Downtown Center Career Center	761-7491

Closed Class Enrollment Forms

Professor, Department Head

College Bills, Payment or Adjustments

North Campus Cashier's Office	973-2213
Central Campus Cashier's	475-6545
South Campus Cashier's Office	963-8830
Downtown Center Cashier's Office	761-7418
Pines Center Cashier's Office	538-3601

Credit Overload Forms

North Campus Counseling/Advising	973-2305
Central Campus Counseling/Advising	475-6528
South Campus Counseling/Advising	963-8875
Downtown Center Counseling/Advising	761-7491
Pines Center Counseling/Advising	538-3601

Disability Services

College Director	761-7555
North Campus Disability Advisor	973-2313
Central Campus Disability Advisors	475-6527
Deaf Services (Collegewide)	475-6766(V) 423-6445(TDD)
South Campus Disability Advisor	963-8913
Downtown Center Disability Advisor	761-7517

Evaluation of Permanent Records for Graduation

North Campus Counseling/Advising	973-2305
Central Campus Counseling/Advising	475-6528
South Campus Counseling/Advising	963-8875
Downtown Center Counseling/Advising	761-7491
Pines Center Counseling/Advising	538-3601

Gifts and Donations

Development Office	761-7414

Grade Concerns

North Campus Registration Office	973-2240
Central Campus Registration Office	475-6865
South Campus Registration Office	963-8835
College Registrar's Office	761-7465
Pines Center Counseling/Advising	538-3601

Help With Personal Problems

North Campus Counseling	973-2367
Central Campus Counseling	475-6524
South Campus Counseling	963-8875
Downtown Center Counseling	761-7491

IN CASE OF ACCIDENT REPORT TO

North Campus Security	973-2229
Central Campus Security	475-6626
South Campus Security	963-8811
Downtown Center Security	761-7419
Pines Center Security	538-3601

Loans and Scholarships

North Campus Student Financial Services	973-2330
Central Campus Student Financial Services	475-6573
South Campus Student Financial Services	963-8846
Downtown Center Student Financial Services	761-7580

Lost and Found

North Campus Security	973-2229
Central Campus Security	475-6626
South Campus Security	963-8811
Downtown Center Security	761-7419
North Campus Counseling/Advising	973-2305
Central Campus Counseling/Advising	475-6528
South Campus Counseling/Advising	963-8875
Downtown Center Counseling/Advising	761-7491
Pines Center Counseling/Advising	538-3601

Parking Permits

North Campus Security	973-2229
Central Campus Security	475-6626
South Campus Security	963-8811
Downtown Center Security	761-7419

Permission to Organize a Club

North Campus Student Life Office	973-2325
Central Campus Student Life Office	475-6753
South Campus Student Life Office	963-8869
Downtown Center Student Life Office	761-7321

Public Relations-Promotional Events

College Public Relations Officer	761-7540

Reserving College Facilities

North Campus Provost	973-2402
Central Campus Provost	475-6510
South Campus Provost	963-8800
Downtown Center Administrator	761-7556
Pines Center Administrator	538-3610

Student Grievances

North Campus Dean of Student Affairs	973-2300
Central Campus Dean of Student Affairs	475-6522
South Campus Dean of Student Affairs	963-8903
Downtown Center Administrator	761-7402

Student Work on Campus

North Campus Student Financial Services	973-2330
Central Campus Student Financial Services	475-6573
South Campus Student Financial Services	963-8846
Downtown Center Student Financial Services	761-7580

Student Work off Campus

North Campus Career Center	973-2272
Central Campus Career Center	475-6524
South Campus Career Center	963-8865
Downtown Center Career Center	761-7491

Testing and Test Interpretation

Downtown Center CLAST Testing	761-7469
North Campus Testing Office	973-2345
Central Campus Testing Office	475-6982
South Campus Counseling/Advising	963-8875
Downtown Center Testing Office	761-7469
Pines Center Testing Office	538-3601

Transfer (in or out) Admissions

College Registrar's Office	761-7465
North Campus Registration Office	973-2240
Central Campus Registration Office	475-6865
South Campus Registration Office	963-8835
Pines Center Registration Office	538-3601

Tutoring

North Campus Learning Resource Center	973-2260
Central Campus Learning Resource Center	475-6660
South Campus Learning Resource Center	963-8909
Downtown Center Learning Resource Center	761-7595
Pines Center Learning Resource Center	538-3616

Veteran Affairs

North Campus	969-2330
Central Campus	475-6573
South Campus	963-8846
Downtown Center	761-7580

Waiver of Requirements Forms

North Campus Counseling/Advising	973-2305
Central Campus Counseling/Advising	475-6520
South Campus Counseling/Advising	963-8875
Downtown Center Counseling/Advising	761-7491
Pines Center Counseling/Advising	538-3601

Withdrawal from College

North Campus Registration Office	973-2240
Central Campus Registration Office	475-6865
South Campus Registration Office	963-8835
College Registrar's Office	761-7465
Pines Center Registration Office	538-3601

TABLE OF CONTENTS

E. Degrees and Certificates (con't)

COLLEGE CALENDAR 2001-2002
TERM I (20021)

	Session I Aug 22-Dec 17	Session II Aug 22-Oct 17	Session III Sept 19-Dec 17	Session IV Oct 18-Dec 17
REGISTRATION AND ADVISEMENT				
1. Registration (Graduation Candidates)*	Jun 4-Aug 21	Jun 4-Aug 21	Jun 4-Sept 18	Jun 4 Oct 17
2. Registration: Continuing Students	Jun 5-Aug 21	Jun 5-Aug 21	Jun 5-Sept 18	Jun 5-Oct 17
3. Registration: New/Re-Entry Students	Jun 25-Aug 21	Jun 25-Aug 21	Jun 25-Sept 18	Jun 25-Oct 17
4. Senior Citizens, Space Available	Aug 21	Aug 21	Sept 18	Oct 17
5. CLASSES BEGIN 8:00 AM	Aug 22	Aug 22	Sept 19	Oct 18
6. Weekend College Classes Begin**	Aug 24	Aug 24	Sept 21	Oct 19
7. Last Day For Drop and Last Day for 100% Refund***	Aug 28	Aug 24	Sept 21	Oct 22
8. Last Day to Drop for 100% Refund for Weekend College**	Aug 31	Aug 31	Sept 28	Oct 26
HOLIDAY (Labor Day)				
No classes day or evening	Sept 3	Sept 3		
HOLIDAY (Fall Holiday)				
No evening classes	Sept 26	Sept 26	Sept 26	
No classes day or evening	Sept 27	Sept 27	Sept 27	
MIDTERM	Oct 17	Sept 18	Oct 31	Nov 15
LAST DAY TO WITHDRAW FROM ANY CLASS	Oct 30	Sept 25	Nov 9	Nov 26
LAST DAY TO CHANGE FROM CREDIT TO AUDIT**	Oct 30	Sept 25	Nov 9	Nov 26
HOLIDAY (Veterans Day)				
No classes day or evening	Nov 11-12		Nov 11-12	Nov 11-12
HOLIDAY (Thanksgiving)				
No evening classes	Nov 21		Nov 21	Nov 21
No classes day or evening	Nov 22-25		Nov 22-25	Nov 22-25
LAST DAY OF CLASSES	Dec 17	Oct 17	Dec 17	Dec 17
FINAL EXAMINATIONS	Dec 11-17	Last Class Meeting	Last Class Meeting	Last Class Meeting
GRADUATION	Dec 18	Dec 18	Dec 18	Dec 18
GRADES DUE IN THE CAMPUS REGISTRATION OFFICE BY 3:00 PM	Dec 18	Oct 17 **(by Noon)**	Dec 18	Dec 18

*Special registration for students within 15 hours (or less) of degree completion.

**Weekend College has a separate Calendar on Page 14.

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

****Students wishing to change from credit to audit, after the drop period has ended, must receive instructor permission. This will also count as an attempt in that subject area.

International Students should refer to Page 16 for additional information regarding Admission Deadlines.

College Offices will be closed from December 21, 2001 through January 1, 2002. Registration by telephone (PAR) and the Web will be available except December 25, 2001 and January 1, 2002.

NOTE: SESSION 1: Friday evening, Saturday, and Sunday classes will have final examinations on December 14-16, 2002.

NOTE: Refunds permitted if withdrawals are done prior to the second class meeting for short courses that meet less than eight weeks.

College Calendar 2001-2002
TERM II (20022)

	Session I Jan 8-May 7	Session II Jan 8-Mar 1	Session III Feb 7-May 7	Session IV Mar 11-May 7
REGISTRATION AND ADVISEMENT				
1. Pre-Registration (Graduation Candidates)*	Nov 1-Jan 7	Nov 1-Jan 7	Nov 1-Feb 6	Nov 1-Mar 7
2. Registration: Continuing Students	Nov 2-Jan 7	Nov 2-Jan 7	Nov 2-Feb 6	Nov 2-Mar 7
3. Registration: New/Re-Entry Students	Nov 26-Jan 7	Nov 26-Jan 7	Nov 26-Feb 6	Nov 26-Mar 7
4. Senior Citizens, Space-Available	Jan 7	Jan 7	Feb 6	Mar 7
5. **CLASSES BEGIN 8:00 AM**	Jan 8	Jan 8	Feb 7	Mar 11
6. Weekend College Classes Begin**	Jan 11	Jan 11	Feb 8	Mar 15
7. Last Day for Drop and Last Day for 100% Refund****	Jan 14	Jan 10	Feb 11	Mar 13
8. Last Day to Drop for 100% Refund for Weekend College**	Jan 18	Jan 18	Feb 15	Mar 22
HOLIDAY (Martin L. King, Jr. Birthday)				
No classes day or evening	Jan 21	Jan 21		
COLLEAGUE RECOGNITION DAY				
No classes day or evening	April 2		April 2	April 2
MIDTERM	Mar 1	Feb 4	Mar 26	Apr 8
HOLIDAY (Spring Break)	Mar 4-Mar 10		Mar 4-Mar 10	
LAST DAY TO WITHDRAW FROM ANY CLASS	Mar 22	Feb 8	Apr 5	Apr 15
LAST DAY TO CHANGE FROM CREDIT TO AUDIT****	Mar 22	Feb 8	Apr 5	Apr 15
LAST DAY OF CLASSES	May 7	Mar 1	May 7	May 7
FINAL EXAMINATIONS	May 1-May 7	Last Class Meeting	Last Class Meeting	Last Class Meeting
GRADUATION	May 8	May 8	May 8	May 8
GRADES DUE IN THE CAMPUS REGISTRATION OFFICE BY 3:00 PM	May 8	Mar 1	May 8	May 8

*Special registration for students within 15 hours (or less) of degree completion.
**Weekend College has a separate Calendar on Page 14.
***Last day to withdraw from College Prep Classes and not have enrollment in class counted as an attempt.
****Students wishing to change from credit to audit after the drop period has ended, must receive instructor permission. This will also count as an attempt in that subject area.

International Students should refer to Page 16 for additional information regarding Admission Deadlines.

College Offices will be closed from December 21, 2001 through January 1, 2002. Registration by telephone (PAR) and the Web will be available except December 25, 2001 and January 1, 2002.

Session Notes: Friday evening, Saturday and Sunday classes will have final exams on May 3-5, 2002.

NOTE: Refunds permitted if withdrawals are done prior to the second class meeting for short courses that meet less than eight weeks.

College Calendar 2001-2002
TERM III (20023)

	Session I May 13-Aug 9	Session II May 13-Jun 25	Session III Jun 27-Aug 9
REGISTRATION AND ADVISEMENT			
1. Pre-Registration (Graduation Candidates)*	Mar 18-May 10	Mar 18-May 10	Mar 18-June 26
2. Registration: Continuing Students	Mar 19-May 10	Mar 19-May 10	Mar 19-June 26
3. Registration: New and Re-Entry Students	Apr 5-May 10	Apr 5-May 10	Apr 5-Jun 26
4. Senior Citizens, Space Available, Registration	May 10	May 10	June 26
5. **CLASSES BEGIN 8:00 AM**	May 13	May 13	June 27
6 Weekend College Classes Begin**	May 17	May 17	June 28
7. Last Day for Drop and Last Day for 100% Refund***	May 17	May 15	July 1
8. Last Day to Drop for 100% Refund for Weekend College**	May 24	May 24	July 8
HOLIDAY (Memorial Day) No classes day or evening	May 27	May 27	
MIDTERM	Jun 25	Jun 3	July 18
SUMMER HOLIDAY No classes day or evening	Jun 26		
LAST DAY TO WITHDRAW FROM ANY CLASS	July 8	Jun 7	July 24
LAST DAY TO CHANGE FROM CREDIT TO AUDIT**	July 8	Jun 7	July 24
HOLIDAY (Independence Day) No classes day or evening	July 4		July 4
LAST DAY OF CLASSES	Aug 9	Jun 25	Aug 9
FINAL EXAMINATIONS	Last Class Meeting	Last Class Meeting	Last Class Meeting
GRADES DUE IN THE CAMPUS REGISTRATION OFFICE BY 3:00 PM	Aug 9	Jun 25	Aug 9

Alternate Friday classes are divided as follows:

Session 2
Monday and Wednesday classes will meet on May 17, May 31, and June 14, 2002.
Tuesday and Thursday classes will meet on May 24, June 7, and June 21, 2002.

Session 3
Monday and Wednesday classes will meet on July 5, July 19, and August 2, 2002.
Tuesday and Thursday classes will meet on June 28, July 12 and July 26, 2002.

*Special registration for students within 15 hours (or less) of degree completion.
**Weekend College has a separate Calendar on Page 14.
***Last day to withdraw from College Prep Classes and not have enrollment in class counted as an attempt.
****Students wishing to change from credit to audit after the drop period has ended, must receive instructor permission. This will also count as an attempt in that subject area.

International Students should refer to Page 16 for additional information regarding Admission Deadlines.

WEEKEND COLLEGE CALENDAR 2001-2002

TERM I

	Session I Aug 22-Dec 17	Session II Aug 22-Oct 17	Session III Sept 19-Dec 17	Session IV Oct 18-Dec 17
CLASSES START	Aug 24	Aug 24	Sept 21	Oct 19
Last Day to Drop with 100% Refund	Aug 31	Aug 31	Sept 28	Oct 26
Last Day to Withdraw from any Class Without Refund	Oct 31	Sept 25	Nov 9	Nov 26
Last Day to Change from Credit to Audit	Oct 31	Sept 25	Nov 9	Nov 26
HOLIDAY (Veteran's Day)	Nov 11-12		Nov 11-12	Nov 11-12
HOLIDAY (Thanksgiving)	Nov 22-25		Nov 22-25	Nov 22-25
CLASSES END	Dec 17	Oct 17	Dec 17	Dec 17
FINAL GRADES DUE IN THE CAMPUS REGISTRATION OFFICE BY 3:00 PM	Dec 18	Oct 17	Dec 18	Dec 18

TERM II

	Session I Jan 8-May 7	Session II Jan 8–Mar 1	Session III Feb 7–May 7	Session IV Mar 11-May 7
CLASSES START	Jan 11	Jan 11	Feb 8	Mar 15
Last Day to Drop With 100% Refund	Jan 18	Jan 18	Feb 15	Mar 22
HOLIDAY (Spring Break)	Mar 4-10		Mar 4-10	
Last Day to Withdraw from any Class Without Refund)	Mar 22	Feb 8	Apr 5	Apr 15
Last Day to Change from Credit to Audit	Mar 22	Feb 8	Apr 5	Apr 15
CLASSES END	May 7	Mar 1	May 7	May 7
FINAL GRADES DUE IN THE CAMPUS REGISTRATION OFFICE BY 3:00 PM	May 8	Mar 1	May 8	May 8

TERM III

	Session 1 May 13-Aug 9	Session II May 13-Jun 25	Session III Jun 27-Aug 9
CLASSES START	May 17	May 17	Jun 28
Last Day to Drop With 100% Refund	May 24	May 24	July 8
Last Day to Withdraw From Any Class Without Refund	July 8	Jun 7	July 24
Last Day to Change from Credit to Audit	July 8	Jun 7	July 24
HOLIDAY (Memorial Day)			
No classes day or evening	May 27	May 27	
HOLIDAY (Independence Day)			
No classes day or evening	July 4		July 4
CLASSES END	Aug 9	Jun 25	Aug 9
FINAL GRADES DUE IN THE CAMPUS REGISTRATION OFFICE BY 3:00 PM	Aug 9	Jun 25	Aug 9

NOTE: For Registration dates, see College Calendar on preceding pages.

OPEN COLLEGE CALENDAR 2001-2002

CLASSES START

Open College courses may begin at different times during the semester and may require zero to six on-campus meetings in addition to on-campus proctored tests. Check course notes in the College course schedule for meeting dates and additional course information.

REGISTRATION

Students may continue to register for Open College Sections up through the 1st class meeting if there are still vacancies. If the Open College course has no required meeting dates students may register through the first day of on-campus courses.

LAST DAY TO WITHDRAW WITH 100% REFUND

Open College students may receive a 100% refund up through the Friday of the week following their first class meeting. If the course has no scheduled meetings, students may receive a 100% refund through the refund date listed in the catalog for on-campus courses.

LAST DAY TO WITHDRAW WITHOUT REFUND OR TO CHANGE FROM CREDIT TO AUDIT	**Term I**	**Term II**	**Term III**
	Oct 23, 2001	March 14, 2002	June 28, 2002

CLASSES END

Open College Courses have different ending dates. Check the College course schedule and/or course web site for details.

FINAL GRADES DUE IN THE CAMPUS REGISTRATION OFFICE	**Term I**	**Term II**	**Term III**
	Dec 18, 2001 3:00 PM	May 8, 2002 3:00 PM	Aug 9, 2002 3:00 PM

See the Open College Section in this Catalog for more information, or call the Open College Office at 475-6564 for further details.

INTERNATIONAL STUDENT'S ADMISSION DEADLINES*

TERM I

	Session I Aug 22-Dec 17	Session II Aug 22-Oct 17	Session III Sept 19-Dec 17
1. Last day for all admission documents to be received	June 21	First time admission for International Students will not be allowed for Session II or for Session III	
2. Last day for admission approvals for Term I	June 22		

TERM II

	Session I Jan 8-May 7	Session II Jan 8-Mar 1	Session III Feb 7-May 7
1. Last day for all admission documents to be received	Oct 4	First time admission for International Students will not be allowed for Session II or for Session III	
2. Last day for admission approvals for Term II	Oct 5		

Term III

	Session I May 13-Aug 9	Session II May 13-Jun 25	Session III Jun 27-Aug 9
1. Last day for all admission documents to be received	Mar 21	Mar 21	First time Students must register for both Session II and Session III
2. Last day for admission approvals for Session I Session II	Mar 22	Mar 22	

*The College Registrar or the Vice President of Student Affairs must approve any exceptions to the above schedules.

BROWARD COMMUNITY COLLEGE
2001-2002
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. Examinations may have room conflicts. Please consult with the professor.

TUESDAY, DECEMBER 11, 2001
08:00 am-10:00 am for classes meeting on Tuesday at 08:00 am
10:10 am-12:10 pm for classes meeting on Tuesday at 11:00 am
12:20 pm-02:20 pm for classes meeting on Tuesday at 12:30 pm
02:30 pm-04:30 pm for classes meeting on Tuesday at 03:30 pm

WEDNESDAY, DECEMBER 12, 2001
08:00 am-10:00 am for classes meeting on Monday at 09:00 am
10:10 am-12:10 pm for classes meeting on Monday at 11:00 am
12:20 pm-02:20 pm for classes meeting on Monday at 01:00 pm
02:30 pm-04:30 pm for classes meeting on Monday at 03:00 pm

THURSDAY, DECEMBER 13, 2001
08:00 am-10:00 am for classes meeting on Tuesday at 09:00 am
10:10 am-12:10 pm for classes meeting on Tuesday at 09:30 am
12:20 pm-02:20 pm for classes meeting on Tuesday at 01:00 pm
02:30 pm-04:30 pm for classes meeting on Tuesday at 02:00 pm

FRIDAY, DECEMBER 14, 2001
08:00 am-10:00 am for classes meeting on Monday at 08:00 am
10:10 am-12:10 pm for classes meeting on Monday at 10:00 am
12:20 pm-02:20 pm for classes meeting on Monday at 12:00 noon
02:30 pm-04:30 pm for classes meeting on Monday at 02:00 pm

MONDAY, DECEMBER 17, 2001
09:00 am-11:00 am for classes meeting on T & R at 10:00 am
11:15 am-01:15 pm for classes meeting on T & R at 12:00 noon
01:30 pm-03:30 pm for classes meeting on T & R at 03:00 pm
04:00 pm-06:00 pm for classes meeting on T & R at 04:00 pm

Sessions II, III, IV, 2001-2002. 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
2001-2002
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. Examinations may have room conflicts. Please consult with the professor.

WEDNESDAY, MAY 1, 2002
08:00 am-10:00 am for classes meeting on Monday at 09:00 am
10:10 am-12:10 pm for classes meeting on Monday at 11:00 am
12:20 pm-02:20 pm for classes meeting on Monday at 01:00 pm
02:30 pm-04:30 pm for classes meeting on Monday at 03:00 pm

THURSDAY, MAY 2, 2002
08:00 am-10:00 am for classes meeting on Tuesday at 08:00 am
10:10 am-12:10 pm for classes meeting on Tuesday at 09:30 am
12:20 pm-02:20 pm for classes meeting on Tuesday at 11:00 am
02:30 pm-04:30 pm for classes meeting on Tuesday at 12:30 pm

FRIDAY, MAY 3, 2002
08:00 am-10:00 am for classes meeting on Monday at 08:00 am
10:10 am-12:10 pm for classes meeting on Monday at 10:00 am
12:20 pm-02:20 pm for classes meeting on Monday at 12:00 noon
02:30 pm-04:30 pm for classes meeting on Monday at 02:00 pm

MONDAY, MAY 6, 2002
09:00 am-11:00 am for classes meeting on T & R at 10:00 am
11:15 am-01:15 pm for classes meeting on T & R at 12:00 noon
01:30 pm-03:30 pm for classes meeting on T & R at 03:00 pm
04:00 pm-06:00 pm for classes meeting on T & R at 04:00 pm

TUESDAY, MAY 7, 2002
08:00 am-10:00 am for classes meeting on Tuesday at 09:00 am
10:10 am-12:10 pm for classes meeting on Tuesday at 01:00 pm
12:20 pm-02:20 pm for classes meeting on Tuesday at 02:00 pm
02:30 am-04:30 pm for classes meeting on Tuesday at 03:30 pm

Sessions II, III, IV 2001-2002. 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.

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 statewide 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 Downtown Center is the site of the College's administrative offices. The North Area Office of Business and Industry Services, on W. Commercial Boulevard in Fort Lauderdale, 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. Extensive renovation of the district administrative offices during the early 1990's expanded the instructional activity at the Downtown Center. During 1994-95, the campuses renovated existing facilities to make more college buildings and services accessible to students with disabilities. By Term I, 1995-1996, the first phase of the expansion of the library on Central Campus was completed and that portion of the building opened to students. That same term, the Center for Health Sciences Education initiated its Physical Therapy Assistant Distance Education Program via an interactive video hookup with Edison Community College. Collegewide headcount enrollment that term numbered 28,904. These students were taught by 340 full-time faculty and over 500 part-time faculty.

The College has been conducting study abroad courses to foreign countries since 1974. With the establishment of the Division of International/Intercultural Education in 1977, the College offers students the opportunity 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 as well as several locations internationally.

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 high quality educational programs and services that are affordable and accessible to a diverse community of learners. Supported by the board of trustees and the community, a dedicated faculty and staff fulfills this mission through its commitment to student achievement, lifelong learning, academic excellence, and the use of current technology.

Beliefs

- That all individuals, regardless of race, creed, or national origin, are able to learn and should be given the opportunity to succeed in their endeavors.
- That all segments of the community can benefit from lifelong learning.
- That all individuals should be treated with respect and dignity.
- That all individuals should have the opportunity to access affordable educational opportunities.
- That many educational experiences can take place anywhere and anytime through a variety of delivery systems.
- That the college is a resource for cultural awareness opportunities and community service.
- In providing the opportunity for students, faculty, staff, and administrators to develop and realize their personal goals through education.
- In promoting the highest expectations for students, faculty, staff, and administrators, and maintaining high academic standards.
- In preparing students to function successfully in a diverse, multicultural, and global environment.
- In supporting, promoting, and participating in the economic development of the community.
- In providing a safe and secure learning and working environment.
- In preparing for a sustainable future and embracing change that benefits the college mission.
- In the effective and fair use of all college resources.
- In preparing students to work effectively in an increasingly technological society.

Purpose

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 student 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 students with disabilities. 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 includes communications, humanities, social and behavioral sciences, science, mathematics, wellness, computer competency, and international/intercultural awareness.
2. To prepare individuals for employment through a variety of specific programs in the general areas of business, management, and office systems; the health sciences; the engineering, construction, and mechanical technologies; computer technology; human and public services; natural and environmental resources; and aviation.
3. To provide economic development and continuing education that meets the needs of business, industry, the professions, and government. To enhance workforce development opportunities for individuals seeking to upgrade their skills to maintain employment, advance within their current field, change careers, 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, and to guide students whose first language is not English to the mastery of communication skills.
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 an academic interchange and promote the improvement of higher education on a global scale.

7. To provide current 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. To provide the opportunity for students to contribute to the well-being of others through student service learning programs that are part of their higher education experience.

8. To engage in programs and activities that will expand the opportunity for higher education to prospective students throughout the entire Broward County community. Such programs may be offered in conjunction with the School Board of Broward County, the State University System, the city/county government, and various community agencies.

Accreditation

Broward Community College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award Associate Degrees. The College 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, disability, 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

The Hugh Adams Central Campus is located west of the Florida Turnpike and south of Interstate 595 on Southwest Davie Road in Davie. Central Campus is situated on 150 acres in a traditional style college setting equipped with an aquatic complex and sports facilities. The campus has. thirty-three buildings including the Buehler Planetarium and Observatory, the Ralph R. Bailey Concert Hall, and the new Student Affairs Center. In addition, Central Campus offers students the University/College Library, a research facility jointly funded by Broward Community College and Florida Atlantic University. Central Campus hosts two universities, Florida Atlantic University – Davie Campus and Florida International University.

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 thirteen buildings that include the multipurpose OMNI and the Broward Community College/North Regional Library. The newest facility is the 65,000 square feet Student Service Building, which opened in the fall of 2000.

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. South campus has eleven buildings, including a recently constructed student services complex, an Aviation Institute located adjacent to the North Perry Airport, and joint use of the Broward Community College/South Regional Library. All South Campus buildings have Internet access and most house computer labs for student use. Several South Campus buildings are distinguished by permanent displays of paintings and sculpture from the Campus collection of art works by internationally renowned artists. The South Campus Art Gallery features an international program of exhibits by celebrated artists from all over the world.

The Pines Center is located approximately 2 miles west of I-75 on Sheridan Street in the new Academic Village of Pembroke Pines. The Pines Center is part of a new 77 acre Jeffersonian village inspired educational complex that also includes the new southwest Broward Regional Library and the Pembroke Pines Charter High School. In addition to this, the Academic Village includes an athletic/aquatic complex and a wetlands nature reserve. The Pines Center, which opened in fall, 2000, represents Broward Community College's first permanent presence in the southwestern portion of the county. The Pines Center serves the citizens of this region by offering a wide spectrum of credit and non-credit offerings designed to prepare them for numerous educational and career opportunities as we enter a new century.

The Downtown Center is located in the heart of urban Fort Lauderdale; it is the BCC partner within the Downtown Higher Education Complex on East Las Olas Boulevard in Fort Lauderdale. With over 210,000 square feet of high tech classroom space, it houses the District Offices, wired classrooms, science and technology labs, and a full array of student services. The Downtown Center is surrounded by the Broward County Main Library, the Performing Arts Center, the Discovery Center, the Museum of Art, Riverwalk, and high-rise office complexes.

The Institute for Economic Development is located at 1515 W. Commercial Boulevard, Fort Lauderdale. The Institute houses Continuing Education, the Center for Business and Industry, Women Investigating New Goals and Services (WINGS) and Industry Based Training.


TENNIS


broward
community
college

ADMISSIONS, REGISTRATION, AND STUDENT SERVICES

ADMISSIONS

Admission to Broward Community 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 advising which includes assessment procedures designed to measure achievement in college-level communication and computation competencies. Remedial course work may be required by the College.

Students whose continued attendance is interrupted by two or more major terms, will be subject to the rules and regulations that are in effect at the time of re-entry.

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

1. Contact the College Registrar's Office or any campus Admissions/Registration Office for the official application form.
2. Complete the admission application and return it to one of the campus Admissions/Registration locations or mail it to the campus you plan to attend at the address listed on the back page of this application, along with the non-refundable application fee. Applications must be received at least one week before the start of an academic term.
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. Students should apply at the Broward Community College campus where they plan to attend.
2. All freshmen applicants for degree programs must show proof of graduation from an accredited high school with a curriculum equal to the Florida standard diploma, or have completed a General Equivalency Diploma (GED). Transcripts must be provided to the College Registrar's Office in the Downtown Center or the Admission/Registration Office on the campus which the student plans to attend, prior to enrollment. Transfer students must provide official transcripts from all colleges attended prior to enrollment at Broward Community College. Students who have completed post-secondary work outside the United States are required to provide a commercial evaluation of all course work completed. A student's application for admission authorizes Broward Community College to electronically request transcripts from appropriate public high schools, colleges, and universities that participate in the Florida System for Transferring Educational Records (FASTER). Students are responsible for obtaining all transcripts, including those not delivered through FASTER.
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. Applicants who do not meet the strict requirements for Florida residency will be assessed special tuition rates (see Residency Requirements).
4. The application fee is $25.00. International student application fee is $75.00. This is a processing fee and will not be refunded if the student does not enroll.
5. Transfer students must be in good academic standing at the last college attended at the time of initial enrollment at BCC and must show a minimum grade point average of 2.0 (on 4.0 scale). Transfer credits from regionally accredited institutions will be evaluated and credited after enrollment at BCC. If an applicant submits less than 24 transferable hours, BCC freshman admission standards will apply.
6. Applicants who are under 18 years of age must have their parent's or legal guardian's signature of approval on the application.
7. Non-degree seeking applicants, with a Standard High School Diploma, GED, or another college degree may be permitted to enroll in limited courses without transcripts for a maximum of 12 credits. If an applicant does not have a high school diploma, or GED, courses will be restricted to non-degree status and limited to certain vocational or non-credit courses.
8. Admission and registration for Continuing Education and Community Service non-credit courses is specified in the course offering publications. A special form is required.
9. 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 an examination or assessment are the responsibility of the applicant.
10. Students presenting falsified information may have their enrollment cancelled and credit forfeited.
11. All newly admitted students will be given placement tests in English and Math and required to take College Prep courses if they fail to achieve at college levels prescribed by Broward Community College. (See Placement.) (See International Student Requirements.)
12. Provisional admission status may be granted if all transcripts have not been received; however, all such documents must be received no later than 30 days after the start of the initial term or the applicant may not register for subsequent course work.

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. There is a special application form, prerequisite courses for admission, and an additional application fee (see Health Science Programs).

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 from 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 public high school credits are concurrently satisfied by dual enrollment and early admission, the student's application and matriculation fees may be waived by articulation agreement. Credits are also awarded for certain scores on national examinations.

Dual Enrollment/Early Admission/Credit in Escrow

Dual Enrollment - High school junior and senior students who have an unweighted 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 - High school senior students who have an unweighted 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 - High school students who have an unweighted overall grade point average of at least 3.0 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. Earned college credits will be held in escrow until the student graduates from high school

Written authorization from the principal, guidance director, and parent(s) or guardian is required for all of the above program acceleration options. If students desire to continue at Broward Community College, they must file a re-entry application to change their admission status and to establish their educational goals.

International Baccalaureate Program (IB)

Students who successfully complete the International Baccalaureate examination with grades of 4 or higher will be granted credit toward an Associate Degree at Broward Community College. An official IB transcript is required and must be received directly from the International Baccalaureate Office in New York. Awarded credit will appear on the student's permanent record as earned credit only, without any indication of grades or quality points. Evaluation of IB examinations are made after the student has been admitted to the college.

Advanced Placement

The College cooperates fully with accredited high schools and colleges in the Advanced Placement Program of the College Entrance Examination Board. Advanced Placement courses are available to juniors and seniors in most Broward County high Schools. To qualify for college credit, students must earn a score of 3 or higher on the nationally administered exam in May. Credits will not be awarded for examinations that duplicate course work or other exam credits previously posted to a student's academic record. In order to award credit, Broward Community College needs an Official Grade Report, not a candidate copy.

Advanced Placement Courses

AP EXAM	BCC Course(s)	Semester Hrs
American History	AMH 2010/2020	6
Art: History of Art	ARH 2050/2051	6
Art: Studio Art	ART 1997	3
Biology	BSC 1010C/1997	7
Chemistry	CHM 1045/1046	6
Computer Science A	CGS 1060	3
Computer Science AB	COP 1210C	3
Language/Composition	ENC 1101	3
Literature/Composition	ENC 1102	3
European History	HIS 1997	6
Government and Politics	POS 2041/CPO 2002	6
General Psychology	PSY 2012	3
Calculus AB (Score 3,4,5)	MAC 2311	5
Calculus BC (Score 3)	MAC 2311	5
Calculus BC (Score 4,5)	MAC 2311/2312	10
Macroeconomics	ECO 2013	3
Microeconomics	ECO 2023	3
Music	MUL 2010	3
Physics B	PHY 2053/2054	6
Physics C	PHY 2048/2049	8
Spanish Language	SPN 1120, 1121	8
Spanish Literature	SPN 2200	4
French Language	FRE 1120, 1121	8
French Literature	FRE 2200	4
German Language	GER 1120, 1121	8

Students are awarded credits only; they are not given grades for Advanced Placement Courses, and Advanced Placement Courses are not included in the GPA.

Fees

Broward Community College charges a $5.00 recording fee for Advanced Placement Courses to be entered on a student's transcript.

Further Information

For further information regarding Advanced Placement Courses, contact:

Broward Community College
225 East Las Olas Boulevard
Fort Lauderdale, Florida 33301
(954) 761-7472

College Level Examination Program

The College-Level Examination Program (CLEP) is a series of tests developed by ETS (Educational Testing Service) and offered at test centers throughout the country that enable students to demonstrate their competency in certain subjects and thereby earn college credit for particular courses without attending classes.

Please contact the CLEP Office at (954) 963-8889 to obtain currently accepted cut-off scores for specific tests.

Students seeking CLEP credit at Broward Community College must be admitted to the college and must name the college as a score recipient and list the College's CLEP Code Number 5074.

CLEP tests are administered at Broward Community College twice a year, in October and April.

Students are notified by mail of the course(s) and credits for which they are eligible and this information is recorded on the student's permanent academic records. Students are awarded credits only; they are not given letter grades in CLEP courses, and CLEP courses are not included in the GPA.

CLEP credit cannot duplicate regular college course credit already earned.

CLEP registration guides, which include application forms, are available in the Counseling/Advising areas on each campus. These Registration Guides also contain other pertinent information, such as detailed instructions for completing the application, test fees, dates on which these tests are given, and the method for reporting scores. This Registration Guide should be studied carefully before applying to take the CLEP tests.

The CLEP tests are offered in addition to the BCC Experiential Learning Program, which provides for the assessment of learning and awarding of credit for many other BCC courses.

CLEP EXAMS	BCC COURSES	
Subject Examinations	**Course Number**	**Credit Granted**
American Government	POS 2041	3
History of the United States I	AMH 2010	3
History of the United States II	AMH 2020	3
Western Civilization I	EUH 1000	3
Western Civilization II	EUH 1001	3
College Algebra	MAC 1105	3
Calculus w/Elementary Functions	MAC 2311	3
General Chemistry	CHM 1045 & CHM 1046	6
Principles of Accounting	ACG 2001 & ACG 2011	6
Introductory Business Law	BUL 2241	3
Principles of Macroeconomics	ECO 2013	3
Principles of Microeconomics	ECO 2023	3
Principles of Marketing	MAR 1011	3
Introductory Psychology	PSY 2012	3
Introductory Sociology	SYG 2000	3

GENERAL EXAMS	BCC COURSES	
Subject Examinations	**Course Number**	**Course Credits**
Humanities	HUM 1997	6
Mathematics	MGF 1106	6
Natural Science	BSC 1005 & PSC 1121	6

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. If you gained BCC course equivalent knowledge, competencies, and/or skills as a result of your prior learning experiences, you may be able to earn academic credit through the Experiential Learning Program.

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 assessable 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 head start 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 or on weekends, 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 College Registrar's Office, decide on your academic program with the help of an Academic Advisor.
2. Determine the courses for which you may 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 that you react to by saying "I know that" or "I can already do what that course is designed to teach."
3. Apply for assessment by completing the necessary forms available at the Office of Experiential Learning. You cannot challenge a course that you are currently enrolled in or that you have previously completed, unless you received a grade of W or F.
4. If the courses you wish to challenge is/are assessable, you will be instructed to meet with one or more specific professors to obtain their authorization for you to challenge the course. You must return the signed authorization form to the Experiential Learning Office along with any certificates, licenses, or other substantiating documents that are relevant to your request for Prior Experiential Learning Credit, before you will be permitted to continue with the assessment process.
5. Obtain a Prior Experiential Learning Assessment fee payment form from the Experiential Learning Office and take it to the Cashier to pay for the assessment fee(s). Please note – you are paying for the assessment process, not the credit. Regardless of whether you pass or fail your Prior Experiential Learning assessments, the cost of the assessments remains the same. The validated payment form must be returned to the Experiential Learning Office after payment is made and before the assessment takes place.

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 Coordinator, who will then inform the College Registrar's Office of the amount of credit granted and entered on your transcript; failure to receive credit will not be noted on your transcript. Note: Although there is no limit to the number of hours that a student can receive through Experiential Learning, 25% of credits required for a degree must be earned through instruction at BCC. A maximum of 8 hours of the residency requirement may be satisfied through Experiential Learning.

Please note – assessments are generally not scheduled between semesters, nor during the first week, or the last week of each semester. Results of assessments initiated during the last week of any semester may not be posted to student transcripts for that semester. Students who wish to use Prior Experiential Learning credits to satisfy same-semester graduation requirements, course load requirements, transfer requirements, or registration prerequisites should plan to complete their Prior Experiential Learning Assessments well before the end of the semester in which they want the credits to be posted. Prior Experiential Learning credits appear on student transcripts as "CR." Letter grades are not awarded for Prior Experiential Learning.

Armed Services Educational Credits

Broward Community College will grant credit for military education that has been evaluated and recommended as suitable for post-secondary credit by the American Council on Education's Guide to the Evaluation of Educational Experiences in the Armed Services. After enrollment in the College, a student may initiate the request to the College Registrar for such credit by providing appropriate documentation as determined by the College. Contact the advisor for military education on any BCC campus

RE-ENTRY/CHANGE OF PROGRAM

Any student who previously attended Broward Community College and who has not been in attendance for two or more major terms, must submit a Re-Entry Application to update personal data, re-certify Florida residency and to verify educational goals. If the returning student requests a change from non-resident status, a petition for reclassification must be filed with the College Registrar. 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. The applicant must be in good academic standing at the last college attended at the time of enrollment at BCC. There is no fee for the re-admission 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 Vital Statistics Form 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. It is recommended that these students 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. Such transcripts should be sent to Broward Community College prior to the start of the term of enrollment. Students who have completed post-secondary work outside the United States are required to provide a commercial evaluation of all course work completed.
2. An official evaluation of credit course transferability is made after the student is admitted to the College. All official transcripts from previously attended institutions must be received before an official evaluation is completed. Transfer credits may be

accepted only from other colleges or universities that are accredited by one of the Regional Accrediting Associations.

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 College Registrar.
4. Previously earned credits and grades may transfer in but may not be accepted for a specific degree program. All grades from other colleges are computed in the cumulative grade point average at BCC, including failing grades at previous colleges.
5. Failure to report previous college-level work attempted constitutes a falsification of application and subjects applicant to loss of all credits earned and may result in dismissal.
6. Transfer students on suspension or dismissal at the time of their actual enrollment at BCC will not be admitted to Broward Community College for up to one year if they are not eligible for re-admission to the institution where they last attended. Student appeal process is by petition. See an Advisor.
7. 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.
8. Credits earned in another college during suspension/dismissal from Broward Community College will not be honored at Broward Community College.
9. Transfer students, who have already completed an A.A. or baccalaureate degree at another college or university, cannot enroll in an A.A. degree program at BCC.

INTERNATIONAL STUDENTS

Broward Community College is committed to cooperating in advancing the educational endeavors of International Students. The College considers application 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 U.S. 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.

The initial point of contact for information, admissions, and initial orientation is the Broward Community College Registrar, 225 East Las Olas Boulevard, Fort Lauderdale, Florida 33301.

1. Applicants must submit a completed International Student Application, along with a non-refundable $75.00 application fee. See International Student Admission Deadlines on page 16.
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. If English is your second language, BCC requires evidence of English proficiency. The Test of English as a Foreign Language (TOEFL) is required of students applying from a foreign country (a minimum score of 500 on paper version or a score of 173 on the computerized version). Additionally, Broward Community College will give appropriate English, Math, and Reading placement tests after admission and require all students to take remedial instruction if determined necessary. Remedial classes will not apply towards a degree.
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. Current cost is $16,000 per full year for all expenses.
5. International transfer students from other institutions of higher education in the United States must follow these procedures:

    a. Meet the requirements above in No. 1, 2, 3, and 4.
    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 GPA 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 each major term.
    b. Students must successfully complete a minimum of 24 semester hours in one academic year.
    c. Students may not enroll beyond the expiration date on their I-20.
    d. Students must enroll continuously in appropriate English language courses.
    e. Students must maintain a cumulative 2.0 grade point average.
    f. Students must maintain lawful "in status" Visa requirements with INS.
    g. Should a student not conform to any of the above regulations, Broward Community College will deny admission for the subsequent term(s).

7. Off-Campus Employment. An International Student on an F-1 (Student) Visa may not be authorized to work off-campus unless they have an unforeseen economic hardship.

    a. Criteria before applying for off-campus employment:
        1. Have been in F-1 status for one full academic year;
        2. Be in good academic standing and enrolled full-time;
        3. Be in lawful status with Visa requirements.
    b. After meeting the criteria for off-campus employment, interested students may then obtain special application instructions from the International Student Coordinator.
    c. International Students may also apply for Curricular Practical Training or Post-Completion Practical Training after degree completion. After meeting the criteria for off-campus employment, interested students may obtain special application instructions from the International Student Coordinator.

d. On-Campus employment is authorized for International Students with special permission from the International Student Admissions Coordinator, when such employment is with the College or a firm providing direct student services.

8. Broward Community College does not provide, supervise, or recommend student housing.
9. Broward Community College does not provide financial aid for International Students.
10. Students in F-1 status may NOT be deemed Florida residents for tuition purposes. They are temporary residents of the United States.
11. In addition to the special requirements for International Students, they must meet all requirements expected of all other Broward Community College students.
12. All International Students must file an income tax return by April 15th of each year on forms 1040NREZ and 8843. Contact the local International Revenue Office for further information.
13. All International Students are required to show evidence of health insurance.
14. International Students are, at all times, responsible for maintaining their own lawful F-1 status. Any questions regarding your status should be directed to the International Student Admissions Coordinator at the Downtown Center.
15. International students, who have completed post-secondary work outside the United States, are required to provide, within thirty days of admission, a commercial evaluation of all course work completed.

SPECIAL INTERNATIONAL STUDENT REQUIREMENTS:

VISA CATEGORIES A, C, D, E, G, H, I, J, K, L, TC, P, O, TN, R, Pending Political Asylum, any status pending with INS, Pending Permanent Resident

1. A valid I-94 which has not expired and is valid through the end of the term the student wishes to attend.
2. An International Student Application with the front and the back filled out. No sponsor required.
3. IF STUDENTS ARE DEGREE SEEKING, they must submit all official transcripts from their highest levels of education. If they have university transcripts, they must have a GPA of 2.0 or the equivalent. If the UNIVERSITY transcripts are in another language, they must be officially translated. High school transcripts do not have to be translated.
4. Students must have a TOEFL score of 500 on the paper and pencil version or a score of 173 on the computerized version, and pass a BCC English Placement Test, or ENC 1101 from a U.S. accredited university with a grade of "C" or higher.
5. A $75.00 application fee is required.

VISA CATEGORY B:

1. I-94 must be valid through the end of the term the student wishes to attend. Students are only allowed to attend one term. These students do not want an F-1 Visa.
2. An International Student Application with the front and back filled out. No sponsor required.
3. Students must have a TOEFL score of 500 on the paper and pencil version or a score of 173 on the computerized version, pass a BCC English Placement Test, or ENC 1101 from a U.S. accredited university with a grade of "C" or higher.
4. A $75.00 application fee is required.

VISA CATEGORY F-1 OR M-1: (Dual Enrolled)

1. An International Student Application with the front and back filled out. No sponsor required.
2. Student must have a copy of F-1 or M-1 Visa, or a copy of their I-20 from the school they are attending. A letter from the university they are attending stating that they are full-time, in good standing, and are permitted to take a class/classes at Broward Community College.
3. Student must have a TOEFL score of 500 on the paper and pencil version or a score of 173 on the computerized version, and pass a BCC English Placement Test, or ENC 1101 from a U.S. accredited university with a grade of "C" or higher.
4. A $75.00 application fee is required.

PENDING RESIDENT IMMIGRANT ALIEN CARD:

1. An International Student Application with the front and back filled out. No sponsor required.
2. Students must show proof that their alien card is pending.
3. IF THE STUDENTS ARE DEGREE SEEKING, they must provide all official transcripts from their highest levels of education with a GPA of 2.0 or the equivalent. If the UNIVERSITY transcripts are in another language, they must be officially translated. High school transcripts do not have to be translated.
4. Student must have a TOEFL score of 500 on the paper and pencil version or a score of 173 on the computerized version, and pass a BCC English Placement Test, or ENC1101 from a U.S. accredited university with a grade of "C" or higher.
5. A $75.00 application fee is required.

PENDING POLITICAL ASYLUM:

1. Same requirements as a special International Student pending green card.
2. Card must be valid through the end of the term the student wishes to attend.

SPECIAL INTERNATIONAL STUDENTS ELIGIBLE FOR IN-STATE FEES

1. Lawful temporary residents with authorized employment. Students must prove that they have been in the State of Florida for one year.
2. Visa Categories A, E, G, I, K, H-1, H-4, L, N, O-1, O-3, NATO 1-7and students who are lawful temporary residents and have lived in the State of Florida for one year.
3. Any student who can prove that they are the dependent of a U.S. citizen or Resident Immigrant Alien who has lived in the State of Florida for one year. If the student is living with a resident who is an adult relative, the student must have been living with that relative for at least five years. They will have to provide proof of this.

APPLICANTS NOT ELIGIBLE FOR IN-STATE FEES:

Visa Categories B, C, D, F, and some temporary status persons. Please see the Admissions Office on the campus you will be attending.

RESIDENCY REQUIREMENTS

Applicants shall be classified, in accordance with Florida Statute 240.1201, as residents or nonresidents for the purpose of assessing tuition fees at Broward Community College. The Statute is summarized below.

1. Definitions:

   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 legal 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 (filed with Circuit Court).
   c. The term "parent" means the natural or adoptive parent or legal guardian of a dependent.
   d. A "resident" for tuition purposes is one who qualifies for the in-state tuition rate; a "nonresident" for tuition purposes is one 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. Simply residing in Florida is not sufficient. An applicant must show evidence of domiciliary intent.
   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 what his/her presence or the presence of his/her parent or parents in the state currently is, and during the requisite 12 months qualifying period was, for the purpose of maintaining a bona fide domicile. Temporary residence incident to enrollment in an institution of higher education does not count. Applicants who fail to make the required residency statement will be classified as non-residents.
   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. The applicant must have resided continuously with such relative for the 5 years immediately prior to the applicant's qualification. The adult relative must have 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 Florida, regardless of which parent claims the minor as a dependent on individual federal income tax records.

3. Proof:

   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. The burden of proof will be on the applicant to provide appropriate evidence.
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.
5. The domicile of a married person shall be determined, as in the case of an unmarried applicant, by reference to all relevant evidence of domiciliary intent.
6. An applicant shall not be deemed to have established or maintained a legal residence in this state as a resident for tuition purposes solely by reason of marriage to a person domiciled in this state. 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 may, upon becoming a legal resident of this state, qualify immediately as a legal resident if the spouse has met the 12 months requirement.
8. A Florida resident 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 loses his/her resident tuition status because his/her parent established domiciles or legal residence elsewhere, shall continue to enjoy the in-state tuition rate for one year. If the 12 months 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 resident who ceases to be enrolled and 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 months duration requirement of this section if that person has re-established his/her domicile in this state within 12 months of such abandonment. This benefit shall not be accorded more than once to any person.
11. Non-U.S. citizens such as permanent residents, parolees, asylees, refugees, or other permanent status persons (e.g., conditional permanent residents and temporary residents) who have applied to and been approved by U.S. Immigration and Naturalization Service with no date certain for departure, shall be considered eligible to establish Florida residency for tuition purposes. Such students must meet all other requirements for residency. The eligible Visa categories include:

*Visa category	A	Government Officials
*Visa category	E	Treaty Trader or Investor
*Visa category	G	Representative of an International Organization
*Visa category	I	Foreign Information Media Representative
*Visa category	K	Fiancée and/or Children of U.S. Citizen
Visa category	H-1	Temporary Workers
Visa category	H-4	Spouse or Child of H-1
Visa category	L-1	Intercompany Transferee
Visa category	L-2	Spouse or Child of L-1
Visa category	O-1	Workers of extraordinary ability in the sciences, arts, education, business, or athletics
Visa category	O-3	Spouse or Child of O-1

Visa category NATO	R	Religious Workers Representatives and Employees of NATO and Their Families

12. The following persons shall be classified as residents for tuition purposes:

    a. Active duty members of the armed services of the United States stationed in this state, their spouses, and dependent children.
    b. United States citizens living in Panama, who have completed 12 consecutive months of college work at the Florida State University Panama Canal Branch, and their spouses and dependent children.
    c. Full-time instructional and administrative personnel employed by State public schools, community colleges, and institutions of higher education, as defined in S. 228.041, and their spouses and dependent children.
    d. Students from Latin America and the Caribbean who receive scholarships from the Federal or State government. Any student classified pursuant to this paragraph shall attend, in a full-time basis, a Florida institution of higher education.
    e. Full-time employees of State agencies or political subdivisions of the State when the student fees are paid by the State agency or political subdivision for the purpose of job-related law enforcement or corrections training.
    f. Participants in Florida Linkage Institute Programs who are specifically approved in writing by the director of that institute.

13. Residency classification previously made for transfer students at another Florida public college or university will be recognized by BCC unless the student's status has changed or there was an error in the original classification.

14. Appeals:

    Petitions for reclassification of residency status will be initiated with the Admissions/Registration Coordinator on the campus where enrolled. A petition form will be completed and appropriate documentary evidence provided. Such changes, if approved, must be completed prior to the first day of classes at the start of the term. If the student is in disagreement with the results of the petition, a final appeal may be made to the College Registrar. Complete documentary evidence to support the claim, sufficient for legal review, must be forwarded together with an affidavit that states the specific claim and basis for the request for reclassification. Retroactive changes and refunds for prior terms will not be made.

PLACEMENT AND REGISTRATION

Newly admitted students are required to meet with an academic advisor and undergo evaluations to determine the appropriate academic level at which to start at Broward Community College.

Academic Advisement

One of the critical keys to a student's success is having a sound educational plan. An educational plan guides a student through their college career. Students know what courses to take and when. With an educational plan, students also have an idea of when they will complete degree requirements for graduation

Academic Advisors and Counselors are available to assist students with the development of the educational plan based upon personal and career goals, test scores, previous high school and college course work, and current lifestyles. A recommended course of study is given to the student to use as a guide for course selection while attending BCC.

All students are strongly encouraged to have an educational plan. Please Note: first-time in college students must meet with an Academic Advisor or Counselor before they register for classes. Transfer and returning students will find it very helpful to have an educational plan as they progress through their college career.

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 degree-seeking-students, including transfer students where competency has not been certified, 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 in Arts - A.A., Associate in Applied Science - A.A.S., Associate in Science - A.S., Applied Technology Diploma - A.T.D., and Certificates.
2. All non-degree-seeking-students shall be required to take the placement examination prior to enrollment in English or Mathematics courses and other courses that require English and Mathematics as prerequisites.
3. Students may attempt each College Preparatory course no more than three (3) times. Withdrawal after "Last Day for Drop and Last Day for 100% Refund" date will count as an attempt. (See College Calendars in this Catalog for withdrawal/drop dates.) Students may not "audit" College Preparatory Courses.
4. Tests utilized in the assessment process have been determined by the State Board of Education. The SAT, ACT, and Florida College Entry Level Placement Test (FCELPT) are primarily used by Broward Community College. 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 certain other college level courses concurrently.
5. Test scores are valid for only two years.
6. Placement testing for students who have English as their second language is available through the Student Affairs Test Center. The Level of English Proficiency (LOEP) Test and a writing sample is used for English placement. Referral for individual testing must be made by a Counselor, Advisor, or Faculty Member.

Registration

There are four ways to register for courses at Broward Community College. Students may register on the Web; by telephone utilizing the Personalized Advisement and Registration System (PAR); on campus using the Student Web Self-Registration Terminals; and in person at the Campus

Registration Offices. Detailed instructions are provided in the Schedule of Classes newspaper or in the PAR brochure on each campus.

Students with certain obligations, such as overdue library materials, may be "blocked" from registration for subsequent terms. Likewise, students with unmet pre/co-requisite courses may be restricted from registering for courses for which they are academically ineligible. If a student is already preregistered for the next term, and fails a pre-requisite course, the student will be disenrolled for the course(s) for which the pre-requisite is required.

Fee Payment

After registering, fees must be paid by the assigned fee payment due date.

There are four ways to pay for classes: by Visa/MasterCard on the web, by Visa/MasterCard using the telephone PAR (Personalized Advisement and Registration System), by mailing a check to the College's P.O. Box, or by paying cash, check, or Visa/MasterCard in person at a campus Cashier's Office. Detailed instructions are provided in the Schedule of Classes, on BCC's home page at www.broward.cc.fl.us, or in the PAR Brochure available on each campus.

Checks must be made payable to Broward Community College and include the student's social security number. If the payment is by credit card, the authorized user must be present.

At the time of class payment, the student will be required to pay any outstanding obligations or receivables in full.

Special fees for individual courses are listed with the course descriptions in the back of this catalog and shown in the Schedule of Classes for each term. The Board of Trustees reserves the right to change published fees after publications have been printed.

Orientation

The Orientation Program is designed to assist new 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 each term 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.

Notice of Change

Students are required to promptly notify the College Registrar regarding the change of address, telephone number, name, degree objective, and citizenship. A special form is available at any campus to officially record changes

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 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.

General Eligibility Criteria

In order to qualify for financial aid, a student generally must:

1. Be a U.S. citizen, eligible permanent resident, or in the U.S. for other than temporary purposes and be able to provide proof of such;
2. Be enrolled or accepted for enrollment in an eligible program at Broward Community College;
3. Be making satisfactory academic progress in the course of study;
4. Not be in default of a student loan or owe a refund for any financial aid previously received;
5. If males between the ages of 18-25, be registered with Selective Service.
6. Not have been convicted of a drug offense.

The Application Process

Students interested in applying for financial assistance may contact Student Financial Services to obtain the necessary forms, or apply on-line at www.fafsa.ed.gov. Students may apply for financial aid throughout the year for some aid programs, such as the Federal Pell Grant and the Federal Family Education Loan Programs. Other programs, such as federal and state grants and most institutional scholarships require students to file their applications by a specified deadline.

When applying for financial aid, apply as early as possible. In general, students should take the following steps:

1. Apply for admission. New and transfer students must apply for admission to Broward Community College. A student does not have to be accepted to Broward Community College before applying for financial aid; however, he/she must be accepted before a financial aid award may be packaged.
2. Complete the Free Application for Federal Student Aid (FAFSA) after January 1, 2001. Students who applied for financial aid last year should receive a 2001/2002 Renewal FAFSA from the U.S. Department of Education by mail between November and mid-January.

First Time Applicants

- FAFSAs can be obtained from the Student Financial Services on each campus or online via FAFSA on the web.
- After January 1st, complete and return your FAFSA to Federal Student Aid Programs.
- List Broward Community College and the BCC Title IV Code (001500) in Item #86

Renewal Applicants:

- After January 1st, complete and return your Renewal FAFSA to Federal Student Aid Programs
- List Broward Community College and the BCC Title IV Code (001500) in Item 86.

If you do not receive a Renewal FAFSA between November and January, do not wait for it. Please contact Student Financial Services immediately for a FAFSA or go online via FAFSA on the web and choose the option for renewal.

3. Request Financial Aid Transcripts from all previous schools. Students who do not attend Broward Community College for one or more semesters during the current school year, are required to complete a **Midyear Transfer Form** verifying whether or not they attended another institution. Students who attended other institutions during the current school year will be required to request a Financial Aid transcript from those institutions whether or not financial aid was received.

After completing these steps:

- You will receive a Federal Student Aid Report (SAR) from the federal processor approximately three to four weeks after you submit your FAFSA or Renewal FAFSA to Federal Student Aid Programs. The SAR indicates your expected family contribution, which is used to determine your eligibility for financial aid. The SAR also lists the information you recorded on your FAFSA or renewal FAFSA so that you can check your information for accuracy. If no corrections are needed, keep the SAR with your financial aid records. If corrections are needed, contact Student Financial Services.
- If your application is selected for verification, you will be required to provide additional documentation such as signed copies of your, or your family's income tax forms and a 2001/2002 Verification Worksheet. Failure to submit requested income tax and verification documents will delay the processing of your application. Submit income tax documents only if requested.
- Students wishing to apply for a student loan must complete and return a Loan Request Form indicating the name of the lender and the amount of the loan. The Application and Promissory Note will be mailed directly to students from the guarantee agency once the loan has been approved. Loan funds will not be disbursed until the Promissory Note has been completed and returned to the lender. First-time borrowers must complete a Loan Entrance Interview before loan funds will be disbursed. Loan funds for first-time, first-year borrowers cannot be disbursed until thirty days after the first day of classes.

It is extremely important that you respond promptly to all requests for additional information. Failure to do so will delay the processing, awarding, and disbursement of your financial aid funds.

Important Deadlines

1. The priority filing deadline of April 15, 2001 is the date the completed FAFSA or Renewal FAFSA is received by Federal Student Aid Programs.
2. Students wishing to be considered for Federal Supplemental Educational Opportunity Grants, Federal Work Study, and some institutional scholarships (i.e., Merit Awards, Seese Awards) must meet the priority filing deadline of April 15, 2001.
3. The completed FAFSA or Renewal FAFSA must be processed by Federal Student Aid Programs on or before April 15, 2001, in order to be considered for the Florida Student Assistance Grant (FSAG).
4. The absolute last day to submit a FAFSA or Renewal FAFSA to Federal Student Aid Programs for the 2001/2002 academic year is July 1, 2002.

Return of Funds

The Federal Return of Funds Policy applies to any student who:

- Has withdrawn from all BCC classes in a term
- Is receiving any form of Title IV Aid (Pell Grant, Supplemental Grant, Stafford Subsidized and Unsubsidized Loans)

The Office of Student Financial Services will use the Federal Title IV formula to determine the percentage of funds that were earned for the portion of the term enrolled. If a student has received more aid than he or she earned, Federal law requires that the student must repay the college within 45 days of notification or lose eligibility for future aid payments. For copies of the complete policy please go to your campus Office for Student Financial Services.

Sources of Financial Aid

Federal Programs

Federal Pell Grant provides grants up to $3,550 for undergraduates seeking a first baccalaureate degree. Award eligibility is determined by the U.S. Department of Education. The absolute application deadline is July 1, 2002.

Federal Supplemental Educational Opportunity Grant provides for first baccalaureate degree students enrolled at least half-time who demonstrate exceptional financial need. Funds are limited and awards are made based on the priority deadline date of April 15, 2000.

Federal Work Study Program (FWS) provides awards for up to twenty hours of employment per week. Paychecks are disbursed twice each month, by mail or direct deposit. Funds are limited and awards are made based on the priority deadline date. Community Service positions at local agencies may also be available.

Federal Stafford Loan Program provides loans for students who enroll at least half-time. Loans are made by lending institutions and insured by a guarantee agency. Yearly maximums are $2,625 for freshmen and $3,500 for sophomores. Interest rate is variable. Repayment and accrual of interest begins six months after the student graduates, withdraws, or drops below half-time enrollment (six credit hours).

Federal Unsubsidized Stafford Loan Program provides loans for students who do not qualify under the Federal Stafford Loan Program. Loan limits for independent students are the same as the Federal Stafford Loan Program. Loan limits for independent students are the Federal Stafford Loan limits plus $4,000 for the first two years of study. Repayment is the same as the Federal Stafford Loan Program except that students are responsible for interest from the date of disbursement.

Federal PLUS Loan Program provides loans for parents of dependent students who want to borrow. Maximum eligibility is equal to cost of education minus other aid. Variable interest rate is not subsidized. Repayment of principle and interest begins

within sixty days of the disbursement of the loan. In order to receive a PLUS loan, students must first apply for a Federal Pell Grant and a Federal Stafford Loan or have been determined ineligible for these programs.

For more information on federal programs, obtain a copy of the ***2001-2002 Student Guide*** or access www.ed.gov/prog-info/SFA/student guide.

State of Florida Programs

Florida Student Assistance Grant (FSAG) provides need-based awards for full-time students who meet state residency requirements and are seeking a first baccalaureate degree. ***Application deadline***: The FAFSA must be received ***and*** processed by April 15th.

Florida Bright Futures Scholarship Program includes several state-funded scholarships based on high school academic achievement and is for students who enroll in an eligible Florida postsecondary educational institution within three years of graduation from a ***Florida*** high school. For additional information contact your high school counselor or call the Florida Department of Education at (888) 827-2004.

Florida Work Experience Program provides challenging part-time employment opportunities with outside employers and agencies for eligible students. Students who receive financial aid and are residents of Florida for twelve consecutive months are eligible to participate in this program.

For more information on Florida programs, obtain a copy of the ***2001-2002 Financial Aid Sources for Florida Students*** booklet, or access `www.firn.edu/doe`.

Scholarship Programs

Tuition Scholarships

Broward Community College Tuition Scholarships are available on a limited basis for academically talented students with demonstrated financial need, performing service to Broward Community College, or experiencing a financial hardship.

Generally, tuition scholarships are limited to a maximum of thirty credit hours (matriculation only) per academic year for a maximum of sixty credits. Students who withdraw from classes paid by a tuition scholarship may be required to make repayment. Scholarships are awarded based on available funds. Unless otherwise stated, students must complete a FAFSA or Renewal FAFSA to apply for scholarship funds.

Institutional Scholarships

Athletic Scholarships - provide awards to qualified members of Broward Community College athletic teams.

BRACE Scholarships - provide awards to Broward County High School students identified by the BRACE advisor as academically qualified. Contact the high school BRACE advisor for more information.

Fire Rescue Scholarships - provide awards to fire rescue members identified by Broward County Aviation Department. Application and approval are decided by the Division.

I CAN MAKE IT Scholarships - provide awards to Broward County High School students identified as economically, educationally, or socially at risk. Students must be referred by a community organization (i.e., Urban League, Boys Club, United Way) and students must participate in the Mentor Program.

International Student Scholarships - provide awards to international students who suddenly find themselves in financial difficulty. Students must have a minimum 2.0 GPA and be recommended by the International Student Advisor.

Music/Theatre Scholarships - provide awards to students, by audition, who are academically talented, and majoring in music or theatre.

Earl Nightingale Scholarship - provides awards to academically talented students in the areas of marketing or sales, based upon the recommendation of the Business Administration Department.

President's Ensemble - provides awards to students who are selected to perform in a Broward Community College musical group. Auditions and recommendations are made through the Music Department.

Principals Honors Scholarships - provide awards to academically talented seniors graduating from a Broward County high school or adult center, based upon the recommendation of the school principal.

Scholars Awards - provide awards to students who graduate in the top 10% of their high school graduating class, from a Broward County high school. Application and required recommendations must be submitted to the Honors Program Director.

Service to the College Awards – provide awards to students based on their service to the College. Awards are based on the recommendations of staff or faculty members.

Student Ambassador Awards - provide awards to students who represent BCC as ambassadors at high schools, college nights and community events. Contact the Student Ambassador Advisor on each campus.

Margaret Roach Award/Two+Two Scholarship - provides awards to African-American students graduating from a Broward County high school in the upper quarter of the class, with a 3.0 GPA. Students must be recommended by their high school principal.

Elinor Wilkov Scholarship - provides awards to students who have demonstrated appropriate use of their native talent and diligence in pursuit of their education. Student should maintain full-time enrollment status.

Other Financial Assistance

Other scholarships and loans are available from private donors, foundations and organizations. You must research and apply for these funds on your own. Several free search services are provided on the Student Financial Services web site.

Florida Prepaid Tuition Plan participants must present their authorization card at the campus Cashier's Office. Your prepaid tuition will be applied to your fees and you will pay the balance. For questions about your eligibility, call (800) 552-4723

Off-Campus Employment opportunities from local area employers are available at campus Career Centers. BCC also participates in JobTrak™, a free online service. Obtain the password from your Campus Career Center. These positions do not fall under any college restriction, and hours and pay rates vary with individual employers.

Employer Tuition Assistance Programs are an excellent source of educational funding which may be available through your part- or full-time job. Many local employers offer tuition assistance benefits for their employees. Check with your employer to determine eligibility criteria and confirm current reimbursement policies.

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. 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 College Registrar's Office. For information regarding credit for military training, see an academic advisor on each campus. A student who has not maintained satisfactory progress (2.0 or higher college cumulative 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 higher college cumulative 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 the advisors on Central Campus at 475-6573, North Campus at 973-2330, or South Campus at 963-8846.

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

Student Financial Services Offices

Central Campus Building 7, Room 123 475-6573	North Campus Building 46, Room 251 973-2330
South Campus Building 68, Room 118 963-8846	Downtown Center First Floor 761-7580

TUITION WAIVERS

National Guard Member Waiver - Pursuant to CS/HB 1527, certain members of the Florida National Guard will be eligible to receive a waiver for one-half of the cost of matriculation fees. This applies for full and part-time attendance. National Guard members must obtain certification from the Adjutant General. The waiver shall not exceed ten (10) years from date of enrollment and shall continue until graduation or termination, whichever comes first.

TUITION EXEMPTIONS

Dual Enrollment/Early Admission

Exemption provides awards to public high school students who have completed their junior year, with an overall high school GPA of at least 3.0, and have obtained written recommendation of both their high school principal and guidance counselor. A parental consent form must be submitted to the early admissions program. Pursuant to Admission Procedure, A6Hx2-5.01, the early admission student can apply to the Admissions Office to have all tuition and application fees exempted as well as book charges. The exemption is for a maximum of twenty-four (24) semester hours in accordance with FS 236.081(h)(1). Please refer to Admissions Procedure A6Hx2-5.01 for further information.

Foster Care Board Exemption

A foster care student may have all matriculation and tuition fees exempted for a maximum of 32 credit hours per year. The exemption is for two years or four semesters, but can be extended for college preparatory courses. The student must apply for financial aid. If denied, the student will be granted an exemption for the amount of the fees.

Linkage Institute

According to FS 240.137, designated foreign students may receive in-state tuition rates to study in Florida at any State University or Community College. Please refer to Admissions Procedure A6Hx2-501 for further information.

Project Independence Exemption

Aid for Dependent Children (AFDC) recipients who are enrolled in an employment and training program presenting an eligibility card will be exempted tuition. Students cannot receive both financial aid and the Project Independence Exemption. Once students are awarded financial aid, they are no longer eligible for exemption.

Homeless Fee Exemption

Any student who lacks a fixed, regular, and adequate nighttime residence or whose primary nighttime residence is a public or private shelter designed for, or not ordinarily used as, a regular sleeping accommodation for human beings shall be exempt from tuition and fees. This applies to students enrolled in the following courses: adult basic, adult secondary, vocational preparatory, college preparatory, and lifelong learning.

DISABILITY SERVICES

Broward Community College seeks to comply with all relevant laws enacted at every level of government to provide access to students with special needs. Students with documented disabilities are assured participation in all college activities and services. Individuals who plan to attend Broward Community College should contact the Disability Services Specialist on their campus. These students will be provided with appropriate accommodations based on their documented disability, individual needs, and College policy.

Some of the services available are adaptive technology, specialized testing, sign language interpreters, readers, scribes, and note-takers. Students receiving assistance from Vocational Rehabilitation or the Division of Blind Services are required to apply for financial assistance at Broward Community College.

STUDENT FEES

FEES AND CHARGES (2000-2001 Rates)

NOTICE: Fees are subject to change without notice.

Per-Credit-Hour Fees:

Florida Residents	
Matriculation Fee	$40.25
Student Activities Fee	3.50
Student Financial Aid Fee	2.00
Capital Improvement Fee	1.00
Total (per hour)	**$46.75**
Non-Residents	
Matriculation Fee.	$ 40.25
Tuition (out-of-state residents)	120.75
Student Activities Fee	3.50
Student Financial Aid Fee	8.05
Capital Improvement Fee	3.00
Total (per hour)	**$175.55**

Non-Credit Fees (per credit hour equivalent)

Florida Residents	
Adult Vocational Courses (Dental and Medical)	$43.50
Supplemental Vocational	43.50
Life Long Learning Courses	10.00
Non-Residents	
Adult Vocational Courses (Dental and Medical)	$181.50
Supplemental Vocational	-0-
Life Long Learning Courses	10.00

Additional special fees are charged for some courses and laboratories. Special fees are shown with individual course information in this catalog.

The College, through Continuing Education 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 special fees and special charges associated with each course. These fees are due and payable according to the terms indicated within those documents.

Gift Certificates

Broward Community College offers gift certificates to cover tuition costs. They make wonderful presents for birthdays, anniversaries, and holidays. These certificates are valid for one year and may be used at anytime. They are available at the Cashier's Office at any campus location. For more information, please call (954) 475-6462.

DEDICATION
Admissions and
Student Services Building
Broward Community College
North Campus
FEBRUARY 28, 2001
Broward
Community
College
Opening doors to a brighter future

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STUDENT SUPPORT SERVICES

Bookstores

The Broward Community College Bookstores are owned and operated by the College and function as a service to the students, faculty, 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 trade and reference books, college supplies, including art and engineering supplies, class rings, soft goods, stationery items and other merchandise. Extra services include special orders for books and software 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 Central Campus Bookstore is located in Building 18 (in front of Building 6). The North Campus Bookstore is located in Building 46 (Student Services Center). The South Campus Bookstore is located in Building 67. The Downtown Center Bookstore is located in the FAU Tower on the first floor.

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 4:00 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 4:00 P.M. The bookstore web site is fs.broward.cc.fl.us/bcc/bookstore and has a complete listing of Bookstore information and hours of operation.

Counseling

Broward Community College considers students to be uniquely talented human beings with individual abilities, potentials, interests, needs and lifestyles. 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.

Dental Services

Students may receive quality dental treatment provided by Florida licensed dentists at a reduced cost in the on-campus facility. The Dental Clinic is located on Central Campus in Building 8, the Charles R. Forman Building. For additional information, and to schedule an appointment, please call 475-6778.

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 Student Services Center (Building 46). On the South Campus, the student lounge and food facilities are located in Building 68.

Health Services

Medical and hospital facilities are not provided. In case of accident or illness, students should report to the Campus Nurse. On A. Hugh Adams Central Campus, the nurse is located in Building 7/134, on North Campus, in Building 60/400A, and on South Campus in Building 68

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

The library on each of the College's campuses is a joint-use facility. Consequently, policies, procedures, and hours of operation differ slightly from one location to another. Following is a brief description of each library.

On Central Campus, the joint University/College Library and Learning Resources is located in Building 17. The goal of this

unit is to provide academic support for programs of study and to create a stimulating environment that will encourage academic achievement. The collection of materials has grown to 290,000 books with over 6,000 periodical titles available. Research is facilitated by the use of in-house electronic databases plus access to others through the LINCC and other automated systems. Learning laboratories, electronic classrooms and other academic support services are available.

Students must have a BCC Identification Card to borrow materials from the U/C Library. Broward Community College students may borrow from any of the three campus libraries but they must return the materials to the library from which they borrowed. Patrons are charged for overdue or lost material.

Students on the College's North and South Campuses are also served by joint-use facilities. These libraries are jointly operated by the College and the Broward County Library System.

On the North Campus, the 106,000 square foot library is located in Building 62 and houses a collection of approximately 225,000 volumes. This facility houses the Learning Resources Center, Learning Laboratory and the Electronic Classroom as well as other academic support services.

On South Campus, the 60,000 square foot library is located in Building 72, immediately west of Schlesinger Hall, and makes available about 180,000 volumes for student research. In addition to the library, the facility also houses the Learning Resources Center, Learning Laboratory, and other academic support services

The North and South Regional/BCC Libraries are both equipped with the county's user friendly "BIG CAT" electronic catalog which permits the user to search all holdings in the county system and also provides access to a large assortment of electronic databases and the holdings of other libraries.

Students who are currently enrolled at the North or South Campus are automatically eligible to obtain a Broward County Library "BIG CAT" card. This card enables them to check out books and materials from the library located on those campuses, or from any of the other Broward County Library locations.

Students attending the College's Downtown Center are served by the Broward County Main Library which is located nearby.

The library staff encourages students and faculty to make suggestions for the improvement of service and appreciates recommendations of titles to be added to the collection. Qualified staff are available to help patrons identify, locate and use library materials and electronic databases.

Office of Student Success (OSS)

The Office of Student Success (OSS) 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 OSS, students receive career counseling, academic counseling, personal counseling, individualized programmed learning center experiences, tutoring, financial aid information, group support sessions, work study placement and the like. OSS has a special component, the Mentor Program. Additional information relative to specifics can be obtained from the Program Director/Coordinator on each campus.

The Mentor Program

The Mentor Program at Broward Community College is a retention tool. The College considers it to be one of the most important examples of our concern for the success of minority students.
The Mentor Program promotes the achievement of a quality education while providing a nurturing environment that helps students reach their full potential. The program offers a myriad of student support services to assist in accomplishing its goals and objectives. The following are a few of those services:

- Pairing With a Mentor (Friend)
- Mentor/Mentee Retreats
- Free Tutoring
- Computerized Scholarship Location Service
- College Success Skills Workshops
- Scholarship information/referral
- Specialized Lectures/Workshops
- Referrals for Academic Advisement, Counseling, Career Services, Financial Services, etc.
- Study/Support Groups
- Leadership Retreats

Students participating in the Mentor Program are afforded a unique opportunity to develop supporting relationships and to become involved with the institution through one-on-one interaction with a volunteer mentor. The volunteer mentors who assist the program are BCC administrators, faculty, staff, students, and select professionals from the community. Mentors are friendly, caring, achieving people who are eager to provide the necessary support, guidance, and encouragement required for personal, academic, and professional development.

IF YOU ARE A STUDENT WHO NEEDS

- Guidance
- Encouragement
- Someone to talk to
- Introduction to the college environment
- A friend

YOU NEED THE MENTOR PROGRAM

Coordinators on all campuses conduct a mentor/mentee orientation program four to five weeks after the beginning of Term I and Term II. Other programs/activities include a mentor/mentee retreat and a mentor/mentee reception in Term II. Mentor and Mentee-of-the-Year awards are also given in Term II. (Contact a Mentor Program coordinator for nomination instructions.) Scholarships are also available for program participants.

LET A MENTOR HELP YOU.....TO HELP YOURSELF!

Additional information relative to specifics can be obtained by calling one of the campuses listed below:
North 973-2353, South 963-8857, Central 475-6584

STUDENT LIFE

The Student Life Office on Central Campus is located in Building 7/206. The Student Life Office on North Campus is located in Building 46. The Student Life Office on South Campus is located in Building 68/188 and the Student Life Office at the Downtown Center is located on the first floor in the Advisement area. Operating hours of each Student Life Office varies per campus and term. Please check posted operating hours on each campus. Services provided by the Student Life Offices include bulletin board approval, bus schedules, student health insurance information, and applications for new clubs and organizations. In addition, information is available on all clubs and organizations, leadership seminars and retreats, intramural sports, special events, and Student Government. Any and all of these programs and services are available to any student possessing a current Student Photo ID Card. Photo ID Cards can be obtained at any Student Life Office.

Student Life Office Telephone Numbers are:

Central Campus	475-6756
Downtown Center	761-7321
North Campus	973-2325
South Campus	963-8911

Intramurals/Campus Recreation

The Intramural/Campus Recreation Program is comprised of competitive leagues and tournaments and recreational play. The sports available include basketball, volleyball, soccer, softball, flag football, tennis, racquetball, street hockey, table tennis and self defense. Other events may be added during the year. The entire program is open to both men and women and all students, faculty, staff and administrators of the College. For information specific to your campus, contact the Student Life Office.

Water Sports

The BCC Water Sports Program offers training and recreational opportunities in sailing, windsurfing, and canoeing to all BCC students and staff. Classes are offered during the week as Physical Education Activities credit courses or as non-credit Saturday classes. Monthly water sport trips to the Florida Keys are available to all students. During the summer, snorkel trips are offered. Call the water sports office at (954) 989-2824 for information and a brochure.

Student Organizations

The development of student organizations, clubs, and programs within the College is encouraged as a function of the Student Life Program operating under the supervision and coordination of the Dean for Student Affairs and the Director of Student Life/Development. 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 that 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
6. Sports 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 that capture their individual attention or interest. Through organizations, the students will develop mature, responsible, social and democratic ideals and attitudes. Information on starting a new organization can be obtained in the Student Life Office.

Special Interest Clubs

African American Student Union – Central, North, South, Downtown Center
American West Indian Club – Central, South
Broward Entertainment Company – South
Camping Club – South
Cheerleaders - South
Chess Club – Central
Club Caribe – Downtown Center
Computer Club - North
El Club Hispano – Downtown Center
Enigma (Dance) - South
Film Club - North
The Fourth Wall – Central
French Club – Central
Haitian Students Alliance - South
Haitian Students in Action - Central
HIV Peer Educator –Central, North
International Club - Central, North, South
International Singing Club - Central
Karate/Judo Club – Central, North, South
Matthew-Shepard Student Alliance – Central
Peer Educators Club - South
Peer Mentoring Club – Central, North, South
Pep Squad - South
Radio Control Model Club - South
Roots Club – North
Seahawk Vision 2000 Film Club – South
Silver Sands Yearbook – South
Speech and Debate Team - South
Wellness Club - Central
Writers Workshop - North

Service Clubs

Blue Hawks - North
Circle K - South
Student Ambassadors – Central, North, South

Honorary Groups

Competitive Edge - Collegewide
Brain Bowl - Collegewide
Phi Theta Kappa, Central, North, South

Professional and Academic Groups

Alpha Eta Rho - Aviation Fraternity - South
Anthropology Club - Central
American Institute of Architects: Student Chapter - Central
BCC Broadcasters - Central
BCC Potters Guild - Central
D.E.C.A. – Central, North
Engineering Association - Central

Gamma Beta Chi - North
Hotel and Sales Manager Association (HSMA) - Central
Institution of Electrical and Electronic
Engineering (IEEE) - North
Lambda Alpha Epsilon – Criminal Justice - Central
Law and Legal Assisting Society – North, South
Mathematics Team - Collegewide
Performing Arts Club - South
Phi Beta Lambda – Central, North, South
Phi Delta Alpha - South
Physical Therapy Assisting – North
Political Club - South
Pre-Pharmacy Club – Central
Science Club – Central, North, South
Social and Behavioral Science - North
Spanish Club – Central, North, Downtown Center

Religious Clubs

Catholic Club - South
Catholic Campus Ministries – Central
Hillel - Central
Intervarsity Christian Fellowship – Central, North, South

Sports Clubs

Fencing Team - South
Flag Football Club – Central
Flight Team - South
Men's Volleyball Club - Central
Sailing Club – Central, North
Soccer Club – Central, North
Table Tennis Club – North
Track Club - South

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

Cultural Activities

MUSIC - College Singers, Seahawk Singers, Broward Choral Society, Pop Chamber Singers, Concert Choir, Opera Workshop, Jazz Ensemble, Symphonic Band, and Symphony Orchestra perform at various College and community events.

THEATRE - Plays and/or musicals are staged each term by the Theatre Department. Involvement is open to all students and community members by audition.

ART GALLERIES - The Fine Arts Gallery at Central Campus, the Art Gallery at South Campus and the Gallery without Walls at North Campus, support and enhance the academic programs offered by the Art Departments of Broward Community College. Art exhibitions, lectures, and shows by artists of regional, national, and international acclaim, as well as student and faculty art exhibits, 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.

Intercollegiate Athletics

The purposes of the Broward Community College Intercollegiate Athletic Program are:

1. To provide opportunity for high school athletes to continue to develop their athletic and academic skills and to serve as a transition training activity for high school athletes as they express interest in competing at the university level and beyond.
2. To teach the values and skills implicit in high competition sports including:
    a. The self discipline necessary for the development of complex skills;
    b. The value of effective team building and the role of interdependence;
    c. Fairness and good sportsmanship;
    d. Reaching and stretching yourself physically and mentally;
    e. The value of academic excellence in the classroom;
    f. Effectively representing an organization;
    g. Winning and losing with dignity.
3. To represent to the Broward Community College community and larger service area, excellence on the field, court, and classroom, thereby portraying that the athletic program is integral to the goals of the institution.
4. To compete at the district, state and national levels in order that Broward Community College athletes have every opportunity to test themselves against the highest levels of competition and skill.
5. To assist athletes in their intellectual, physical, emotional, social, and cultural development, and to develop self esteem through vigorous athletic competition that can be transferred to the classroom and life experiences beyond college.

Student Government

Student Government Associations operate on Central, North, and South Campuses and the Downtown Center. Students are encouraged to participate in these organizations to make them a truly representative voice of the students. Contact your Student Life Office for more information.

Student Media

Student publications and related broadcast or electronic media are a valuable aid in establishing and maintaining an atmosphere of free and responsible discussion and provide a forum for student opinion and intellectual exploration.

Editorial Freedom and Responsibility. As the publisher/producer of student media, the College shall ensure free and responsible journalism and neither censor nor approve content in advance. All College-sponsored and financed student media shall explicitly state that the opinions expressed are those of the writers and do not necessarily reflect those of

Broward Community College students, staff, faculty, and administration. The editor-in-chief or advisor of any student produced media shall have the right to accept or reject any advertising copy or art. With this editorial freedom comes corollary responsibilities to avoid libel, indecency, undocumented allegations, attacks on personal integrity, and the techniques of harassment and innuendo. All media shall observe the standards of their respective professions, as well as those established by relevant governmental agencies, such as the Federal Communications Commission.

BCC Broadcasters

BCC Broadcasters is an audio and video service club that provides opportunities for BCC students to gain valuable experience using professional equipment. Production crews are from all BCC campuses. Club members are responsible for various aspects of any production cycle, from the development of an idea to the edited master tape. BCC Broadcasters gives the BCC student the chance to work in a television studio as well as go on location to tape a story. Students will receive the opportunity to learn how to operate video equipment and will begin to grasp many other skills necessary to work within the broadcasting industry. BCC Broadcasters also make up the crew for BCC's Public Affairs TV Program – "Community Connection." The only membership requirement for the club is to be a registered BCC student. Any interested student is encouraged to contact Professor Tony De Los Santos on Central Campus in Building 9, Office # 212, or call him at (954) 423-6429.

Student Publications

The Observer

Broward Community College encourages and supports a free and responsible student press. The *Observer*, the College's biweekly newspaper, is a combined product of students from the journalism programs at North, Central and South campuses. Student reporters engage in responsible, objective practices of writing, while those interested in photojournalism, design, graphics, desktop publishing and advertising can apply their abilities in preparing camera-ready pages for print. The *Observer* is a highly touted collegewide student publication, having received All-American ratings and two national Pacemaker ratings from a national critiquing service, in addition to numerous state awards since its inception in 1986. Many student editors receive scholarships to produce the *Observer* in addition to internships that are available to those who wish to work with the professional media in South Florida. For more information, contact the advisor, at (954) 986-8035.

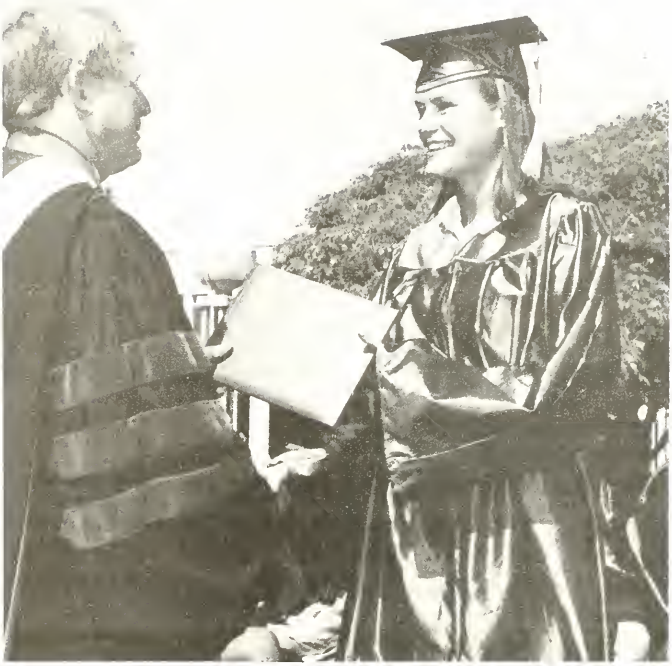
P'an Ku

P'an Ku is the BCC Student Literary/Arts Magazine. Published twice yearly, *P'an Ku* features the creative efforts of students throughout the college in the literary and visual arts. Poetry, short stories, art, and photography are sought for publication. Watch for the announcements of submission deadlines during the year.

P'an Ku has won both regional and national awards. Though based at South Campus, *P'an Ku* encourages students from all campuses to participate. The magazine is looking for writers, artists, photographers, and anyone else who would like to be part of the staff. No prior experience is needed - only enthusiasm! For more information, call the South Campus editorial office at (954) 986-8044, or the, Dr. Patrick Ellingham, at (954) 963-8858. You can also visit the *P'an Ku* website at http://fs.broward.fl.us/south/english/pkhome.html

Alumni Association

The College's interest in its students does not end upon graduation, but rather a new relationship is established. The BCC Alumni Association provides opportunities for the College to continue playing a meaningful role in the lives of its students both now and in the future. The main objectives of this informal association are to be a link between the College and its graduates and to promote continuing interaction among alumni. For more information, contact the Development and Alumni Relations Office at (954) 761-7490.



BROWARD COMMUNITY COLLEGE
Commencement Ceremony
May 5, 2000

COLLEGE REGULATIONS

Academic Honors

The College recognizes scholastic achievement at the end of each regular term and posts them to transcripts and grade reports.

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) credit hours per academic term or an equivalent number of clock hours for an educational program using clock hours. Usually, the Offices of Social Security, Railroad Retirement, and Veterans Administration consider twelve (12) credit hours as a full load for determining subsistence. The maximum load which may normally be carried is eighteen (18) credit hours per academic term or an equivalent number of clock hours. 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) credit hours per academic term or an equivalent number of clock hours.. The maximum load for Term III is nine (9) credit hours or an equivalent number of clock hours; the normal load is six (6) credit hours or an equivalent number of clock hours.

Last Term of Residence

If the student must have the hours in order to graduate, a student in the last term of residence prior to graduation may carry an overload even though his/her grade point is not high enough under the above policy. In no event should the student enroll for more than twenty-one (21) credit hours, except with the approval of the Academic Standards Committee.

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 Broward Community College and treated in the same manner as if the student had been enrolled at Broward Community College.

The five categories of academic progress are:

1. **GOOD ACADEMIC STANDING**: Maintain a grade point average (GPA) of 2.0 or higher.
2. **ACADEMIC WARNING**: Any student, formerly in good academic standing, who earns less than a 2.0 cumulative GPA, or any student who has earned 18 total credit hours or less and has less than a 2.0 cumulative GPA 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.
3. **ACADEMIC PROBATION**: Any student, formerly on academic warning, who earns less than a 2.0 cumulative GPA, or any student who has earned between 18 to 36 total credit hours but earned less than a 2.0 cumulative GPA will be placed on academic probation .
   Penalty: Students on probation must see an academic advisor and reconsider their academic goals. Non-academic activities should be restricted.
4. **ACADEMIC SUSPENSION**: Students on probation status may be academically suspended in one of two ways:
   a. Failure to earn at least a 2.0 cumulative GPA, or failure to earn a 2.0 cumulative GPA and earn between 36 and 48 total credit hours will be placed on suspension, or
   b. 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, Winter or Full Summer) following the term in which they were suspended.
   Re-Entry: After the first academic suspension from BCC or any other institution, and after the student has satisfied the penalty, the 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 advisors instructions pertaining to course selection. Any subsequent suspensions may require the student to petition and appear before the Academic Standards Committee.
5. **ACADEMIC DISMISSAL**: Any student who has been suspended and fails to achieve a 2.0 cumulative GPA, or any student who earns 48 total credit hours or more with less than a 2.0 cumulative GPA, 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 the first academic dismissal from BCC or any other institution, and after the student has satisfied the penalty, the student is required to file a re-entry application and must be approved by the Dean of Student Affairs at the campus where she/he plans to enroll. The applicant must follow the advisor's instructions pertaining to course

selection. Any subsequent dismissals may require the student to petition and appear before the Academic Standards Committee.

Cancellation of Previous Unsatisfactory Record

Associate in Science Degree, Associate in Applied Science Degree, or Certificate students with previous unsatisfactory academic records who (1) can demonstrate meritorious mitigating circumstances, further maturation, or the ability to pursue successfully further college work and, (2) are recommended by a counselor, may be provisionally admitted to the College by the Academic Standards Committee for a period of two semesters. If, at the end of twenty-four (24) credit hours, Associate in Science degree students have achieved a grade point average of 2.0 or above, they may be granted full admission status and the previous unsatisfactory academic record will be cancelled, except in the case of students enrolled during or later than Term I, 1997-1998. For Certificate students, the requirement is completion of one-third of the total program hours and a grade point average of 2.0 or above. Normally, this cancellation will not be approved unless the unsatisfactory student performance is at least two academic years old.

Canceled academic records for all these Associate in Science degree and Certificate students will subsequently be completely disregarded in the calculation of credit hours and grade point average. However, these students' permanent records will show all work attempted and all grades earned along with a notation about the cancellation granted by the College.

Under the articulation agreement binding the Florida public community colleges and state universities, this policy may not be applied to Associate in Arts degree students.

Class Attendance Policy

Each professor will formulate an attendance policy and insure that this policy is communicated in writing during the first week of classes. Students will notify instructors in advance of absences(s) to observe a religious holy day(s) in his/her own faith, and shall likewise notify instructors in advance of other absences when practicable under the circumstances. If non-penalized absence occurs on the first day of class, the student shall notify the instructor of the reason for his/her absence at the next class meeting. Documentation for non-penalized absences shall be presented by the student should the faculty member request it. Students will be responsible for material covered during an absence. Excessive absences may result in withdrawal from the course by the professor or the assignment of an "I" grade when non-penalized absences are authorized by the instructor but the work cannot be completed in the time available.

Owing to unanticipated circumstances that are beyond anyone's control, or when concerns are raised about the safety and/or security of the students, faculty, staff, and or facilities, a campus or the college may be closed. For purposes of grading and attendance policies, the day(s) during which the campus/college is closed shall be considered a non-class day(s). When this occurs, each Faculty member shall determine how best to make up the lost class time.

Classification of Students

A student who has earned 25 or more semester hours credit is classified as a sophomore. A full-time student is enrolled for a minimum of 12 semester hours per term.

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 from all Registration Coordinators. 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 in the front section of the College Catalog.

Final Grades and Records

Final grades for each term are recorded and preserved. Reports are sent to students at the end of term. Grade point averages for graduation and honors are calculated only on college level academic work and include all work attempted at all colleges.

The following grades are used to calculate the grade point average (GPA).

Grade		Points
A	Excellent	4
B	Good	3
C	Average	2
D	Passing	1
F	Failure	0

The following grades do not affect the GPA

Grade		Points
*I	Incomplete	0
W	Official Withdrawal	0
X	Audit	0
XW	Audit Withdrawal	0
NC	Non-credit course	0
NG	No Grade Assigned	0
NR	Grade not received	0
S	Satisfactory	0
U	Unsatisfactory	0

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

***Incomplete**

An "I" grade may be given in courses where the student in good standing, and with documented extenuating circumstances, 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. If the course work is completed, resulting in a passing grade, the student's transcript will be amended and final GPA calculated.

***W**

Florida State Board of Education Administrative Rules, Chapter 6A-14.0301, requires community colleges to adhere to the following procedures relating to the award of a "W" for a student withdrawal from a course.

- The student may withdraw without academic penalty from any course by the mid-point of the semester.
- The student will be permitted a maximum of two withdrawals per course.
- Upon the third attempt, the student will not be permitted to withdraw and will receive an A,B,C,D, or F grade for that course.

***X and XW – Audit**

A student 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 to audit with the permission of the Faculty member. A student who audits a course must adhere to attendance requirements of the course and, if the Faculty member desires, in-class requirements. No grade will be assigned and no credit will be awarded; however, an audit will count as an attempt if such enrollment status is declared after the drop/add period. The transcript will indicate a course was audited by listing a "X" grade, but an "XW" indicating withdrawal may be given to the student at the discretion of a Faculty member for failure to adhere to attendance or in-class requirements of the course. A student may take a course previously audited for credit but 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. College preparatory students, who are required to be certified as completing competency-based college preparatory instruction may not be enrolled as audit students.

***NC - Non-Credit Course**

The "NC" is assigned automatically for any zero credit hour course. "NC" is used for continuing education, economic development, lifelong learning, and other classes for which no credit is awarded.

***NG - No Grade Assigned**

The "NG" is used to indicate that a student has not satisfied the requirements for a non-credit class. It is also used for certain self-paced courses as well as designated Health Sciences and continuing education classes

***NR - No Grade Reported**

The "NR" is assigned by the Registrar's Office in cases where class rolls have not been submitted in time for normal processing of grades.

***S and U - Satisfactory and Unsatisfactory**

The "S" and "U" grades are used only for those courses which have received prior approval through the curriculum review process to award the Satisfactory/Unsatisfactory grades.

Grade Appeal Process

If a student thinks that he/she has been unfairly graded in a course, the student should meet or communicate not later than the second week of the next term with the faculty member in an attempt to settle the disputed grade and avoid the formal Grade Appeal Process. If the student is dissatisfied with the faculty member's decision, then the student may begin the three-step formal Grade Appeal Process. Broward Community College Policy 6Hx2-4.19 provides the complete grade appeal process.

Graduation Requirements

The Florida State Board of Education adopted an amendment to State Board Rule 6A-14.030, Florida Administrative Code, on November 23, 1999 that defines and redefines the degree, certificates, and diplomas that community colleges operating in Florida are authorized to award. In accordance with the amended rule, Broward Community College offers seven distinct awards.

Associate in Arts Degree

Definition: The Associate in Arts degree is a transfer degree that provides a course of study equivalent to those offered to freshman and sophomore students in the lower division of Florida's state universities. The degree includes thirty-six hours of general education, which parallel the university requirements and twenty-four hours of electives in preparation for a major area of study.

Requirements:

- Complete sixty semester hours of college credit from the applicable catalog including
  - (a) thirty-six college-level semester credit hours of general education courses in five subject areas: communications, mathematics, social science, humanities, and natural sciences,
  - (b) twenty-four college-level semester credit hours of electives which should include the required prerequisites for the major at the university
- Complete the prescribed college preparatory/English for Academic Purposes courses, if required, with a grade of "C" or higher,
- Satisfy the Gordon Rule (State Board of Education 6A-10.30) writing and mathematics requirements,
- Achieve a passing score on all four sections of the College Level Academic Skills Test (CLAST) or satisfy the CLAST alternative criteria,
- Complete 25 percent of the prescribed college-level semester credit hours at Broward Community College and be enrolled at BCC during the semester the degree is completed,
- Earn a cumulative degree grade point average of 2.0 or higher at BCC including transfer credits in courses which comprise the associate in arts degree, and
- Fulfill all financial and other obligations to the College.

Associate in Science Degree

Definition: The Associate in Science degree is a career education and transfer degree. It is a sixty plus college credit degree intended to prepare students for immediate employment in a specific occupational area and/or prepare students to transfer into the Florida State University System. The degree requires the completion of at least fifteen to eighteen credit hours of transferable general education courses that meet the *Criteria* of the Commission on Colleges of the Southern Association of Colleges and Schools (SACS) as well as technical courses that may or may not transfer. The general education courses will transfer and apply toward the thirty-six hours required for the baccalaureate degree in the Florida State University System.

Requirements:

- Complete the minimum number of requisite college-level semester credit hours as established for the specific program in Florida State Board of Education Rules,
- Complete the program of study as set forth in the applicable College catalog,
- Complete a minimum of fifteen college-level semester credit hours of the prescribed program's transferable general education courses that include the following: ENC 1101, three (3) credits in Social/Behavioral Sciences, three (3) credits in Humanities/Fine Arts, three (3) credits in Natural Sciences/Mathematics, and three (3) credits designated by the program,
- Complete the oral communication competency and computer competency requirements as specified in the prescribed program,
- Complete the prescribed college preparatory/English for Academic Purposes courses, if required, with a grade of "C" or higher,
- Complete 25 percent of the prescribed college-level semester credit hours at Broward Community College and be enrolled at BCC during the semester the degree is completed,
- Earn a cumulative degree grade point average of 2.0 or higher at BCC including transfer credits in courses which comprise the associate in science degree, and
- Fulfill all financial and other obligations to the College.

Associate in Applied Science Degree

Definition: The Associate in Applied Science degree is a college-level career/technical degree. Graduates are prepared for immediate entry into the workforce and have the communications, and problem solving, and academic skills necessary to successfully compete in the job market and advance in the workforce. The Associate in Applied Science degrees provide the same career preparation as the Associate in Science degree but is not designed as a college transfer program. The degree may transfer to some universities under special articulation agreements between the college and the university.

Requirements:

- Complete the minimum number of requisite college-level semester credit hours as established for the specific program in Florida State Board of Education Rules,
- Complete the program of study as set forth in the applicable College catalog,
- Complete a minimum of fifteen college-level semester credit hours of the prescribed program's transferable general education courses that include the following: ENC 1101, three (3) credits in Social/Behavioral Sciences, three (3) credits in Humanities/Fine Arts, three (3) credits in Natural Sciences/Mathematics, and three (3) credits designated by the program,
- Complete the oral communication competency and computer competency requirements as specified in the prescribed program,
- Complete the prescribed college preparatory/English for Academic Purposes courses, if required, with a grade of "C" or higher,
- Complete 25 percent of the prescribed college-level semester credit hours at Broward Community College and be enrolled at BCC during the semester the degree is completed,
- Earn a cumulative degree grade point average of 2.0 or higher at BCC including transfer credits in courses which comprise the associate in applied science degree, and
- Fulfill all financial and other obligations to the College.

Technical Certificate

Definition: A Technical Certificate is a program of study of less than sixty credits of college-level technical courses that prepares students with the opportunity for immediate employment in a specific occupation field. It generally does not require the completion of general education courses. The certificate may be a part of an Associate in Science or Associate in Applied Science degree, thus permitting the student to receive credit for the certificate courses.

Requirements:

- Complete the minimum number of requisite college-level semester credit hours as established for the specific program in Florida State Board of Education Rules,
- Complete the program of study as set forth in the applicable College catalog,
- Complete the prescribed college preparatory/English for Academic Purposes courses, if required, with a grade of "C" or higher,
- Complete 25 percent of the prescribed college-level semester credit hours at Broward Community College and be enrolled at BCC during the semester the certificate is completed,
- Earn a cumulative degree grade point average of 2.0 or higher at BCC including transfer credits in courses which comprise the technical certificate, and
- Fulfill all financial and other obligations to the College.

Vocational Certificate

Definition: A Vocational Certificate is a program of study usually one year or less consisting of a prescribed number of vocational credits (non-college level credit). One vocational credit is equal to 30 contact hours of classroom instruction. The program focuses on providing students with the specific skills for immediate job entry. The Vocational Certificate is awarded upon completion of all vocational program courses and demonstration of attainment of predetermined and specified performance requirements in reading and mathematics as defined by Florida State Board of Education Rules.

Requirements:

- Complete the minimum number of requisite vocational clock/credit hours as established for the specific program in Florida State Board of Education Rules,
- Complete the program of study as set forth in the applicable College catalog,
- Achieve appropriate minimum basic skills grade levels for the program adopted in Rule 6A-6.0571, FAC on the Test of Adult Basic Education (TABE) or other tests designated in the Rule (Students pursuing a vocational certificate with an associate in arts degree, who have completed the college-level communication and computation skills examination (CLAST) pursuant to Section 240.107, *Florida Statutes,* or who have met the minimum cut scores on any test listed in the above mentioned rule may be exempt from the test requirement.),
- Complete 25 percent of the prescribed vocational clock/credit hours at Broward Community College and be enrolled at BCC during the semester the certificate is completed,
- Earn a cumulative degree grade point average of 2.0 or higher at BCC including transfer credits in courses which comprise the vocational certificate. For certificate programs with only pass-fail grades, earn a passing grade in all courses, and
- Fulfill all financial and other obligations to the College.

Applied Technology Diploma

Definition: The Applied Technology Diploma consists of a course of study that is part of an Associate in Science degree or an Associate in Applied Science degree and leads to employment in a specific occupation. The diploma may consist of either vocational credit or college-level semester credits and is approximately fifty percent of the technical component of the degree. Transfer of coursework that is part of an Applied Technology Diploma to an associate degree program is guaranteed for a period of three years following the date of the award of the Applied Technology Diploma and based upon the Associate in Science degree or Associate in Applied Science degree articulation agreement.

Requirements:

- Complete the minimum number of requisite college-level semester credit hours as established for the specific program in Florida State Board of Education Rules,
- Complete the program of study as set forth in the applicable College catalog,
- Complete the prescribed college preparatory/English for Academic Purposes courses, if required, with a grade of "C" or higher,
- Complete 25 percent of the prescribed college-level semester credit hours at Broward Community College and be enrolled at BCC during the semester the diploma is completed,
- Earn a cumulative degree grade point average of 2.0 or higher at BCC including transfer credits in courses which comprise the applied technical certificate, and
- Fulfill all financial and other obligations to the College.

Advanced Technical Certificate

Definition: The Advanced Technical Certificate is a program of instruction consisting of at least nine credit hours but less than forty-five credit hours of college-level courses. The certificate is awarded to students who have already received an Associate in Science or Associate in Applied Science or related undergraduate degree and who are seeking an advanced specialized program of study to supplement their degree.

Requirements:

- Complete the program of study as set forth in the applicable College catalog,
- Complete 25 percent of the prescribed college-level semester credit hours at Broward Community College and be enrolled at BCC during the semester the diploma is completed,
- Earn a cumulative degree grade point average of 2.0 or higher at BCC including transfer credits in courses which comprise the advanced technical certificate, and
- Fulfill all financial and other obligations to the College.

Applicable Catalog

A student who is continuously enrolled in college-level or vocational credit courses (except Summer Terms) from initial enrollment to graduation may choose to meet graduation requirements specified in either the Broward Community College Catalog in effect when initially enrolled or in effect at the time of graduation. If a student's attendance is interrupted by two or more major terms (Summer Terms excluded), the student must meet the requirements of the catalog in effect at the time of re-entry, or at the time of graduation. A student cannot graduate under a catalog in effect at the time of initial enrollment if his/her degree has been eliminated by the College. Students entering specialized programs, such as Nursing Technology, may petition through that department, to graduate under the provision of the catalog in effect when the student was admitted to the specialized program. Appeals for exception to the above policy may be submitted to the Academic Standards Committee.

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. Science courses completed more than ten years prior to the date of the application will not be accepted for Health Sciences students.

Graduation Honors

Students must complete a minimum of 24 semester hours at Broward Community College, including the last 12 hours. A maximum of 12 hours credit for residency may be awarded under Experiential Learning, but not 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 of 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 are recognized at graduation and Honors designations will be shown on final transcripts. The Honors Certificate requires 18 credits of Honors course work.

Repeating Courses

Responsibility for loss of credit because of duplication of courses rests with the student. In accordance with Florida State Board of Education Administrative Rules, Chapter 6a-14.0301, a student who has completed a course and desires to improve his/her grade for that course may repeat the course only if he/she has earned a "D" or "F" grade. The number of repeat attempts is limited to two per course. Repetition of a course removes the previous grade from a student's record 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 grade point average. The State's Articulation Agreement does not allow courses to be repeated for the purpose of changing a student's grade point average after the associate degree has been awarded.

Semester Hour

The unit of credit is the semester hour, representing 15-16 hours of lecture instruction with 50-minute class periods. Generally, 30-32 hours of laboratory work count as one unit of credit. Mini terms, Weekend College, and classes that meet less than three times per week are adjusted to include the same time equivalent as the longer terms. A minimum of 12 semester hours per term is required for full-time status.

Semester System

The term system is used. The academic year is divided into three terms. Terms I (Fall) and II (Winter) are approximately seventeen weeks in length, and Term III (Summer) approximately twelve weeks. Terms I and II are also divided into Session II and Session III segments of approximately eight weeks each and a Session IV segment of approximately eleven weeks. Term III is divided into two segments, Session II and Session III, 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 Session II and Session III segments.

Family Rights and Privacy Act

Federal and State laws restrict the release of confidential student records and information. Students have a right to inspect their educational records and are protected from release of information without their written consent, except for subpoenaed requests from courts with appropriate jurisdiction. Students must make written requests for transcripts and other academic information. Requests by unauthorized third parties and telephone requests will not be honored.

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, or have other obligations to the College, or who have not fully satisfied admission requirements. A request for transcript should give the student's Social Security Number and 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, but the number of copies may be restricted. Transcripts may be sent and received electronically over the Florida Automated System for Transferring Educational Records whenever the institution is a participant in the computer network system.

Attempts Per Course

Florida State Board of Education Administrative Rules, Chapter 6A-14.0301, limits the number of times a student may attempt a course. An attempt is defined as student enrollment after the 100% refund deadline.

Total Attempts - College Level Courses

A student may have only three attempts per course, including the original grade, repeat grades, withdrawals and audits declared after the end of the drop/add period. A fourth attempt may be allowed only through a successful petition to the Academic Standards Committee based on major extenuating circumstances. The total attempts limitation however, does not apply to repeatable courses, such as music, choir, etc., that have been successfully completed and are now being repeated for further skill enhancement; or to courses that are required to be repeated by a regulatory agency; or are being repeated as part of the regulatory requirement for continuing education to stay current in a field such as teacher education.

Florida law requires a student who repeats a college level credit course for the second time (which is a third attempt) to pay the full cost of instruction. The full cost of instruction is equivalent to out-of-state tuition fees. No exceptions to the full cost of instruction can be granted to a student who attempts the course for the third time.

Total Attempts - College Preparatory Courses

A student may not enroll for more than three attempts in each college preparatory course. A student who withdraws from a college preparatory course under major extenuating circumstances may be granted an exception through petition to the Academic Standards Committee. A college preparatory student who is required to be certified as completing competency-based college preparatory instruction may not enroll as an audit student.

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 all courses. The withdrawal dates for each term are listed in the College Calendar in this catalog.

Florida law requires a student who repeats a college preparatory course (which is a second attempt) to pay the full cost of instruction. The full cost of instruction is equivalent to out-of-state tuition fees. A student may be granted an exception to the full cost of instruction requirement based on documented extenuating circumstances or financial hardship. An exception due to extenuating circumstances may be granted only once; in a financial hardship case, more than one exception may be granted so long as the student is making good academic progress.

Recent Florida legislation requires each college to estabilsh policies that notify students about alternatives to traditional

college preparatory instruction, including private providers. Please contact your campus Student Affairs Office for information concerning alternative college preparatory instruction options.

Prerequisites

Prerequisite courses are specified within each course description. They are academic requirements that must be completed before enrolling in the next subject level. Students are responsible for knowing and satisfactorily completing prerequisite requirements. If a student registers for a course for the next term while currently enrolled in a prerequisite course, then he/she must satisfactorily complete the prerequisite course or withdraw from the higher level course. Otherwise, the student may be disenrolled from the course for which he/she is ineligible. Students who have completed a prerequisite course at another institution, must furnish proof before registering for the higher level course.

Students should know what the academic requirements are before attempting to register for a course. Check the course descriptions in the back of this Catalog.

Corequisites

Corequisites are courses that must be completed together. An example is science course and the associated laboratory. You cannot take one without the other. If you drop one, you must drop the other. Corequisite academic requirements are stated within the course description section of the Catalog.

Withdrawals and Refund Policies

A one hundred percent (100%) refund of matriculation, tuition and all other special fees categorized as refundable shall be made when official drop notification is received and approved prior to the end of the College's published drop period for those courses that are eight weeks or longer. For courses less than eight weeks in length, the last day to drop and receive a refund will be the same as the non-credit course refund policy as described below.

Exceptions to the one hundred percent (100%) refund provision shall be made pursuant to federal rules for prorated refunds. Student Financial Services and the Comptroller's Office will establish refund guidelines pursuant to federal rules.

When a student is required to withdraw from a course after the official drop period, but prior to the mid-term date, because of circumstances determined by the College to be exceptional and beyond the control of the student, a 100% refund may be approved by the Provost of the campus where the student is enrolled, the Downtown Center Administrator, or the Provost for the Center for Health Science. Such circumstances may include, but are not limited to, serious illness, health, involuntary call to active military duty and other emergency circumstances or extraordinary situations.

A one hundred percent (100%) refund for non-credit courses shall occur up to the date of the first class for those classes meeting only once. A one hundred percent (100%) refund for non-credit courses may occur up to the second class period for those meeting more than once. Refund for extenuating circumstances as stated above will apply to non-credit courses.

When a student petitions for a refund, he/she must have withdrawn from the class(es) for which a petition is being considered.

Caution: Universities may consider the number of withdrawals when considering students for admission. Excessive "W" may be viewed negatively by Admission Officers.

Academic Standards Committee

The Academic Standards Committee is established to consider exceptions to academic regulations. Students initiate written petitions at the campus where enrolled, and the Dean of Student Affairs at that campus will forward the petition to the Office of the Registrar for presentation to the Committee. The Committee may also deal with cases involving discipline problems as specified in the Student Handbook. Committee recommendations are made to the Vice President for Student Affairs for approval.

Academic Honesty

Broward Community College expects its students to be honest in all of their course work and activities. Breaches of academic honesty include cheating, plagiarism, misrepresentation, bribery, and the unauthorized possession of examinations, papers, or other class materials that have not been formally released by instructors. A student's academic work must be the result of his or her own thought, research, or self-expression.

Bribery

Bribery is the act of offering, giving, receiving, or soliciting anything of value to achieve an academic advantage. Bribery includes, but is not limited to offering, giving, receiving, or soliciting money or any item of service to an instructor, college employee, or any other person for the purpose of attempting to obtain assistance that would not have otherwise been provided. This is not to be construed as a violation of a student's right to obtain a tutor.

Cheating

Cheating includes, but is not limited to, copying homework assignments from another student; working together with another individual on a take-home test or homework when specifically prohibited from doing so by the instructor; looking at text, notes, or another person's paper during an examination when not permitted.

Cheating also includes the giving of work or information to another student to be copied and/or used as his or her own. This includes, but is not limited to, giving someone answers to examination questions either when the examination is being given or after having taken an examination; informing another student of specific questions that appear or have appeared on an examination in the same academic term; giving or selling a term paper, report, project, or other restricted written materials to another student.

Consequences

Breaches of Broward Community College's Policy on Academic Honesty may result in academic penalties and/or disciplinary action. At the discretion of the instructor, academic penalties may include, but are not limited to, a failing grade for a

particular assignment or a failing grade for a particular course. In addition, the instructor or another BCC employee may refer a student to the Dean of Student Affairs for student disciplinary action in accordance with the BCC Student Handbook. Such discipline may include suspension or expulsion from the College.

Misrepresentation

Misrepresentation is an act of omission with intent to deceive an instructor or college employee. This includes, but is not limited to, lying about family circumstances, employment conflicts, or other personal problems in order to gain academic advantage for your self or others; changing answers on graded materials; having another person complete an assignment or take an examination for you.

Plagiarism

Plagiarism is the attempt of an individual to claim the work of another as the product of his or her own thoughts, whether the other's work is published or the work of a fellow student. Plagiarism includes, but is not limited to, quoting improperly or paraphrasing text or other written materials without proper citation on an examination, term paper, homework, or other written materials submitted to an instructor as the student's own work. Plagiarism also includes handing in a paper to an instructor which was purchased from a term paper service, or presenting another person's academic work as that of the student.

Individual academic departments may provide additional examples in writing of what does and does not constitute plagiarism, provided that such examples do not conflict with the intent of this policy.

Recording Prohibition

Students may not make an audio or video recording of a professor or speaker unless prior consent of the professor or speaker is obtained. However, if such recording is an Americans with Disabilities Act accommodation, prior notification is required rather than consent.

STATE REGULATIONS
The Gordon Rule

State Rule 6A-10.030, known as the Gordon Rule, requires that students graduating with an Associate in 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, a grade of "C" or higher 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 The remaining 12,000 words may be completed in either of the following ways:

a. A third college-level composition course (6,000 words) and two (2) courses from Areas 2 and 3 designated as writing courses (3,000 words per course).

b. Four (4) courses from Areas 2 and 3 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 college algebra level or higher. For most students, this requirement may be met by taking MAC 1105 and MGF 1106. Other options are detailed in Area 5 of the A.A. Degree General Education Requirements. In all Mathematics courses, a grade of "C" or higher is required to meet the A.A. Degree requirements.

Meeting the requirements of State Rule 6A-10.030 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 computation 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 Associate in Arts Degree and be admitted to upper division status in the State University System. A student may be eligible for an alternative to the testing requirement for one or more of the subtest(s) of the CLAST. However, if you declared Education as your program objective, you may not be eligible for the CLAST alternative. Education students are required to complete the CLAST exam for teaching certification. For information about possible alternatives to the CLAST testing requirement, please consult with an academic advisor or the College Registrar's Office (telephone numbers are on Page 60).

The CLAST is administered to community college students who are completing Associate in Arts programs and to any other students seeking admission to upper division programs in Florida State Universities, including 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.

SKILLS TESTED

The skills measured by CLAST in English (Essay and English Language), Reading, and Mathematics, have been agreed upon by community college and State university faculty members.

The following courses offered at Broward Community College cover the skills tested by CLAST:

Essay and English Language Skills: ENC 1101 (Composition). These skills are reinforced in the course content of ENC 1102 (Composition), ENC 2210 (Professional and Technical Writing), and literature courses. ENC 0080 (Basic Review for College English) and ENC 0010 (Fundamentals of Composition) cover some of the CLAST skills.

Reading: REA 1105 (College Reading I). The course content of REA 0006C (College Preparatory Reading II) covers some of the CLAST skills.

Mathematics: MAT 1033 (Intermediate Algebra) and MGF 1106 (Mathematics for Liberal Arts I). The course content of MAT 0012 (Pre Algebra), MAT 0024 (Elementary Algebra) and STA 2023 (Elementary Statistics) cover some of the skills.

The CLAST Skills are listed below:

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 affecting their meaning
*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.

PASSING SCORES

The scores listed below are official minimum requirements:

October 1, 1991 through September 30, 1992	
Essay	5
English Language Skills	295
Reading	295
Mathematics	290

October 1, 1992 and thereafter:	
Essay	6
English Language Skills	295
Reading	295
Mathematics	295

TEST DATES

Test Dates	**Registration Deadlines**
June 2, 2001	May 4, 2001
October 6, 2001	September 7, 2001
February 16, 2002	January 18, 2002
June 1, 2002	May 3, 2002

REGISTRATION/ADMINISTRATION

Students must be enrolled at Broward Community College and will register for the CLAST in the same manner as other courses. Special prerequisites apply:

1. Must be degree seeking with at least 18 hours completed.
2. Minimum GPA of 2.0
3. "C" or higher in ENC 1101
4. "C" or higher in MAT 1033 or higher
5. If Reading was required, "C" or higher in REA 0006C or higher
6. Special prerequisites required before registering for retest in any sub-test area. (See Retake Procedure).
7. Students with learning disabilities may request special accommodations, if necessary, to take the CLAST. Call the Disability Services Coordinator, 761-7555.

Students taking Essay, English Language Skills, and Reading subtest only for the first time should register for course CST0000. Students taking the Math subtest only for the first time should register for course CST0010

Course numbers for retake subtests are listed below:

CST0001	Math
CST0002	Essay
CST0003	English Language Skills
CST0004	Reading

The paper and pencil CLAST administration is offered three (3) times per year at designated locations. Your registration schedule and two (2) types of identification, one of which must be a photo identification, will be required for admission to the test site. Several soft-leaded pencils with erasers and a ballpoint pen are required. No fees are charged for regular degree-seeking students. Special fees are charged for tests given to teachers for certification.

COMPUTERIZED VERSION OF CLAST

Students may take/retake the computerized version of the Math, English Language Skills, and/or Reading subtests on North Campus. These computerized subtests are offered three times a month and cost $30.00 each. A special application form and appointment are required.

Please note that you must not repeat testing within a 30-day period, as your scores will be invalidated by the Department of Education

RETAKE PROCEDURE

Students not passing one or more of the CLAST subtests must follow Broward Community College's Retake Procedure before registering to retake CLAST.

SUBTEST FAILED		**RETAKE PROCEDURE**
English	A.	Students with 3 hours of college level English composition must complete a second college-level composition course with a "C" or higher.
	B.	Students who have already completed 6 hours of English composition with a "C" or higher must complete the English CLAST Review course, the Independent Study Option, or LIN 1670.
Mathematics	A.	Students with 3 hours of college-level mathematics must complete a second college-level mathematics course (higher than MAT 1033) with a "C" or higher.
	B.	Students who have already completed 6 hours of mathematics (higher than MAT 1033) with a "C" or higher must complete the Mathematics CLAST Review course, the Independent Study Option, or another college-level mathematics course.
Reading	A.	Students must complete the Reading CLAST Review course, the Independent Study Option, or REA 1105 with a grade of "C" or higher.
Essay	A.	Students with 3 hours of college-level English composition must complete a second college-level composition course with a "C" or higher.
	B.	Students who have already completed 6 hours of English composition with a "C" or higher must complete the Essay CLAST Review course, the Independent Study Option, or another English composition course.

Students may not retake any subtests for which they already have a passing score.

RETAKE PREPARATION OPTIONS

Students who failed one or more CLAST subtests are required to complete an additional course in the deficient area, or register for a CLAST review course or complete the appropriate Independent Study Options prior to retaking the CLAST subtest. Information for Review Courses and Independent Study Options is listed below.

REVIEW COURSES

The following non-credit review courses are offered prior to each CLAST administration to prepare for the CLAST retake. The review course is a co-requisite to the appropriate CLAST subtest:

ENC 0991 CLAST English Language Skills Review: An English review course to assist students in preparation for the CLAST English Language Skills subtest.

ENC 0992 CLAST Essay Review: An English review course to assist students in preparation for the CLAST Essay subtest.

REA 0991 CLAST Reading Skills: A reading review course to assist students in preparation for the CLAST.

MGF 0991 CLAST Mathematics Review: A mathematics review course to assist students in preparation for the CLAST.

INDEPENDENT STUDY OPTIONS

The following non-credit, Independent Study Options are offered through Learning Resource Laboratories to assist students who have been unsuccessful in one or more CLAST subtests. Students must register for the appropriate Independent Study Option as a co-requisite to retaking the CLAST subtest.

MGF 0993	Independent Study for Retake of CLAST-Math
REA 0993	Independent Study for Retake of CLAST-Reading
ENC 0993	Independent Study for Retake of CLAST-Language
ENC 0994	Independent Study for Retake of CLAST-Essay

WAIVER PROCEDURE

State Law and Broward Community College Policy (6Hx2-4.05) provide for waivers for CLAST only for students who have failed at least four times and who otherwise demonstrate proficiency in course work in that academic area. Waivers may also be considered for a student with a specific learning disability such that he/she cannot successfully complete one or more sections of the CLAST but who is otherwise achieving at college level in every other academic area. Waiver requests must be submitted through the appropriate Academic Dean to the Vice President for Academic Affairs. A college committee will be appointed to consider only cases that fully meet the legal requirements. Waivers for CLAST are very rare and are considered on a case-by-case basis. Waivers are not granted except in conjunction with the awarding of an Associate in Arts degree.

COLLEGE LEVEL ACADEMIC SKILLS TEST (CLAST) ALTERNATIVES

State Board Rule 6A-10.0311, Florida Administrative Code (FAC), provides alternatives for fulfilling the requirements of s.240.107, F.S., (College-level communication and computation skills examination):

1. "Cumulative grade point average of 2.5 or above, on a 4.0 scale, in postsecondary-level coursework identified by The Postsecondary Education Planning Commission."

2. State mandated scores on original ACT, Enhanced ACT, SAT-1 examinations.

Counseling Office telephone numbers are the following:

Central Campus	(954) 475-6520
North Campus	(954) 973-2305
South Campus	(954) 963-8875
Downtown Center	(954) 761-7491
Registrar's Office	(954) 761-7469

TRANSFER GUARANTEES

Florida Community College Associate in Arts graduates are guaranteed the following rights when transferring to a State university under the Statewide Articulation Agreement (State Board of Education Rule 6A-10.024):

1. Admission to one of the State Universities, except to limited access programs which have additional admission requirements.
2. Acceptance of at least 60 credit hours by the State universities toward the baccalaureate degree.
3. Adherence to university requirements and policies based on the catalog in effect at the time the student first entered a community college, provided the student maintains continuous enrollment.
4. Transfer of equivalent courses under the Statewide Course Numbering System.
5. Acceptance by the State Universities of credit earned in accelerated programs (e.g., CLEP, AP, PEP, Dual Enrollment, Early Admission and International Baccalaureate).
6. No additional General Education Core requirements.
7. Advance knowledge of selection criteria for limited access programs.
8. Equal opportunity with native university students to enter limited access programs.

Should any guarantee be denied, students have the right of appeal. Students must file appeals through the Broward Community College Registrar.

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 EAP (English for Academic Purposes)

Recent Florida legislation requires each college to establish policies that notify students about alternatives to traditional college preparatory instruction, including private providers. Please contact your campus Student Affairs Office for information concerning alternative college prep instruction options.

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 EAP.

2. **Which courses are included?**

MAT 0012	ENC 0010	EAP 0320	REA 0004C
MAT 0020	ENC 0021	EAP 0385	REA 0006C
MAT 0024	ENC 0085	EAP 0485	
		EAP 0300	
		EAP 0400	

3. **Who must take College Preparatory Courses?**
   Students who test into College Preparatory Courses must successfully complete all of the required coursework to qualify for graduation. College Preparatory Courses are determined on the basis of individual student Placement Test scores.

4. **Which tests does the State of Florida recognize for college placement?**
   a. **For admissions after October 1, 1991**
      1. ACT Assessment, American College Testing Program
      2. Enhanced ACT, American College Testing Program
      3. SAT, The College Board
      4. SAT I, The College Board (Administrations between 3/1/94 and 3/31/95)
      5. MAPS, The College Board
      6. New MAPS, The College Board
      7. CPT, Computerized Placement Tests, the College Board
      8. ASSET, American College Testing Program
      9. New ASSET, American College Testing Program
   b. **For Admissions after July 31, 1995**
      1. Florida College Entry-Level Placement Test (FCELPT)

5. **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).

6. **What are the steps to enter the College Preparatory Program?**
   a. Students already possessing a Placement Test 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.

7. **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.

   In addition to the College Preparatory courses, the following restrictions for course sequencing increase a student's chances for academic success. The requirements include:
   a. Students testing into 2 or more college preparatory disciplines are limited to 13 credits in a full term and 7 credits in a Summer term.
   b. Students who test into REA 0004C are required to register for it during their first term.
   c. Students testing into REA 0006C are required to register for it during their first 12 credits.
   d. Students who test into ENC 0010 are required to register for it during their first term.
   e. Students who test into ENC 0021 are required to register for it during their first 12 credits.
   f. Students testing into 2 or more College Preparatory courses are required to take SLS 1501, College Success Skills, during their first 15 credits. This course serves as an introduction to BCC and teaches students the strategies and skills that will help them succeed in college.

   These requirements apply to college preparatory students who are seeking degrees and are first-time-in-college. Students must meet with an Academic Advisor in the Student Affairs Office regarding proper course selections and sequencing.

8. **How many times may students enroll in College Preparatory Courses?**
   Based on state regulations, students may enroll not more than three times in any one college preparatory course. Students may not enroll for "audit" in college Prep courses.

9. **Must students who repeat College Preparatory Courses pay the "full cost of instruction"?**
   Yes, students who enroll in college preparatory courses more than twice must pay the full cost of instruction. The full cost of instruction is equivalent to out-of-state tuition fees. Exemptions may be granted based on documented financial hardships or extenuating circumstances. Details about petitioning for an exception are available in the Office of Student Affairs on each campus.

ENGLISH FOR ACADEMIC PURPOSES* (EAP)

Students who are non-native speakers of English, must take the English multiple choice placement test, LOEP, regardless of their TOEFL score AND write a short essay before entering the college. Based on their test scores and writing sample, these students will be placed in the appropriate EAP courses. Any student who successfully completes EAP 0320 must take the reading section of the Florida College Entry-Level Placement Test (FCELPT) before entering college preparatory reading (REA 0004C/0006C). Students who successfully complete the EAP English sequence must take the Florida College Entry-Level Placement Test before entering regular college English courses.

1. **What is the purpose of the EAP program?**
   The purpose is to prepare non-native English speaking students to function successfully in BCC courses that are taught in English.

2. **What are the steps to enter the EAP program?**
   a. Students who are non-native English speakers should contact the Counseling Office for an appointment.
   b. An EAP placement test and writing sample are required and will be administered to all students.
   c. Students will be placed in EAP courses based on the results of the EAP placement test AND writing sample.

3. **What courses are included in the EAP program?**
   EAP 0385, EAP 0300, EAP 0320, EAP 0485, EAP 0400, REA 0004C, REA 0006C, EAP 1540, and EAP 1640. Please refer to the course descriptions in the catalog under the EAP and reading headings.

4. **Are all of these courses required?**
   The number of courses required depends on your EAP placement test scores AND writing sample.

5. **How long will it take to complete the program?**
   You should expect to spend a minimum of four semesters in the program.

6. **What is the sequence of courses for the program?**
   Level 1: EAP 0300, EAP 0385, and EAP 0320.
   Level 2: EAP 0400, EAP 0485, and REA 0004C OR REA 0006C.
   Level 3: EAP 1540
   Level 4: EAP 1640

7. **Is there a language lab, writing lab, or reading lab requirement for these courses?**
   Each course has a lab requirement.

8. **Will I receive college credits for the EAP courses which I can use toward graduation?**
   EAP 1540 and EAP 1640 carry elective credit. EAP 0300, EAP 0400, EAP 0320, EAP 0385, and EAP 0485 do NOT carry degree credit.

9. **I work full time and have limited time to study. Do I have to take all three recommended courses during the first semester?**
   No. If you can only take one course, begin with EAP 0385.

10. **I am here on a student visa. Do I have to take a full course load in order to maintain my student visa?**
    Yes.

11. **Can I take EAP 0300 and EAP 0400 at any time during the EAP program?**
    EAP 0300 is a pre-requisite for EAP 1540; EAP 0400 is a pre-requisite for EAP 1640.

12. **Can I take EAP 0320 and REA 0006C at any time during the EAP program?**
    EAP 0320 is a pre-requisite for EAP 1540; REA 0006C is a pre-requisite for EAP 1640.

13. **Can I take courses in my major while taking EAP courses?**
    During your first and second semesters at BCC, you should concentrate on the EAP program and take a limited number of other courses.

*Formerly English as a Second Language (ESL)

SPECIAL PROGRAMS

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. Career 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 1261 Leadership **3 Hours**
The purpose of this course is to provide effective leadership skills for student leaders to help them develop an ethical, value grounded leadership style for future educational, organizational and community leadership roles.

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 businesses, industries, or government agencies. Students must complete a minimum of 144 hours of Co-op work experience during the semester in which they are enrolled in a Co-op course

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 Director Extended Learning Services and 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 participate until after they have completed the minimum twelve (12) credit hours at the college.

What are the application procedures?

1. Arrange for an interview with a campus faculty Co-op Coordinator in the appropriate field.
2. Complete the Co-op application form available from the campus faculty 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.

Displaced Homemaker Program

W. I. N. G. S.
Women Investigating New Goals and Services

WINGS is a comprehensive re-entry program offering assistance to women who are in transition due to the separation, divorce, death, or disability of a spouse. Due to their circumstances, they need to enter the job market, or return to school for training to re-establish themselves as responsible, independent, self-supporting citizens. They have many barriers to employment due to their lack of recent work experience, lack of education, lack of updated skills, and low self-esteem. Our program helps to eliminate these barriers.

Our free program offers:
Career counseling and assessment
Building self-esteem
Assertiveness training

Communication skills
Job search skills
Resume writing
Basic computer literacy training
On-going support services

Workshops and computer classes are offered during the day and evening schedules, in both **English and Spanish.** Workshops are offered at the North, Central and South Campuses of Broward Community College.

To register for our workshops, participants may call our North Campus at (954) 973-2398, or the South Campus at (954) 963-8874.

Foreign Study Program

Broward Community College provides students with opportunities to enroll in several different 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 earn 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 $4,900 per semester, plus airfare.

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, at reasonable cost. As a result of this membership in CCIS, Broward Community College offers summer and 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 foreign travel. 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, Africa, Mexico, and the Orient.

HIGH SCHOOL IN ISRAEL: Qualified students participating in the Alexander Muss High School in Israel Program may enroll in one or two Broward Community College courses while studying in Israel.

Information on the Broward Community College Foreign Study Program can be obtained by contacting Dr. William Greene, Director of International Education, at (954) 973-2206.

INTERNATIONAL AFFILIATE COLLEGES

Broward Community College has established formal linkages with several American Colleges overseas. Currently, official BCC academic affiliations are maintained with the following institutions:

American College of Higher Education (Sri Lanka)
Beijing International Management Institute (P.R. China)
Center for American Education (Singapore)
Centre for American Education (United Arab Emirates)
Centre for American Education (Bangalore, India)
Pan American Center for Higher Education (Cuenca, Ecuador)
Van Hien University (HCMC, Vietnam)

These institutions have adopted the BCC curriculum and offer courses and programs similar to those offered at BCC. BCC provides ongoing assistance to ensure the parallelism and quality of the academic programs offered at all international affiliates.

HONORS INSTITUTE

The Honors Institute at Broward Community College includes special sections of General Education classes reserved for Honor students and capped at 20 enrolled students. The core of classes feature in-depth studies, independent research, and creative approaches to problem-solving. Approximately twenty-five sections of Honors classes are offered on the three main campuses during each major term. All students who have completed 12 college level credit hours and have at least a 3.5 overall GPA are eligible to join the Honors Institute.

Supplementing the core program is "Honors by Contract," which may be earned under special circumstances by individual Honor students for Honors credit. Such credit is awarded to students who make a grade of A and satisfactorily complete an assigned Honors project.

SCHOLARSHIPS

Up to one hundred scholarships are presented annually to select students who rank in the top 10% of their graduating classes in Broward County or show exceptional aptitude. These scholarships provide admission into the Honors Institute plus tuition at Broward Community College for two years. A number of Honors Institute Foundation scholarships are available to Honors Institute students and cover approximately six credit hours per term annually. All Honors Institute graduates are eligible for transfer scholarships to upper division universities.

THE HONORS CERTIFICATE

The Honors Certificate is awarded upon graduation to students who achieve at least a 3.5 overall cumulative Grade Point Average, and who earn at least eighteen hours in Honors classes, including three credits in the Honors Interdisciplinary Seminar.

A.S. students who earn nine credits in Honors classes will receive an Honors Recognition.

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.

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 overall cumulative Grade Point Average, after 12 credit hours, are eligible for membership. The society provides opportunities for scholarship, leadership and service, as well as fellowship with other students of high academic standing.

EXTENDED LEARNING SERVICES

OPEN COLLEGE

Open College is an innovative, distance learning program designed for highly motivated, self-disciplined students who prefer studying on an independent basis. Open College courses are primarily delivered by way of the Internet and/or videocassettes that students can borrow from the campus Learning Resource Center for the duration of a semester. Other Open College Courses are delivered by way of audiocassettes or are broadcast via cable television. All Open College classes have required textbooks and study schedules that help students pace themselves throughout the semester.

Open College courses may require on-campus meetings for the purpose of introducing or orienting the student to the course, reviewing for exams, and/or taking exams. Some Open College courses, particularly English Composition courses, use on-campus class meetings for in-class writing assignments. The meeting dates and times are determined prior to the start of the semester and are listed on the instructor's syllabus and in the College Course Schedule.

The variety of courses offered through Open College allows students to make significant progress toward both the A.A. and A.S. degrees. A student seeking the A.A. degree may complete most of the General Education Requirements for graduation through Open College.

The following courses are usually offered in the Open College format at least one time per academic year. Check the Open College section of the College Course Schedule for additional courses that may have been added.

ACG 2071	Managerial Accounting
ACG 2001	Principles of Accounting I
ACG 2011	Principles of Accounting II
AMH 2010	U.S. History I
AMH 2020	U.S. History II
ANT 2000	Introduction to Anthropology
AST 1002	Horizons in Astronomy
BSC 1005	General Biology
BUL 2241	Business Law I
BUL 2242	Business Law II
CGS 1060	Computer Literacy
DEP 2004	Human Development
DEP 2101	Child Psychology
ECO 2013	Principles of Economics I
ECO 2023	Principles of Economics II
EME2040	Introduction to Education Technology
ENC 1102	English Composition II
ENC 2210	Technical Writing
ENG 2101	Film As Literature
ENL 2330	Introduction to Shakespeare
EUH 1000	Western Civilization I
EUH 1001	Western Civilization II
FIN 1100	Personal Finance
GEA 2000	World Geography
GEB 1011	Introduction to Business
GEB 2112	Entrepreneurship
GEO 2370	Conservation of Natural Resources
GLY 1010	Physical Geology
HSC 1101C	Introduction to Healthful Living
HSC 2100	Personal and Community Health
MAC 1105	College Algebra
MAN 2021	Introduction to Management
MUL 2010	Music Appreciation
MUT 1001	Fundamentals of Music
PHI 2010	Introduction to Philosophy
PHI 2600	Introduction to Ethics
POS 2041	National Government
PSY 2012	General Psychology
REL 2300	World Religion
SPN 1120	Beginning Spanish I
STA 2023	Statistics
SYG 2000	General Sociology

Students should consult the schedule of classes to obtain specific information regarding days/dates, times, and locations of course offerings each term.

All Open College courses are full credit courses equivalent to those taken in the standard contact hour format and are applicable in most A.A. degree transfer programs. The cost of tuition is the same as for standard courses, however, Open College students are assessed a $10.00 special fee for each Open College course that they register for. Students may take one or more Open College classes exclusively or in combination with on-campus courses. Students are advised to see an academic advisor before selecting their classes.

To enroll in an Open College class, a student must first apply for admission to the college. If students are degree-seeking, they must take the appropriate placements tests and see an academic advisor. Non-degree seeking students can register after they have been admitted. Students need to be sure they have met any pre-requisites needed to enroll in a course. Students who test into REA 0004C, REA 0006C, ENC 0010 or ENC 0021 are not allowed to register for Open College until they complete their college prep Reading and English. Registration can be done in person at one of our four campuses, via BCC's web site at www.broward.cc.fl.us or, if you are a continuing student, by telephone, using the special PAR (Personalized Advisement and Registration) telephone number. Call the Registrar's Office for details

Once registered and paid, the student then obtains the free course information packet from the campus; borrows required audio and/or video cassettes from the campus Learning Resource Center for the duration of one semester; purchases the

appropriate textbooks and study guides from the campus bookstore; and attends the five required class meetings on the campus indicated on the schedule. Students should feel free to contact the instructor assigned to that course for any questions about the course requirements.

For more information about the Open College Program call 475-6564, or visit the Open College web site at www.broward.cc.fl.us/bcc/distance.html.

WEEKEND COLLEGE

Weekend College is a convenient way for motivated students to begin or continue their academic work on Friday evenings, Saturday mornings, or Saturday afternoons. Weekend College is designed for the student whose work or home schedule makes it difficult to enroll in regularly scheduled daytime or evening classes.

Weekend College classes are offered in the full-term (16 week) format and in the abbreviated Session III (13 week) format. The number of contact hours per week will vary depending on the number of credit hours per course. In either format, Weekend College instructors are available to students during the week for telephone consultation.

Weekend College classes are usually offered in the following areas at least one time per academic year:

Behavioral Sciences - (Anthropology, Education, Psychology, Sociology)

Business Administration - (Accounting, Business Law, Economics, Finance, General Business, Management)

Communication - (Foreign Language, Reading, Speech)

Computer Science - (Fundamentals, Word Processing)
English - (Composition, Grammar, Technical Report Writing)

Fire Science - (Administration, Hazardous Materials, Tactics, Supervision)
Humanities - (Art Appreciation, Literature, Music Appreciation, Philosophy, Religion)

Mathematics - (Algebra - Pre, Elem, Interm and College; Finite Math; Statistics)

Natural Sciences - (Anatomy & Physiology, Biology, Chemistry, Geology, Physical Science - Lecture and Labs)

Physical Education - (Activity and Wellness Courses)

Social Sciences - (Geography, Government, History)

The courses listed above are not offered on every campus every semester. It may be necessary to attend several campuses in one semester to complete the requirements for your program. Students should consult the schedule of classes to obtain more specific information regarding days/dates, times, and locations of course offerings each term. All Weekend College courses are full credit courses that are transferable and can be used toward most degree programs. The cost is the same as for regularly scheduled daytime and evening classes. Students may take one or more Weekend College courses exclusively or in combination with other daytime or evening courses. Although BCC allows students to take as many as six courses or eighteen credit hours in one full semester, students are strongly advised to see an academic advisor before selecting their classes.

For more information about Weekend College, call 475-6564, or visit the Weekend College web site at http://fs.broward.cc.fl.us/dtc/aa/wcindex.html.

ROTC PROGRAM

Broward Community College offers ROTC courses that satisfy the first two years of the four-year Army Reserve Officers Training Corps program or the Air Force Reserve Officers Training Corps program. The Army ROTC courses are offered in conjunction with Florida International University and are taught at the FIU campus in Miami. The Air Force ROTC courses are offered in conjunction with the University of Miami and are taught at the UM campus in Coral Gables.

ROTC is a four-year program that helps students learn leadership skills while in college. Eligible students who complete the ROTC program will be commissioned as an officer in the United States Military upon graduation from a four-year college or university with a Bachelors degree. The ROTC program offers scholarships and other monetary benefits to participants. Students interested in the Army ROTC program should contact the Military Science Department at Florida International University at (305) 348-1619. Students interested in the Air Force ROTC program should contact the Military Science Department at the University of Miami at (305) 284-2870. Under no circumstances should a student register in ROTC courses without first contacting one of the above programs.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ASSOCIATE IN ARTS DEGREE

MISSION STATEMENT – A.A. DEGREE

The Associate in Arts degree is conferred upon satisfactory completion of a program of lower-division courses designed to prepare students to advance to upper-division baccalaureate degree courses. This program includes 36 semester hours of general education courses in addition to courses appropriate for the upper-division major selected by the student. The General Education Requirements are within the subject areas of communications, mathematics, social sciences, humanities, and natural sciences. Apart from its transfer function, the degree provides students with the opportunity to gain competencies necessary to be participating and productive members of a democratic society.

EXPECTED EDUCATIONAL RESULTS - A.A. DEGREE

Graduates of the A.A. Program should be able to:

Communicate with others by writing, by speaking and listening, and by demonstrating skills in reading comprehension.

Perform computations necessary to function effectively in society.

Demonstrate basic computer skills.

Recognize the effects of technology upon society and the environment.

Evaluate social, political and intellectual developments from an historical perspective.

Understand the complexities of the humanities and to appreciate the aesthetics of the fine arts.

Think logically, critically, and creatively, to solve problems and make decisions.

Demonstrate a sense of personal responsibility, and ethical judgment and behavior.

Appreciate the benefits of a life-long process of intellectual and cultural growth.

Utilize research skills necessary to gather, analyze, and interpret information.

Function successfully in a changing multi-cultural environment and an interdependent world.

Adopt positive lifestyle behaviors through an application of wellness concepts.

ASSOCIATE IN ARTS (AA) DEGREE

The Associate in Arts degree is a transfer degree that offers a course of study equivalent to those offered to the freshman and sophomore students in the lower division of Florida's state universities. The degree requirements consist of thirty-six semester hours of general education which parallel the university requirements and twenty-four semester hours of electives in preparation for a major area of study. If students receive the Associate in Arts degree from Broward Community College, their degree, in most cases, will meet the lower division requirements of a university and will admit them to the junior-level status.

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. Furthermore, this foundation provides students an opportunity to gain an understanding of a variety of cultural and historical heritages, an understanding of the role of the individual in a complex and rapidly changing world, an understanding of the physical universe, and the communication and analytical skills necessary to function effectively.

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 in 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 in 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 that 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
FGCU	Florida Gulf Coast 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

Degree Requirements for University Transfer for A.A. Degree

To graduate, students must complete 60 semester hours of academic credit with a grade point average of at least 2.0. Of the 36 hours required for General Education (Areas 1-5), 3 credits of those 36 hours must be approved International/Intercultural courses. Excluded from the 36 hours are special technical education courses and college preparatory courses. Additionally, students must satisfy the Gordon Rule and CLAST requirements. In selecting courses, students should consider specific programmatic requirements of the upper-level institution to which they intend to transfer.

General Education Requirements -Associate in Arts Degree

Area 1 Communications ..... 9 Credits
Required of all students:

A.	ENC 1101	Composition	3
		AND	
B.	ENC 1102	Composition	3
		OR	
ENC 2210		Professional and Technical Writing	3

Students who complete both ENC 1101 and ENC 1102 may use ENC 2210 to satisfy 6000 words of the writing requirement. A grade of "C" or higher is required in ENC 1101, ENC 1102, and ENC 2210

Total Credits 6

C. SPC 1024		Introduction to Speech Communication	3
		OR	
SPC 1600		Introduction to Public Speaking	3

Area 2. Humanities ..... 6 Credits
Select two courses. Choose only one course from each category (A, B, C, D, E, F, or G):

A.

AML 2012	American Literature Colonial to 1900	3
AML 2022	American Literature Since 1900	3
AML 2600	Afro American Writers	3
ENG 2101	Film as Literature	3
ENL 2012	British Literature I	3
ENL 2022	British Literature II	3
ENL 2330	Introduction to Shakespeare	3
LIT 2020	Introduction to the Short Story	3
LIT 2030	Great Ideas Poetry	3
LIT 2110	World Literature through the Renaissance	3
LIT 2120	World Literature Renaissance to the Present	3
LIT 2310	Literature of the Supernatural and Science Fiction	3

B.

FRE 2200	Intermediate French I	4
FRE 2201	Intermediate French II	3
GER 2200	Intermediate German I	4
GER 2201	Intermediate German II	3
HBR 2200	Intermediate Hebrew I	4
HBR 2201	Intermediate Hebrew II	3
RUS 2200	Intermediate Hebrew I	4
SPN 2200	Intermediate Spanish I	4
SPN 2201	Intermediate Spanish II	3
SPW 2010	Studies in Spanish Literature and Culture I	3
SPW 2011	Studies in Spanish Literature and Culture II	3

C. ARH 2000 Art Appreciation 3
ARH 2050 Art History I 3
ARH 2051 Art History II 3

D. THE 2000 Theatre Appreciation 3

E. MUL 2010 Music Appreciation 3
MUH 2111 Music History and Literature 3
MUH 2112 Music History and Literature 3

F. PHI 1100 Introduction to Logic 3
PHI 2010 Introduction to Philosophy 3
PHI 2600 Introduction to Ethics 3

G. REL 2000 Introduction to the Study of Religion 3
REL 2300 World Religions 3

H. ARC 1701 Survey of Architectural History 3

Area 3. Social and Behavioral Sciences ..... 6 Credits
Select one course from category A and one course from category B:

A. Historical, Political and Global Perspectives

AMH 2010	History of the United States to 1865	3
AMH 2020	History of the United States Since 1865	3
AMH 2035	United States 1945 to Present	3
AMH 2091	History of the African American	3
EUH 1000	Western Civilization I	3
EUH 1001	Western Civilization II	3
EUH 2033	History of the Holocaust	3
GEA 2000	World Geography	3
GEO 1000	Introduction to Geography	3
GEO 2370	Conservation of Natural Resources	3
INR 2002	Introduction to International Relations	3
LAH 1004	History of the Two Americas I	3
LAH 1005	History of the Two Americas II	3
POS 2041	National Government	3
POS 2112	State and Local Government	3
WOH 2040	World in the Twentieth Century	3

B. Social/Behavioral Sciences

ANT 2000	Introduction to Anthropology	3
ANT 2100	Introduction to Archaeology	3
ANT 2211	Introduction to World Ethnology	3
ECO 2013	Principles of Economics I	3
PSY 2012	General Psychology	3
SYG 2000	Principles of General Sociology	3
SYG 2010	Social Problems	3
SYG 2441	Social Institutions	3

Area 4. Science/Wellness ..... 8 Credits

Science ..... 7 Credits
Students not majoring in science or health related fields must take at least one (1) course from each area below, one of which must be a laboratory course.

A. Biological Sciences:

BOT 2010	General Botany	3
BSC 1005	General Biology	3
BSC 1010C	Introduction to Biology I	4
EVR 1009	Environmental Science	3
ZOO 2010	General Zoology	3

B. Physical Sciences:

AST 1002	Horizons in Astronomy	3
AST 1005	Astronomy of the Solar System	3
AST 1006	Astronomy of Stars and Galaxies	3
CHM 1025	Introduction to Chemistry	3
CHM 1045	General Chemistry I	3
EVR 1009	Environmental Science	3
GLY 1001	Earth Science	3
GLY 1010	Physical Geology	3
GLY 1100	Historical Geology	3
OCE 1001	Introductory Oceanography	3
PHY 1001	Applied Physics	3
PHY 2048	General Physics with Calculus I	4
PHY 2053	General Physics I	3
PSC 1121	Physical Sciences Survey	3

T.E.A. ONLY:

PSC 1802	Earth and Space Science	3

C. Biological/Physical Sciences Labs:

BOT 2010L	General Botany Lab	1
BSC 1005L	General Biology Lab	1
ZOO 2010L	General Zoology Lab	1

AST 1022L	Astronomy Laboratory	1
CHM 1025L	Introduction to Chemistry Lab	1
CHM 1045L	General Chemistry I Lab	1
GLY 1010L	Physical Geology Lab	1
GLY 1100L	Historical Geology Lab	1
OCE 1001L	Introductory Oceanography Lab	1
PHY 1001L	Applied Physics Lab	1
PHY 2048L	General Physics with Calculus I Lab	1
PHY 2053L	General Physics I Lab	1
PSC 1191L	Physical Sciences Lab	1
PSC 1802L	Earth and Space Science Lab	1

Students majoring in sciences or health related fields may take any combination of 7 hours as designated by their major, including one laboratory course, from the following list.

BOT 2010	General Botany	3
BOT 2010L	General Botany Lab	1
BSC 1010C	Introduction to Biology I	4
BSC 1011C	Introduction to Biology II	4
BSC 1085	Human Anatomy and Physiology I	3
BSC 1085L	Human Anatomy and Physiology I Lab	1
BSC 1086	Human Anatomy and Physiology II	3
BSC 1086L	Human Anatomy and Physiology II Lab	1
CHM 1040	General Chemistry A	3
CHM 1041	General Chemistry B	3
CHM 1045	General Chemistry I	3
CHM 1045L	General Chemistry I Lab	1
CHM 1046	General Chemistry II	3
CHM 1046L	General Chemistry II Lab	1
CHM 1046E	General Chemistry C	3
GLY 1010	Physical Geology	3
GLY 1010L	Physical Geology Lab	1
GLY 1100	Historical Geology	3
GLY 1100L	Historical Geology Lab	1
MCB 2013	Microbiology	3
MCB 2013L	Microbiology Lab	1
PHY 2048	General Physics with Calculus I	4
PHY 2048L	General Physics with Calculus I Lab	1
PHY 2049	General Physics with Calculus II	4
PHY 2049L	General Physics with Calculus II Lab	1
PHY 2053	General Physics I	3
PHY 2053L	General Physics I Lab	1
PHY 2054	General Physics II	3
PHY 2054L	General Physics II Lab	1
ZOO 2010	General Zoology	3
ZOO 2010L	General Zoology Lab	1

NOTE: In combined courses, such as BSC 1010C and BSC 1011C, students will satisfy requirements for a three-credit science lecture and a one-credit science laboratory course. Check Catalog course description for pre or corequisites.

D. Wellness ..... 1 Credit
HSC 1101C Introduction to Healthful Living 1

NOTE: No exemptions shall be permitted from the Wellness requirement because of age, veteran status or medical reasons. Students with medical restrictions or physical limitations must provide appropriate documentation and shall participate on a modified basis.

Area 5. Mathematics ..... 7 Credits

A. Mathematics ..... 6 Credits

MAC 1105	College Algebra	3
MAC 1114	Trigonometry	3
MAC 1132	Pre Calculus Mathematics I	3
MAC 1133	Pre Calculus Mathematics II	3
MAC1140	Pre-Calculus Algebra	3
MAC 2233	Business Calculus	3
MAC 2311	Calculus and Analytical Geometry I	5
MAC 2312	Calculus and Analytical Geometry II	5
MAC 2313	Calculus and Analytical Geometry III	4
MAP 2302	Differential Equations	3
MAS 2103	Linear Algebra	3
MGF 1106	Liberal Arts Mathematics I	3
MGF 1107	Liberal Arts Mathematics II	3
STA 2023	Statistics	3

A grade of "C" or higher in the courses must be achieved to satisfy the requirement.

B. Computer Competency ..... 1 Credit
CGS 1061C Computer Concepts 1
Total (Areas 1-5) ..... 36 Credits

Area 6. Programmatic Electives ..... 24 Hours
Any combination of college level courses recommended/required for a discipline major and/or courses from the General Education offerings (English/Communications, Humanities, Mathematics, Science, Social and Behavioral Science) Excluded are College Preparatory 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. Please consult with an Academic Advisor.

Area 7. Writing Requirement
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 and 3 designated as a Writing Course on the term schedule and any third college-level composition course will fulfill the 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. Prerequisite: a grade of "C" or higher in ENC 1101.

Students who enroll in "Optional Writing" courses have the option of registering for writing credit to fulfill graduation and/or Gordon Rule (State Rule 6A-10.030) writing 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 (State Rule 6A-10.030).

AREA 8. International/Intercultural ..... 3 Credits
Of the 36 hours required for general education, 3 credits must be earned in an approved International/Intercultural course. Only the following approved courses from the General Education offerings that have a primary and major International or Intercultural content and emphasis may be used to satisfy this requirement:

All Foreign Language Courses

AMH 2091	History of the African American	3
AML 2600	Afro American Writers	3

ANT 2000	Introduction to Anthropology	3
ANT 2211	Introduction to World Ethnology Peoples of the World	3
ARH 2000	Art Appreciation	3
ARH 2050	Art History I	3
ARH 2051	Art History II	3
ENL 2012	British Literature	3
ENL 2022	British Literature	3
EUH 1000	Western Civilization I	3
EUH 1001	Western Civilization II	3
GEA 2000	World Geography	3
GEO 1000	Introduction to Geography	3
GEO 2370	Conservation of Natural Resources	3
INR 2002	Introduction to International Relations	3
LAH 1004	History of the Two Americas I	3
LAH 1005	History of the Two Americas II	3
LIT 2020	Introduction to the Short Story	3
LIT 2110	World Literature Through Renaissance	3
LIT 2120	World Literature Renaissance to Present	3
MUH 2111	Music History and Literature	3
MUH 2112	Music History and Literature	3
MUL 2010	Music Appreciation	3
REL 2300	World Religions	3
SYG 2000	Principles of Sociology	3
SYG 2441	Social Institutions	3
WOH 2040	World in the 20th Century	3

The Associate in Arts Degree Programs

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 Downtown Center campuses, in the following areas:

Agricultural Science
Anthropology
Architecture
Art
Art/Graphic Design
Astronomy
Biology
Business Administration
Chemistry
Computer Information Systems
Computer Science
Criminal Justice
Dance
Dietetics
Economics
Education - Biology
Education - Chemistry
Education - Early Childhood
Education - Elementary
Education - Mathematics
Education - Physics
Education - Social Science
Education - Special Education
Engineering
English
Foreign Language
Geography
Geology
Health Service Administration
History
Hospitality Administration
Interior Design
International Studies
Journalism
Mass Communications
Mathematics
Medical Technology
Music
Music Education
Music Technology
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
Public Affairs
Radio & Television
Recreation
Religion
Social Welfare
Sociology
Speech
Technical Theatre
Theatre
Theatre Performance

ASSOCIATE IN SCIENCE/ASSOCIATE IN APPLIED SCIENCE DEGREES

ASSOCIATE IN SCIENCE (AS DEGREE)

The Associate in Science degree is a career education and transfer degree. It is a 60+ credit hour degree intended to prepare students for immediate employment in a specific occupational area and/or for transfer into the State University System. The degree requires the completion of at least 15-18 semester hours of transferable general education courses that meet the Commission on Colleges of the Southern Association of College and Schools criteria along with technical courses which may or may not transfer. The general education courses will transfer and apply toward the thirty-six credit hours required for the baccalaureate degree in the State University System. In some areas of study, statewide program specific articulation agreements have been developed ensuring the transfer of the Associate in Science degree. The student is advised to see an advisor for a list of these programs.

ASSOCIATE IN APPLIED SCIENCE (AAS) DEGREE

The Associate in Applied Science degree (AAS) is a career/technical degree. The AAS degree is a 60+ college credit hour degree consisting of both general education and technical courses. Graduates from such programs shall have the technical skills as well as the communication, problem-solving, and scientific skills to compete successfully in the job market and to advance in the workforce. In some areas of study, articulation agreements have been established with state universities and private colleges enabling the transfer of degree credits.

EXPECTED EDUCATIONAL RESULTS

Graduates of A.S./A.A.S. programs should be able to:

Communicate with others by writing, by speaking and listening, and by demonstrating skills in reading comprehension.

Apply the computational skills appropriate to their chosen occupation.

Apply basic computer skills.

Understanding principles of science and technology and be aware of their effects upon society and the environment.

Demonstrate awareness and understanding of the social and behavioral aspects of the world in their chosen occupations.

Understand the complexities of the humanities and to appreciate the aesthetics of the fine arts.

Think logically, critically, and creatively, to solve problems and make decisions.

Demonstrate a sense of personal responsibility, and ethical judgment and behavior.

Appreciate the benefits of life-long learning and professional growth within their field.

Demonstrate knowledge, competencies, and professional behaviors essential to entering a specific career field or advancing within their field.

Apply the skills and attitudes necessary to adapt to changes within their personal and work environments and the global economy.

Apply for certification or licensure examinations, as appropriate.

GENERAL INFORMATION

The Associate in Science/Associate in Applied 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.

The Associate in Science/Associate in Applied 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.

Final responsibility for meeting the requirements for graduation for an Associate of Science/Associate in Applied Science Degree rests with the student. Students must complete all of the courses as specified in the program for the degree and appropriate general education requirements.

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. Furthermore, this foundation provides students an opportunity to gain an understanding of a variety of cultural and historical heritages, an understanding of the role of the individual in a complex and rapidly changing world, an understanding of the physical universe, and the communication and analytical skills necessary to function effectively.

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 EDUCATION REQUIREMENTS – ASSOCIATE IN SCIENCE/ASSOCIATE IN APPLIED SCIENCE DEGREE

General Education Requirements for the Associate in Science/Associate in Applied Science degree, as specified in individual program sheets, must total a minimum of fifteen (15) credit hours that include the following: ENC 1101; three (3) credits in Humanities/Fine Arts; three (3) credits from the Social/Behavioral Sciences; three (3) credits of Mathematics/Natural Sciences; and three (3) credits to be designated by individual programs. In addition, students are also required to meet an oral communication competency and computer competency as specified in the particular A.S. degree program of study.

Area 1. Communications .....3 Credits
ENC 1101 Composition

Area 2. Humanities/Fine Arts.....3 Credits
Select one course from any of the following: Art, Humanities, Literature, Modern Foreign Language, Music, Philosophy, Religion, and Theatre. Specific courses may be designated by individual programs.

Area 3. Social/Behavioral Sciences.....3 Credits
Select one course from any of the following: Anthropology, Economics, Geography, History, Political Science, Psychology, and Sociology. Specific courses may be designated by individual programs.

Area 4. Mathematics/Natural Science .....3 Credits
Select one college level course from either college level mathematics or natural sciences.

Mathematics:

For Associate in Science Degree:
MAC 1105 College Algebra or higher level course

For Associate in Applied Science Degree
MAT 1033 Intermediate Algebra
MTB 1310 Applied Mathematics
MTB 1321 Technical Mathematics I
MTB 1322 Technical Mathematics II
MTB 1325 Engineering Technology Mathematics I
MTB 1326 Engineering Technology Mathematics II
Any other higher level college mathematics course will also satisfy this requirement.

Science:
Specific courses may be designated by individual programs.

Area 5. Program Designated Courses.....3 Credits
Any other college level course from Areas 2,3,4, or any college level course in speech, reading, computers, wellness, science laboratory, or ENC 2210, Professional and Technical Writing.

Total (Areas 1-5).....15 Credits

Students are also required to meet an oral competency and computer competency requirement as specified in the particular A.S. degree of study.

Associate in Science Degree Programs

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 Downtown Center campuses, in the following areas:

Accounting Technology
Architectural Design and Construction Technology
Automotive Service Management Technology
- Autobody Option
- Diesel Engine Specialization
- Technical Service Option

Aviation Administration
- Airport Operations Management Option

Building Construction Technology
Business Administration
Cardiovascular Technology
Child Development and Education
Civil Engineering Technology
Computer Information Technology
- Microcomputer Systems Specialist
- Oracle Database Administrator

Computer Programming and Analysis
- Business Programming
- Engineering and Scientific Programming
- Oracle Application Developer
- Software Development

Criminal Justice Technology
- Crime Scene Emphasis
- Criminal Justice Emphasis
- Polygraph Emphasis

Dental Hygiene
Diagnostic Medical Sonography Technology
Emergency Medical Services
Environmental Science Technology
Fire Science Technology
Graphic Design Technology
Health Information Management
Health Services Management
Hospitality and Tourism Management
Industrial Management Technology
Legal Assisting
LPN/RN Nursing Transition
Marketing Management
Medical Laboratory Technology
Networking Services Technology
- Microsoft MCSE
- Networking-Novel CNE Track

Nuclear Medicine Technology
Nursing (Associate Degree) R.N.
Physical Therapist Assistant
Professional Pilot Technology
Radiation Therapy Technology
Recreation Technology
Respiratory Care Technology
Travel and Tourism Industry Management
Vision Care Technology
- Ophthalmic Technology
- Opticianry

Associate in Applied Science Degree Programs

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 Downtown Center campuses, in the following areas:

Accounting Technology
Automotive Service Management Technology
- Autobody Option
- Diesel Engine Specialization
- Technical Service Option

Aviation Maintenance Management
Biomedical Equipment Engineering Technology
Business Administration
- International Business Management

Computer Engineering Technology
- Computer Engineering Technician
- Computer Networking Specialist

Computer Information Technology
- Microcomputer Systems Specialist
- Oracle Database Administrator

Diagnostic Medical Sonography
Electronics Engineering Technology
Health Services Management
Hospitality and Tourism Management

Industrial Management Technology
Landscape Technology
Marketing Management
    Electronic Commerce
Multimedia Technology
Networking Services Technology
    Microsoft MCSE
    Networking – Novell CNE Track
Office Systems Technology
    Legal Office Systems
    Medical Office Systems
    Office Management Technology
    Word Processing Technology
Radiography
Restaurant Management
Telecommunications Engineering Technology
Travel and Tourism Industry Management
Vision Care Technology
    Ophthalmic Technology
    Opticianry

CERTIFICATE PROGRAMS

MISSION STATEMENT – CERTIFICATES

The certificate is awarded upon satisfactory completion of a prescribed program of courses designed to prepare students for initial entry into an occupation or for advancement within their current occupations. Certificate programs provide students with the opportunity to develop the technical competencies necessary to be participating and productive members of the business, professional, governmental, or industrial life of the community.

EXPECTED EDUCATIONAL RESULTS - CERTIFICATES

Graduates of certificate programs should be able to:

1. Demonstrate knowledge, competencies, and professional behaviors essential to entering a specific career field or upgrading their occupational skills.
2. Recognize the need for life-long learning and for professional growth within their field.
3. Apply for certification or licensure examinations, as appropriate.

TECHNICAL CERTIFICATE PROGRAMS

A Technical Certificate is a program of study of less than sixty (60) credits of college-level technical courses that prepares students for immediate entry into the workforce. The certificate may be a part of an Associate in Science or an Associate in Applied Science degree and generally does not require the completion of general education courses.

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 Downtown Center campuses, in the following areas:

Accounting Applications
Business Management
- Customer Service
- Sports Management

Computer Programming
- Computer Applications and Internet Technology
- Microcomputer Applications
- Networking- Novell CNE Track
- Networking – Microsoft MCSE
- Oracle Developer Track
- Oracle Database Administrator Track

Diagnostic Medical Sonography
Electronic Commerce
Marketing Operations
Nuclear Medicine
Office Systems Specialist
Paramedic
Radiation Therapy Specialist
Radiation Therapy Medical Dosimetry Specialist

ADVANCED TECHNICAL CERTIFICATES

The Advanced Technical Certificate (ATC) consists of a program of instruction consisting of nine (9) hours or more but less than forty-five (45) credit hours of college-level courses. The certificate is awarded to students who have already received an Associate in Science, Associate in Applied Science or related undergraduate degree and are seeking an advanced specialized planning program of study to supplement their degree.

Advanced Technical Certificates are available in the following areas of study:

Basic Perioperative Nursing
Biomedical Equipment Engineering
Coronary Care Nursing
Critical Care Nursing
Geographic Information Systems
Graduate Nurse Intern
Home Health Nursing
Multimedia Web Development
Multi-Skilled Health Care Professional
Project Manager Digital/Design Technology
Vascular Sonography

VOCATIONAL CERTIFICATE

A Vocational Certificate is a program of instruction consisting of non-college level courses to prepare students to enter the workforce. The student receives vocational credit(s) upon completion of each course within the program. The Vocational Certificate is awarded upon completion of all vocational courses and demonstration of attainment of predetermined and specified performance requirements (reading and mathematical skills) as defined by Florida Law and Rule.

Vocational Certificates are available in the following areas of study:

Administrative Assistant
Broward County Correctional Probation Academy
Broward County Corrections Academy
Broward County Police Academy
Cross-Over from Corrections to Law Enforcement
Dental Assisting
Massage Therapy
Medical Assisting
Medical Secretarial
Police Service Aide Academy

APPLIED TECHNOLOGY DIPLOMA

The Applied Technology Diploma (ATD) consists of a course of study that is part of an Associate in Science degree or an Associate in Applied Science degree and leads to employment in a specific occupation. The diploma is less than sixty (60) college credits hours or vocational credits and is approximately fifty percent of the technical component of the degree. The ATD is awarded upon completion of all technical courses and demonstration of attainment of predetermined and specified performance requirements (reading and mathematical skills) as defined by Florida Law and Rule. Transfer of coursework that is part of an ATD to an associate degree program is guaranteed for a period of three years following the date of the award of the ATD and based upon the AS or AAS articulation agreement.

An Applied Technology Diploma is available in the following areas of study:

Aircraft Airframe Mechanics
Aircraft Powerplant Mechanics
Emergency Medical Technician
Medical Coder/Biller
Pest Control Operations

THE INSTITUTE FOR ECONOMIC DEVELOPMENT

The Institute for Economic Development is a vital part of the total program at Broward Community College. The Institute emphasizes the community - its needs, its desires, its people. The Institute extends the College into the community through noncredit offerings and programs reaching beyond the traditional limits of the College.

The Institute for Economic Development houses the following departments:

1. The Continuing Education Department
2. The Center for Business and Industry
3. Industry Based Training (IBT)
4. W.I.N.G.S.

1. CONTINUING EDUCATION (CE)

The Continuing Education Department offers non-credit courses that provide:

Continuing Professional Education for individuals wishing to upgrade their present skills or to explore new occupational fields:

Continuing Professional Education (CPE)
- Aviation
- Building Construction
- Business Management
  - Classroom
  - Online
- Child Care Certification
- Computer
  - Classroom
  - Online
- Doula Training
- Financial Training
- Insurance
- Languages
  - Classroom English
  - Classroom ESOL
  - Classroom Foreign
  - Classroom Reading
  - Online Spanish
- Real Estate

Personal Education
- Around the World
- Art and Culture
- Current Issues and World Affairs
- Notary Training Classes
- Personal Enrichment
  - Online
- Recreation and Watersports
- Senior College
  - Computer Training
  - PIE (Program for Intellectual Enrichment)

Education Preparation
- Payroll
- Survival Math for Business
- Test Preparation
  - Classroom
  - Online

Continuing Education courses are primarily held for 2-3 hours each class session. The structure and length of the course is determined by the nature of the material and the instructional methods utilized. Non-credit courses are offered at all of our campuses (North, Central, South), our Tigertail Lake Facility, Pines Facility, our Commercial Boulevard Center and other community locations.

Other specialty Continuing Education Programs include:

Accounting - Continuing Professional Education (CPE) Seminars for CPAs led by nationally recognized speakers.

Children and Divorce - a four hour educational course for divorcing parents who have minor children focusing on the concerns parents have regarding their decision to divorce and the impact this process will have on their children.

Insurance Program - provides courses for people interested in sitting for General Insurance Agents, Adjustors, and Life, Health and Annuity State Licensing Examinations. Continuing education courses for licensed insurance agents and National Professional Insurance Courses are also offered.

Real Estate Program - provides continuing education credits for real estate salespersons, brokers, and community association managers to enable them to maintain their active license status. Mortgage broker tests are given monthly at BCC.

Young People's Summer College - where children 8 - 16 years of age are introduced to Broward Community College educational options - giving them a positive summer experience This is a great alternative to summer camp! Topics are interesting so kids have fun and learn new things, and have a chance to become familiar with the college campus environment.

Classes are offered in Computers, Drawing, Golf, Paper Mache, Jazz/Hip Hop, Calligraphy, Aviation, Aquatic Science, Play Production, Word Processing, Spanish, Fashion Art, Safe Sitters, Cartooning, Kung Fu, Photography, Cheernastics, Snorkeling, Tennis, Musical Instrument Instruction, Summer Fun with Food, Magic, Memory Power, and Creative Writing.

Mark your calendar and plan ahead so your child can be a part of this summer college experience of fun and learning.

Information Technology - The Institute meets the computer training needs of the Broward County business community including labor, industry, and government. Our non-credit courses are presented in state-of-the-art laboratories on BCC campuses and our own computer laboratory in the FAU/BCC Building at 1515 W. Commercial Boulevard, Room 408A. Certification Programs include A+, N+, MCSE, and E-commerce Manager.

The Institute has three methods for providing workshops in a range of popular microcomputer programs.

1. Computer seminars scheduled on a regular basis at our own state-of-the-art microcomputer laboratory. These seminars are designed to provide basic skills in a short time that will be used immediately upon return to the work place. These seminars are limited to 16 participants who will have the exclusive use of a computer during the seminar.

2. Non-scheduled seminars as above but arranged on a contractual basis for companies that have more extensive training needs. Admission to these classes is limited to the enrollment contracted for in the Training Agreements.

3. On-line Internet courses are offered for individuals who prefer to learn from home or office. A wide variety of course topics are scheduled monthly, and curriculum is available for viewing at www.educationtogo.com/browardcc. Each six-week course offers assignments over the Internet via e-mail.

2. CENTER FOR BUSINESS AND INDUSTRY (CBI)

1. The Center for Business and Industry (CBI) at Broward Community College's Institute for Economic Development works to support the economic well-being of Broward County's work force. CBI provides design, development, delivery and evaluation of training programs as well as professional consultation to address work place problems.
2. Established in 1990, CBI has structured diverse competency-based programs for industries and organizations focused on enhancing the skill and information base of employees. Programs are delivered by qualified trainers, business practitioners, and experienced educators to guarantee timeliness and quality.

CBI's programs are offered at all campus centers. Options include:

- Customized training at business and industry sites
- Short-term training at all campus centers
- Existing seminars and workshops

Customized on-site training means an end to generic, expensive and time-consuming seminars and extensive travel. Customized programs are designed to meet specific needs of a company without requiring travel from the comfort and convenience of the firm's location. Practitioners and consultants with successful business and industry backgrounds help define training needs. Technical skills, management skills and team-building programs are tailored to the culture of the business and the learning styles of employees.

Customized training offers a choice of formats best suited to employees and employers. Short or long-term programming, lasting from a few hours to several months, is available to

3. INDUSTRY BASED TRAINING (IBT)

IBT is located on BCC's South Campus, 7200 Pines Boulevard, Pembroke Pines, FL 33024, (954) 986-8055

The role of IBT is to bridge the gap between the local labor market needs and the abilities of the work force via the delivery of customized training services and on-the-job training.

Major employers provide up-front commitments to hire. IBT recruits individuals for these companies and provides customized, competency based training leading to specific jobs in these work places. Length of training is a minimum of four weeks and is full time. How the training is delivered is dependent upon the specific jobs. For example, School Bus Drivers are trained in a classroom setting for three weeks, which is followed by the road training in the school bus, a total of about six weeks. Each program offered is unique. This one results in a Commercial Driver License (CDL "B") and employment with the School Board of Broward County.

Our training is federally funded and is free to eligible individuals. People who qualify for services and meet the employer profile are selected in advance of training by the participating employer. Jobs are guaranteed to trainees based upon successful program completion. All jobs are full time and provide fringe benefits.

In existence in Broward County since 1984, this service has been offered through Economic Development since 1997.

4. W. I. N. G. S.
Women Investigating New Goals and Services

WINGS is a comprehensive re-entry program offering assistance to women who are in transition due to the separation, divorce, death, or disability of a spouse. Due to their circumstances, they need to enter the job market, or return to school for training to re-establish themselves as responsible, independent, self-supporting citizens. They have many barriers to employment due to their lack of recent work experience, lack of education, lack of updated skills, and low self-esteem. Our program helps to eliminate these barriers.

Our free program offers:
Career counseling and assessment
Building self-esteem
Assertiveness training
Communication skills
Job search skills
Resume writing
Basic computer literacy training
On-going support services

Workshops and computer classes are offered during the day and evening schedules, in both **English and Spanish**. Workshops are offered at the North, Central and South Campuses of Broward Community College.

To register for our workshops, participants may call our North Campus at (954) 973-2398, or the South Campus at (954) 963-8874.

HEALTH SCIENCE EDUCATION

Department Name	Prefix
Cardiovascular Technology	CVT
Continuing Education	NSP, NUR, CAE, CEA, HCP
Dental Assisting	DEA, DES
Dental Hygiene	DEH
Diagnostic Medical Sonography (Ultrasound)	SON
Emergency Medical Services	EMS
Health Information Management	HIM
Health Services Management	HSA
Medical Assisting	MEA, HSC
Medical Laboratory Technology	MLS
Nuclear Medicine Technology	NMT
Nursing Associate Degree RN Program	NUR
Ophthalmic Technology	OPH
Opticianry	OPT
Physical Therapist Assistant	PHT
Radiation Therapy Technology	RAT
Radiography (X-ray)	RTE
Respiratory Care	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: Cardiovascular Technology, Dental Assisting, Dental Hygiene, Diagnostic Medical Sonography (Ultrasound), Dietetic Technician, Emergency Medical Technician, Health Information Management, Health Services Management, Medical Assisting, Medical Laboratory Technology, Nuclear Medicine, Nursing (Associate Degree) RN Program, Paramedic, Physical Therapist Assistant Technology, Radiation Therapy Technology, Radiography (X-ray), Respiratory Care, and Vision Care Technology Programs.

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 Health Science Continuing Education and Workforce Development Programs Department.

The State Board of Education recently amended Rule 6A-14.030, Instructions and Awards in Community College to create an Advanced Technical Certificate (ATC). The Advanced Technical Certificate (ATC) has been identified as a program of instruction consisting of 9 hours or more but less than 45 hours of college-level courses, which may be taken by students who have already received an Associate in Science degree and are seeking an advanced specialized planning program of study to supplement their Associate degree. An advanced technical certificate is available in: Basic Perioperative Nursing, Coronary Care Nursing, Critical Care Nursing, Graduate Nurse Intern, Home Health Nursing, Multi-skilled Healthcare Professional, and Vascular Sonography.

General Admission Requirements and Procedures:

1. Students must fulfill general admission requirements to the College. A student who has been arrested (adjudicated guilty) of a felony offense must meet with the Department Head of the program to which they are applying to determine eligibility to write the national registry exam of the certifying body.

2. Students must fulfill specific Health Science Departmental requirements and 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 (954) 475-6780. Each application must be accompanied with a $20.00, non-refundable Health Science application fee. Checks are to be made payable to Broward Community College.

3. Transcripts for all previous college work (including Broward Community College) should be sent with your application to the Health Science Admissions Department. Students should see their academic advisors to determine transferability of credits and additional course work needed. Graduation Evaluations will not be accepted in place of transcripts.

4. Students must have a minimum overall and degree grade point average of 2.0 for all college/school work attempted unless waived by the department. All students seeking admission into a Health Science degree program shall have satisfactorily completed all College Preparatory courses and the specific prerequisite courses required by the program prior to submitting an application. This policy does not apply to students seeking a Certificate of Achievement. Science courses completed more than 10 years prior to the date of the application will not be accepted. Some Health Science programs require completion of Pre-Health Science Core requirements (HCP 0130, CAE 0299, CAE 0382, CAE 0474, and CAE 0476)) prior to admission into the program. This course, as prescribed by the Florida Department of Education, Division of Applied Technology and Adult Education, introduces students to basic health care knowledge and skills.

5. To comply with FAC6A-10.040, the College will assess basic skill levels for students entering vocational credit certificate programs after entering the program. The College will accept previous ASSET, ACT, the Test of Adult Basic Education (TABE) or SAT scores provided that the scores are no more than three years old. Students who fall below the minimum basic skill levels will be offered remediation in the Learning Laboratory. Students who do not reach the required competency level will not be issued a certificate. For additional information, students should contact an advisor.

6. Students are selected into programs based on established criteria for each program in accordance with Equal Access/Equal Opportunity standards and the date the completed application was received by the Health Science Admissions Department.

7. The number of students selected is limited and varies with the availability of clinical facilities, state licensing regulations, and other related criteria.

8. Students are notified in writing of acceptance or provisional acceptance. Some students may be notified by telephone

due to students who have withdrawn their application. A student may postpone entry into the program only once. A student who fails to begin the program when notified must re-apply. Only approved applications will be retained for a later admission date.

9. Students who require special accommodations should contact the Department of Disability Services on any BCC campus and discuss needed accommodations with the program Department Head.

10. It is strongly recommended that students enroll in College Success Skills, SLS 1501 prior to entering a Health Science Program.

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 admitted to a program and registered in the course to attend class. No student may audit a Health Science course without the permission of the appropriate Health Science Department Head.

Withdrawal/Failure:

Any Health Science student who fails or withdraws from a Health Science program during his/her first semester shall re-apply to the program. Re-admission will be based on the criteria and procedures in effect at the time of re-admission. Additional requirements may be applied to students who have previously failed. If a student fails a Health Science course or fails to maintain the appropriate GPA after the first semester, he/she shall meet the re-admission policy and procedures of the department. 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/Grade Appeal:

A formal process for resolving complaints/grievances has been established by the College. A copy of the Grievance Procedure may be obtained from the office of the Department Head or Executive Director of the Center for Health Science Education. Students appealing their final grade in a Health Science course must follow the BCC Grade Appeal Procedure.

Uniforms:

Uniforms that meet the approval of the appropriate Health Science Department must be furnished by the students. Information regarding uniform 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 is non-refundable and 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. The College does not assume responsibility for accidents/incidents that occur in clinicals. The student assumes financial responsibility for accidents/incidents requiring medical attention.

Health Examination:

A complete physical health form must be submitted upon notification of acceptance as required by the program. Final acceptance/continuation to the program will be contingent upon the results of the medical form.

As a student performing in clinical facilities, you may be exposed to environmental hazards and infectious diseases. Broward Community College requires that all Health Science students obtain the Hepatitis B vaccine prior to their admission to a Health Science program.

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 a patient's safety and well being.

Re-admission:

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

Academic Dismissal:

A student shall be permanently dismissed from a Health Science program after three unsuccessful attempts at passing the courses in the program. Unsuccessful is defined as a "W" or grade less than "C". After the first or second unsuccessful attempt, the department may require the student to complete specific requirements in order to continue in the program. Continuation is the program also will be based upon space availability.

Graduation Requirements:

Students must complete all courses in the degree program with a grade of "C" or higher.

Changing Requirements for Graduation:

The right is reserved to change any of the rules and regulations of the Health Science Departments at any time, including those related to admission, instruction, and graduation. All such changes are effective at such time as the proper authorities determine, and may apply not only to prospective students, but also to those who already are enrolled in a Health Science Program. All enrolled students will be notified in writing of such changes as they occur

Catalog Requirement:

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

1. If you have been attending continuously (Term I and II each year), you may graduate under the Catalog year you entered the College or the one in effect at the time of graduation.
2. If you have interrupted your attendance by one or more terms (not including Term III), you must meet the requirement of either the Catalog year you re-enrolled or the one in effect at the time of graduation.
3. Health Science students may also graduate under the Catalog year in which they entered the Health Science Program.

It is very important that students see an academic advisor every term.

Health Science Continuing Education And Workforce Development Programs

The 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.

Health Science Continuing Education is an approved provider for the American Association of Medical Assistants**; American Dietetic Association**; Board of Massage (DPR Provider CME-129-03 Exp. 8/2003); Florida Certification Board, Inc. (Florida Department of Health Provider #143A); Clinical Laboratory Personnel (recognized by National Certifying Agency for Clinical Lab Personnel) DPR Provider #JP3; Certified Case Manager Commission, Provider CCM000730; Dental Assisting National Board, Inc; Florida Physical Therapy Association; Florida State Board of Dentistry, Provider #P00020; Florida State Board of Nursing, Provider #2163; Nursing Home Administrators; Psychological Services, (Florida Department of Health Provider BAP #73, Exp 3/03); Department of Radiologic Technology HRS Provider #3200006 (Category A); Respiratory Care.**

**Contact the individual Professional Board for rules and guidelines.

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, noncredit offerings.

Offerings are available at all campus sites and various off campus facilities. Day, evening and weekend 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 these programs contact Continuing Education for Health Related Professions at (954) 475-6768.

The State Board of Education recently amended Rule 6A-14.030, Instructions and Awards in Community College to create an Advanced Technical Certificate (ATC). The Advanced Technical Certificate (ATC) has been identified as a program of instruction consisting of 9 hours or more but less than 45 hours of college-level courses, which may be taken by students who have already received an Associate in Science degree and are seeking an advanced specialized planning program of study to supplement their Associate degree.

Continuing Education Advanced Technical Certificates

An Advanced Technical Certificate will be awarded to health professionals post Associate in Science degree after completing a minimum of 9 and a maximum of 45 credit hours in one of the following health science specialty areas. Contact the Continuing Education Department, (954) 475-6768 for course offering information. All course work must be completed with grades of "Satisfactory" or "C" or higher.

1. Basic Perioperative Nursing
2. Coronary Care Nursing
3. Critical Care Nursing
4. Graduate Nurse Intern
5. Home Health Nursing
6. Multi-Skilled Healthcare Professional
7. Vascular Sonography

Basic Perioperative Nursing

The Basic Perioperative Nursing courses are offered to licensed registered nurses who require additional course work to be employed in an operative/surgical unit. An Advanced Technical Certificate, Basic Perioperative Nursing, will be awarded after 13 credit hours are completed.

NUR 2293	Basic Perioperative Nursing	8
NUR 2293L	Basic Perioperative Practicum	5

Coronary Care Nursing

The Coronary Care Nursing course is offered to licensed registered nurses who require additional course work to be employed in a coronary care unit. An Advanced Technical Certificate: Coronary Care Nursing, will be awarded after 9 credit hours are completed.

NUR 2294	Coronary Care Nursing	9

Critical Care Nursing

The Critical Care Nursing courses are offered to licensed registered nurses who require additional course work to be employed in a critical care specialty unit. An Advanced Technical Certificate: Critical Care Nursing, will be awarded after a minimum of 9 credit hours are completed in any combination of the following courses:

NUR 2391	Care of the Critically Ill Newborn	4
NUR 2392	Critical Care of the Pediatric Client	5
NUR 2292C	Introduction to Critical Care Nursing	5
NUR 2274	Emergency Nursing	3
NUR 2274L	Emergency Nursing practicum	3

Graduate Nurse Intern

The Graduate Nurse Intern courses are offered to licensed registered nurses/graduate nurses who require additional courses to meet a healthcare agency's requirement for employment. An Advanced Technical Certificate: Graduate Nurse Intern, will be awarded after completing a minimum of 9 credit hours which include NUR 2946, NUR 2946L and any of the following courses:

CPT 1620	Basic Electrocardiography	2
HUN 1202	Essentials of Nutrition and Diet Therapy	3
MLS1525C	Medical Laboratory Technology III (Phlebotomy)	5
NUR 2930	Comparative Health Care Systems	3
*NUR 2946	Nurse Internship	1
*NUR 2946L	Nurse Internship Clinical Lab	6
SPC 1024	Introduction to Speech Communications	
	OR	
SPC 1600	Public Speaking	3

*Required courses to obtain the certificate.

Home Health Nursing

The Home Health Nursing courses are offered to licensed registered nurses who require additional course work to be employed with a home health agency. An Advanced Technical Certificate: Home Health Nursing, will be awarded after a minimum of 9 credit hours are completed in any combination of the following courses.

NUR 1271	Foundations of Community Health	3
NUR 1272	Community Health Care	3
NUR 1273	Health Promotion and Prevention	3
NUR 2060	Health Assessment of the Adult Client	5
NUR 2275	Transition to Home Health Nursing	2
NUR 2275L	Transition to Home Health Nursing Clinical	2

Multi-Skilled Healthcare Professional

The Multi-skilled Healthcare courses are offered to Associate in Science degree graduates who are licensed healthcare professionals needing cross training in other discipline areas. An Advanced Technical Certificate: Multi-skilled Healthcare Professional, will be awarded after a minimum of 9 credit hours are completed in any combination of the following courses:

CPT 1620	Basic Electrocardiography	2
HCP 1930	Fundamentals of Cardiac Catheterization	3
HSA 1100	Medical Administration/Hospital Business Operations	3
MLS 1525C	Medical Laboratory Technology III (Phlebotomy)	5
NUR 2060	Health Assessment of the Adult Client	5
NUR 2940C	Respiratory Care Training for Nurses	12
	OR	
NUR 2941C	Respiratory Nursing: Oxygen	2
NUR 2942C	Respiratory Nursing: Chest Therapy	2
NUR 2943C	Respiratory Nursing: Treatments	1
NUR 2944C	Respiratory Nursing: Protocols	2

Vascular Sonography

The Vascular Sonography courses are to prepare the Registered Sonographer to be eligible to take the registry examination given by the American Registry of Diagnostic Medical Sonography (ARDMS), to become a Registered Vascular Technologist (RVT). An Advanced Technical Certificate: Vascular Sonography, will be awarded after 9 credit hours are completed.

SON 2171	Vascular Sonography	3
SON 2175	Vascular Sonography II	3
SON 2176	Vascular Sonography III	3

Cardiovascular Technology- Associate in Science Degree

Cardiovascular Technology is a specialty dealing with the diagnosis and treatment of patients with cardiac and vascular disorders. Graduates of the program are provided with a wide variety of career opportunities in cardiovascular technology including, EKG stress testing, Holter monitoring, cardiac catheterization, pacemaker clinics, and electrophysiology laboratories. Program completers qualify for the Cardiovascular Credentialing International (CCI) Basic Science Exam, Certified Cardiographic Technician Examination, and the Invasive Registry Examination.

Several courses are shared by the Cardiovascular Technology Program and Respiratory Care Program. This provides students in these two programs the opportunity to cross train and develop multiple skills without unnecessary duplication of course work. Students who complete the Cardiovascular Technology Program will be granted priority admission status for the Respiratory Care Program.

The program is comprised of two primary areas of study: invasive and non-invasive cardiovascular procedures.

The invasive cardiovascular courses, CPT 2420, CPT 2420L, CPT 2421, CPT 2421L, CPT 2840L and CPT 2841L involve exposure to radiation. Therefore, no one who is pregnant may be enrolled in these courses. Students who become pregnant while taking these courses will be allowed to withdraw without grade penalty, but may not continue in the courses.

Criteria for Admission to Cardiovascular Technology Associate in Science degree:

Applicants should call (954) 969-2085 for additional information.

1. Applicants must complete general requirements for admission to Health Science Programs (See Center for Health Science Education Programs, Admission Requirements and Procedures).
2. Student must have satisfactory completed all College Preparatory Courses.
3. Complete the following courses with a grade of "C" or higher prior to submitting an application to the program.
4. Students must have a minimum 2.0 overall degree GPA.

5. Applicants must complete the Pre-Health Core requirements (HCP 0130, CAE 0299, CAE 0382, CAE 0474, and CAE 0476)) prior to admission to the program.
6. Complete a four-hour observation.

Requirements for the Associate in Science degree in Cardiovascular Technology:

1. Complete 77 hours of credit with a degree grade point average of 2.0 or higher
2. No grade lower than a "C" will be acceptable in any degree courses.

Prerequisite Courses

*MAT 1033	Intermediate Algebra or higher	3
*BSC 1085	Anatomy and Physiology I	3
*BSC 1085L	Anatomy and Physiology I Lab	1
*CHM 1033	Chemistry for Health Sciences	3
ENC 1101	Composition I	3
	Total Semester Hours	**13**

First Year

Term I

*CPT 2620	Non-invasive Cardiology I	3
*CPT 2620L	Non-invasive Cardiology I Lab	1
*RET 1485	Cardiopulmonary Anatomy and Physiology	3
HSC 1531	Medical Terminology	3
*BSC 1086	Anatomy and Physiology II	3
*BSC 1086L	Anatomy and Physiology II Lab	1
	Total Semester Hours	**14**

Term II

*CPT 2420	Invasive Cardiology I	3
*CPT 2420L	Invasive Cardiology I Lab	2
*CPT 2842L	Non-invasive Clinical	4
*CPT 1200	Cardiopulmonary Pharmacology	3
	Total Semester Hours	**12**

Term III, Session II and Session III

*CPT 2421	Invasive Cardiology II	3
*CPT 2421L	Invasive Cardiology II Lab	2
Elective	Social/Behavioral Science	3
	Total Semester Hours	**8**

Second Year

Term I

*CPT 2840L	Clinical I	4
*PHY 1001	Applied Physics	3
CGS 1100	Introduction to Computer Applications	3
SPC 1600	Public Speaking	
	OR	
SPC1024	Introduction to Speech Communication	3
CPT 2920	Cardiac Pathophysiology	3
	Total Semester Hours	**16**

Term II

*CPT 2841L	Clinical II	4
*STA 2023	Elementary Statistics	3
*MCB 2013	Microbiology	3
*MCB2013L	Microbiology Lab	1
Elective	Humanities	3
	Total Semester Hours	**14**
	Total Program Semester Hours	**77**

*Requires a pre or corequisite or proper score on placement test. See course description in this catalog.

It is strongly recommended that students see an academic advisor every term.

Dental Assisting Program – Vocational Certificate

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. It is a 10-month full-time day program. Successful completion of this program enables students to receive a Certificate of Achievement and enables the student to take the Dental Assisting National Board and have expanded duties certification.

The Dental Assisting Program is accredited by the Commission on Dental Accreditation of the American Dental Association, a specialized accrediting body recognized by the Council on Postsecondary Accreditation and by the United States Department of Education.

Criteria for Admission to the Dental Assisting Program:

Applicants should call (954) 475-6778 for additional information.

1. Admission to the Health Science Programs (See Center for Health Science Education Programs, Admission Requirements and Procedures.).
2. Tour of the on-campus facility with Dental Assisting Department faculty is required.

Dental Assisting-Vocational Certificate

Requirements for the Dental Assisting Vocational Certificate:

Completion of 1134 clock hours and 6 semester hours of credit with a grade point average of 2.0 or higher. No grade lower than "C" will be acceptable in any course required for the Dental Assisting Certificate.

Students must complete 20 clock hours of course work through the Continuing Education for Health Related Professions Department (954) 475-6768. These 20 clock hours include:

CAE 0382 – AIDS
CAE 0476 – TB/OSHA
CAE 0299 – CPR
CAE 0474 – Domestic Violence

		Clock*** Hours
Term I		
*DEA 0025	Preclinical	60
*DEA 0025L	Preclinical Laboratory	120
*DEA 0000	Introduction to Dentistry	30
*DES 0021	Dental Anatomy and Physiology	45
*DES 0100	Dental Materials	35
*DES 0100L	Dental Materials Laboratory	45
*DES 0840	Preventive Dentistry	40
*DES 0200	Dental Radiography	40
*DES 0200L	Dental Radiography Laboratory	60
*DES 0830	Expanded Functions I	60
	Total Term Clock Hours	**535**
Term II		
*DES 0831	Expanded Functions II	30
*DES 0831L	Expanded Functions II Lab	60

*DES 0801	Clinical Procedures I	30
*DES 0801L	Clinical Procedures I Lab	165
*DEA 0130	Allied Dental Theory	30
*DES 0502	Dental Office Management	39
**DES 0400	Basic Anatomy and Physiology	30
*DEA 0150	Dental Psychology	30
	Total Term Clock Hours	**414**
		Semester Hours
SPC 1024	Introduction to Speech	3
ENC 1101	Composition I	3
	Total Term Semester Hours	**6**
		Clock* ** **Hours**

Term III

*DES 0802	Clinical Procedures II	30
*DES 0802L	Clinical Procedures II Lab	135
	Total Term Clock Hours	**165**
	Total Program Clock Hours	**1134**
	Total Program Semester Hours	**6**

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

**Students are exempt from taking this course if they received a grade of "C" or higher in the following courses:

BSC 1085 Anatomy and Physiology I
BSC 1085L Anatomy and Physiology I Lab
BSC 1086 Anatomy and Physiology II
BSC 1086 Anatomy and Physiology II Lab

Dental Hygiene Program – Associate in Science Degree

The Dental Assisting/Hygiene Program provides individuals two career options. This career ladder curriculum was designed to offer students employable skills as a dual trained dental auxiliary.

The employment needs of today's dental practice require persons who have the flexibility to provide a variety of procedures required in a busy dental practice or public facility.

The Dental Hygienist is involved in the preventive and therapeutic procedures related to patient oral health. Dental Hygiene students will obtain clinical experience in the on-campus dental clinic and through other community health facilities.

The program in Dental Hygiene is accredited by the Commission on Dental Accreditation of the American Dental Association, a specialized accrediting body recognized by the Council on Postsecondary Accreditation and by the United States Department of Education.

Completion of the A.S. degree in Dental Hygiene qualifies the student to take the Dental Hygiene National Board and the State Board Examination. Upon successful completion of both examinations, the candidate is automatically licensed as a Registered Dental Hygienist (RDH) in the State of Florida.

Criteria for Admission to the Dental Hygiene Program Associate in Science Degree:

Applicants should call (954) 475-6778 for additional information.

1. Applicants must fulfill the general requirements for admission to the Health Science Programs. (See Center for Health Science Education Programs, Admission Requirements and Procedures.)
2. Students must have completed all College Preparatory courses.
3. Minimum grade of "C" or higher for all postsecondary adult vocational and college degree courses with a minimum 2.0 overall and degree GPA.
4. Applicant must be a graduate within the past 3 years from a Dental Assisting program accredited by the Commission on Dental Accreditation of the American Dental Association.
5. The applicant who has completed all required Dental Hygiene general education courses with a "C" or higher and has successfully completed an accredited Dental Assisting Program within the current academic year, but has not received national certification as a Dental Assistant (CDA) may submit an application to the program. A copy of the Dental Assisting National Board Certificate must be submitted prior to admission to the program. Failure to do so shall result in loss of the applicant's admission status and require re-application to the program.
6. Applicant must show verification of current CPR (BCLS) Certification.
7. Complete the following prerequisite courses with a grade of "C" or higher:

*BSC 1085	Anatomy and Physiology I	3
*BSC 1085L	Anatomy and Physiology I Lab	1
*CHM 1033	Chemistry for Health Sciences	3
*MTB 1310	Applied Mathematics	
	OR	
*MAT 1033	Intermediate Algebra or higher	3
	Total Semester Hours	**10**

*Requires a pre- or corequisite. See course description in this catalog.

Requirements for the Associate in Science Degree in Dental Hygiene:

1. Completion of 88 semester hours with a degree grade point average of 2.0 or higher.
2. Students must complete 20 clock hours of course work through the Continuing Education for Health Related Professions Department (954) 475-6768 within one of year of entering the program. These 20 clock hours include:

+CAE 0382	AIDS
+CAE 0476	TB/OSHA
+CAE 0299	CPR
+CAE 0474	Domestic Violence

3. Completion of all courses in the degree program with a grade of "C" or higher.
4. Completion of an ADA accredited Dental Assistant Program will provide credits in the following courses (a fee will be charged):

DES 1021	Dental Anatomy and Physiology	3
DES 1100	Dental Materials	2
DES 1100L	Dental Materials Lab	1
DES 1200	Dental Radiography	2
DES 1200L	Dental Radiography Lab	1
DES 0840	Preventive Dentistry	2
DES 0830	Expanded Functions I	3
DES 0831	Expanded Function II	1
***ENC 1101	Composition I	3
***SPC 1024	Introduction to Speech Communications	3
	Total Semester Hours	**21**

5. Complete the following general education courses:

PSY 2012	General Psychology	3
SYG 2000	Principles of Sociology	3
*BSC 1086	Anatomy and Physiology II	3
*BSC 1086L	Anatomy and Physiology II Lab	1
MCB 2013	Microbiology	3
MCB 2013L	Microbiology Lab	3
Elective	Humanities (with Writing Requirement)	3
*#MAT 1033	Intermediate Algebra	
	OR	
*#MTB 1310	Applied Mathematics	3
*#CHM 1033	Chemistry for Health Sciences	3
*#BSC 1085	Anatomy and Physiology I	3
*#BSC 1085L	Anatomy and Physiology I Lab	1
HSC 1101C	Healthful Living	1
CGS 1061C	Computer Concepts	1
	Total Semester Hours	**28**

6. Complete the following Dental Hygiene Courses:

*DEH 1003	Preclinical Dental Hygiene I	4
*DEH 1003L	Preclinical Dental Hygiene I Lab	6
*DEH 1802	Dental Hygiene II	4
*DEH 1802L	Dental Hygiene II Clinic	6
*DEH 1602	Periodontology	3
*DEH 2804	Dental Hygiene III	2
*DEH 2804L	Dental Hygiene III Clinic	6
**DEH 2806	Dental Hygiene IV	2
**DEH 2806L	Dental Hygiene IV Clinic	6
	Total Semester Hours	**39**
	Total Program Semester Hours	**88**

*Requires a pre or corequisite. See the course description in this catalog.

**Requires all prerequisite and general education courses be completed prior to taking this course.

***Students who have not completed ENC 1101 or SPC 1024 in their Dental Assisting Certificate Program shall be required to enroll in these courses while in the Dental Hygiene Program.

#Prerequisite course for entry to the program.

+Requires completion within two years of taking the Florida State Dental Hygiene Licensure Examination.

Diagnostic Medical Sonography (Ultrasound) – Associate in Applied Science and Associate in Science Degrees

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.

The Diagnostic Medical Sonography program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), through the Joint Review Committee on Education in Diagnostic Medical Sonography.

Clinical education is done in local clinics and hospitals. On completion of the 24-month program, students will be eligible to write the exams of the American Registry of Diagnostic Medical Sonographers.

Criteria for Admission to Diagnostic Medical Sonography – Associate in Applied Science Degree and Associate in Science Degree:

Applicants should call (954) 969-2089 for additional information.

1. Applicants must fulfill the general requirements for admission to Health Science Programs (See Center for Health Science Education Programs, Admission Requirements and Procedures.).
2. Applicant must be a graduate of an accredited two-year Radiography Program with preference given to Registered Radiographers OR a minimum of a two year patient care related Health Science Degree leading to certification or licensure. A minimum 3.0 overall and degree GPA is required.

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

1. Completion of 72 semester hours with a grade point average of 2.0 or higher. Completion of all courses in the degree program with a grade of "C" or higher.
2. Completion of the following courses (the program is sequential and full time):

Term III, Session II and III, Summer Term, First Year		
SON 1170	Sonography of the Circulatory System	2
Term III, Session III, Summer Term, First Year		
SON 1100	Principles and Protocols of Sonographic Imaging	3
	Total Term Semester Hours	**5**
Term I, Fall Term, First Year		
*SON 1211	Medical Sonographic Physics I	3
*SON 1111	Abdominal Sonography I	3
*SON 1121	OB/GYN Sonography I	3
*SON 1214	Practical Aspects of Sonography I	3
*SON 1804	Clinic Education	3
	Total Term Semester Hours	**15**
Term II, Spring Term, First Year		
*SON 1212	Medical Sonographic Physics II	3
*SON 1112	Abdominal Sonography II	3
*SON 1122	OB/GYN Sonography II	3
*SON 1215	Practical Aspects of Sonography II	3
*SON 1814	Clinical Education	3
	Total Term Semester Hours	**15**
Term III, Summer Term, Second Year		
*SON 1141	Small Parts Sonography	3
*SON 1824	Clinical Education	4
	Total Term Semester Hours	**7**

Completion of the above listed courses qualifies the student to write the ARDMS Examinations in OB/GYN, Abdomen, and Physics and Instrumentation and receive a certificate of completion. See section on Diagnostic Medical Sonography Certificate.

Term I, Fall Term, Second Year		
ENC 1101	Composition I	3
CGS 1061C	Computer Concepts	1
*SON 2400	Echocardiography I	3
*SON 2834	Clinical Education	3
SPC 1600	Public Speaking	
	OR	
SPC 1024	Introduction to Speech Communications	3
Elective	Social/Behavioral Science	3
	Total Term Semester Hours	**16**
Term II, Spring Term, Second Year		
Elective	Humanities	3
*SON 2161	Neonatal Neurosonology	2
*SON 2401	Echocardiology II	3
*MTB 1310	Applied Mathematics	

OR

MAT 1033 Intermediate Algebra 3
*SON 2844 Clinical Education 3
Total Term Semester Hours 14
Total Program Semester Hours 72

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

Diagnostic Medical Sonography (Ultrasound) Associate in Science Degree

Students seeking an Associate in Science degree for the purpose of transferring into a state university shall substitute MTB 1310, Applied Mathematics or MAT 1033, Intermediate Algebra requirement in the Associate in Applied Science degree with the following:

MAC 1105 College Algebra or higher level mathematics course

OR

Any College Level Science Course.

Diagnostic Medical Sonography (Ultrasound)-Technical Certificate

The Diagnostic Medical Sonography College Credit Technical Certificate Program prepares individuals for an exciting career as a Sonographer. Students perform clinical practice in local hospitals and clinics utilizing a variety of equipment to become proficient in producing diagnostic sonograms. Applicants should call (954) 475-6780 for specific information regarding admission to the program.

Criteria for Admission to Diagnostic Medical Sonography-Technical Certificate:

1. Applicants must fulfill the general requirements for admission to Health Science Programs (See Center for Health Science Education Programs, Admission Requirements and Procedures.).
2. Applicant must be a graduate of an accredited two year Radiography Program with preference given to Registered Radiographers OR a minimum of a two year patient care related Health Science Degree leading to certification or licensure. A minimum 3.0 overall and degree GPA is required

Requirements for the Diagnostic Medical Sonography-Technical Certificate:

1. Completion of 42 semester hours with a grade point average of 2.0 or higher. Completion of all courses in the certificate with a grade of "C" or higher.
2. Completion of the following courses (the program is sequential and full time):

Summer Term III

SON 1100 Principles and Protocols 3
SON 1170 Sonography of the Circulator System 2
Total Semester Credits 5

First Year

Term I

*SON 1211 Medical Sonographic Physics I 3
*SON 1111 Abdominal Sonography I 3
*SON 1121 OB/GYN Sonography I 3
*SON 1214 Practical Aspects of Sonography I 3
*SON 1804 Clinical Education 3
Total Semester Credits 15

Term II

*SON 1212 Medical Sonographic Physics II 3
*SON 1112 Abdominal Sonography II 3
*SON 1122 OB/GYN Sonography II 3
*SON 1215 Practical Aspects of Sonography II 3
*SON 1814 Clinical Education 3
Total Semester Credits 15

Term III

*SON 1141 Small Parts Sonography 3
*SON 1824 Clinical Education 4
Total Semester Credits 7
Total Certificate Credit Hours 42

Completion of the above listed courses qualifies the student to write the ARDMS Examinations in OB/GYN, Abdomen, and Physics and Instrumentation.

*Requires a pre- or corequisite or proper score on placement test. See course description in this catalog.

It is strongly recommended that students see an academic advisor every term.

Dietetic Technician Program
Nutrition Care Services

A Dietetic Technician works under the supervision of a Registered Dietitian. Duties include: assessment of patients, interviews, menu planning, diet instruction for routine modifications and employee training.

The Dietetic Technician Program is offered at Miami-Dade Community College and Palm Beach Community College. Students wishing to pursue an Associate in Science degree in this career field should consult these colleges. General Education Requirements may be completed at Broward Community College.

Emergency Medical Services Programs – Applied Technology Diploma, Technical Certificate and Associate in Science Degree

Broward Community College has developed a three stage program in Emergency Medical Services to meet the needs of the community. The Applied Technology Diploma for the EMT and the Technical Certificate for the Paramedic are included in the two-year Associate in Science Degree Program. Satisfactory completion of the EMT Diploma Program will enable the student to take the Florida State EMT Examination. Satisfactory completion of the advanced courses in the Paramedic Technical Certificate Program will enable students to take the Florida State Paramedic Examination. Those desiring an Associate in Science degree may elect to take additional general academic and specialized EMS courses.

This program is accredited by the Joint Review Committee on Education Programs for the EMT-Paramedic.

Criteria for Admission to College Credit Technical Certificate and Degree Programs:

Applicants should call (954) 475-6920 for additional information.

Applicants to the Emergency Medical Services Programs must fulfill the general requirements for admission to the College and complete the application process for the Emergency Medical

Services Department. The selection of students is based upon the students meeting the Health Science Admission Requirements and Procedures 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.

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

Emergency Medical Services Program

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.

Emergency Medical Technician-Applied Technology Diploma Program

Criteria for Admission to College Credit EMT Applied Technology Diploma Program:

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

Fire Department Personnel
Ambulance Personnel
Police Personnel
Lifeguard Personnel
EMS Personnel

All other interested individuals will be admitted based upon date of application and space availability.

Requirements for EMT-Applied Technology Program:

Completion of 11 semester hours with a grade of "C" or higher in all EMS courses listed below.

*EMS 1119	Emergency Medical Technician, Basic	6
*EMS 1119L	EMS Skills Lab	1
*EMS 1411	Hospital Clinical	2
*EMS 1421	Field Clinical	2
	Total Semester Hours	**11**

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

It is strongly recommended that students see an advisor every term.

Paramedic-Technical Certificate

Criteria for Admission to the Paramedic-Technical Certificate Program:

Applicants should call (954) 475-6920 for additional information.

1. A priority for admission into the Paramedic Technical Certificate Program is given to individuals who serve in a "first response" capacity, such as Fire Department, Ambulance, and Public Safety personnel. All other interested individuals will be admitted based on date of application and space availability.
2. In addition to meeting the admission requirements for the College, the Center for Health Science Education, and the EMS Department, the student must have successfully completed an EMT Program as verified by a program Completion Certificate in order to enter the Paramedic Program. An EMT state certificate is required in order to enter the Paramedic li sequence of courses.

Requirements for Paramedic-Technical Certificate Program:

Term I		
EMS 2010	Body Systems for the Paramedic	3
*EMS 2631	Paramedic Science I – Lecture	3
*EMS 2631L	Paramedic Science I – Skills Lab	1
*EMS 2650	Paramedic Science I – Field Clinical	1
Term II		
(1)*EMS 2632	Paramedic Science II-Lecture	3
*EMS 2632L	Paramedic Science II – Skills Lab	1
*EMS 2633	Paramedic Science II - Cardio Respiratory Lecture	3
*EMS 2641	Paramedic Science - Hospital Clinical I	2
*EMS 2651	Paramedic Science II – Field Clinical	3
Term III		
*EMS 2634	Paramedic Science III – Trauma-Lecture	3
*EMS 2634L	Paramedic Science III – Skills Lab	1
*EMS 2635	Paramedic Science III – Medical Emergencies – Lecture	3
*EMS 2642	Paramedic Science – Hospital Clinical II	2
*EMS 2652	Paramedic Science III – Field Clinical	3
Term IV		
*EMS 2636	Paramedic Science IV - Lecture	3
*EMS 2636L	Paramedic Science IV - Skills Lab	1
*EMS 2643	Paramedic Science – Hospital Clinical III	2
*EMS 2653	Paramedic Science IV-Field Internship	4

*Requires a pre- or co-requisite. See course descriptions in this Catalog.
(1) Prerequisite: Florida State EMT 1 certification

It is strongly recommended that you see an academic advisor every term.

Emergency Medical Services - Associate in Science Degree

Applicants should call (954) 475-6920 for additional information.

Admission into the Emergency Medical Services Degree Program requires academic approval and notice of acceptance from the Emergency Medical Services Department at Broward Community College. Refer to requirements for admission.

Requirements for the Associate in Science degree in Emergency Medical Services are the following:

1. Completion of 73 semester hours of credit and a degree grade point average of 2.0 or higher.
2. Completion of all courses in the degree program with a grade of "C" or higher.

3. The student must complete the following courses to earn an Associate in Science degree in Emergency Medical Services Technology:

Elective	Humanities	3
Elective	Science/Mathematics (college-level)	3
#ENC 1101	Composition I	3
SPC 1024	Introduction to Speech Communications	3
PSY 2012	General Psychology	3
CGS 1100	Introduction to Computer Applications	3
*EMS 1119	Emergency Medical Technician Lecture	6
*EMS 1119L	Emergency Medical Technician Skills Lab.	1
*EMS 1411	Emergency Medical Technician-Hospital Clinical	2
*EMS 1421	Emergency Medical Technician Field Clinical	2
EMS 2010	Body Systems for the Paramedic	3
*EMS 2631	Paramedic Science I – Lecture	3
*EMS 2631L	Paramedic Science I – Skills Lab	1
*EMS 2650	Paramedic Science I – Field Clinical	1
(1)*EMS 2632	Paramedic Science II-Lecture	3
*EMS 2632L	Paramedic Science II – Skills Lab	1
*EMS 2633	Paramedic Science II - Cardio Respiratory Lecture	3
*EMS 2641	Paramedic Science - Hospital Clinical I	2
*EMS 2651	Paramedic Science II – Field Clinical	3
*EMS 2634	Paramedic Science III – Trauma-Lecture	3
*EMS 2634L	Paramedic Science III – Skills Lab	1
*EMS 2635	Paramedic Science III – Medical Emergencies – Lecture	3
*EMS 2642	Paramedic Science – Hospital Clinical II	2
*EMS 2652	Paramedic Science III – Field Clinical	3
*EMS 2636	Paramedic Science IV - Lecture	3
*EMS 2636L	Paramedic Science IV - Skills Lab	1
*EMS 2643	Paramedic Science – Hospital Clinical III	2
*EMS 2653	Paramedic Science IV-Field Internship	4
*EMS 2311	Leadership Practicum	2
	Total Program Semester Hours	**73**

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

(2) Prerequisite: Florida State EMT I certification

#Prerequisite course for entry to the program.

These requirements apply to students who enroll in Broward Community College for the first time in August 2001. Other students should refer to their applicable catalog. It is strongly recommended that all students see an Academic Advisor every session.

Students who test into college preparatory courses must successfully complete all required college preparatory courses to qualify for graduation.

Health Information Management Associate in Science Degree

This two-year program of study prepares the student for employment as a health information technician (HIT) in a variety of settings and eligibility to write the national certifying examination to become a Registered Health Information Technician (RHIT). Responsibilities include coding of diagnoses and procedures; as well as processing, storage and retrieval of health information. Confidentiality, legal aspects, statistical reporting, quality improvement, and supervision of daily department activities comprise other functions. Professional practice experiences are provided in local health care facilities under the supervision of qualified professional personnel.

The program has an articulation agreement with Atlantic and Sheridan Vocational Technical Centers for students completing the full time Transcription or Medical Coder/Biller program as well as the BCC Medical Coder/Biller. For information contact the Program Coordinator. Part-time students should complete general education courses first.

The program is accredited by the Committee on Accreditation of Allied Health Education Programs (CAAHEP), with the Council on Education of the American Health Information Management Association (AHIMA). Graduates are eligible to apply to write the national qualifying examination for certification as an Accredited Record Technician (ART).

Criteria for Admission into the Associate in Science Degree in Health Information Management Program:

Applicants should call (954) 969-2084 for additional information.

1. Applicant must fulfill the general requirements for admission to the Health Science Programs (See Center for Health Science Education Programs, Admission Requirements and Procedures.).
2. Students must have satisfactorily completed all College Preparatory courses.
3. An occupational information interview with the Health Information Management Program Coordinator is encouraged.
4. A minimum 2.0 overall and degree GPA.
5. Complete the following prerequisite courses with a grade of "C" or higher:

*MTB 1310	Applied Math or higher	3
CGS 1100	Introduction to Computer Applications	3
	Total Semester Hours	**6**

Students who have not completed the prerequisites, but seek early admission to the program, must obtain departmental approval.

Requirements for the Associate in Science Degree in Health Information Management:

1. Completion of 67 semester hours of credit and a minimum grade point average of 2.0 or higher.
2. Completion of all courses in the degree program with a grade of "C" or higher.

Prerequisite Courses:

HSC 1531	Medical Terminology	3
CGS 1100	Introduction to Computer Applications	3
MAT 0024	Elementary Algebra or test a higher level	0
	Total Semester Hours	**6**

First Year

Term I

*BSC 1085	Anatomy and Physiology I	3
*BSC 1085L	Anatomy and Physiology I Lab	1
HIM 1000	Introduction to Health Information Management	1
HIM 1451	Pathophysiology I	2
HSA 2111	Health Care Delivery Systems	3
HIM 1260	Health Insurance Billing	2
OST 2335	Communications in the Workforce	3
	Total Semester Hours	**15**

Term II

*BSC 1086	Anatomy and Physiology II	3
*BSC 1086L	Anatomy and Physiology II Lab	1
*HIM 1452	Pathophysiology II	2
*HIM 1280C	Coding: Medical Office	3
*HIM 1110	Health Data Collection and Storage	2
*HIM 1110L	Health Data Collection and Storage Lab	1
*HIM 1800L	Professional Practice Experience: Basic	2
	Total Semester Hours	**14**

Term III

CGS 1540C	Database Management	3
SPC 1024	Introduction to Speech Communication	3
	Total Semester Hours	**6**

Second Year

Term I

*HIM 2222	Health Data Management	2
*HIM 2222L	Health Data Management Lab	1
*HIM 2234C	Coding:Advanced	3
*HIM 2214	Health Statistics	2
*HIM 2820L	Professional Practice Experience: Advanced	2
*ENC 1101	Composition I	3
	Total Semester Hours	**13**

Term II

*HIM 2500	Quality Improvement	2
*HIM 2012	Health Record Law	2
*HIM 2304	Supervision and Organizational Life	3
Elective	Social/Behavioral Sciences (writing highly recommended	3
Elective	Humanities (ethics course and writing highly recommended)	3
	Total Semester Hours	**13**
	Total Program Semester Hours	**67**

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

It is strongly recommended that students see an academic advisor every term.

Health Services Management Program–Associate in Applied Science and Associate in Science Degrees

The Health Services Management Associate Degree Programs are designed for health care personnel who have completed an accredited certificate or degree program in a health science area and are interested in administration/management or currently hold such a position.

Health care administrators plan, organize, and coordinate the delivery of health care at hospitals, nursing homes, public health agencies, outpatient clinics, medical and dental offices, and other health facilities. The curriculum was designed to provide the student with basic management skills allowing students to select courses most suitable to their career goals or work environment. Each student will complete one administrative practicum in an appropriate health care facility.

Students who have completed a postsecondary adult vocational certificate or college level technical certificate from an accredited program (i.e., AMA/AAMA, PTA, ADA, NLN) may receive up to 20 credits towards their A.S. Degree. Credits are awarded based upon length of program and current experience in the field.

Students interested in a Bachelor Degree in Health Services Administration should ask about the Articulation Agreement with Florida International University (FIU). The Bachelor of Health Services Administration (BHSA) degree at FIU requires 60 lower division credit hours which may be completed at BCC and a minimum of 60 upper division credit hours. The upper division course work includes 36 credit hours of core courses, 9 credit hours of management specialization, and 15 credit hours of electives. Students may choose a nursing home administration specialization which includes the 36 credit hours of core course work, 15 credit hours of nursing home administration, and 9 credit hours of electives.

BCC students graduating with an A.S.A.A.S., or an A.A. degree may substitute a maximum of 20 hours of lower division course work for upper division electives in the FIU BHSA degree program. Please call (954) 940-5980 or (954) 760-5632 for further information.

Criteria for Admission to Health Services Management Program – Associate in Applied Science and Associate in Science Degrees

Applicants should call (954) 475-6904 for additional information.

1. Applicants must fulfill the general requirements for admission to Health Science Programs (See Center for Health Science Education Programs, Admission Criteria and Procedures.).
2. Student must have satisfactorily completed all College Preparatory courses.
3. Student must have completed a postsecondary adult vocation or college certificate in an Allied Health area from an accredited program.

Requirements for the Associate in Applied Science Degree in Health Services Management

1. Completion of 62 semester hours of credit with a grade point average of 2.0 or higher.
2. Completion of all courses in the degree program, with a grade of "C" or higher.

**HSC 1949	Health Services Work Experience	20

Required Courses

HSA 2111	Health Care Facilities and Delivery System	3
ACG 2001	Principles of Accounting	3
MAN 2021	Introduction Management	3
MNA 2345	Principles of Supervision	3
ENC 1101	Composition	3
*ENC 2210	Professional and Technical Report Writing	3
HSC 1531	Medical Terminology	3
*MTB 1310	Applied Mathematics	
	OR	
*MAT 1033	Intermediate Algebra	3
*HSA 2810L	Practicum in Health Facility Administration	6
	Total Semester Hours	**30**

Elective Courses:

	Computer Applications	3
	Humanities	3
	Social Science	3
	Speech	3
	Total Semester Hours	**12**
	Total Program Semester Hours	**62**

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

**Student must have PSAV certificate from an accredited

program. Credits are awarded based upon length of program and current experience in field.

Health Services Management Program–Associate in Science

Students seeking an Associate in Science Degree for the purpose of transferring into a state university shall substitute MTB 1310, Applied Mathematics or MAT 1033, Intermediate Algebra requirement in the Associate in Applied Science Degree with the following:

MAC 1105 College Algebra or higher level mathematics course
OR
Any College Level Science Course.

Massage Therapy Program-Vocational Certificate(1)

The Massage Therapy Program is a postsecondary adult vocational certificate program. The Massage Therapy Certificate Program is approved by the Florida Board of Massage Therapy. Graduates are eligible to take the Florida Board of Massage Therapy licensure examination.

The role of the Massage Therapist is to practice therapeutic massage as prescribed by Florida law. Duties and responsibilities may encompass those skills of manipulation of the superficial tissues of the body.

Requirements for the Vocational Certificate in Massage Therapy:

The following courses need to be completed by the end of the first term and can be completed before enrollment into the Massage Therapy Program.

Core Courses

HCP 0130	Health Care Career Core	75
CAE 0299	Basic life Support	8
CAE 0382	HIV/AIDS	4
CAE 0474	Domestic Violence	2
CAE 0476	TB/OSHA/HEPATITIS	6
	Total Clock Hours	**95**

Term I

		Clock Hours
*MSS 0250	Introduction to Massage Therapy	15
*MSS 0250L	Introduction to Massage Therapy Lab	170
*MSS 0001	Medical Ethics and Standards for Massage Therapy	15
*MSS 0155	Anatomy and Physiology of Body Systems	45
	Total Term Clock Hours	**245**

Term II

*MSS 0281	Allied Modalities	15
*MSS 0281L	Allied Modalities Lab	120
*MSS 0156	Anatomy and Physiology for Massage Therapy	45
*MSS 0156L	Anatomy and Physiology for Massage Therapy Lab	60
	Total Term Clock Hours	**240**

Term III

*MSS 0300	Hydrotherapy Modalities	15
*MSS 0300L	Hydrotherapy Modalities Lab	45
*MSS 0803L	Massage Therapy Clinical Practicum	110
	Total Term Clock Hours	**170**
	Total Program Clock Hours	**655**
	Total Program Core Clock Hours	**95**
	Total Program Hours	**750**

*Requires a Pre-requisite or co-requisite course (See catalog for specific information).

(1) No grade lower than a "C" (theory) and "S (lab) will be acceptable in **ALL** courses required for Massage Therapy Certificate of Achievement.

It is strongly recommended that students see an academic advisor each semester.

Medical Assisting Program – Vocational Certificate

The Medical Assisting Program is a 10-month vocational certificate program.

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 accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) on recommendation of the Committee on Accreditation for Medical Assistant Education.

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 200 hours.

Criteria for Admission into Medical Assisting Program – Vocational Certificate:

Applicants should call (954) 475-6906 for additional information.

1. Applicants must fulfill the general requirements for admission to Health Science Programs (See Center for Health Science Education Programs, Admission Criteria and Procedures.).
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 Center for Health Science Education Central Campus, Building 8 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.

Requirements for the Vocational Certificate in Medical Assisting:

Completion of 855 clock hours, 9 College semester hours and a grade point average of 2.0 or higher. No grade lower than "C" will be acceptable in ALL courses required for the Medical Assisting Certificate.

Prerequisite Courses:

HCP 0130	Health Careers Core	75
CAE 0299	Basic Life Support	8
CAE 0382	HIV/AIDS	4
CAE 0474	Domestic Violence	2
CAE 0476	OSHA/TB	6
	Total Clock Hours	**95**

Term I [1]		
*MEA 0005	Introduction to Medical Assisting	32
*MEA 0258	Radiology for Medical Assisting I	64
*MEA 0382	Medical Laws and Ethics	32
*MEA 0204	Clinical Procedures	64
*MEA 0204L	Clinical Procedures Lab	48
MEA 0242	Pharmacology for Medical Assistant	48
	Total Term Clock Hours	**288**

		Semester Hours
HSC 1531	Medical Terminology	3
MEA 1253	Anatomy and Physiology	3
	Total Term Semester Hours	**6**

		Clock Hours**
Term II		
*MEA 0302	Administrative Office Procedures	64
*MEA 0259	Radiology for Medical Assisting II	48
*MEA 0259L	Radiology for Medical Assisting II Lab	32
*MEA 0255	Medical Office Lab Procedures I	32
*MEA 0255L	Medical Office Lab Procedures I Lab	32
*MEA 0256	Medical Office Lab Procedures II	32
*MEA 0256L	Medical Office Lab Procedures II Lab	32
	Total Term Clock Hours	**272**
Term III		
[2]*MEA 0800	Externship	200
	Total Term Clock Hours	**200**

		Semester Hours
CGS 1100	Introduction to Computer Applications	3
	Total Term Semester Hours	**3**
	Total Program Clock Hours	**855**
	Total Program Semester Hours	**9**

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

(1) Students must submit proof of typing 45 WPM to the Medical Assisting Department before the end of Term I. Failure to provide this documentation will prevent the student from continuing in the program.

(2) Verification of CPR is required before graduating. CPR and First Aid will be taught by the Continuing Education Department.

Medical Coder/Biller-Applied Technology Diploma

This one-year program of study prepares the student for employment as a health care coder or biller in a variety of settings. Responsibilities include coding of diagnoses and procedures, preparation and processing of insurance claims, filing and retrieval or records. Confidentiality and legal concerns are also covered. Professional practice experiences are provided in local health care facilities under the supervision of qualified professional personnel. This program represents the first year of the Associate in Science degree in Health Information Management.

Criteria for Admission into the Medical Coder/Biller - Applied Technology Diploma:

Applicants should call (954) 969-2084 for additional information.

1. Admission to the Health Science Programs (See Center for Health Science Education Programs, Admission Requirements and Procedures.).
2. Complete the following prerequisite courses with a "C" or higher

HSC 1531	Medical Terminology	3
CGS 1100	Introduction to Computer Applications	3
MAT 0024	Elementary Algebra of test a higher level	0
	Total Semester Hours	**6**

Requirements for the Medical Coder/Biller - Applied Technology Diploma

1. Completion of 35 semester hours of credit and a grade point average of 2.0 or higher. Completion of all courses in the degree program with a grade of "C" or higher.
2. Completion of the following courses:

Prerequisite Courses:

HSC 1531	Medical Terminology	3
CGS 1100	Introduction to Computer Applications	3
MAT 0024	Elementary Algebra or test a higher level	0
	Total Semester Hours	**6**

First Year

Term I		
*BSC 1085	Anatomy and Physiology I	3
*BSC 1085L	Anatomy and Physiology I Lab	1
HIM 1000	Introduction to Health Information Management	1
*HIM 1451	Pathophysiology I	2
HSA 2111	Health Care Delivery Systems	3
HIM 1260	Health Insurance Billing	2
OST 2335	Communications in the Workforce	3
	Total Semester Hours	**15**
Term II		
*BSC 1086	Anatomy and Physiology II	3
*BSC 1086L	Anatomy and Physiology II Lab	1
*HIM 1452	Pathophysiology II	2
*HIM 1280C	Coding: Medical Office	3
HIM 1110	Health Data Collection and Storage	2
HIM 1110L	Health Data Collection and Storage Lab	1
*HIM 1800L	Professional Practice Experience: Basic	2
	Total Semester Hours	**14**
	Total Program Semester Hours	**35**

*Requires a pre or co-requisite or proper placement score on placement test. See catalog course description

Medical Laboratory Technology Program–Associate in Science Degree

The Medical Laboratory Technology Associate in Science 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 Licensure Examination for Clinical Laboratory Technologist.

Criteria for Admission to the Associate in Science in Medical Laboratory Technology Program:

The Broward Community College Medical Laboratory Technology Program is affiliated with Sheridan Vocational Center. Applicants who are not recent graduates of the Sheridan program (within 5 years) or graduates of medical laboratory programs not accredited by CAHEA (NAACLS) should contact Sheridan Vocational Center to verify that skills and knowledge are appropriate and current.

Applicants should call (954) 969-2082 for additional information.

1. Applicants must fulfill general admission to the Health Science Programs (See Center for Health Science Education Programs, Admission Requirements and Procedures.).
2. Students must have successfully completed all College Preparatory courses.
3. Upon acceptance into the program, MLT-C graduates may receive 40 semester hour credits for MLT 1010C, MLT 1257C, MLT 1525C, MLT 1021C, MLT 2761, MLT 2761L, MLT 2634, MLT 2624L, MLT 2420, MLT 2420L, MLT 2302, and MLT 2302L through the Office of Experiential Learning. For more information about Experiential Learning credits call (954) 475-6564. 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 earn a Baccalaureate Degree in Medical Technology or a related science.

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.

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

1. Completion of 76 semester hours of credit with a grade point average of 2.0 or higher and a grade of "C" or higher in all degree courses.
2. Completion of the following courses at Sheridan Vocational Center:

MLT 1010C	Medical Laboratory Technology I	10
MLT 1257C	Medical Laboratory Technology II	10
MLT 1525C	Medical Laboratory Technology III	5
MLT 1021C	Medical Laboratory Technology IV	5
*MLT 2761	Medical Laboratory Instrumentation	2
*MLT 2761L	Medical Laboratory Instrumentation Lab	2
*MLT 2624	Clinical Chemistry	1
*MLT 2624L	Clinical Chemistry Laboratory	1
*MLT 2420	Clinical Microbiology	1
*MLT 2420L	Clinical Microbiology Laboratory	1
*MLS 2302	Clinical Hematology	1
*MLS 2302L	Clinical Hematology Laboratory	1
	Total Semester Hours	**40**

3. Completion of the following courses in General Education:

CGS 1061C	Computer Concepts	1
SPC 1600	Public Speaking	
	OR	
SPC 1024	Introduction to Speech Communications	3
ENC 1101	Composition I	3
**Social Science Elective (with Writing Requirements)		3
**Humanities Elective (with Writing Requirements)		3
General Elective		3
HSC 1101C	Healthful Living	1
	Total Semester Hours	**17**

*Requires a pre or corequisite. See course description in this catalog.

**Student must register for writing credit in the Social Science or Humanities elective.

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

(1)*CHM 1045	General Chemistry I	3
*CHM 1045L	General Chemistry I Lab	1
*CHM 1046	General Chemistry II	3
*CHM 1046L	General Chemistry II Lab	1
*BSC 1085	Anatomy and Physiology I	3
*BSC 1085L	Anatomy and Physiology I Lab	1
*BSC 1086	Anatomy and Physiology II	3
*BSC 1086L	Anatomy and Physiology II Lab	1
*MAC 1105	College Algebra	3
	Total Semester Hours	**19**

Track II

*MAC 1105	College Algebra	3
(1)*CHM 1045	General Chemistry I	3
*CHM 1045L	General Chemistry I Lab	1
*CHM 1046	General Chemistry II	3
*CHM 1046L	General Chemistry II Lab	1
BSC 1010C	Introduction to Biology I	4
BSC 1011C	Introduction to Biology II	4
	Total Semester Hours	**19**
	Total Program Semester Hours	**76**

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

(1) General Chemistry is offered as either a two-semester sequence (CHM 1045-1046) or as a three-semester sequence (CHM 1040-1041-1046E). Placement is determined by a Placement Exam.

Nuclear Medicine Technology Program – Associate in Science Degree and Technical Certificate

Nuclear Medicine Technologists prepare and administer tracer radiopharmaceuticals to patients and perform diagnostic procedures on virtually every organ system in the human body by using highly sophisticated computerized detection systems to produce images (scans).

The Nuclear Medicine Technology Program is accredited by the Joint Review Committee on Education in Nuclear Medicine Technology.

Nuclear Medicine Technology-Technical Certificate Track:

The Nuclear Medicine Technology College Credit Technical Certificate Program is intended for other Allied Health Professionals with Associate Degrees and who maintain a professional license. Upon completion of the twelve (12) months full-time day program, the student will be eligible to take the American Registry of Radiologic Technologists Nuclear Medicine Examination and/or the Nuclear Medicine Technology Certification Board Examination.

Nuclear Medicine Technology Associate in Science Degree Track:

This Associate in Science degree program is a two year program. Applicants shall complete the first year General Education Requirements prior to the SECOND YEAR OF THE PROGRAM.
Upon completion of this degree program, the student will be eligible to take the American Registry of Radiologic Technologists Nuclear Medicine Examination and/or the Nuclear Medicine Technology Certification Board Examination.

Criteria for Admission to the Nuclear Medicine Technology-Technical Certificate Program:

Applicants should call (954) 969-2083 for additional information.

1. Applicants must fulfill the General Educational Requirements for admission to the College and the Health Science Programs (see Center for Health Science Education Programs, Admission Requirements and Procedures).
2. Minimum 2.0 overall and degree GPA.
3. APPLICANTS MUST HAVE AN ASSOCIATE DEGREE IN A RELATED FIELD OF STUDY, (I.E., RADIOLOGIC TECHNOLOGY).
4. Applicants meeting the above criteria are selected based upon the date of receipt of all admission materials, i.e., application, transcripts, etc.
5. Nuclear Medicine Clinical Education will be done in clinics and hospitals in Palm Beach and Broward counties.

Requirements for Nuclear Medicine Technology-Technical Certificate Program:

1. Complete 35 semester credit hours with a GPA of 2.0 or higher.
2. No grade lower than a "C" in all certificate courses.

Term I		
*NMT 1002	Introduction to Nuclear Medicine	3
*NMT 2534	Nuclear Medicine Instrumentation	3
*NMT 2485	Nuclear Medicine Methodology	4
*NMT 2705L	Nuclear Medicine Lab. I	1
*NMT 2834	Clinical Education	2
*NMT 2130	Nuclear Medicine Radiopharmacy	3
	Total Semester Hours	**16**
Term II		
*NMT 1312	Nuclear Medicine Radiation Protection and Safety	3
*NMT 2573	Quality Control/Assurance	3
*NMT 2706L	Nuclear Medicine Lab. II	1
*NMT 2844	Clinical Education	3
*NMT 2102	Nuclear Medicine Administration	2
	Total Semester Hours	**12**
Term III		
*NMT 2061	Nuclear Medicine Seminar	4
*NMT 2854	Clinical Education	3
	Total Semester Hours	**7**
	Total Program Hours	**35**

Criteria for Admission to Associate in Science Degree in Nuclear Medicine Technology:

Applicants should call (954) 969-2083 for additional information.

1. Applicants must fulfill the general requirements for admission to the College and the Health Science Programs. (See Center for the Health Science Education Programs, Admission Requirements and Procedures.)
2. Complete eight (8) hours of clinical observation in a local facility with a Nuclear Medicine Department.
3. A minimum 2.0 overall and degree GPA.
4. Applicants must complete the Pre-Health Science Core requirements (HCP 0130, CAE 0299, CAE 0382, CAE 0474, and CAE 0476) prior to admission to the program.
5. Applicants must complete the following prerequisite courses with a grade of "C" or higher prior to submitting an application:

ENC 1101	Composition I	3
*CHM 1033	Chemistry for Health Sciences	3
*BSC 1085	Anatomy and Physiology I	3
*BSC 1085L	Anatomy and Physiology Lab I	1
*MAT 1033	Intermediate Algebra	
	OR	
*MTB 1310	Applied Mathematics	3
	Total Semester Hours	**13**

6. **ADMISSION TO THE SECOND YEAR OF THE PROGRAM IS CONTINGENT UPON COMPLETION OF ALL FIRST YEAR COURSES WITH A 2.0 GPA OR HIGHER AND DATE OF APPLICATION TO THE PROGRAM.**

Requirements for the Associate in Science Degree in Nuclear Medicine Technology:

1. Complete 75 hours of credit with a degree grade point average of 2.0 or higher.
2. No grade lower than a "C" will be acceptable in all degree courses.

Prerequisite Courses

ENC 1101	Composition I	3
*CHM 1033	Chemistry for Health Sciences	3
*BSC 1085	Anatomy and Physiology I	3
*BSC 1085L	Anatomy and Physiology Lab I	1
*MAT 1033	Intermediate Algebra	
	OR	
*MTB 1310	Applied Mathematics	3
	Total Semester Hours	**13**

First Year

Term I		
*NMT 1002	Introduction to Nuclear Medicine	3
*NMT 1002L	Nuclear Medicine Lab	1
HSC 1531	Medical Terminology	3
CGS 1570	Microcomputer Applications	3
SPC 1024	Introduction to Speech Communications	3
	Total Semester Hours	**13**

Term II

*NMT 1312	Radiation Protection and Safety	3
*NMT 1814	Nuclear Medicine Clinical Education II	3
*BSC 1086	Anatomy and Physiology II	3
*BSC 1086L	Anatomy and Physiology Lab II	1
Elective	Social/Behavioral Science	3
	Total Semester Hours	**13**

Term III

HSC 2660	Communication for Interdisciplinary Health Teams	2
*NMT 1824	Clinical Education III	2
	Total Semester Hours	**4**

Second Year

Term I

*NMT 2485	Nuclear Medicine Methodology	4
*NMT 2705L	Nuclear Medicine Laboratory I	1
*NMT 2130	Nuclear Medicine Radiopharmacy	3
*NMT 2834	Clinical Education IV	2
*NMT 2534	Nuclear Medicine Instrumentation	3
	Total Semester Hours	**13**

Term II

*NMT 2573	Quality Control/Assurance	3
*NMT 2706L	Nuclear Medicine Laboratory II	1
*NMT 2102	Nuclear Medicine Administration	2
*NMT 2844	Clinical Education V	3
Elective	Humanities	3
	Total Semester Hours	**12**

Term III

*NMT 2931	Nuclear Medicine Seminar	4
*NMT 2854	Clinical Education VI	3
	Total Semester Hours	**7**
	Total Program Hours	**75**

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

Please Note: 1 Credit Hour = 8 Contact Hours for Clinical Education
1 Credit Hour = 2 Contact Hours for Laboratory

It is strongly recommended that students see an academic advisor every term.

Nursing (Associate Degree) R.N. Program – Associate in Science Degree

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 generic program is offered both in the traditional classroom and online. The online course is the same course content as the traditional generic face-to-face content over the Internet. Students must be able to attend clinical experiences in Broward County and come to campus for exams and lab activities. The online course is available to students with an Associate of Science degree or higher and students currently working in the health care field. Students must have Internet access and be able to perform basic computer skills such as word processing, sending and receiving email, and file management.

The Nursing Program is approved by the Florida State Board of Nursing, accredited by the National League for Nursing Accrediting Commission, 61 Broadway, 33rd Floor, New York, NY, 10006, (800) 669-1656, and holds membership in the Associate Degree Council of the National League for Nursing.

The Department of Nursing Technology offers an Associate in Science degree in Nursing to both Licensed Practical Nurses (LPN) 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.

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 settings.

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.

Graduates will receive an Associate in 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.

A STUDENT WHO HAS BEEN ARRESTED (ADJUDICATED GUILTY) OF A FELONY OFFENSE IS NOT ELIGIBLE TO TAKE THE NCLEX LICENSURE EXAMINATION OR BE LICENSED BY ENDORSEMENT UNTIL SUCH TIME AS CIVIL RIGHTS HAVE BEEN RESTORED. A CERTIFICATE OF RESTORATION OF CIVIL RIGHTS MUST BE SUBMITTED WITH YOUR APPLICATION FOR LICENSURE ALONG WITH ALL OTHER REQUIRED INFORMATION. IF THE CONVICTION WAS IN THE STATE OF FLORIDA, YOU MAY CONTACT THE OFFICE OF EXECUTIVE CLEMENCY AT (904) 488-2952 FOR ADDITIONAL INFORMATION. IF THE CONVICTION WAS OUT OF STATE, YOU SHOULD CONTACT THAT STATE FOR ASSISTANCE.

STUDENTS WHO ARE ADMITTED, OR RE-ADMITTED, TO THE NURSING PROGRAM SHALL ADHERE TO ALL CURRENT DEPARTMENTAL POLICIES.

Applicants should call (954) 475-6780 for additional information.

Special Admission Requirements

1. Complete all College Preparatory Courses.
2. A minimum 2.0 overall and degree GPA.
3. Complete the following prerequisite courses with a grade of "C" or higher
4. Pre-Health Science Core (HCP0130, CAE 0299, CAE 0382, CAE 0474, and CAE 0476) prior to admission to the program.
5. Completion of health screening to include recent physical examinations; verification of immunization against tetanus, measles, mumps, rubella, varicella, Hepatitis "B", negative test for tuberculosis.
6. Admission into the Nursing Program is provisionally based upon acceptance of the approved health evaluation record. This health evaluation record must be submitted no later than the orientation day for nursing students.
7. Basic cardiac life support certification for adults and children.
8. Complete the Center for Health Science Education application process.

9. According to Florida Board of Nursing, convicted felons who have had their civil rights removed are not eligible to take the National Council Licensure Examination for Registered Nurses.
10. Students must be able to meet the performance standards of the Nursing Department. A copy can be obtained from the Nursing Department.

General Education Courses

Prerequisite Courses:		Semester Hours
ENC 1101	Composition I	3
*BSC 1085	Anatomy Physiology I	3
*BSC 1085L	Anatomy and Physiology I Lab	1
*CHM 1033	Chemistry for Health Sciences	3
*MAT 0024	Elementary Algebra	0
*MAT 0024L	Elementary Algebra Lab or higher	0
	Total Semester Hours	**10**

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

Other General Education Courses Required

*BSC 1086	Anatomy Physiology II	3
*BSC 1086L	Anatomy and Physiology II Lab	1
MCB 2013	Microbiology	3
MCB 2013L	Microbiology Lab	1
*APB 1600	Pharmacology	2
*MTB 1370	Math for Health Related Professions	1
	Humanities Elective (writing requirement)	3
	Social/Behavior Science Elective	3
	Total Semester Hours	**17**

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

Program Specific Courses

GENERIC (RN) TRACKING***

*NUR 1020	Nursing Process I	3
*NUR 1020L	Nursing Process Clinical Lab	2
*NUR 1213	Nursing Process II	3
*NUR 1213L	Nursing Process II Clinical Lab	2
*NUR 1220	Health Alterations I	3
*NUR 1220L	Health Alterations I Clinical Lab	2
*NUR 1421	Health Care of Women	3
*NUR 1421L	Health Care of Women Clinical Lab	2
*NUR 1524	Nursing Care of the Psychiatric Patient	3
*NUR 1524L	Nursing Care of the Psychiatric Patient Clinical Lab	2
*NUR 1310	Pediatric Nursing	3
*NUR 1310L	Pediatric Nursing Clinical Lab	2
*NUR 2221	Health Alterations II	3
*NUR 2221L	Health Alterations II Clinical Lab	2
*NUR 2222	Health Alterations III	3
*NUR 2222L	Health Alterations III Clinical Lab	2
*NUR 2223	Trends, Practices and Roles	3
*NUR 2223L	Trends, Practices and Roles Clinical Lab	2
	Total Semester Hours	**45**
	Total Program Semester Hours	**72**

LPN/RN TRANSITION TRACK***

*NUR 2020	Transition Nursing I	2
*NUR 2020L	Transition Nursing I Clinical Lab	2
*NUR 1524	Nursing Care of the Psychiatric Patient	3
*NUR 1500L	Transition Psychiatric Nursing Clinical Lab	1
*NUR 2201	Transition Nursing II	5
*NUR 2201L	Transition Nursing II Clinical Lab	2
*NUR 2202	Transition Nursing III	5
*NUR 2202L	Nursing Transition III Clinical Lab	2
*NUR 1421	Health Care of Women	3
*NUR 1420L	Transition Health Care of Women Lab	1
*NUR 1310	Pediatric Nursing	3
*NUR 1731L	Transition Pediatric Nursing Lab	1
*NUR 2801	Transition Nursing IV	3
*NUR 2801L	Transition Nursing IV Clinical Lab	2
	Total Semester Hours	**35**
	****LPN Transfer Credit**	**10**
	Total Program Semester Hours	**72**

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

**Upon completion of NUR 2020, NUR 2020L, and NUR 2201, 10 semester credits will be awarded for NUR 1021, NUR 1021L, and NUR 1220. A fee will be charged.

***Successful completion of the Nursing Program will satisfy the SACS oral communication competency standard.

Completion of 72 semester hours of credit and cumulative grade point average of 2.0 or higher. A grade of "C" or higher for all degree required courses.

Completion of the above General Education Courses.
NUR courses are open only students who have been officially accepted into the Nursing Program.

Articulation Agreements
There is a statewide articulation between all state supported Associate in Science Degree in Nursing programs and Bachelors in Science in Nursing degree programs.

Physical Therapist Assistant Program Associate in Science Degree

The Physical Therapist Assistant Program is delivered to the students via distance learning technology. That is, there is a two-way audio and video interaction with a "far site" located at Edison Community College in Fort Myers.

Lectures are broadcast in real time so that all sites participate in lecture classes together. Lab sessions and clinical rotations are managed by the individual sites. This innovative method of instruction is an exciting and challenging means by which separate classes of students can be joined as they embark on an education in the field of physical therapy.

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 provide a variety of services under the direction and guidance of a supervising physical therapist.

The program is a full-time day program accredited by the American Physical Therapy Association. A licensing examination is required upon completion of the two-year program and the Physical Therapist Assistant shall be eligible for an appropriate membership category in the American Physical Therapy Association.

Criteria for Admission to the Physical Therapist Assistant-Associate in Science Degree:

Applicants should call (954) 969-2095 for additional information.

1. Applicants must fulfill the general requirements for admission to Health Science Programs (See Center for

Requirements and Procedures.).

2. Complete sixteen (16) hours of clinical observation in a local facility offering physical therapy.
3. Students must have satisfactorily completed all College Preparatory courses.
4. A minimum 2.0 overall and degree GPA.
5. Applicants must complete the Pre-Health Science Core requirements (HCP 0130, CAE 0299, CAE 0382, CAE 0474, and CAE 0476) prior to admission to the program.
6. Applicants must complete the following prerequisite courses with a grade of "C" or higher prior to submitting an application to the Department:

ENC 1101	Composition I	3
*CHM 1033	Chemistry for Health Sciences	3
*BSC 1085	Anatomy and Physiology I	3
*BSC 1085L	Anatomy and Physiology I Lab	1
*MAT 0024	Elementary Algebra or higher	0
*MAT 0024L	Elementary Algebra Lab or higher	0
	Total Semester Hours	**10**

*Requires a pre-or corequisite. See course description in this catalog.

Requirements for the Associate in Science Degree in Physical Therapist Assistant:

1. Completion of a minimum of 74 semester hours of credit and a degree grade point average of 2.0 or higher.
2. No grade lower than "C" will be acceptable in any course required for the degree.

Prerequisite Courses

ENC 1101	Composition I	3
*BSC 1085	Anatomy and Physiology I	3
*BSC 1085L	Anatomy and Physiology I Lab	1
*CHM 1033	Chemistry for Health Sciences	3
*MAT 0024	Elementary Algebra or higher	0
	Total Semester Hours	**10**

First Year

Term I

PHT 1010	Physical Principles for PTA	1
PHT 1200	Introduction to Physical Therapy	3
PHT 1200L	Introduction to Physical Therapy Lab	1
*PHT 1103	Anatomy for the PTA	3
*PHT 1103L	Anatomy for the PTA Lab	1
*BSC 1086	Anatomy and Physiology II	3
*BSC 1086L	Anatomy Physiology II Lab	1
*PHT 1300	Survey of Pathological Deficits	4
	Total Term Semester Hours	**17**

Term II

HSC 1531	Medical Terminology	3
*PHT 1211	Disabilities and Therapeutic Procedures I	3
*PHT 1211L	Disabilities and Therapeutic Procedures I Lab	2
*PHT 1350	Basic Pharmacology	1
CGS 1061C	Computer Concepts	1
*PHT 2224	Disabilities and Therapeutic Procedures II	3
*PHT 2224L	Disabilities and Therapeutic Procedures II Lab	1
PSY 2012	General Psychology	3
	Total Term Semester Hours	**17**

Term III, Session II

*PHT 1801L	Clinical Practice I	2
HSC 2660	Communication for Interdisciplinary Health Teams	2
	Total Term Semester Hours	**4**

Second Year

Term I

*PHT 2810L	Clinical Practice II	6
*PHT 2162	Survey of Neurological Deficits	4
*PHT 2120	Applied Kinesiology	2
*PHT 2120L	Applied Kinesiology Lab	1
	Total Term Semester Hours	**13**

Term II

*PHT 2704	Rehabilitative Procedures	2
*PHT 2704L	Rehabilitative Procedures Lab	1
*PHT 2820L	Clinical Practice III	5
*PHT 2931	Transition Seminar	2
Elective	Humanities	3
	Total Term Semester Hours	**13**
	Total Program Semester Hours	**74**

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

PHT courses are open only to those students who have officially been accepted into the Physical Therapist Assistant Program. All PHT courses must be completed in the sequence shown above.

Successful completion of the Physical Therapist Assistant Program will satisfy the SACS Oral Communication Standard.

Broward Community College, Palm Beach Community College Joint Radiation Therapy Program – Associate in Science Degree and Technical Certificate

The Radiation Therapy Programs prepares individuals to assist the Radiation Oncologist with the management, control and care of patients receiving radiation therapy. Clinical education is done in Broward and Palm Beach County hospitals and Clinics.

The Radiation Therapy Program is accredited by the Southern Association of College and Schools.

The Radiation Therapy Program offered by Broward Community College and Palm Beach Community College consists of two academic tracks:

Radiation Therapist Specialist-Technical Certificate Track:

The Radiation Therapist Specialist College Credit Technical Certificate program prepares the Radiologic Technologist (A.R.R.T.) to assist the Radiation Oncologist. Upon completion of this 12 month full-time day program the student will be eligible to take the American Registry of Radiologic Technologists Radiation Therapy Examination. All courses are taught at Broward Community College, North Campus.

Radiation Therapy Technology – Associate in Science Degree Track:

This Associate in Science degree program is a two year program. APPLICANTS SHALL COMPLETE THE FIRST YEAR GENERAL EDUCATION COURSE REQUIREMENTS PRIOR TO THE ADMISSION TO THE SECOND YEAR OF THE PROGRAM. Admission to the Second Year will be limited to the availability of clinical placements. General Education Course Requirements may be taken either at Broward Community College or Palm Beach Community College.

Upon completion of this degree program, the student will be eligible to take the American Registry of Radiologic Technologists Radiation Therapy Examination.

Criteria for Admission to the Radiation Therapy Specialist-Technical Certificate Program:

Applicants should call (954) 973-2352 for additional information.

1. Applicants must fulfill the General Education Requirements for admission to the College and the Health Science Programs (See Center for Health Science Education Programs, Admission Requirements and Procedures.).
2. Students must have completed all College Preparatory courses.
3. Minimum 2.0 overall and degree GPA.
4. APPLICANTS MUST HAVE COMPLETED AN ACCREDITED RADIOGRAPHY PROGRAM.
5. All applicants must complete MAT 1033 Intermediate Algebra or MTB 1310 Applied Mathematics or higher, with a grade of "C" or higher. Attach a transcript as documentation with the application to the program. Applicants that have not completed these courses must contact advisement and arrange for a Math competency test.
6. Applicants meeting the above criteria are selected based upon the date of receipt of all admission materials, i.e., application, transcripts, etc.

Requirements for Radiation Therapy Specialist-Technical Certificate Program:

(For Radiologic Technologists)

1. Complete 40 semester credit hours with a GPA of 2.0 or higher.
2. No grade lower than a "C" in all certificate courses.

Prerequisite Courses

MAT 1033	Intermediate Algebra	
	OR	
*MTB 1310	Applied Mathematics	3
	Total Semester Hours	**3**
Term I		
*RAT 1001	Introduction to Radiation Therapy	3
*RAT 2021	Principles of Radiation Therapy I	3
*RAT 2617	Introduction to Radiation Therapy Physics I	2
*RAT 2023	Oncology	3
*RAT 2814	Clinic Education II	3
RAT 2240	Radiation Pathology	2
	Total Term Semester Hours	**16**
Term II		
*RAT 2022	Principles of Radiation Therapy II	3
*RAT 2618	Physics II	2
*RAT 2241	Radiobiology	2
*RAT 2619	Dosimetry and Computer Treatment Planning	2
*RAT 2619L	Dosimetry and Computer Treatment Planning Lab	1
*RAT 2824	Clinic Education III	3
*RAT 2657	Quality Assurance and Pharmacology	3
	Total Term Semester Hours	**16**
Term III		
*RAT 2834	Clinic Education IV	5
	Total Term Semester Hours	**5**
	Total Program Semester Hours	**40**

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

Criteria for Admission to Associate in Science Degree in Radiation Therapy Technology:

Applicants should call (954) 973-2352 for additional information.

1. Applicants must fulfill the general requirements for admission to the College and the Health Science Programs (See Center for Health Science Education Programs, Admission Requirements and Procedures.).
2. Complete eight (8) hours of clinical observation in a local facility with a Radiation Therapy Department.
3. A minimum 2.0 overall and degree GPA.
4. Applicants must complete the Pre-Health Science Core requirements (HCP 0130, CAE 0299, CAE 0382, CAE 0474 and CAE 0476) prior to admission to the program
5. Applicants must complete the following prerequisite courses with a grade of "C" or higher prior to submitting an application to the department:

HSC 1531	Medical Terminology	3
ENC 1101	Composition I	3
*BSC 1085	Anatomy and Physiology I	3
*BSC 1085L	Anatomy and Physiology I Lab	1
#*MAT 1033	Intermediate Algebra	
	OR	
*MTB 1310	Applied Mathematics	3
	Total Semester Hours	**13**

*Requires a pre or corequisite. See course description in this catalog.

#Equivalent course offered at Palm Beach Community College

1. ADMISSION TO THE SECOND YEAR OF THE PROGRAM IS CONTINGENT UPON COMPLETION OF ALL FIRST YEAR COURSES WITH A 2.0 GPA OR HIGHER AND DATE OF APPLICATION TO THE PROGRAM.
2. Applicants seeking the A.S. Degree in Radiation Therapy Technology must complete the first year General Education Course Requirements either at Broward Community College or Palm Beach Community College. Those students completing the General Education Courses at Palm Beach Community College must transfer the courses listed below from Palm Beach Community College to Broward Community College in order to be accepted to the second year of the program.

Palm Beach Community College

HSC 1531	Medical Terminology	3
*MAT 1033	Intermediate Algebra	3
*BSC 1085	Anatomy and Physiology I	3
*BSC 1085L	Anatomy and Physiology I Lab	1
	Humanities/Fine Arts Elective	3
*BSC 1086	Anatomy and Physiology II	3
*BSC 1086L	Anatomy and Physiology II Lab	1
	Social/Behavioral Science	3
ENC 1101	English Composition	3
SPC 1600	Fundamentals of Speech	
	OR	
SPC 1024	Introduction to Speech	3
Elective	**Computer Science Elective	3
HSC 1531	Medical Terminology	3
	Total Transfer Semester Hours	**32**

*Requires a pre- or co-requisite. See course description in Palm Beach Community College catalog.

**Recommend CGS 1100 Introduction to Computer Applications.

Those students completing the first year General Education Courses Requirements at Broward Community College will follow the curricular plan listed below.

Requirements for Associate in Science Degree in Radiation Therapy Technology:

1. Complete 77 hours of credit with a degree grade point average of 2.0 or higher.
2. No grade lower than a "C" will be acceptable in all degree courses.

Prerequisite Courses

Pre-Health Science Core		95 Clock Hours
HSC 1531	Medical Terminology	3
ENC 1101	Composition I	3
*BSC 1085	Anatomy and Physiology I	3
*BSC 1085L	Anatomy and Physiology I Lab	1
*MAT 1033	Intermediate Algebra	
	OR	
*MTB 1310	Applied Mathematics	3
	Total Semester Hours	**13**
	Total Clock Hours	**95**

First Year

Term I

RAT 1001	Introduction to Radiation Therapy	3
RAT 1614	Introduction to Radiation Therapy Physics	3
	Humanities Elective	3
*CGS 1100	Computer Applications	3
	Total Term Semester Hours	**12**

Term II

*RAT 1111	Radiographic Process	2
*RAT 1111L	Radiographic Process Lab	1
SPC 1600	Public Speaking	
	OR	
SPC 1024	Introduction to Speech Communications	3
	Social/Behavioral Science Elective	3
*BSC 1086	Anatomy and Physiology II	3
*BSC 1086L	Anatomy and Physiology II Lab	1
*RAT 1021C	Clinical Instrumentation	2
	Total Term Semester Hours	**15**

Term III

*RAT 1804	Clinic Education I	3
	Total Term Semester Hours	**3**

Second Year

Term I

RAT 2240	Radiation Pathology	2
RAT 2021	Principles of Radiation Therapy I	3
*RAT 2617	Advanced Physics I	2
*RAT 2023	Oncology	3
*RAT 2814	Clinic Education II	3
	Total Term Semester Hours	**13**

Term II

*RAT 2022	Principles of Radiation Therapy II	3
*RAT 2618	Advanced Physics II	2
*RAT 2241	Radiobiology	2
*RAT 2619	Dosimetry and Computer Treatment Planning	2
*RAT 2619L	Dosimetry and Computer Treatment Planning Lab	1
*RAT 2824	Clinic Education III	3
*RAT 2657	Quality Assurance and Pharmacology	3
	Total Term Semester Hours	**16**

Term III

*RAT 2834	Clinic Education IV	5
	Total Term Semester Hours	**5**
	Total Program Semester Hours	**77**

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

Radiation Therapy Medical Dosimetry Specialist-Technical Certificate Program

The Radiation Therapy Dosimetry Specialist College Credit Technical Certificate Program prepares the Radiation Therapist to become a member of the Radiation Therapy Treatment Planning Team. The Dosimetrist will have the expertise necessary to measure and generate radiation doses distributions and calculations necessary for the patient's treatment.

Upon completion of this program with an accumulative GPA of 2.0 or higher, and with a grade of "C" or higher in all certificate courses, the student will be eligible to take the examination offered by the Certified Medical Dosimetrist Board of the American Association of Medical Dosimetrists

The Medical Dosimetry program has applied for accreditation for the American Association of Medical Dosimetrists.

All courses are taught at Broward Community College, Center for Health Science II, North Campus.

Criteria for admission to the Radiation Therapy Medical Dosimetry Specialist-Technical Certificate Program

Applicants should call (954) 973-2352 for additional information.

1. Applicants must fulfill the General Education Requirements for admission to the College and the Health Science Programs. (See Center for Health Science Education Program, Admission Requirements and Procedures.)
2. All applicants must be Registered Radiation Therapists (ARRT) with a minimum of two years of WORKING EXPERIENCE as a Radiation Therapist in a major Oncology Center.
3. Applicants meeting the above criteria are selected based on the date of receipt of all admission materials, i.e., application, transcripts, etc.

Requirements for Radiation Therapy Medical Dosimetry Specialist-Technical Certificate Program: (For Radiation Therapists - ARRT)

1. Complete 31 semester credit hours with a GPA of 2.0 or higher.
2. No grade lower than a "C" in all certificate courses.

Term I

*RAT 1651	Introduction to Dosimetry	2
*RAT 1655	Medical Physics and Instrumentation	2
*RAT 1655L	Medical Physics and Instrumentation Lab	1
*RAT 1652	Advanced Dosimetry I	3
*RAT 1653	Treatment Accessory Fabrication, Localization, and Simulation	2
*RAT 1942	Clinic I	3
	Total Term Semester Hours	**13**

Term II

*RAT 1654	Advanced Dosimetry II	3
*RAT 1656	Physics and Basic Biomedical Electronics	2
*RAT 1659	Advanced Quality Assurance	2
*RAT 1902C	Computer Treatment Planning	3
*RAT 1944	Clinic II	3
	Total Term Semester Hours	**13**

Term III

*RAT 1946	Clinic III	5
	Total Term Semester Hours	**5**
	Total Program Semester Hours	**31**

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

Radiography Program – Associate in Applied Science Degree

The Radiographer assists Radiologists and other Physicians by operating X-ray equipment and preparing patients for diagnostic X-rays. He/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.

The Radiography Program is fully accredited by the Southern Association of Colleges and Schools and the State of Florida.

Associate in Applied Science Degree for Hospital Based Radiography Graduates

Broward Community College provides a means for graduates of JRCERT accredited 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. To qualify, the applicant must submit a copy of their A.R.R.T. or A.R.D.M.S. certificates plus a transcript from the program attended, to the Experiential Learning Office, Central Campus, Building 7, Room 255. Telephone (954) 475-6567 for information.

Criteria for Admission to the Associate in Applied Science Degree for Hospital Based Radiography Graduates:

Applicants should call (954) 475-6564 for additional information.

1. Applicants must fulfill the general requirements for admission to Health Science Programs. (See Center for Health Science Education Programs, Admission Requirements and Procedures.)
2. Submit an Experiential Learning Application for previous training or experience. This form can be obtained in the Experiential Learning Office. Applicants who meet requirements will be awarded 48 credits. For more information about Experiential Learning credits call (954) 475-6564.
3. Student must have satisfactorily completed all College Preparatory courses.

Requirements for the Associate in Applied Science Degree for Hospital Based Radiography Graduates:

1. Completion of a minimum of 77 semester hours of credit which includes 48 semester hours of credit for previous training or experience with a degree GPA of 2.0 or higher.
2. No grade lower than a "C" will be acceptable in all degree courses.
3. Complete 29 semester hours of credit as listed below:

CHM 1033	Chemistry for Health Sciences	3
ENC 1101	Composition I	3
*MTB 1310	Applied Mathematics	
	OR	
*MAT 1033	Intermediate Algebra	3
	Social/Behavioral Science Elective	3
SPC 1600	Public Speaking	
	OR	
SPC 1024	Introduction to Speech Communications	3
	Humanities Elective	3
HSC 2660	Communication for Interdisciplinary Health Teams	2
CGS 1061C	Computer Concepts	1
*BSC 1085	Anatomy and Physiology I	3
*BSC 1085L	Anatomy and Physiology Lab	1
*BSC 1086	Anatomy and Physiology II	3
*BSC 1086L	Anatomy and Physiology Lab II	1
	Total Semester Hours	**29**
	Total Program Semester Hours	**77**

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

4. Completion of evaluation for graduation in the Counseling/Advisement Office at the time of registration for the final semester. The student is responsible for making this appointment and completing all graduation requirements.

Radiography Program – Associate in Applied Science Degree

Broward Community College provides a means for individuals with a high school diploma or GED to complete the Associate in Applied Science and Associate in Science Degrees in Radiography. All radiography 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. The clinical component includes some evenings in the second year and 35 hours per week during the second summer session. Individuals will be eligible to write the exam of the American Registry of Radiologic Technologists and become certified by the State of Florida as a CRT (advanced) upon completion of the program. Call (954) 475-6917 for specific information.

Radiologic Technology applicants who have criminal convictions must clear all ethics requirements by filing a Pre-application Review of Eligibility Form with the American Registry of Radiologic Technologists. The ARRT encourages those applicants to complete the review to avoid potential delays when applying to write the Certifying Exam. Applicants can contact the American Registry of Radiologic Technologists by telephoning the Ethics Department at the ARRT Office at (651) 687-0048

Criteria for Admission to the Radiography Program Associate in Applied Science Degree:

1. Applicants must fulfill the general requirements for admission to Health Science Programs (See Center for Health Science Education Programs, Admission Requirements and Procedures.).
2. Complete 8 hours of technical standards observation in a local hospital.
3. Students must have a minimum 2.0 overall and degree GPA.
4. Applicants must complete Pre-Health Science Core requirements (HCP 0130, CAE 0298, CAE 0382, CAE 0474, and CAE 0476) prior to admission to the program.
5. Applicants must complete the following prerequisite courses with a grade of "C" or higher prior to submitting an application.

ENC 1101	Composition I	3
*CHM 1033	Chemistry for Health Sciences	3
*BSC 1085	Anatomy and Physiology I	3
*BSC 1085L	Anatomy and Physiology I Lab	1
*MTB 1310	Applied Mathematics	
	OR	
*MAT 1033	Intermediate Algebra	3
	Total Semester Hours	**13**

*Requires a pre- or corequisite. See course description in this catalog.

Requirements for Associate in Applied Science Degree in Radiography

1. Complete 77 semester credit hours (as listed) with a degree GPA of 2.0 or higher.
2. No grade lower than a "C" in all degree courses.

First Year

Term I

*RTE 1503	Radiographic Anatomy and Positioning I	3
*RTE 1503L	Radiographic Anatomy and Positioning Lab I	1
*RTE 1000	Introduction to Radiologic Technology	3
*RTE 1111	Nursing Procedures	2
*RTE 1804	Clinical Education I	2
Elective	Humanities	3
	Total Term Semester Hours	**14**

Term II

*RTE 1513	Radiographic Anatomy and Positioning II	3
*RTE 1513L	Radiographic Anatomy and Positioning II Lab	1
*RTE 1418	Principles of Imaging I	2
*RTE 1418L	Principles of Imaging I Lab	1
*RTE 1613	Physics I	2
*RTE 1814	Clinical Education II	2
*BSC 1086	Anatomy and Physiology II	3
*BSC 1086L	Anatomy and Physiology II Lab	1
	Total Term Semester Hours	**15**

Term III

RTE 1932	Special topics	1
RTE 1561	Non-Routine Procedures	1
*RTE 1824	Clinical Education III	2
	Total Term Semester Hours	**4**

Second Year

Term I

RTE 2523	Radiation Anatomy and Positioning III	3
RTE 2523L	Radiation Anatomy and Positioning III Lab	1
*RTE 2782	Radiation Pathology	2
*RTE 2834	Clinical Education IV	3
*RTE 2623	Radiographic Equipment	3
SPC 1024	Introduction to Speech Communications	
	OR	
SPC 1600	Public Speaking	3
	Total Term Semester Hours	**15**

Term II

CGS 1061C	Computer Concepts	1
*RTE 2385	Radiation Biology	2
*RTE 2844	Clinical Education V	3
*RTE 2457	Imaging II	2
*RTE 2457L	Imaging II Lab	1
	Social/Behavioral Science Elective	3
*RTE 2573	Survey of Imaging Modalities	1
*RTE 2473	Radiographic Quality Assurance	2
	Total Term Semester Hours	**15**

Term III, Session II and III

*RTE 2854	Clinical Education VI	1
	Total Term Semester Hours	**1**
	Total Program Semester Hours	**77**

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

Respiratory Care Program – Associate in Science Degree

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

The program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) through the Committee on Accreditation for Respiratory Care (CoARC).

Students who complete the program will receive an Associate in Science degree in Respiratory Care. 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 Care Certification Examination.

Continuation in the program is contingent upon attaining at least a "C" grade in all Respiratory Care and Science courses attempted.

Criteria for Admission to the Respiratory Care-Associate in Science Degree:

Applicants should call (954) 969-2082 for additional information.

1. Applicants must fulfill the general requirements for admission to Health Science Programs (See Center for Health Science Education Programs, Admission Requirements and Procedures.).
2. Students must have satisfactorily completed all College Preparatory courses.
3. Completion of the courses listed as prerequisites for admission to the Respiratory Care Program. These courses must be completed with grades of "C" or higher. Students who have not completed the prerequisite courses may be admitted into the Respiratory Care courses on a probationary basis, if space is available. In such cases, the student still is required to complete the prerequisite courses.
4. Students must have a minimum 2.0 overall and degree GPA.
5. Applicants must complete the Pre-Health Science Core requirements (HCP 0130, CAE 0298, CAE 0382, CAE 0474, and CAE 0476)) prior to admission to the program.

Requirements for the Associate in Science Degree in Respiratory Care:

1. Completion of 76 semester hours of credit and a 2.0 degree GPA. No grade lower that a "C" will be acceptable in any degree related course.

Prerequisite Courses

HCP 0130	Health Career Core Course	
ENC 1101	Composition I	3

*BSC 1085	Anatomy and Physiology I	3
*BSC 1085L	Anatomy and Physiology I Lab	1
*CHM 1033	Chemistry for Health Sciences	3
*MTB 1310	Applied Mathematics	
	OR	
*MAT 1033	Intermediate Algebra	3
	Total Term Semester Hours	**13**

First Year

Term I

RET 1026	Respiratory Care Equipment	3
RET 1026L	Respiratory Care Equipment Lab	1
*RET 1485	Respiratory Anatomy and Physiology	3
HSC 1531	Medical Terminology	3
*BSC 1086	Anatomy and Physiology II	3
*BSC 1086L	Anatomy and Physiology II Lab	1
	Total Term Semester Hours	**14**

Term II

*RET 1264	Mechanical Ventilation	3
*RET 1264L	Mechanical Ventilation Lab	1
RET 1484	Cardiopulmonary Pathophysiology	3
*RET 1832L	Clinic I	3
CPT 1200	Cardiopulmonary Pharmacology	3
	Total Term Semester Hours	**13**

Term III

CGS 1061C	Computer Concepts	1
*RET 2418	Cardiopulmonary Diagnostics	2
*RET 1833L	Clinic II	3
	Total Term Semester Hours	**6**

Completion of the above listed courses qualifies the student as a candidate for the Certified Respiratory Therapist (CRT) and the Certified Pulmonary Function Technician (CPFT) exams.

Second Year

Term I

*RET 2834L	Clinic III	3
*RET 2503	Advanced Cardiopulmonary Pathophysiology	2
*RET 1714	Pediatric Respiratory Care	2
*RET 2414	Pulmonary Function	1
*RET 2414L	Pulmonary Function Lab	1
*MCB 2013	Microbiology	3
*MCB 2013L	Microbiology Lab	1
HSC 2660	Communication for Interdisciplinary Health Teams	2
	Total Term Semester Hours.	**15**

Term II

*RET 2835L	Clinic IV	3
*RET 2286	Management of the Intensive Care Patient	2
*RET 2601	Respiratory Care Management	1
	Social/Behavioral Science Elective	3
	Humanities Elective	3
SPC 1600	Public Speaking	
	OR	
SPC 1024	Introduction to Speech Communications	3
	Total Term Semester Hours	**15**
	Total Program Semester Hours	**76**

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

Completion of the program qualifies the student as a candidate for the Registered Respiratory Therapist Examination (RRT) and for the Perinatal/Pediatric Specialty Examination.

Vision Care Technology Programs- Associate in Applied Science and Associate in Science Degrees

The Associate Degree Programs in Vision Care Technology provides the student with the opportunity to develop competency in skills relative to caring for a patient's eyes. There are two tracts that a student may choose: Optician and Ophthalmic Technician. Students must indicate their preferred tract at the time of application to the program. Decision regarding admission to either tract will be made by the department based on space availability.

An Optician plays a vital role in the fitting and adapting of corrective lenses and other optical devices to aid people's vision and correct ocular deficiencies. To accomplish this the optician must use scientific and clinical procedures and apply learned skills to correctly produce and fit quality eyewear and contact lenses. The curriculum has been designed to train the student in the laboratory techniques of measuring, grinding, fitting, and adapting to eyewear. The first year of the two-year program covers basic ocular science including anatomy, optics, contact lenses, and refractometry. The second year allows the student to gain specific skills in eyewear fabrication, dispensing and professional management. This is accomplished by a combination of on campus clinics and community based externships. An Ophthalmic Technician works with a Doctor of Ophthalmology in caring for the health of the patient's eyes. The technician is responsible for performing many different tests which enable the doctor to diagnose and treat visual and ocular medical problems. The duties include assessing acuity, binocular function, color vision, depth perception, and internal ocular pressure. Technicians also perform ophthalmic photography, visual field testing, ocular ultrasound, refractions, and other tasks as assigned. The first year of the two-year program covers basic ocular science including anatomy, optics, contact lenses, and refractometry. The second year allows the student to gain skills in specific testing procedures. This is accomplished by a combination of on campus clinics and community-based externships.

Criteria for Admission to the Ophthalmic Technology Program and the Opticianry Program:

Applicants should call (954) 969-2017 for additional information.

1. Applicants must fulfill the general requirements for admission to Health Science Programs (see Center for Health Science Education Programs, Admission Requirements and Procedures).
2. Students must have satisfactorily completed all College Preparatory courses.
3. A minimum 2.0 overall and degree GPA or overall 2.0 high school GPA.
4. Applicants must complete the Pre-Health Core requirements (HCP 0130, CAE 0299, CAE 0382, CAE 0474, and CAE 0476) prior to admission to the program.

Requirements for the Associate in Applied Science Degree in Ophthalmic Technology:

1. Completion of a minimum of 72 semester hours of credit and a degree grade point average of 2.0 or higher
2. No grade lower than "C" will be acceptable in any course required for the degree.

First Year

Term I

OPT 1210	Anatomy and Physiology of the Eye	3
OPT 1110	Physical and Geometric Optics	3
OPT 1110L	Physical and Geometric Optics Lab	1
OPT 1330	Orientation to Vision Care	2
ENC 1101	Composition I	3
*MTB 1310	Applied Mathematics	

OR

*MTB1033	Intermediate Algebra	3
	Total Semester Hours	**15**

Term II

*OPT 1150	Ophthalmic Lenses	2
*OPT 1150L	Ophthalmic Lenses Lab	2
*OPT 2375	Refractometry	2
*OPT 2879	Refractometry Practicum	2
*OPT 2090	Orientation to Vision Care Clinic	1
CGS 1100	Introduction to Computer Applications	3
	Humanities/Fine Arts Elective	3
	Total Semester Hours	**15**

Term III, Session II and Session III

*OPT 1450	Ophthalmic Dispensing Procedures	2
*OPT 1450L	Ophthalmic Dispensing Lab	2
*OPT 2500	Contact Lens Theory	2
*OPT 2500L	Contact Lens Theory Lab	2
*OPT 2800	Vision Care Clinic I	2
SPC 1600	Public Speaking	
	OR	
SPC 1024	Introduction to Speech Communication	3
	Total Semester Credits	**13**

Second Year

Term I

*OPT 2350	Advanced Clinical Procedures I	1
*OPT 2801	Vision Care Clinic II	3
*OPT 2900	Ophthalmic Medical Practicum I	4
*OPT 2222	Ocular Pathology and Pharmacology I	2
	Social/Behavioral Science Elective	3
	Total Semester Hours	**13**

Term II

*OPT 2351	Advanced Clinical Procedures II	2
*OPT 2802	Vision Care Clinic III	3
*OPT 2901	Ophthalmic Medical Practicum II	5
*OPT 2223	Ocular Pathology and Pharmacology II	2
	Total Semester Hours	**12**

Term III, Session II and Session III

OPT 2287	Ophthalmic Medical Practicum III	4
	Total Semester Hours	**4**
	Total Program Semester Hours	**72**

*Requires a pre or corequisite. See course description in this catalog.

Requirements for the Associate in Science Degree in Ophthalmic Technology:

Students seeking an Associate in Science Degree for the purpose of transferring into a state university shall substitute MTB 1310, Applied Mathematics or MAT 1033, Intermediate Algebra requirement in the Associate in Applied Science Degree with the following:

MAC 1105 College Algebra or higher level mathematics course

OR

Any College Level Science Course.

Requirements for the Associate in Applied Science Degree in Opticianry:

1. Completion of a minimum of 72 semester hours of credit and a degree grade point average of 2.0 or higher
2. No grade lower than "C" will be acceptable in any course required for the degree.

First Year

Term I

OPT 1210	Anatomy and Physiology of the Eye	3
OPT 1110	Physical and Geometric Optics	3
OPT 1110L	Physical and Geometric Optics Lab	1
OPT 1330	Orientation to Vision Care	2
ENC 1101	Composition I	3
*MTB 1310	Applied Mathematics	
	OR	
MAT1033	Intermediate Algebra	3
	Total Semester Hours	**15**

Term II

*OPT 1150	Ophthalmic Lenses	2
*OPT 1150L	Ophthalmic Lenses Lab	2
*OPT 2090	Orientation to Vision Care Clinic	1
*OPT 2375	Refractometry	2
OPT 2879	Refactometry Practicum	2
CGS 1100	Introduction to Computer Applications	3
	Humanities/Fine Arts Elective	3
	Total Semester Hours	**15**

Term III, Session II and Session III

*OPT 1450	Ophthalmic Dispensing Procedures	2
*OPT 1450L	Ophthalmic Dispensing Procedures Lab	2
*OPT 2500	Contact Lens Theory	2
*OPT 2500L	Contact Lens Theory Lab	2
*OPT 2800	Vision Care Clinic I	2
SPC 1600	Public Speaking	
	OR	
SPC 1024	Introduction to Speech Communication	3
	Total Semester Hours	**13**

Second Year

Term I

*OPT 2420	Eyewear Fabrication I	1
*OPT 2420L	Eyewear Fabrication I Lab	2
*OPT 2830	Contact Lens Clinic I	3
*OPT 2460	Ophthalmic Dispensing Clinic I	2
*OPT 2875	Ophthalmic Dispensing Practicum I	3
	Social/Behavioral Science Elective	3
	Total Semester Hours	**14**

Term II

*OPT 2421	Eyewear Fabrication II	1
*OPT 2421L	Eyewear Fabrication II Lab	3
*OPT 2831	Contact Lens Clinic II	2
*OPT 2461	Ophthalmic Dispensing Clinic II	3
*OPT 2876	Ophthalmic Dispensing Practicum II	3
*OPT 2060	Ophthalmic Management and Practice	3
	Total Semester Hours	**15**
	Total Program Semester Hours	**72**

*Requires a pre or corequisite. See course description in this catalog.

Completion of the above listed courses qualifies the student as a candidate for the American Board of Opticians Certification Examination (ABOC), the National Contact Lens Examiners Registration Exam (NCLE).

Requirements for the Associate in Science Degree in Opticianry:

Students seeking an Associate in Science Degree for the purpose of transferring into a state university shall substitute MTB 1310, Applied Mathematics or MAT 1033, Intermediate Algebra requirement in the Associate in Applied Science Degree with the following:

MAC 1105 College Algebra or higher level mathematics course

OR

Any College Level Science Course.

Automotive Technology
Associate in Applied Science and Associate in Science Degrees

Automotive Service Management Technology - Associate in Applied Science Degree

This program is designed both to prepare entry level automotive technicians and to provide academic background for advancement to management positions in the automotive service industry.

Academic Core Courses Required For Both Options

ENC 1101	English Composition	3
	Humanities (Area 2)	3
	Social/Behavioral Sciences (Area 3)	3
MTB 1310	Applied Mathematics	3
SPC 1024	Introduction to Speech Communication	
	OR	
SPC 1600	Introduction to Public Speaking	3
CGS 1000	Introductions to Computers	
	OR	
CGS 1100	Introduction to Computer Applications	3
	Cooperative Education (Internship)	15
	Total Academic Core Credits	**33**

Technical Course Requirements

Technical Service Option

*AER 1010	Introduction to Automotive Technology	3
*AER 1111	Engine Repair	3
*AER 1300	Electrical Systems	4
*AER 1310	Electronics	3
*AER 2230	Manual Drive Train and Axles	3
*AER 2251	Automatic transmissions	3
*AER 2112	Advanced Engine Performance	3
*AER 2410	Brake Systems	4
*AER 2520	Engine Performance	3
*AER 2171	Heating and Air Conditioning Theory	3
*AER 2450	Steering and Suspension	3
	Total Technical Service Option Credits	**35**
	Total Technical Service Degree Credits	**68**

Autobody Option

*ARR 1010	Introduction to Autobody	3
*AER 1300	Electrical Systems	4
*AER 2410	Brake Systems	4
*AER 2171	Heating and Air Conditioning Theory	3
*AER 2450	Steering and Suspension	3
*ARR 2120	Autobody Refinishing	6
*AER 1010	Introduction to Automotive Technology	3
*ARR 2290	Advanced Autobody Repair	9
	Total Autobody Option Credits	**35**
	Total Autobody Option Degree Credits	**68**

TOTAL A.A.S. DEGREE CREDITS **68**

*Credit is awarded for completion of Automotive Technology or Autobody Certificate Programs at Broward or Miami-Dade County Public Schools Technical Centers.

Automotive Service Management Technology - Associate in Science Degree

Students seeking an Associate in Science degree for the purpose of transferring into a state university shall substitute MTB 1310, Applied Mathematics with the following

MAC 1105 College Algebra

CORPORATE PROGRAMS

Automotive Technology Programs sponsored by Automobile Manufacturers:

The General Motors Automotive Service Educational Program (GM-ASEP), Ford Automotive Student Service Educational Training Program (Ford ASSET) and Chrysler Dealer Apprenticeship Program (Chrysler CAP) are taught in conjunction with Sheridan Technical Center (954) 985-3220.

The Toyota Technical Education Network (T-TEN) program courses are taught in conjunction with Atlantic Technical Center (954) 977-2069 and Miami-Lakes Technical Educational Center (305) 557-1100.

The Honda Professional Automotive Career Training Program (Honda PACT) program courses are taught in conjunction with Robert Morgan Technical Educational Center (305) 253-9920.

These are limited enrollment programs and require an internship at a dealership.

MASTER TECHNICIAN PROGRAM

ASE (National Institute for Automotive Service Excellence) Certified Automotive Technicians may be eligible for up to 41 college credits based on life long learning and work experience.

For additional information about the programs listed above, contact the BCC Automotive Technology Program Manager at (954) 963-8886 or email tkeller @broward.cc.fl.us.

Automotive Technology – Specialization Area: Diesel Engine Technology Associate in Science Degree

Students seeking an Associate in Science degree for the purpose of transferring into a state university shall substitute MTB 1310, Applied Mathematics with the following

MAC 1105 College Algebra

PROGRAM INFORMATION

The Diesel Engine Technology specialization area is a joint program with Broward Community College, McFatter Technical

Center (954) 370-8324, and the South Florida Diesel Technology Industry Group.

MASTER TECHNICIAN PROGRAM

ASE (National Institute for Automotive Service Excellence) Certified Truck Technicians may be eligible for up to 41 college credits based on life long learning and work experience.

For additional information about the programs listed above, contact the BCC Automotive Technology Program Manager at (954) 963-8886 or email tkeller @broward.cc.fl.us.

Automotive Technology – Specialization Area: Diesel Engine Technology Associate in Applied Science Degree

This program is designed both to prepare entry-level technicians and to provide academic background for advancement to management positions in the automotive/truck service industry.

Academic Courses Required

ENC 1101	English Composition	3
	Humanities (Area 2)	3
	Social/Behavioral Sciences (Area 3)	3
MTB 1310	Applied Mathematics	3
SPC 1024	Introduction to Speech Communication	
	OR	
SPC 1600	Introduction to Public Speaking	3
CGS 1000	Introduction to Computers	
	OR	
CGS 1100	Introduction to Computer Applications	3
	Cooperative Education (Internship)	15
	Total Academic Core Credits	**33**

Technical Courses Required

*AER 1010	Introduction to Automotive Technology	3
DIM 1001	Diesel Engine Fundamentals	3
AER 1111	Engine Repair	3
DIM 1010	Advanced Diesel Engine	6
*AER 1300	Electrical Systems	4
AER 2230	Manual Drive Train and Axles	3
*AER 2410	Brake Systems	4
AER 2520	Engine Performance	3
*AER 2171	Heating and Air Conditioning Theory	3
*AER 2450	Steering and Suspension	3
	Total Technical Course Credits	**35**

TOTAL A.A.S. DEGREE CREDITS **68**

AVIATION INSTITUTE

Aviation Programs

The Aviation Institute links South Campus with North Perry Airport and brings all of BCC's aviation programs together in a beautiful new complex. The only public facility in Florida totally dedicated to the training of aviation professionals, the Institute boasts on-site flight training, a 7,000 foot hangar, a simulator wing, spacious workshops and student facilities, and state-of-the-art equipment to prepare students for careers in the 21st century.

Aviation programs lead to the Associate in Science/Associate in Applied Science degrees or Federal Aviation Administration (FAA) certificates. They are:

1. **Aviation Administration** prepares students for employment or advancement in management positions or as air traffic controllers.
2. **Airport Operations Management** prepares students to work in the aviation industry in airport operations.
3. **Aviation Maintenance Management** leads to FAA airframe and powerplant certificates and employment with the airlines or within the general aviation sector. Completion of the certificate programs and 23 additional required college credits enables the student to receive the Associate in Science degree.
4. **Professional Pilot** prepares students for FAA certification as private pilot, commercial pilot with instrument rating, and flight instructor.

It is strongly recommended that students see an academic advisor or Aviation Department Head every term.

Aviation Administration – Associate in Science Degree

This Associate in Science degree 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.

Option #1 Aviation Administration

First Year

Term I

ATT 1100	Aeronautical Science	3
ASC 1100	Navigational Science I	3
ASC 1010	History of Aviation	3
ENC 1101	Composition I	3
CGS 1100	Introduction to Computer Applications	3
	Total Term Semester Hours	**15**

Term II

*ASC 1210	Meteorology	3
AVM 2301	General Aviation Marketing and Management	3
*ENC 1102	Composition II	
	OR	
*ENC 2210	Technical Report Writing	3
POS 2041	National Government	3
(1)*MAC 1105	College Algebra	3
	Total Term Semester Hours	**15**

Term III

AVM 2410	Airport Management	3
Select Course from Area 2 Humanities/Fine Arts		3
	Total Term Semester Hours	**6**

Second Year

Term I

AVM 2510	Airline Management	3
ASC 2870	Aviation Safety	3
(2)ECO 2013	Principles of Economics I	3
(2)ACG 2001	Principles of Accounting I	3
*STA 2023	Elementary Statistics	3
	Total Term Semester Hours	**15**

Term II

SPC 1024	Introduction to Speech	3
(2)*ECO 2023	Principles of Economics II	3
(2)*ACG 2011	Principles of Accounting II	3
(3)*PHY 1001	Applied Physics	3
(3)*PHY 1001L	Applied Physics Lab	1
	Total Term Semester Hours	**13**
	Total Program Semester Hours	**64**

*Requires a pre- or co-requisite or proper score on placement test. See course description in this catalog.

(1) MTB 1310 Applied Mathematics 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): ASC 2110 Navigation Science II, and ATT 2120 Instrument Flight Theory, a flight course and/or a Co-op course. Students accepted into the FAA Air Traffic Control Co-op Program should also take ATT 2940 Directed Studies in ATC and ASC 2949 Co-op Work Experience and may substitute them for the courses marked with (2).

(3) PHY 2053 General Physics I and PHY 2053L General Physics I Lab may be substituted by students with math prerequisites.

Option #2 Airport Operations Management

First Year

Term I

ATT 1100	Aeronautical Science	3
ASC 1010	History of Aviation	3
ENC 1101	Composition I	3
	Humanities/Fine Arts Elective	3
CGS 1100	Introduction to Computer Applications	3
	Total Term Semester Hours	**15**

Term II

AVM 2301	General Aviation Marketing and Management	3
BUL 2241	Business Law I	3
OST 2335	Communications in the Workforce	
	OR	
ENC 2210	Professional and Technical Writing	3
AVM 2410	Airport Management	3
AVM 1440	Airport/Airline Security	3
	Total Term Semester Hours	**15**

Term III

AVM 1940	A/P Ops Internship I	3
GEB 2430	Business Ethics	1
	Total Term Semester Hours	**4**

Second Year

Term I

AVM 2510	Airline Management	3
ACG 2001	Principles of Accounting I	3
ASC 2870	Aviation Safety	3
SPC 1024	Introduction to Speech	3
	Aviation Elective	3
	Total Term Semester Hours	**15**

Term II

AVM 2941	A/P Ops Internship II	3
ECO 2013	Principles of Economics I	
	OR	
INP 1301	Human Relations in Business And Industry	3
ASC 2320	Aviation Law and Regulations	3
	Mathematics/Natural Science Elective	3
AVM 2450	Airport Planning and Design	3
	Total Term Semester Hours	**15**
	Total Program Semester Hours	**64**

Professional Pilot Technology – Associate in Science Degree

The Professional Pilot Program provides both the flight and ground school required for the private and commercial pilot certificates with instrument rating, as well as an Associate in Science degree. The flight instructor certificate and multi-engine ratings are optional. The ground and flight schools are fully approved by the FAA and the College is certified as an FAA Air Agency under Federal Aviation Regulations Part 141.

BCC's Aviation Institute works closely with industry to place our graduates. Many students start their aviation careers while attending Broward Community College. Recent graduates 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

Term I

ATT 1100	Aeronautical Science	3
ASC 1100	Navigational Science I	3
*ATF 1100	Primary Flight	3
ASC 1010	History of Aviation	3
ENC 1101	Composition I	3
	Total Term Semester Hours	**15**

Term II

*ASC 1210	Meteorology	3
*ASC 2110	Navigational Science II	3
*ATT 2120	Instrument Flight Theory	3
*ATF 2200	Commercial Flight I	3
*ATF 2600	Flight Simulator Training	1
	Total Term Semester Hours	**13**

Term III

Select course from Area 2 (Humanities/Fine Arts)	3
Select course from Area 3 (Social/Behavior Sciences)	3
Total Term Semester Hours	**6**

Second Year

Term I

*ASC 1610	Aircraft Engines, Structures, and Systems	3
*ATF 2210	Commercial Flight II	3
*ATT 2110	Commercial Flight Theory	3
(1)*MAC 1105	College Algebra	3
CGS 1100	Introduction to Computer Applications	3
	Total Term Semester Hours	**15**

Term II

*ATF 2300	Commercial Flight III	3
	(2)Aviation Elective	2
*ASC 2870	Aviation Safety	3
(3)*PHY 1001	Applied Physics	3
(3)*PHY 1001L	Applied Physics Lab	1
SPC 1024	Introduction to Speech	3
	Total Term Semester Hours	**15**
	Total Program Semester Hours	**64**

*Requires a pre or co-requisite or proper score on placement test. See course description in this catalog.

(1) MTB 1310 Applied Math, may be taken if student does not plan to transfer.

(2) Students may select ATF 2500 Flight Instructor Training, or ATF 2400 Multi-Engine with ATF 2630 Multi-Engine Simulator or ATF 2660 Turboprop Simulator. For other options contact Department Head.

(3) PHY 2053 General Physics I and PHY 2053L General Physics I Lab may be substituted by students with the math pre-requisites. Some universities require General Physics.

Credit for Experiential Learning: Students who possess an FAA certificate or rating obtained before enrolling in the Professional Pilot program should contact the Department Head in regard to obtaining credit for certain courses.

FAA A & P Mechanic Applied Technology Diploma

The Federal Aviation Administration Mechanic Diploma program is designed to prepare students for immediate employment in the area of aviation maintenance. The program has two options. One option is for students desiring to work on airframes, and the other option is for students desiring to work on powerplants. The completion of either option leads to the Federal Aviation Administration Mechanic Diploma in that area. The completion of both options leads to the FAA A&P license. The plan of study complies with FAR Part 147 and the program is FAA certified.

Students desiring an Associate in Applied Science Degree may convert these courses into college credit and continue to take general education courses. In addition, these courses will also meet the needs of those students who already have a two or four-year degree and are seeking new employability skills. These courses are offered in 400 hour blocks and require an interview with the Aviation Maintenance Management Coordinator prior to enrollment. Diploma courses are offered in 400 hour blocks and require an interview with the Aviation Maintenance Management Coordinator prior to enrollment.

Option #1 Aircraft Airframe Mechanics Applied Technology Diploma

BLOCK I

AMT 0070	Applied Mathematics	20
AMT 0090	Basic Physics	20

AMT 0010	Aircraft Drawings	26
AMT 0050	Ground Operations & Servicing	30
AMT 0040	Materials and Processes	80
AMT 0030	Fluid Lines and Fittings	25
AMT 0081	FARs, Forms, Privileges	36
AMT 0020	Weight and Balance	40
AMT 0060	Corrosion Control	38
AMT 0001	Basic Electricity	85
	Total Clock Hours	**400**
BLOCK 2		
AMT 0130	Sheet Metal and Non Metallic	157
AMT 0110	Wood Structures	11
AMT 0115	Aircraft Covering	12
AMT 0120	Aircraft Finishes	30
AMT 0140	Welding	40
AMT 0155	Assembly and Rigging	65
AMT 0200	Landing Gear Systems	85
	Total Clock Hours	**400**
BLOCK 3		
AMT 0160	Airframe Inspection	20
AMT 0210	Hydraulic Pneumatics Systems	75
AMT 0220	Cabin Atmosphere Control Systems	50
AMT 0230	Aircraft Instrument Systems	25
AMT 0240	Comm/Nav. Systems	30
AMT 0250	Aircraft Fuel Systems	40
AMT 0260	Aircraft Electrical Systems	100
AMT 0270	Position and Warning	30
AMT 0285	Ice, Rain and Fire Protection	30
	Total Clock Hours	**400**
	Total Program Clock Hours	**1,200**

Option #2 Aircraft Powerplant Mechanics Applied Technology Diploma

BLOCK 1		
AMT 0070	Applied Mathematics	20
AMT 0090	Basic Physics	20
AMT 0010	Aircraft Drawings	26
AMT 0050	Ground Operations & Servicing	30
AMT 0040	Materials and Processes	80
AMT 0030	Fluid Lines and Fittings	25
AMT 0081	FARs, Forms, Privileges	36
AMT 0020	Weight and Balance	40
AMT 0060	Corrosion Control	38
AMT 0001	Basic Electricity	85
	Total Clock Hours	**400**
BLOCK 2		
AMT 0300	Reciprocating Engines	191
AMT 0310	Turbine Engines	110
AMT 0400	Engine Instrument Systems	25
AMT 0420	Engine Electrical and APUs	59
AMT 0320	Engine Inspection	15
	Total Clock Hours	**400**
BLOCK 3		
AMT 0460	Induction Systems	25
AMT 0450	Engine Fuel Systems	25
AMT 0451	Fuel Metering Systems	60
AMT 0440	Ignition Systems	85
AMT 0435	Lubrication Systems	70
AMT 0475	Engine Cooling and Exhaust Systems	30
AMT 0410	Engine Fire Protection	15
AMT 0490	Propellers and Unducted Fans	90
	Total Clock Hours	**400**
	Total Program Clock Hours	**1,200**

Aviation Maintenance Management Associate in Applied Science Degree

The Aviation Maintenance Management Program leads to the Associate in Applied Science degree and the Federal Aviation Administration Airframe and Powerplant Mechanic Diplomas. The plan of study complies with the Federal Aviation Regulations Part 147 for an approved aviation maintenance technician's school, and, in addition, offers the advantages of college level academic and management courses.

Students seeking an Associate in Applied Science degree in Aviation Maintenance Management must complete the general requirements for both the Airframe Mechanics and Powerplant Mechanics Certificates or possess a valid FAA A&P certificate, as well as 23 hours of additional required college credits.

First Year

Term I (General)		
*AMT 1001	Basic Electricity	2
*AMT 1010	Aircraft Drawings	1
*AMT 1020	Weight & Balance	1
*AMT 1030	Fluid Lines & Fittings	1
*AMT 1040	Material Processes	2
*AMT 1050	Ground Operations and Servicing	1
*AMT 1060	Cleaning and Corrosion Control	1
*AMT 1070	Applied Mathematics	1
*AMT 1081	FAR's, Forms and Privileges.	1
*AMT 1090	Basic Physics	1
	Total Term Semester Hours	**12**
Term II (Airframe I)		
*AMT 1110	Aircraft Wood Structures	1
*AMT 1115	Aircraft Covering	1
*AMT 1120	Aircraft Finishes	1
*AMT 1130	Sheet Metal Structures	4
*AMT 1140	Aircraft Welding	1
*AMT 1155	Assembly and Rigging	2
*AMT 1200	Landing Gear Systems	2
	Total Term Semester Hours	**12**
Term III (Airframe II)		
*AMT 1160	Airframe Inspection	1
*AMT 1210	Hydraulic and Pneumatic Systems	2
*AMT 1220	Cabin Atmosphere Control Systems	1
*AMT 1230	Aircraft Instrument Systems	1
*AMT 1240	Communications and Navigation Systems	1
*AMT 1250	Aircraft Fuel Systems	1
*AMT 1260	Aircraft Electrical Systems	3
*AMT 1270	Position and Warning Systems	1
*AMT 1285	Ice/Rain/Fire Protection	1
	Total Term Semester Hours	**12**

Second Year

Term I (Powerplant I)		
*AMT 2300	Reciprocating Engines	6
*AMT 2310	Turbine Engines	2
*AMT 2320	Engine Inspection	1
*AMT 2400	Engine Instrument Systems	1
*AMT 2420	Engine Electrical Systems	2
	Total Term Semester Hours	**12**
Term II (Powerplant II)		
*AMT 2410	Engine Fire Protection Systems	1
*AMT 2435	Lubrication Systems	2
*AMT 2440	Ignition Systems	2
*AMT 2450	Engine Fuel Systems	1
*AMT 2451	Fuel Metering Systems	2
*AMT 2460	Induction Systems	1

*AMT 2475	Engine Cooling and Exhaust Systems	1
*AMT 2490	Propellers and Unducted Fans	2
	Total Term Semester Hours	**12**
	Total Airframe and Powerplant Credits	**60**

The following additional academic courses are required for students desiring the Associate in Science degree in aviation maintenance management:

ENC 1101	English Composition	3
CGS 1061C	Computer Concepts	1
ATT 1100	Aeronautical Science	
	OR	
ASC 1010	History of Aviation	3
MNA 2345	Principles of Supervision	3
SPC 1024	Introduction to Speech	3
Select Course from Area 2 (Humanities/Fine Arts)		3
Select Course from Area 3 (Social/Behavioral Sciences)		3
*MTB 1310	Applied Mathematics	
	OR	
*MAT 1033	Intermediate Algebra	3
HSC 1101C	Healthful Living	1
	Total Academic Credits	**23**
	Total Program Semester Hours	**83**

*Requires a pre or co-requisite or proper score on placement test. See course description in this catalog.

Note: Students may enter the program during any term but must register for the AMT certificate courses as a block during a particular term. Enrollment for individual AMT courses will be permitted with special permission from the Coordinator.

It is strongly recommended that students see an academic advisor or Aviation Department Head every term.

BUSINESS ADMINISTRATION
COMPUTER SCIENCE
OFFICE SYSTEMS TECHNOLOGY

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 associate degree programs in the following areas:

ACCOUNTING TECHNOLOGY

BUSINESS ADMINISTRATION
- International Business Management

HOSPITALITY AND TOURISM MANAGEMENT

LEGAL ASSISTING

MARKETING MANAGEMENT
- Electronic Commerce

RESTAURANT MANAGEMENT

TRAVEL AND TOURISM INDUSTRY MANAGEMENT

In addition, one-year Technical Certificate programs and Applied Technology Diploma programs are offered in the following areas:

ACCOUNTING APPLICATIONS

BUSINESS MANAGEMENT
- Customer Service
- Sports Management

MARKETING OPERATIONS

ELECTRONIC COMMERCE

The Department of Computer Science offers two-year associate degree programs in the following areas:

COMPUTER INFORMATION TECHNOLOGY
- Microcomputer Systems Specialist
- Oracle Database Administrator

COMPUTER PROGRAMMING AND ANALYSIS
- Business Programming
- Engineering and Scientific Programming
- Software Development
- Oracle Application Developer

NETWORKING SERVICES TECHNOLOGY
- Microsoft MCSE
- Networking – Novell CNE Track

One-year Certificate programs are offered in the following areas:

COMPUTER PROGRAMMING
- Computer Applications and Internet Technology
- Microcomputer Applications
- Networking – Novell CNE Track
- Networking – Microsoft MCSE
- Oracle Developer Track
- Oracle Database Administrator Track

The Department of Office Systems Technology offers two-year associate degree programs in the following areas:

MULTIMEDIA TECHNOLOGY

OFFICE SYSTEMS TECHNOLOGY
- Legal Office Systems
- Medical Office Systems
- Office Management Technology
- Word Processing Technology

A one-year Certificate program is offered in the following areas:

OFFICE SYSTEMS SPECIALIST

An Advanced Technical Certificate is offered in the following area:

MULTIMEDIA WEB DEVELOPER

PROJECT MANAGER DIGITAL/DESIGN TECHNOLOGY

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.

Vocational certificates are offered in the following areas:

ADMINISTRATIVE ASSISTANT

MEDICAL SECRETARIAL

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 IN APPLIED SCIENCE AND ASSOCIATE IN SCIENCE DEGREE PROGRAMS
BUSINESS ADMINISTRATION

Accounting Technology – Associate in Applied Science Degree

The Associate in Applied Science degree 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, real estate, and general business management.

First Year

Term I

ACG 2001	Principles of Accounting I	3
CGS 1100	Introduction to Computer Applications	3
GEB 1011	Introduction to Business	3
MTB 1103	Business Mathematics	3
	**Business Elective	3
	Total Term Semester Hours	**15**

Term II

*ACG 2011	Principles of Accounting II	3
TAX 2000	Income Tax I	3
BUL 2241	Business Law I	3
OST 2335	Communications in the Workforce	3
	Total Term Semester Hours	**12**

Term III

*ACG 2071	Managerial Accounting	3
	**Business Elective	3
	Total Term Semester Hours	**6**

Second Year

Term I

*ACG 2100	Intermediate Accounting I	3
*TAX 2010	Income Tax II	3
*ENC 1101	Composition I	3
ECO 2013	Principles of Economics I	3
BUL 2242	Business Law II	3
GEB 2430	Business Ethics	1
	Total Term Semester Hours	**16**

Term II

*ACG 2110	Intermediate Accounting II	3
	Mathematics or Science Elective	3
	**Business Elective	3
	Humanities/Fine Arts Elective	3
+SPC 1600	Public Speaking	3
	Total Term Semester Hours	**15**
	Total Program Semester Hours	**64**

*Requires a prerequisite or proper score on placement test. See course description in catalog.

**Business Electives are satisfied by taking any three (3) of the following courses:

*ECO 2023, FIN 1100, GEB 2112, MAN 2021, MAN 2064, MAR 1011, MNA 1161, MNA 2345, REE 1040.

+Fulfills oral communication requirement

It is strongly recommended that students see an academic advisor every term.

Accounting Technology – Associate in Science Degree

The Associate in Science degree 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, to which this sequence may lead, are accounting, banking, real estate, and general management.

General Education:

First Year

Term I

ACG 2011	Principles of Accounting I	3
++CGS 1100	Introduction to Computer Applications	3
GEB 1011	Introduction to Business	3
MTB 1103	Business Math	3
	**Business Elective	3
	Total Term Semester Hours	**15**

Term II

ACG 2011	Principles of Accounting II	3
TAX 2000	Income Tax I	3
BUL 2241	Business Law I	
OST 2335	Communications in the Workforce	3
	Total Term Semester Hours	**12**

Term III

ACG 2071	Managerial Accounting	3
	**Business Elective	3
	Total Term Semester Hours	**6**

Second Year

Term I

ACG 2100	Intermediate Accounting I	3
TAX 2010	Income Tax II	3
ENC 1101	Composition I	3
ECO 2013	Principles of Economics I	3
BUL 2242	Business Law II	3
GEB 2430	Business Ethics	1
	Total Term Semester Hours	**13**

Term II

ACG 2110	Intermediate Accounting II	3
	#Mathematics or Science Elective	3
	**Business Elective	3
	Humanities/Fine Arts Elective	3
+SPC 1600	Public Speaking	3
	Total Term Semester Hours	**15**

+Fulfills oral communication requirement

++Fulfills computer competency requirement

*Requires a prerequisite or proper score on placement test. See course description in catalog.

**Business Electives are satisfied by taking any (2) of the following courses:

*ECO 2023, FIN 1100, GEB 2112, MAN 2021, MAN 2604, MAR 1011, MNA 1161, REE 1040.

#Must be college-level and transferable

It is strongly recommended that students see an academic advisor every term.

Business Administration – Associate in Applied Science Degree

The Associate in Applied Science degree in Business Administration is designed for students seeking immediate employment in business and for those presently employed in a business career who desire advancement. This program develops students in a broad range of business functions and is designed for those students seeking careers or advancement in the areas of line or middle management.

First Year

Term I

BUL 2241	Business Law I	3
GEB 1011	Introduction to Business	3
MTB 1103	Business Mathematics	3
MAR 1011	Principles of Marketing	3
	Total Term Semester Hours	**12**

Term II

ACG 2001	Principles of Accounting I	3
CGS 1100	Introduction to Computer Applications	3
OST 2335	Communications in the Workforce	3
MNA 2345	Principles of Supervision	3
	Total Term Semester Hours	**12**

Term III

*ACG 2011	Principles of Accounting II	3
*ENC 1101	Composition I	3
	Total Term Semester Hours	**6**

Second year

Term I

ECO 2013	Principles of Economics I	3
MAN 2021	Introduction to Management	3
*ACG 2071	Managerial Accounting	3
FIN 1100	Personal Finance	3
GEB 2430	Business Ethics	1
	Total Term Semester Hours	**13**

Term II

	Mathematic or Science Elective	3
*BUL 2242	Business Law II	3
	Humanities/Fine Arts Elective	3
SPC 10 24	Introduction to Speech Communications	
	OR	
SPC 1600	Introduction to Public Speaking	3
GEM 2949	Co-op Work Experience/Internship	
	OR	
	**Business Elective	3
	Total Term Semester Hours	**15**

Term III

*ECO 2023	Principles of Economics II	3
	**Business Elective	3
	Total Term Semester Hours	**6**
	Total Program Semester Hours	**64**

*Requires a prerequisite or proper score on placement test. See course description in this catalog.

Business Electives are satisfied by the following courses: GEB 2112, MAR 2141, MKA 1021, MNA 1161, MAN 2604, TAX 2000, TAX 2010, or REE 1040*

Business Administration – Specialization: International Business Management – Associate in Applied Science

The Associate in Applied Science degree 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.

First Year

Term I

ECO 2013	Principles of Economics I	3
GEB 1011	Introduction to Business	3
MAR 2141	International Marketing	3
MTB 1103	Business Mathematics	3
	Total Term Semester Hours	**12**

Term II

ACG 2001	Principles of Accounting I	3
***MAN 2604	International Business Environment	3
	**Business Elective	3
	**Business Elective or Co-op Work Experience/Internship	3
	Total Term Semester Hours	**12**

Term III

ENC 1101	Composition I	3
++CGS 1100	Introduction to Computer Applications	3
	Total Term Semester Hours	**6**

Second year

Term I

BUL 2241	Business Law I	3
*ECO 2023	Principles of Economics II	3
FIN 1100	Personal Finance	3
GEA 2000	World Geography	3
	Total Term Semester Hours	**12**

Term II

***FIN 2600	Finance of International Trade	3
GEB 2955	International Current Business Practices	3
MAN 2021	Introduction to Management	3
SPC 1600	Introduction to Public Speaking	3
	Foreign Language	4
	Total Term Semester Hours	**16**

Term III

	Humanities/Fine Arts Elective	3
*MTB 1310	Applied Mathematics	3
	Total Term Semester Hours	**6**
	Total Program Semester Hours	**64**

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

**Business Electives are satisfied by taking one (1) of the following courses: ACG 2011, BUL 2242, MAR 1011, MKA 1021 or MKA 1511.

***Bi-yearly, North only

NOTE: Students completing this program may wish to investigate the requirements for the International Marketing Certificate.

Language level is determined by a placement test. Students may satisfy the 4 credit foreign language requirements by demonstrating proficiency through an examination. Contact the Department of Non-Traditional Programs.

It is strongly recommended that students see an academic advisor every term.

Business Administration – Associate in Science Degree

The Associate in Science degree in Business Administration trains individuals to assume management or supervisory positions in business, industry, and government. It provides basic skills in a broad range of business functions including accounting computer usage, management, and marketing. Successful completion of this program earns the student entry

into any university in the State University System as part of the AS to BS program.

General Education

ECO 2013	Principles of Economics I	3
*ECO 2023	Principles of Economics II	3
*ENC 1101	Composition I	3
*ENC 1102	Composition II	3
	Humanities/Fine Arts Elective	3
*MAC 1105	College Algebra	3
*MAC 2233	Business Calculus	3
SPC 1600	Introduction to Public Speaking	3
	Total General Education Semester Hours	**24**

Program Prerequisites:

ACG 2001	Principles of Accounting I	3
*ACG 2011	Principles of Accounting II	3
CGS 1100	Introduction to Computer Applications	3
*QMB 2100	Quantitative Methods of Business	3
**ECO 2013	Principles of Economics I(also counts for General Education)	3
**ECO 2023	Principles of Economics II (also counts for General Education)	3
**MAC 2233	Business Calculus (also counts for General Education)	3

Total Program Prerequisites Minus Overlap General Education Semester Hours 12

Professional Core:

*ACG 2071	Managerial Accounting	3
BUL 2241	Business Law I	3
CGS 1510	Electronic spreadsheet	3
ECO 2220	Money and Banking	3
ECS 2001	Comparative Economic Systems	3
MAN 2021	Introduction to Management	3
MAR 1011	Principles of Marketing	3
OST 1790	Telecommunications	1
OST 2335	Communications in the Workforce	3
PHI 2600	Introduction to Ethics	3
	Total Professional Core Semester Hours	**28**
	Total Program Semester Hours	**64**

*Requires a prerequisite or proper score on placement test. See course description in this catalog.

**Course counts as a General Education and as a Program prerequisite.

UNIVERSITY: BS General Business – UCF, USF
BS Business Administration and Management – FAMU, FAU, FGCU, FIU, FSU, UF, UNF, UWF

General Education ..... 12 Semester Credit Hours
Courses Required to Complete Degree ..... 56 Semester Credit Hours
Total University ..... 68 Semester Hours
Business Administration Program Total Semester Credit Hours..132
(64 hours AS) + (68 Hours University) = 132 Semester Credit Hours

Hospitality and Tourism Management Associate in Applied Science

The Associate in Applied Science degree in Hospitality and Tourism Management emphasizes the development of management skills needed in the hospitality industry. The general education requirements of the program develop students' abilities in communications and interpersonal skills. The use of practicum work experience provides graduates with knowledge of industry practices which increases their value to employers. This program is only offered at Central Campus. For more information, please contact the Program Manager at (954) 475-6710.

First Year

Term I

*ENC 1101	Composition I	3
MNA 1161	Introduction to Customer Service	3
HFT 1210	Supervisory Development	3
HFT 2250	Hotel Management	3
MTB 1103	Business Mathematics	3
	Total Term Semester Hours	**15**

Term II

OST 2335	Communications in the Workforce	3
HFT 2410	Front Office Systems/Procedures	3
*HFT 2220	Organization and Personnel Management	3
HFT 2600	Hospitality Law	3
	Mathematics or Science Elective	3
	Total Term Semester Hours	**15**

Term III

	Humanities/Fine Arts Elective	3
	**Elective	1
	Total Term Semester Hours	**4**

Second Year

Term I

SPC 1024	Introduction to Speech Communication	3
FSS 2500	Food Service Costing and Controls	3
HFT 2500	Marketing	3
HFT 1700	Introduction to Tourism Industry	3
HFT 1941	Operations and Service Practicum	3
	Total Term Semester Hours	**15**

Term II

CGS 1100	Introduction to Computer Applications	3
HFT 2511	Convention and Group Business Marketing Management	3
*HFT 2460	Financial Management	3
PSY 2012	General Psychology	3
*HFT 2942	Management and Control Practicum	3
	Total Term Semester Hours	**15**
	Total Program Semester Hours	**64**

*Requires a prerequisite or proper score on placement test. See course description in catalog.

**Business Ethics or any other one-credit elective

It is strongly recommended that students see an academic advisor every term.

Hospitality and Tourism Management Associate in Science Degree

Students seeking an Associate in Science degree for the purpose of transferring into a state university shall substitute Mathematics or Science Elective requirement in the Associate in Applied Science degree with the following:

A college-level, transferable mathematics or science course

AND

ENC 1102, Composition, in place of FSS 2500, Food Service Costing and Control

Legal Assisting – Associate in Science Degree

Legal Assisting is a program designed for students seeking a career in a law-related field as a paraprofessional.

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.

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 approved by the American Bar Association (ABA). For additional information contact the Program Manager at South Campus, 986-8011 or the Business Administration at South Campus 963-8933.

First Year

Term I

ENC 1101	Composition I	3
BUL 2241	Business Law I	3
*MTB 1310	Applied Mathematics	3
PLA 1003	Introduction to Legal Assisting	3
PLA 1104	Law Library	3
	Total Term Semester Hours	**15**

Term II

PSY 2012	General Psychology	
	OR	
SYG 2000	Principles of Sociology	3
PLA 1303	Criminal Litigation	3
PLA 1435	Corporations	3
PLA 1273	Civil Litigation	3
*PLA 2114	Legal Writing and Drafting	3
	Total Term Semester Hours	**15**

Term III, Session II and/or Session III

	Humanities/Fine Arts Elective	3

and two of the following

OST 1831	Windows/Graphical Environment	1
OST 1790	Telecommunications	1
OST 1761	Disk Operating Systems	1
GEB 2430	Business Ethics	1
	Total Term Semester Hours	**5**

Second Year

Term I

BUL 2242	Business Law II	3
*PLA 2466	Debtor/Creditor Relations	3
(1)CGS 11100	Introduction to Computer Applications	
	OR	
*OST 2733	Info/Word Processing Applications	3
OST 2335	Business Communications	3
ECO 2013	Principles of Economics	3
PLA 1504	Procedures for Real Estate Title Closing	3
	Total Term Semester Hours	**18**

Term II

SPC 1600	Public Speaking	3
PLA 1603	Probate Practice	3
PLA 1803	Domestic Relation Law	3
	(2)Electives or Practicum	6
	Total Program Semester Hours	**68**

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

(1) CGS 1100 (Introduction to Computer Applications) is transferable to A.A. Degree; OST 2733 (Info/Word Processing Applications) is not transferable to A.A. Degree.

(2) Electives are satisfied by taking two (2) of the following courses:

CCJ 1250	Constitutional Law	3
MTB 1103	Business Mathematics	3
SPN 1000	Elem Spanish Conversation	3
PLA 2940	Legal Assisting Practicum	6
	OR	
FIN 1100	Personal Finance	3

Marketing Management – Associate in Applied Science Degree

The Associate in Applied Science degree in Marketing Management emphasize the development of management and leadership skills needed in marketing occupations such as advertising, selling, entrepreneurship, and international business. Students have the opportunity to participate in both state and national marketing competitions through membership in BCC Delta Epsilon Chi. Student Alert: Students need to be aware that some courses are only offered once per year. For additional information contact the Program Manager, Central Campus, (954) 475-6725, or North Campus, (954) 973-2363.

First Year

Term I

MAR 1011	Principles of Marketing	3
MKA 1021	Salesmanship	3
MKA 1930	Seminar I: Marketing in Perspective	3
OST 2335	Communications in the Workforce	3
GEB 2112	Entrepreneurship	3
	Total Term Semester Hours	**15**

Term II

MKA 1511	Advertising	3
MAR 2141	International Marketing	3
MNA 1161	Introduction to Customer Service	3
MKA 2102	Retailing	3
MKA 2931	Seminar II: Research in Marketing	3
	Total Term Semester Hours	**15**

Term III, Session II

*ENC 1101	Composition I	3
HSC 1101C	Introduction to Healthful Living	1
	Total Term Semester Hours	**4**

Second Year

Term I

MKA 2932	Seminar III: Marketing Management	3
MTB 1103	Business Mathematics	3
	Humanities/Fine Arts Elective	3
ECO 2013	Principles of Economics I	3
ACG 2001	Principles of Accounting I	3
	Total Semester Hours	**15**

Term II

*MTB 1310	Applied Mathematics	3
CGS 1100	Introduction to Computer Applications	3
MAN 2021	Introduction to Management	
	OR	
MNA 2345	Principles of Supervision	
	OR	
	Business Elective	3
+SPC 1024	Introduction to Speech Communications	3
BUL 2241	Business Law I	3
	Total Semester Hours	**15**
	Total Program Semester Hours	**64**

*Requires a pre or co-requisite or proper score on placement test. See course description in this catalog.

+Fulfills Oral Communication Competency requirement

The Articulation Agreement between the School Board of Broward County, Florida and Broward Community College provides that students completing the Marketing Program at the secondary level with a grade of "C" or better, shall receive credit for Broward Community College's MAR 1011, Principles of Marketing and MKA 2932, Seminar III, Marketing

Management, after having successfully completed the following recommended courses with a grade of "C" or higher:

MKA 1021 Salesmanship
MKA 1930 Seminar I: Marketing in Perspective
OST 2335 Business Communications
MTB 1103 Business Math
MKA 1511 Advertising
MKA 2931 Seminar II: Research in Marketing

Marketing Management – Associate in Science Degree

The Associate in Science degree in Marketing Management emphasizes the development of management and leadership skills needed in marketing occupations such as advertising, selling, entrepreneurship, and international business. This program enables students to transfer to senior institutions that offer a bachelor's degree in marketing.

General Education

ECO 2013	Principles of Economics I	3
*ENC 1101	Composition I	3
	Humanities/Fine Arts Elective	3
+SPC 1024	Introduction to Speech Communications	3
HSC 1101C	Introduction to Healthful Living	3
CGS 1100	Introduction to Computer Applications	3
	**Mathematics or Science Elective	3
	Total General Education Semester Hours	**24**

Specialized Courses

ACG 2001	Principles of Accounting I	3
BUL 2241	Business Law I	3
MKA 1930	Seminar I: Marketing in Perspective	3
MKA 2931	Seminar II: Research in Marketing	3
MKA 2932	Seminar III: Marketing Management	3
MAR 2141	International Marketing	3
MNA 1161	Introduction to Customer Service	3
MKA 2102	Retailing	3
MKA 1511	Advertising	3
GEB 2112	Entrepreneurship	3
MAN 2021	Introduction to Management	
	OR	
MNA 2345	Principles of Supervision	3
MAR 1011	Principles of Marketing	3
MKA 1021	Salesmanship	3
OST 2335	Communications in the Workforce	3
MTB 1103	Business Math	3
	Total General Education Semester Hours	**45**
	Total Program Semester Hours	**64**

*Requires a prerequisite or proper score on placement test. See course description in this catalog.

**Must be college-level, transferable mathematics or science elective

+Fulfills Oral Communication Competency requirement

Marketing Management – Associate in Applied Science Degree- Electronic Commerce

The Electronic Commerce (E-Commerce) Program is designed to introduce students to all aspects involved in the management of an E-Commerce business via the Internet. E-Commerce students will manage, analyze, and develop applications dealing with all aspects of E-Commerce. Students will examine the marketing, merchandising, customer service, payment, internationalization, shipping, inventory, and legal aspects of electronic Commerce. For more information, please contact the Business Administration Department Chair at your nearest BCC Campus.

First Year

Term I

CGS 1100	Introduction to Computer Applications	3
ACG 2001	Principles of Accounting I	3
MAR1011	Principles of Marketing	3
MKA 1021	Salesmanship	
	OR	
MKA 1511	Advertising	3
MNA 1161	Introduction to Customer Service	3
	Total Term Semester Hours	**15**

Term II

MNA 1482C	E-Commerce I	3
CGS 1557C	Internet Site Design	3
*ACG 2011	Principles of Accounting II	3
MAN 2021	Introduction to Management	3
MKA 2102	Retailing	
	OR	
MKA 1930	Marketing Seminar I	3
	Total Term Semester Hours	**15**

Term III

*MNA 1483C	E-Commerce II	3
CGS 1540C	Database Management	3
	Total Term Semester Hours	**6**

Second Year

Term I

*MNA 2484C	E-Commerce III	3
*ENC 1101	Composition I	3
ECO 2013	Principles of Economics I	3
CGS 2554C	E-Commerce Web Design	3
	**Elective	1
	Total Term Semester Hours	**13**

Term II

*MNA 2485C	E-Commerce IV	3
SPC 1024	Introduction to Speech Communications	
	OR	
SPC 1600	Public Speaking	3
	Mathematics or Science Elective	3
	Humanities/Fine Arts Elective	3
OST 2335	Communications in the Workforce	3
	Total Term Semester Hours	**15**
	Total Program Semester Hours	**64**

*Requires a prerequisite or proper score on placement test. See course description in this catalog.

**GEB 2430, Business Ethics, or OST 1790 Telecommunications, or OST 1831, Windows/Graphical Environment is recommended.

Restaurant Management – Associate in Applied Science Degree

The Associate in Applied Science degree in Restaurant Management emphasizes the development of management skills needed in the food service industry. Food preparation classes and labs are taught in the area technical schools (see note below). The general education requirements develop students' abilities in communications and interpersonal skills. Through the use of practicums graduates will develop a working knowledge of the industry practices leading to strong employability. **This program is only offered at Central Campus.** For further information, please contact the Program Manager at (954) 475-6710.

First Year

Term I

**FOS 2201	Food Service Sanitation and Safety	3
**FSS 1221C	Volume Foods	3
**FSS 1240	Classical Cuisine	3
**FSS 1284	Catering	3
**FSS 2242	International Cuisine	3
	Total Term Semester Hours	**15**

Term II

OST 2335	Communications in the Workforce	3
HFT 2600	Hospitality Law	3
SPC 1024	Introduction to Speech Communication	3
*HFT 2220	Organization and Personnel Management	3
CGS 1100	Introduction to Computer Applications	3
	Total Term Semester Hours	**15**

Term III

	Humanities/Fine Arts Elective	3
	Math or Science Elective	3
	Total Term Semester Hours	**6**

Second Year

Term I

*ENC 1101	Composition I	3
HFT 1210	Supervisory Development	3
HFT 2500	Marketing	3
HFT 1941	Operations and Service Practicum	3
PSY 2012	General Psychology	3
	Total Term Semester Hours	**15**

Term II

*HFT 2942	Management and Control Practicum	3
*HFT 2460	Financial Management	3
FSS 2500	Food Service Costing and Controls	3
	***Elective	1
MNA 1161	Introduction to Customer Service	3
	Total Term Semester Hours	**13**
	Total Program Semester Hours	**64**

*Requires a prerequisite or proper score on placement test. See course description in this catalog.

**These five courses are offered only at Atlantic, McFatter and Sheridan Vocational Centers in the 18-week block that starts either at the end of August or January.

***Business Ethics or any other one-credit elective

It is strongly recommended that students see an academic advisor every term.

Travel and Tourism Industry Management – Associate in Applied Science Degree

The Associate in Applied Science degree in Travel and Tourism Industry Management emphasizes the development of management skills needed in the travel/tourism industry. The general education requirements of the program develop students' abilities in communications and interpersonal skills. The use of practicum work experience provides graduates with knowledge of industry practices which increases their value to employers. This program is only offered at Central Campus. For more information, please contact the Program Manager at (954) 475-6710.

First Year

Term I

*ENC 1101	Composition I	3
HFT 1210	Supervisory Development	3
HFT 1700	Introduction to Tourism Industry and Administration	3
MTB 1103	Business Mathematics	3
GEA 2000	World Geography	3
	Total Term Semester Hours	**15**

Term II

OST 2335	Communications in the Workforce	3
*HFT 2220	Organization and Personnel Management	3
HFT 2721	Travel Agency Management/Operations	3
	Mathematics or Science Elective	3
HFT 2600	Hospitality Law	3
	Total Term Semester Hours	**15**

Term III

	Humanities/Fine Arts Elective	3
	**Elective	1
	Total Term Semester Hours	**4**

Second Year

Term I

SPC 1024	Introduction to Speech Communication	3
MKA 1021	Salesmanship	3
HFT 1941	Operations and Service Practicum	3
HFT 2500	Marketing	3
	***Elective	3
	Total Term Semester Hours	**15**

Term II

CGS 1100	Introduction to Computer Applications	3
*HFT 2730	Tour Packaging	3
*HFT 2511	Convention and Group Business Marketing Management	3
*HFT 2942	Management and Control Practicum	3
MNA 1161	Introduction to Customer Service	3
	Total Term Semester Hours	**15**
	Total Program Semester Hours	**64**

*Requires a prerequisite or proper score on placement test. See course description in catalog.

**Business Ethics or any other one-credit elective

***Electives to be determined in consultation with the program advisor

Travel and Tourism Industry Management – Associate in Science Degree

Students seeking an Associate in Science degree for the purpose of transferring into a state university shall substitute Mathematics or Science Elective requirement in the Associate in Applied Science degree with the following:

A college-level, transferable mathematics or science course

AND

ENC 1102 Composition.

APPLIED TECHNOLOGY DIPOMA AND CERTIFICATE PROGRAMS

Accounting Applications

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.

Term I		
ACG 2001	Principles of Accounting I	3
CGS 1100	Introduction to Computer Applications	3
GEB 1011	Introduction to Business	3
MTB 1103	Business Mathematics	3
	Total Term Semester Hours	**12**
Term II		
*ACG 2011	Principles of Accounting II	3
TAX 2000	Income Tax I	3
BUL 2241	Business Law I	3
OST 2335	Communications in the Workforce	3
	Total Term Semester Hours	**12**
Term III		
*ACG 2071	Managerial Accounting	3
	Total Term Semester Hours	**3**
	Total Certificate Semester Hours	**27**

*Requires a prerequisite. See course description in this catalog.

It is strongly recommended that students see an academic advisor every semester.

Business Management

The Business Management Certificate is a program designed to prepare students to become small business owners and managers. Upon successful completion of this program, the student can also proceed toward completion of an A.S. or A.A.S. Degree in either Business Administration or Marketing Management.

Term I		
BUL 2241	Business Law I	3
GEB 1011	Introduction to Business	3
MTB 1103	Business Mathematics	3
MAR 1011	Principles of Marketing	3
	Total Term Semester Hours	**12**
Term II		
ACG 2001	Principles of Accounting I	3
CGS 1100	Introduction to Computer Applications	3
OST 2335	Communications in the Workforce	3
MNA 2345	Principles of Supervision	3
	Total Term Semester Hours	**12**
	Total Certificate Semester Hours	**24**

*Requires a prerequisite. See course description in this catalog.

It is strongly recommended that students see an academic advisor every semester.

Business Management

Specialization: Customer Service

The Customer Service Certificate is designed to prepare students for immediate employment or advancement in customer service. The courses include materials that teach theory, develop skills and address practical applications for such employment. This certificate is designed to allow the student to participate in numerous activities that lead to strong employable skills. The courses in the certificate can also be applied toward an Associate in Science degree.

Term I		
MNA 1161	Introduction to Customer Service	3
MTB 1103	Business Mathematics	3
CGS 1100	Introduction to Computer Applications	3
OST 2335	Communications in the Workforce	3
	Total Term Semester Hours	**12**
Term II		
GEB 1011	Introduction to Business	3
ACG 1003	Accounting Survey	3
BUL 2241	Business Law I	3
MNA 2345	Principles of Supervision	3
	Total Term Semester Hours	**12**
	Total Certificate Semester Hours	**24**

Business Management

Specialization: Sports Management

The Business Management Certificate Program in Sports Management is designed for students seeking employment or advancement in careers in recreation. Potential employers include city, state, and national parks and recreation centers; hospitals and rehabilitation centers; retirement centers; fitness centers; youth organizations; tourism industry (hotels, cruise ships, adventure tours, etc.)

Upon successful completion of this program, the student can also proceed toward completion of A.S. degree in Recreation Technology.

For more information, please contact the Business Administration Office at BCC's Central Campus at (954) 475-6710.

MNA 2345	Principles of Supervision	3
LEI 1000	Introduction to Recreation	3
HSC 2400	First Aid	3
PET 1303	Foundations of Exercise Science	3
HFT 2600	Hospitality Law	3
LEI 1700	Recreation for Special Groups	3
LEI 2433	Recreation Management	3
HLP 1081	Health Fitness	2
	Activity Course Elective	1
	Total Certificate Semester Hours	**24**

Marketing Operations

The Marketing Operations 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.

Term I

MAR 1011	Principles of Marketing	3
MKA 1021	Salesmanship	3
MKA 1930	Seminar I: Marketing in Perspective	3
OST 2335	Communications in the Workforce	3
	Total Term Semester Hours	**12**

Term II

MKA 1511	Advertising	3
MAR 2141	International Marketing	3
MNA 1161	Introduction to customer Service	3
**MKA 2102	Retailing	
	OR	
#GEB 2112	Entrepreneurship	3
	Total Option Semester Hours	**12**
	Total Certificate Semester Hours	**24**

*Requires a prerequisite. See course description in this catalog.

**Offered once per year at North Campus only

#Offered at Central Campus only

Electronic Commerce

The Electronic Commerce (E-Commerce) Certificate Program is designed to introduce students to all aspects involved in the management of an E-Commerce business via the internet. The E-Commerce certificate program includes a wide range of business and information technology topics. E-Commerce students will manage, analyze, and develop applications dealing with all aspects of E-Commerce. Students will examine the marketing, merchandising, customer service, payment, internationalization, shipping, inventory, and legal aspects of electronic Commerce. This certificate program prepares graduates for entry-level position in E-Commerce management. For more information, please contact the Business Administration Department Chair at your nearest BCC Campus.

Term I

CGS 1100	Introduction to Computer Applications	3
ACG 2001	Principles of Accounting I	3
MAR1011	Principles of Marketing	3
MKA 1021	Salesmanship	
	OR	
MKA 1511	Advertising	3
MNA 1161	Introduction to Customer Service	3
	Total Term Semester Hours	**15**

Term II

MNA 1482C	E-Commerce I	3
CGS 1557C	Internet Site Design	3
*ACG 2011	Principles of Accounting II	3
MAN 2021	Introduction to Management	3
MKA 2102	Retailing	
	OR	
MKA 1930	Marketing Seminar I	3
	Total Term Semester Hours	**15**

Term III

*MNA 1483C	E-Commerce II	3
CGS 1540C	Database Management	3
	Total Term Semester Hours	**6**
	Total Certificate Program Credits	**36**

*Requires a prerequisite. See course description in this catalog.

ASSOCIATE IN SCIENCE/ASSOCIATE IN APPLIED SCIENCE DEGREE PROGRAMS COMPUTER SCIENCE

The Computer Science department offers four options to the Computer Programming and Analysis Associate in Science degrees. **It is strongly advised that students see an academic advisor every term.**

Computer Programming and Analysis Associate in Science Degree

Option #1: Business Programming

The Computer Programming and Analysis Option #1 program is designed for students who seek 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

Term I**

ENC 1101	Composition I	3
ACG 2001	Principles of Accounting I	3
CGS 1000	Introduction to Computers	3
COP 1170	Programming in BASIC	3
	Total Term Semester Hours	**12**

Term II**

*ENC 1102	Composition II	
	OR	
*ENC 2210	Professional and Technical Writing	3
*MAC 1105	College Algebra or higher	3
*ACG 2011	Principles of Accounting II	3
*COP 1120	COBOL I	3
*COP 1160	RPG Programming	
	OR	
*COP 1220	"C" Programming	3
	Total Term Semester Hours	**15**

Term III, Session II or Session III**

*ACG 2071	Managerial Accounting	3
SPC 1024	Introduction to Speech	3
	Total Term Semester Hours	**6**

Second Year

Term I**

CGS 1510	Electronic Spreadsheet	3
*STA 2023	Statistics	3
*CIS 2321	System Development and Design	3
*COP 2121	COBOL II	3
	Social/Behavioral Science Elective	3
	Total Term Semester Hours	**15**

Term II**

*COP 1341	UNIX	3
*COP 2400	Assembly Programming	
	OR	
*COP 2222	Advance C Programming	3
CGS 1540C	Database Management	3
*COP 2123C	CICS/COBOL Programming	
	OR	
COP 2171C	Visual Basic Programming	3
	Humanities/Fine Arts Elective	3
	Total Term Semester Hours	**15**
	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.

Option #2: Engineering and Scientific Programming

The Computer Programming and Analysis Option #2 program develops competencies to attain job entry-level programmer positions in the use of systems and applications software which support engineering/scientific problem solving. This program is only offered at North and Central Campuses.

First Year

Term I**

ENC 1101	Composition I	3
*MAC 1105	College Algebra or higher	3
CGS 1000	Introduction to Computers	3
COP 1170	Programming in BASIC	3
	Social/Behavioral Science Elective	3
	Total Term Semester Hours	**15**

Term II**

*ENC 2210	Professional and Technical Writing	3
*MAC 1140	Pre-Calculus Algebra	3
*COP 1210	PASCAL Programming	
	OR	
*COP 1200	FORTRAN Programming	3
SPC 1024	Introduction to Speech Communications	3
HSC 1101C	Healthful Living	1
OST 1831	Windows	1
	Total Term Semester Hours	**14**

Term III, Session II or Session III**

*COP 1341	UNIX	3
	Humanities/Fine Arts Elective	3
	Total Term Semester Hours	**6**

Second Year

Term I**

*CIS 2321	System Development and Design	3
*MAC 1114	Trigonometry	3
*COP 1220	"C" Programming	3
*COP 2171C	Visual Basic Programming	3
	(1)Field Elective	3
	Total Term Semester Hours	**15**

Term II**

*PHY 1001	Applied Physics	3
*PHY 1001L	Applied Physics Lab	1
COP 2400	Assembly Programming	3
*COP 2222	Advanced "C" Programming	3
	(1)Field Elective	3
	Total Term Semester Hours	**13**
	Total Program Semester Hours	**63**

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

(1) Field Electives: Students are to select one (1) course congruent with their career goals from the following: *CET 2253, CGS 1510, *EET 2355C, INP 1301, MAN 2021, MNA 2345, or ETD 1324.

**Courses should be taken in the sequence and term suggested unless approved by the Department Head.

Option: #3: Software Development

First Year

Term I

COP 1000C	Introduction to Computer Programming	3
CGS 1100	Introduction to Computer Applications	3
ENC 1101	Composition I	3
MAC 1105	College Algebra	3
	Total Term Semester Hours	**12**

Term II

ENC 2210	Professional and Tech Writing	3
SPC 1024	Introduction to Speech Communications	
	OR	
SPC 1600	Introduction to Public Speaking	3
COP1334C	Introduction to C++	3
CGS 1540C	Database Management	3
	Total Term Semester Hours	**12**

Term III

COP 1337C	Intermediate C++ Programming	3
COP 2702C	Introduction to Oracle: SQL and PL/SQL	3
	Total Term Semester Hours	**6**

Second Year

Term I

COP 2331C	Object-Oriented Design and Programming Using C++	3
COP 2707C	Client Server Development Using Delphi	3
	Humanities/Fine Arts Elective	3
COP 2821C	Visual Basic Development	3
COP 2701C	Access VBA Programming	3
	Total Term Semester Hours	**15**

Term II

COP 2800C	Programming in JAVA	3
COP 2227C	Solution Architectures	3
	Social/Behavioral Science Elective	3
CIS 2321	Systems Design and Development	3
COP 2706C	Business Development Using Visual Basic	3
	Total Term Semester Hours	**15**
	Total Program Semester Hours	**60**

Option: #4: Oracle Application Developer

First Year

Term I

CGS 1100	Introduction to Computer Applications	3
COP1334C	Introduction to C++ Programming[1]	3
ENC 1101	Composition I	3
MAC 1105	College Algebra	3
	Total Term Semester Hours	**12**

Term II

CIS 2321	Systems Development and Design[2]	3
COP 1337C	Intermediate C++ Programming[3]	3
	*Computer Science Elective	3
ENC 2210	Professional and Technical Writing	3
GEB 1011	Introduction to Business	3
	Total Term Semester Hours	**15**

Term III

COP 2702C	Introduction to Oracle: SQL and PL/SQL[4]	4
COP 2331C	Object-Oriented Design and Programming Using C++[5]	3
	Total Term Semester Hours	**7**

Second Year

Term I

COP 2703C	Oracle Developer: Develop PL/SQL Program Units[6] (Session 2)	3
COP 2704C	Oracle Developer: Build Reports[7] (Session 4)	4
	*Computer Science Elective	3
	Humanities/Fine Arts Elective	3
SPC 1024	Introduction to Speech Communications	3
	Total Term Semester Hours	**16**

Term II

COP 2760C	Oracle Developer: Build Forms[6] (Session 2)	4
COP 2761C	Oracle Developer: Build Forms II[8] (Session 4)	3
	*Computer Science Elective	3
	Social/Behavioral Science Elective	3
	Total Term Semester Hours	**13**
	Total Program Semester Hours	**63**

*Any course with a COP CDA, or CEN prefix, except CGS 1000, CGS 1061C, or CGS 1100.

1. Pre/Corequisite – MAT 1033 and COP 1000C or Department approval
2. Prerequisite – COP 1334C or COP 1120 or COP 1170
3. Prerequisite – COP 1334C
4. Prerequisite – CIS 2321 and COP 1337C
5. Prerequisite – COP 1337C
6. Prerequisite – COP 2702C and COP 2331C
7. Prerequisite – COP 2703C
8. Prerequisite – COP 2760C

Computer Information Technology – Associate in Applied Science Degree

Option #1 Microcomputer Systems Specialist

The Microcomputer Systems Specialist program is designed to prepare for the growing business market of microcomputer applications, programming, networking and troubleshooting.

First Year

Term I**

ENC 1101	Composition I	3
*MTB 1310	Applied Mathematics	3
CGS 1100	Introduction to Computer Applications	3
*OST 2733	Information/Word Processing Applications	3
ACG 1003	Accounting Survey	3
	Total Term Semester Hours	**15**

Term II**

*SPC 1024	Introduction to Speech Communications	3
CET 2253	Applied Operating Systems	4
EET 2355C	Data Communications	4
*COP 1170	Programming in BASIC	3
	Total Term Semester Hours	**14**

Term III, Session II or Session III**

PSY 2012	General Psychology	3
CGS 1510	Electronic Spreadsheet	3
	Total Term Semester Hours	**6**

Second Year

Term I**

CGS 2263	Local Area Networking	3
*COP 2171C	Visual Basic Programming	3
OST 1811C	Desktop Publishing	3
	(1)Field Elective	3
	Humanities/Fine Arts Elective	3
	Total Term Semester Hours	**15**

Term II**

CET 2178C	Microcomputer Troubleshooting	4
CGS 1540C	Database Management	3
CIS 2321	Systems Development and Design	3

	[2]Field 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.

(1) Field Elective: any 3 credit course with prefix CGS or COP.

(2) Field Electives: Students are to select one (1) course from the following: COP 1220 or COP 1341.

Option #2: Oracle Database Administrator

This option prepares students for employment opportunities as database administrators. It is designed for students seeking to successfully complete the Oracle Certified Professional (OCP) certification in Database Administration.

First Year

Term I

CGS 1100	Introduction to Computer Applications	3
COP1334C	Introduction to C++ Programming[1]	3
ENC 1101	Composition I	3
MTB 1310	Applied Mathematics	3
	Total Term Semester Hours	**12**

Term II

CIS 2321	Systems Development and Design[2]	3
COP 1337C	Intermediate C++ Programming[3]	3
	*Computer Science Elective	3
ENC 2210	Professional and Tech Writing	3
GEB 1011	Introduction to Business	3
	Total Term Semester Hours	**15**

Term III

COP 2702C	Introduction to Oracle: SQL and PL/SQL[4]	4
COP 1341	UNIX[5]	3
	Total Term Semester Hours	**7**

Second Year

Term I

COP 2721C	Oracle DBA: Database Administration[6]	4
COP 2722C	Oracle DBA: Backup and Recovery[7]	3
	*Computer Science Elective	3
	Humanities/Fine Arts Elective	3
SPC 1024	Introduction to Speech Communications	3
	Total Term Semester Hours	**16**

Term II

COP 2723C	Oracle DBA: Performance Tuning[8]	4
COP 2724C	Oracle DBA: Network Administration[9]	3
	*Computer Science Elective	3
	Social/Behavioral Science Elective	3
	Total Term Semester Hours	**13**
	Total Program Hours	**63**

*Any course with a COP CDA, or CEN prefix, except CGS 1000, CGS 1061C, or CGS 1100.

1. Pre/Corequisite – MAT 1033 and COP 1000C or Department approval
2. Prerequisite – COP 1334C or COP 1120 or COP 1170
3. Prerequisite – COP 1334C
4. Prerequisite – CIS 2321 and COP 1337C
5. Prerequisite – Previous programming experience
6. Prerequisite – COP 2702C and COP 1341
7. Prerequisite – COP 2721C
8. Prerequisite – COP 2722C
9. Prerequisite – COP 2723C

Computer Information Technology Associate in Science Degree

Option #1 Microcomputer Systems Specialist

Students seeking an Associate in Science degree for the purpose of transferring into a state university shall substitute MTB 1310, Applied Mathematics requirement in the Associate in Applied Science degree with the following:

MAC 1105, College Algebra or higher-level Mathematics

Option #2 Oracle Database Administrator

Students seeking an Associate in Science degree for the purpose of transferring into a state university shall substitute MTB 1310, Applied Mathematics requirement in the Associate in Applied Science degree with the following:

MAC 1105, College Algebra or higher-level Mathematics

Networking Services Technology Associate in Science Degree

It is strongly recommended that students see an academic advisor every term.

The Networking Services Option #1 program prepares students for employment opportunities as network support specialists and network administrators in Microsoft Windows 2000 environments. It is designed for students seeking to successfully pass the seven Microsoft qualifying exams and attain the title Microsoft Certified System Engineer (MCSE).

Option #1 Microsoft MCSE

First Year

Term I

CDA 1403C	PC Support and Service – Operating Systems (Session 2)	3
CDA 1302C	PC Support and Service – Hardware[1] (Session 4)	3
CEN 1300C	Microsoft Windows 2000 Network and Operating System Essentials[2] (Session 4)	4
ENC 1101	Composition I	3
	Total Term Semester Hours	**13**

Term II

CEN 1301C	Implementing Microsoft Windows 2000 Professional and Server[3] (Session 2)	4
CEN 1315C	Implementing Microsoft Windows 2000 Network Infrastructure[4] (Session 4)	4
MAC 1105	*College Algebra	3
SPC 1024	Introduction to Speech Communications	3
	Total Term Semester Hours	**14**

Term III

CEN 1321C	Implementing Microsoft Windows 2000 Directory Services[5] (Session (2)	4
CEN 1323C	Designing a Secure Microsoft Windows 2000 Networks[6] (Session 4)	4
	Total Term Semester Hours	**8**

Second Year

Term I

CEN 1325C	Designing Microsoft Windows 2000 Directory Services Infrastructure[6] (Session 2)	4
CEN 1327C	Designing Microsoft Windows 2000	

	Networking Services Infrastructure[6] (Session 4)	4
	**Computer Science Elective	4
ENC 2210	Professional and Technical Writing	3
	Total Term Semester Hours	**15**
Term II		
	**Computer Science Elective	4
GEB 1011	Introduction to Business	3
	Humanities/Fine Arts Elective	3
	Social/Behavioral Science Elective	3
	Total Term Semester Hours	**13**
	Total Program Semester Hours	**63**

*Students pursuing an Associate in Applied Science Degree may substitute MTB 1310 – Applied Mathematics or MAT 1033 – Intermediate Algebra

**Any course with a CDA, CEN, CET, or COP prefix.

1. Prerequisite – CDA 1403C
2. Prerequisite – CDA 1403C, co-requisite CDA 1302C
3. Prerequisite – CDA 1403C and CDA 1302C and CEN 1300C
4. Prerequisite – CDA 1403C and CDA 1302C and CEN 1300C and CEN 1301C
5. Prerequisite – CDA 1403C and CDA 1302C and CEN 1300C and CEN 1301C and CEN 1315C
6. Prerequisite – CEN 1300C and CEN 1301C and CEN 1315C and CEN 1321C

Option #2 Networking – Novell CNE Track

The Networking Services Option #2 program prepares students for employment opportunities as network support specialists and network administrators in Novell NetWare environments. It is designed for students seeking to successfully pass the seven Novel qualifying exams and attain the title Certified NetWare Engineer (CNE).

First Year

Term I

CGS 1100	Introduction to Computer Applications (Session II)	3
CDA 1403C	PC Support and Service - Operating Systems[1] (Session II)	3
CDA 1302C	PC Support and Service - Hardware[1] (Session III)	
ENC 1101	Composition I	3
	Total Term Semester Hours	**12**

Term II

CEN 1503C	NetWare Administration[2] (Session III)	3
CEN 1522C	Networking Technologies[2]	4
ENC 2210	Professional and Technical Writing	3
MTB 1310	Applied Mathematics	3
	Total Term Semester Hours	**14**
Term III		
CEN 1504C	NetWare Advanced Administration[3] (Session II)	3
CEN 1507C	NetWare Installation and Configuration[4] (Session III)	
SPC 1024	Introduction to Speech Communications	3
	Total Term Semester Hours	**9**

Second Year

Term I

CEN 1523C	NetWare Design and Implementation[5] (Session II)	3
CEN 1506C	NetWare: Integrating Windows NT[4] (Session III)	
	OR	
CEN 1525C	Building Intranets with IntranetWare[6]	3
	*Computer Science Elective	3
GEB 1011	Introduction to Business	3
	Humanities/Fine Arts Elective	3
	Total Term Semester Hours	**15**
Term II		
CEN 1524C	NetWare Support and Service[5]	4
	*Computer Science Elective	3
	*Computer Science Elective	3
	Social/Behavioral Science Elective	3
	Total Term Semester Hours	**13**
	Total Program Semester Hours	**63**

*Any course with a CDA,CEN, CGS, or COP prefix

1. Pre/Corequisite – CGS 1100
2. Prerequisite – CDA 1403C, Pre/Corequisite – CDA 1302C
3. Prerequisite – CEN 1503C
4. Prerequisite – CEN 1504C
5. Prerequisite – CEN 1507C
6. Prerequisite – CEN 1523C

Students seeking an Associate in Science Degree for the purpose of transferring into a state university shall substitute MTB1310, Applied Mathematics requirement in the Associate in Applied Science Degree with the following:

MAC 1105, College Algebra, or higher-level Mathematics

Computer Programming

This program is designed for students seeking to be trained in computer applications and in the areas of business and/or computer programming.

Option #1: Microcomputer Applications

ENC 1101	Composition I	3
OST 2335	Communications in the Workforce	3
MTB 1103	Business Mathematics	3
CGS 1000	Introduction to Computers	3
CGS 1510	Electronic Spreadsheet	3
CGS 1540C	Database Management	3
**OST 1103	Basic Keyboarding	1
OST 1811C	Desktop Publishing	3
*OST 2733	Info/Word Processing Applications	3
	Total Core Course Semester Hours	**24-25**

Select 9 semester hours from at least two areas:

Area 1: General Business		
ACG 1003	Accounting Survey	3
MNA 2345	Principles of Supervision	3
Area 2: Computer Applications		
OST 1831	Windows	1
OST 1761	Disk Operating Systems	1
OST 1790	Telecommunications	1
Area 3: Computer Programming		
*COP 1120	COBOL I	3
COP 1170	Programming in BASIC	3
	Total Selected Semester Hours	**9**
	Total Certificate Semester Hours	**33-34**

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

**Only required of students who have not had keyboarding or typing courses.

Option #2: Computer Applications and Internet Technology

This program is designed for students seeking to be trained in computer applications and Internet technology

CGS 1000	Introduction to Computers	3
OST 1103	Basic Keyboarding I	
	OR	
OST 1831	Windows/Graphical Environment	1
CGS 1555C	Introduction to the Internet	3
ENC 1101	Composition I	3
MTB 1310	Applied Mathematics	3
CGS 1577C	Presentation Systems	3
CGS 1557C	Internet Site Design	3
CGS 2871C	Multimedia	3
OST 1811C	Desktop Publishing	
	OR	
OST 1670	Microcomputer Applications	
	OR	
OST 2733	Info/Word Processing Applications	3
CGS 1510	Electronic Spreadsheets	3
CGS 1540C	Database	3
	Total Credit Hours	**31**

Option #3: Networking – Novell CNE Track

CGS 1100	Introduction to Computer Applications (Session 2)	3
CDA 1403C	PC Support and Service – Operating Systems[1] (Session 2)	3
CDA 1302C	PC Support and Service – Hardware[2] (Session 4)	3
CEN 1522C	Networking Technologies[3]	4
CEN 1503C	NetWare Administration[3] (Session 2)	4
CEN 1504C	NetWare Advanced Administration[4] (Session 4)	4
CEN 1506C	NetWare: Integrating Windows NT[5]	4
CEN 1523C	NetWare Design and Implementation[5]	4
CEN 1524C	NetWare Support and Service[6] (Session 4)	4
	Total Certificate Semester Hours	**33**

1. Prerequisite – CGS 1100 or Department permission
2. Prerequisite – CDA 1403C
3. Prerequisite – CEN 1403C and CDA 1302C
4. Prerequisite – CEN 1503C
5. Prerequisite – CEN 1504C
6. Prerequisite – CEN 1523C

Option #4 Networking – Microsoft MCSE Track

This program is designed for students seeking to successfully pass the seven Microsoft qualifying exams and attain the title Microsoft Certified System Engineer 2000 (MCSE).

CDA 1403C	PC Support and Service –Operating Systems (Session 2)	3
CDA 1302C	PC Support and Service Hardware[1] (Session 4)	3
CEN 1300C	Microsoft Windows 2000 Network and Operating System Essentials[2] (Session 4)	4
CEN 1301C	Implementing Microsoft Windows 2000 Professional and Server[3] (Session 2)	4
CEN 1315C	Implementing Microsoft Windows 2000 Network Infrastructure[4] (Session 4)	4
CEN 1321C	Implementing Microsoft Windows 2000 Directory Services[5] (Session (2)	4
CEN 1323C	Designing a Secure Microsoft Windows 2000 Networks[6] (Session 4)	4
CEN 1325C	Designing Microsoft Windows 2000 Directory Services Infrastructure[6] (Session 2)	4
CEN 1327C	Designing Microsoft Windows 2000 Networking Services Infrastructure[6] (Session 4)	4
	Total Credit	**34**

1. Prerequisite – CDA 1403C
2. Prerequisite – CDA 1403C, co-requisite CDA 1302C
3. Prerequisite – CDA 1403C and CDA 1302C and CEN 1300C
4. Prerequisite – CDA 1403C and CDA 1302C and CEN 1300C and CEN 1301C
5. Prerequisite – CDA 1403C and CDA 1302C and CEN 1300C and CEN 1301C and CEN 1315C
6. Prerequisite – CEN 1300C and CEN 1301C and CEN 1315C and CEN 1321C

Option #5: Oracle Developer Track

This program is designed for students seeking to successfully complete the Oracle Certified Professional (OPC) certification as an Application Developer.

CGS 1100	Introduction to Computer Applications	3
COP1334C	Introduction to C++ Programming[1]	3
CIS 2321	Systems Development and Design[2]	3
COP 1337C	Intermediate C++ Programming[3]	3
COP 2702C	Introduction to Oracle: SQL and PL/SQL[4]	4
COP 2331C	Object-Oriented Design and Programming Using C++[5]	3
COP 2703C	Oracle Developer: Develop PL/SQL Program Units[6]	3
COP 2704C	Oracle Developer: Build Reports[7]	4
COP 2760C	Oracle Developer: Build Forms[6]	4
COP 2761C	Oracle Developer: Build Forms II[8]	3
	Total Program Semester Hours	**33**

1. Pre/Corequisite – MAT 1033 and COP 1000C or Department approval
2. Prerequisite – COP 1334C or COP 1120 or COP 1170
3. Prerequisite – COP 1334C
4. Prerequisite – CIS 2321 and COP 1337C
5. Prerequisite – COP 1337C
6. Prerequisite – COP 2702C and COP 2331C
7. Prerequisite – COP 2703C
8. Prerequisite – COP 2760C

Option #6: Oracle Database Administrator Track

This program is designed for students seeking to successfully complete the Oracle Certified Professional (OPC) certification as a Database Administrator.

CGS 1100	Introduction to Computer Applications	3
COP1334C	Introduction to C++ Programming[1]	3
CIS 2321	Systems Development and Design[2]	3
COP 1337C	Intermediate C++ Programming[3]	3
COP 2702C	Introduction to Oracle: SQL and PL/SQL[4]	4
COP 1341	UNIX[5]	3
COP 2721C	Oracle DBA: Database Administration[6]	4
COP 2722C	Oracle DBA: Backup and Recovery[7]	3
COP 2723C	Oracle DBA: Performance Tuning[8]	4
COP 2724C	Oracle DBA: Network Administration[9]	3
	Total Program Hours	**33**

1. Pre/Corequisite – MAT 1033 and COP 1000C or Department approval
2. Prerequisite – COP 1334C or COP 1120 or COP 1170
3. Prerequisite – COP 1334C
4. Prerequisite – CIS 2321 and COP 1337C
5. Prerequisite – Previous programming experience
6. Prerequisite – COP 2702C and COP 1341
7. Prerequisite – COP 2721C
8. Prerequisite – COP 2722C
9. Prerequisite – COP 2723C

ASSOCIATE IN APPLIED SCIENCE DEGREE PROGRAMS
OFFICE SYSTEMS TECHNOLOGY

The Department of Office Systems Technology offers four Associate in Applied 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.

Some courses may not be offered at all locations or during all terms. Please check catalog descriptions.

Legal Office Systems – Associate in Applied Science Degree

Legal techniques, procedures, and the office skills used in law offices are emphasized. Specialization in one or two legal fields is accomplished by careful selection of electives.

Term I		
CGS 1101	Introduction to Computer Applications	3
OST 1103	Basic Keyboarding 1,	
	AND	
OST 1104	Basic Keyboarding 2,	
	AND	
OST 1105	Basic Keyboarding 3	3
OST 1831	Windows/Graphical Environment	1
OST 1790	Telecommunications	1
OST 1330	Business English	1
OST 1355	Records Management	3
ACG 1003	Accounting Survey	3
	Total Term Semester Hours	**15**
Term II		
*OST 1113	Intermediate Keyboarding 4,	
	AND	
*OST 1114	Intermediate Keyboarding 5,	
	AND	
*OST 1115	Intermediate Keyboarding 6	3
OST 2601	Transcribing Machines	3
*OST 2764	Word Processing Applications	3
OST 2335	Communications in the Workforce	3
*OST 2501	Office Management	3
	Total Term Semester Hours	**15**
Term III		
*ENC 1101	Composition I	3
	Total Term Semester Hours	**3**
Second Year		
Term I		
BUL 2241	Business Law I	3
OST 2341	Legal Office Techniques I	3
PLA 1003	Introduction to Legal Assisting	3
	Mathematics or Science Elective	3
MTB 1103	Business Mathematics	3
	Total Term Semester Hours	**15**
Term II		
*BUL 2242	Business Law II	3
PLA 1201	Civil Litigation	3
SPC 1024	Introduction of Speech Communications	3
	Humanities/Fine Arts Elective	3
PSY 2012	General Psychology	3
	Total Term Semester Hours	**15**
	Total Program Semester Hours	**63**

*Requires a pre- or co-requisite or proper score on placement test. See course description in catalog.

#Students are to select from courses with the prefixes BUL, CGS, GEB, MAN, MNA, OST or RMI.

It is strongly recommended that students see an academic advisor every term.

Medical Office Systems – Associate in Applied Science Degree

Medical terminology and the office skills used in medical offices are emphasized.

Term I		
CGS 1100	Introduction to Computer Applications	3
OST 1103	Basic Keyboarding 1,	
	AND	
OST 1104	Basic Keyboarding 2,	
	AND	
OST 1105	Basic Keyboarding 3	3
OST 1831	Windows/Graphical Environment	1
OST 1790	Telecommunications	1
OST 1330	Business English	1
OST 1355	Records Management	3
ACG 1003	Accounting Survey	3
	Total Term Semester Hours	**15**
Term II		
*OST 1113	Intermediate Keyboarding 4,	
	AND	
*OST 1114	Intermediate Keyboarding 5,	
	AND	
*OST 1115	Intermediate Keyboarding 6	3
OST 2601	Transcribing Machines	3
*OST 2764	Word Processing Applications	3
OST 2335	Communications in the Workforce	3
*OST 2501	Office Management	3
	Total Term Semester Hours	**15**
Term III		
*ENC 1101	Composition I	3
	Total Term Semester Hours	**3**
Second Year		
Term I		
MTB 1103	Business Mathematics	3
HSC 1531	Medical Terminology	3
OST 2464C	Medical Office Computer Applications	3
OST 2611C	Medical Transcription	3
**OST 2949	Co-op or Elective	3
	Total Term Semester Hours	**13**
Term II		
SPC 1024	Introduction to Speech Communications	3
MNA 2345	Principles of Supervision	3
	Mathematics or Science Elective	3
	Humanities/Fine Arts Electives	3
PSY 2012	General Psychology	3
	Total Term Semester Hours	**16**
	Total Program Semester Hours	**63**

*Requires a pre- or co-requisite or proper score on placement test. See course description in catalog.

**Students are to select from courses with the prefixes ACG, CGS, OST or HIM

Office Management Technology – Associate in Applied Science Degree

Competencies in the most frequently used business computer applications are emphasized. This program also prepares the student to assume some of the responsibility of the executive in the office.

Term I

*CSG 1100	Introduction to Computer Applications	3
OST 1103	Basic Keyboarding 1,	
	AND	
OST 1104	Basic Keyboarding 2,	
	AND	
OST 1105	Basic Keyboarding 3	3
OST 1831	Windows/Graphical Environment	1
OST 1790	Telecommunications	1
OST 1330	Business English	1
OST 1355	Records Management	3
ACG 1003	Accounting Survey	3
	Total Term Semester Hours	**15**

Term II

*OST 1113	Intermediate Keyboarding 4,	
	AND	
*OST 1114	Intermediate Keyboarding 5,	
	AND	
*OST 1115	Intermediate Keyboarding 6	3
OST 2601	Transcribing Machines	3
OST 2764	Word Processing Applications	3
OST 2335	Communications in the Workforce	3
*OST 2501	Office Management	3
	Total Term Semester Hours	**15**

Term III

*ENC 1101	Composition I	3
	Total Term Semester Hours	**3**

Second Year

Term I

MTB 1103	Business Math	3
CGS 1811C	Desktop Publishing	3
CGS 1540C	Database Management	
CGS 1510	Electronic Spreadsheet	3
*CGS 1577C	Presentation Systems	3
	Total Term Semester Hours	**15**

Term II

SPC 1024	Introduction to Speech Communications	3
MAN 2021	Introduction to Management	3
PSY 2012	General Psychology	3
	Math or Science Elective	3
	Humanities/Fine Arts Elective	3
	Total Term Semester Hours	**15**
	Total Program Semester Hours	**63**

*Requires a pre- or co-requisite or proper score on placement test. See course description in catalog.

It is strongly recommended that students see an academic advisor or OST faculty member every term.

Word Processing Technology – Associate in Applied Science Degree

This degree prepares the student for employment as a skilled computer information processing specialist. Emphasis is placed on the design and preparation of text and graphical documents used in business offices.

First Year

Term I

CSG 1100	Introduction of Computer Applications	3
OST 1103	Basic Keyboarding 1,	
	AND	
OST 1104	Basic Keyboarding 2,	
	AND	
OST 1105	Basic Keyboarding 3	3
OST 1831	Windows/Graphical Environment	1
OST 1795	Telecommunications	1
OST 1330	Business English	1
OST 1355	Records Management	3
ACG 1003	Accounting Survey	3
	Total Term Semester Hours	**15**

Term II

*OST 1113	Intermediate Keyboarding 4,	
	AND	
*OST 1114	Intermediate Keyboarding 5,	
	AND	
*OST 1115	Intermediate Keyboarding 6	3
OST 2601	Transcribing Machines	3
*OST 2764	Word Processing Applications	3
OST 2335	Communications in the Workforce	3
*OST 2501	Office Management	3
	Total Term Semester Hours	**15**

Term III

*ENC 1101	Composition I	3
	Total Term Semester Hours	**3**

Second Year

Term I

MTB 1103	Business Mathematics	3
CGS 1510	Electronic Spreadsheet	3
MNA 2345	Principles of Supervision	3
*OST 1811C	Desktop Publishing	3
PSY 2012	General Psychology	3
	Total Term Semester Hours	**15**

Term II

CGS 1577C	Presentation Systems	3
SPC 1024	Introduction to Speech Communication	3
	Humanities/Fine Arts Elective	3
	Mathematics or Science Elective	3
*OST 2825C	Document Design	3
	Total Term Semester Hours	**15**
	Total Program Semester Hours	**63**

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

It is strongly recommended that students see an academic advisor every term.

Multimedia Technology – Associate in Applied Science Degree

The Associate in Applied Science degree in Multimedia Technology program is designed to prepare students to enter the emerging field of multimedia as a Multimedia Production Specialist.

Term I

*ENC 1101	Composition I	3
*CGS 1577C	Presentation Systems	3
OST 1831	Windows/Graphical Environment	1
OST 1790	Telecommunications	1
OST 1761	Disk Operating Systems	1
CGS 1100	Introduction to Computer Applications	3
OST 1841	Instructional Design for Multimedia	3
	Total Term Semester Hours	**15**

Term II

ECO 2013	Principles of Economics I	3
OST 2335	Communications in the Workforce	3
*GRA 1420C	Applied Graphic Design for Multimedia	3
*CGS 2871C	Multimedia	3
OST 1811C	Desktop Publishing	3
	Total Term Semester Hours	**15**

Term III, Session I or Session II

	Humanities/Fine Arts Elective	3
	#Computer Elective	3
	Total Term Semester Hours	**6**

Second Year

Term I

*GRA 2803	Multimedia Animation	3
	Mathematics/Science Elective	3
*OST 2825C	Document Design	3
*CGS 2874C	Multimedia Authority II	3
*PGY2850C	Digital Video/Audio	3
	Total Term Semester Hours	**15**

Term II

MAR 1011	Principles of Marketing	3
*OST 2945	Multimedia Project Management	3
	Elective	3
*OST 2940L	Multimedia Practicum	4
	Total Term Semester Hours	**13**
	Total Program Semester Hours	**64**

*Requires a pre- or co-requisite or proper score on placement test. See course description in catalog.

#Computer electives: Recommended: OST 2731-3, OST 2826C, CGS 1540C, CGS 1510, COP 1170, COP 1341.

It is strongly recommended that students see an academic advisor every term.

MULTIMEDIA WEB DEVELOPMENT – ADVANCED TECHNICAL CERTIFICATE

The courses in Multimedia Web Development are offered to graduates of Multimedia Technology A.S. degree who require additional coursework to be employed in Internet positions. An Advanced Technical Certificate in Multimedia Web Development will be awarded after a minimum of 18 credit hours are completed from the following courses:

*CGS 1557C	Internet Site Design	3
**CGS 1540C	Database Management	3
GRA 2831C	Advanced Multimedia Animation	3
CGS 2800C	Web Animation	3
CGS 2830C	Streaming Media for a the Web	3
COP 2801C	JavaScripting	3
CGS 2554C	E-Commerce Web Development	3

Select 18 out of the 21.

*CGS 1557 is required before taking CGS2830C, COP2801C, and CGS2554C.

**CGS1540 is required before taking CGS2554C.

OFFICE SYSTEMS SPECIALIST TECHNICAL CERTIFICATE

This Office Systems Specialist certificate is designed to provide the necessary skills for students who plan to seek employment in an office position such as a file clerk, clerk typist, general office clerk, receptionist, or transcription machines operator. This certificate will articulate into the Office Systems Technology Associate in Applied Science degree.

Term I

Core Courses:

OST 1103	Basic Keyboarding I,	
	AND	
OST 1104	Basic Keyboarding 2,	
	AND	
OST 1105	Basic Keyboarding 3	3
OST 1113	Intermediate Keyboarding 4,	
	AND	
*OST 1114	Intermediate Keyboarding 5,	
	AND	
*OST 1115	Intermediate Keyboarding 6	3
OST 1330	Business English	1
OST 1831	Windows/Graphical Environment	1
OST 1790	Telecommunications	1
*OST 2764	Info/Word Processing Applications	3
CGS 1100	Introduction to Computer Applications	3
	Total Term Semester Hours	**15**

Term II

OST 1355	Records Management	3
OST 2335	Communications in the Workforce	3
*OST 2501	Office Management	3
*OST 2601	Transcribing Machines	3
ACG 1003	Accounting Survey	3
	Total Term Semester Hours	**15**
	Total Certificate Semester Hours	**30**

*Requires a pre or co-requisite or proper score in placement test. See course description in catalog.

It is strongly recommended that you see an academic advisor every term.

ADMINISTRATIVE ASSISTANT - VOCATIONAL CERTIFICATE

The Administrative Assistant Vocational Certificate Program is designed to prepare the student too obtain entry level employment in an office as a Receptionist,, Word Processor, or Data Entry Operator. The program of study concentrates on developing the interpersonal and computer skills required for success in an office work setting. This certificate consists of twelve clock hour courses: Office Skills Training I, Office Skills Training II, Office Support Tech I, Office Support Tech II, Spreadsheet and Database Applications I, Spreadsheet and Database Applications II, Office Communications I, Office communications II, Office Communications III, Office Supervision I, Office Supervision II, and On the Job Training.

Term I

OFT 0010	Office Skills Training I	75
OFT 0011	Office Skills Training II	75
OTA 0001	Office Support Tech I	75
OTA 0002	Office Support Tech II	75

Term II

OTA 0421	Spreadsheet and Database Applications I	75
OTA 0425	Spreadsheet and Database Applications II	75
OTA 0940	Office Supervision I	75
OTA 0948	Office Supervision II	75

Term III, Session II

OTA 0312	Office Communications I	75
OTA 0313	Office Communications II	75

Term II, Session III

OTA 0314	Office Communications III	150
OTA 0941	On the Job Training	150
	Total Clock Hours	**1,050**

MEDICAL SECRETARIAL – VOCATIONAL CERTIFICATE

The Medical Secretarial Vocational Certificate Program is designed to prepare the student to obtain entry-level employment in a Health/Medical Office setting. The program of study concentrates on developing the interpersonal and computer skills required for success in an office work setting. This certificate consists of twelve clock hour courses: Office Skills Training I, Office Skills Training II, Office Support Tech I, Office Support Tech II, Spreadsheet and Database Applications I, Spreadsheet and Database Applications II, Medical Secretarial I, Medical Secretarial II, Medical Secretarial III, Office Communications I, Office Communications II, Office Communications III.

Term I

OFT 0010	Office Skills Training I	75
OFT 0011	Office Skills Training II	75
OTA 0001	Office Support Tech I	75
OTA 0002	Office Support Tech II	75

Term II

OTA 0421	Spreadsheet and Database Applications I	75
OTA 0425	Spreadsheet and Database Applications II	75
OTA 0612	Medical Secretarial I	75
OTA 0613	Medical Secretarial II	75

Term III Session II

OTA 0614	Medical Secretarial III	75
OTA 0312	Office Communications I	75

Term III, Session III

OTA 0313	Office Communications II	75
OTA 0314	Office Communications III	150
	Total Clock Hours	**1,050**

PROJECT MANAGER IN DIGITAL/DESIGN TECHNOLOGY ADVANCED TECHNICAL CERTIFICATE

The Advanced Technical Certificate Project Manager in Digital/Design Technology is designed for those with an AS/AA or higher degree who wish to advance in digital/design technology fields as project managers. Students in this program will gain a comprehensive understanding of the nature of project management and leadership techniques.

CGS 1577C	Presentation Systems	3
GRA 2842C	Web Publishing II	3
GRA 2490	Principles of Project Management	3
GRA 2491C	Project Management II	3

If you have not already taken these courses, it is strongly recommended that you take the following courses to enhance your skills:

SPC 2300	Introduction to Interpersonal Communication
INP 1301	Human Relations in Business and Industry

CHILD DEVELOPMENT AND EDUCATION PROGRAM-ASSOCIATE IN SCIENCE DEGREE

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 Associate in Science 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 childcare business operations.

General Education Courses:

CGS 1061C	Computer Concepts	1
ENC 1101	English Composition	3
*ENC 1102	Composition II	
	OR	
*ENC 2210	Technical Report Writing	3
SPC 1024	Introduction to Speech Communications	3
PSY 2012	General Psychology	3
DEP 2102	Child Psychology	3
	Social or Behavioral Science Elective (Area 3)	3
	Humanities (Area 2)	3
	Science	3
	Science Lab	1
	Elective (Area 5)	3
	(1)Electives	6
HSC 1101C	Healthful Living	1
	Total Semester Hours	**36**

Child Development and Education Courses

EEC 1200	Early Childhood Education	3
EEC 1603	Child Guidance	3
CHD 1338	Mathematics and Science for the Young Child	3
CHD 1334	Children's Literature and Language Arts	3
CHD 1940	Practicum 1: Observation and Evaluation	3
CHD 1331	Creativity for Young Children	3
CHD 1320	Curriculum Planning for Early Childhood	3
*CHD 2441	Practicum II	3
CHD 2800	Administration and Management in Early Childhood Education	3
	Total Semester Credits	**27**
	Total Program Semester Credits	**63**

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

(1) Electives: (Any college level courses, including Technical Education courses).

Students must fulfill a mathematics competency exit requirement through placement test or coursework.

Child Development and Education courses do not have to be taken in any sequence.

It is strongly recommended that students see an academic advisor every term

CRIMINAL JUSTICE – ASSOCIATE IN SCIENCE DEGREE

The primary mission of the Broward Community College Institute of Public Safety is to provide the student with current knowledge and methods used in the Criminal Justice field to prepare the student as a Criminal Justice Practitioner and for such jobs as Police Officer, Corrections (jail/prison) Officer, U.S. Customs or I.N.S. Inspector, Crime Scene Technician, Community/Police Service Aide or Polygrapher.

Students seeking to transfer to a university for a baccalaureate degree for a "professional position" such as Probation Officer, Parole Officer, Special Agent for U.S. Federal Agencies (such as FBI or DEA), Juvenile Counselor, or Social Caseworker should take any Associate in Arts Degree Program. Program sheets are available in the Office of Student Affairs/Counseling Office.

Criminal Justice Technology

Those students seeking an Associate in Science degree in Criminal Justice Technology are offered three options: #1 - Criminal Justice, #2 - Crime Scene Emphasis, and #3 - Polygraph Emphasis.

An A.S. degree in Criminal Justice may be earned by completing the General Education and Criminal Justice Core Requirements and Specialization courses indicated in the option selected.

Program sheets are available in the Student Affairs/Counseling Office for all options.

The Institute of Public Safety is certified by the Florida 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.

The associate degree does not qualify 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.

General Education and Criminal Justice Core Requirements
Criminal Justice Emphasis - Option #1

Core Courses (Required for all students):

ENC 1101	Composition I	3
*ENC 1102	Composition II	
	OR	
*ENC 2210	Technical Report Writing	3
AREA 4	Mathematics/Natural Science	3
AREA 2	Humanities/Fine Arts	3
POS 2041	National Government	
	OR	
POS 2112	State and Local Government	3
PSY 2012	General Psychology	3
SYG 2000	General Sociology	3
SPC 1024	Introduction to Speech Communications	
	OR	
SPC 1600	Public Speaking	3
	(1)CGS Computer Science Elective	3
CCJ 1020	Introduction to Criminal Justice	3
CCJ 1250	Constitutional Law	3
CCJ 2191	Human Behavior in Criminal Justice	3
CJT 2100	Criminal Investigation	3
HSC 1101C	Healthful Living	1
	Total Core Semester Hours	**40**

Specialization Option
Criminal Justice Emphasis - Option #1

Twelve (12) Criminal Justice elective credits to be selected from the following:

CCJ 1220	Criminal Law	3
CCJ 1230	Criminal Evidence	3
CCJ 1400	Introduction to Criminal Justice Administration and Management	3
CCJ 2130	Police Community Relations	3
CCJ 2272	Civil Rights	3
CCJ 2330	Probation & Parole Procedures	3
*CCJ 2500	Juvenile Justice	3
CCJ 2631	Comparative World Police Agencies	3
CCJ 2300	Introduction to Corrections	3
*CCJ 2933	Corrections Practicum	3
CJD 1420	Correctional Law	3
CJT 2110	Introduction to Criminalistics	3
	Total Criminal Justice Elective Semester Hours	**12**
General Education Electives Credits to be selected from any College Level Courses in Areas 2 - 5		12
	Total Program Semester Hours	**64**

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

(1) CGS Elective must satisfy computer literacy competency requirements. Consult with your Academic Advisor.

General Education and Criminal Justice Core Requirements
Crime Scene Emphasis - Option #2

Core Courses (Required for all students):

ENC 1101	Composition	3
*ENC 1102	Composition II	
	OR	
*ENC 2210	Technical Report Writing	3
AREA 4	Mathematics	
POS 2041	National Government	
	OR	
POS 2112	State and Local Government	3
PSY 2012	General Psychology	3
SYG 2000	General Sociology	3
AREA 2	Humanities/Fine Arts	3
SPC 1024	Introduction to Speech Communications	
	OR	
SPC 1600	Public Speaking	3
	(1)CGS Computer Science Elective	3
CCJ 1020	Introduction to Criminal Justice	3
CCJ 1250	Constitutional Law	3
CCJ 2191	Human Behavior in Criminal Justice	3
CJT 2100	Criminal Investigation	3
	Total Core Semester Hours	**39**

Specialization Options
Crime Scene Emphasis - Option #2

CCJ 1220	Criminal Law	3
CCJ 1230	Criminal Evidence and Court Procedures	3
AREA 4	Science (Student must take 7 semester hours which include one laboratory course)	7

CJT 2110	Introduction to Criminalistics (Offered in Term 1 and Term II, evening class only.)	3
CJT 2120	Forensics Photography (Offered only in Term II, evening class)	3
*CJT 2130	Criminalistics Practicum (Offered only in Term III, evening class, Prerequisites: CJT 2100, CJT 2110, and CJT 2120.)	3

Total Crime Scene Emphasis Semester Hours.....22

CJT 2115 Advanced Forensic Investigation (Offered in Term 1, evening class. Prerequisites: CJT 2100 and CJT 2110.)

OR

General Education Elective Credits to be selected from any college level courses in Areas 2-5 3

Total Program Semester Credits 64

General Education and Criminal Justice Core Requirements

Polygraph Emphasis - Option #3

Core Courses (Required for all students):

ENC 1101	Composition	3
*ENC 1102	Composition II	
	OR	
*ENC 2210	Technical Report Writing	3
AREA 4	Mathematics/Natural Science	3
POS 2041	National Government	
	OR	
POS 2112	State and Local Government	3
PSY 2012	General Psychology	3
SYG 2000	General Sociology	3
AREA 2	Humanities/Fine Arts	3
SPC 1024	Introduction to Speech Communications	
	OR	
SPC 1600	Public Speaking	3
	(1)CGS Computer Science Elective	3
CCJ 1020	Introduction to Criminal Justice	3
CCJ 1250	Constitutional Law	3
CCJ 2191	Human Behavior in Criminal Justice	3
CJT 2100	Criminal Investigation	3

Total Core Semester Hours 39

The following courses in Polygraph (CJD/CJT) are the credits awarded to a student through Experiential Learning for completing the polygraph training at Deception Control, Inc., Fort Lauderdale. Applicants must submit verification of completion of approved polygraph training to the Director of the Criminal Justice Degree Programs and to Experiential Learning.

CJD 2250	Interviews & Interrogations	3
CJT 2251	Test Questions Construction and Semantics, Personnel Screening	3
CJT 2253	Chart Analysis, Validity and Reliability	4
CJT 2250	Polygraph Theory and Operations	3
CJT 2252	Test Questions Construction and Semantics, Criminal Cases	3
CJT 2254	Polygraph Operations Practicum	3

Total Polygraph Emphasis Semester Hours.....19

General Education Elective Credits to be selected from any College Level Courses in Areas 2-5 6

Total Program Semester Hours.....64

*Requires a pre- or corequisite. See course description in this catalog.

(1) CGS Elective must satisfy computer literacy competency requirements. Consult with your Academic Advisor.

Criminal Justice Vocational Certificates

The Broward Community College Institute of Public Safety is recognized as a Law Enforcement and Corrections Training Center by the Florida Criminal Justice Standards and Training Commission. As an authorized Training Center, the Institute of Public Safety offers five certificate of achievement programs: The Broward County Police Academy Basic Recruit Certificate Program, The Broward County Corrections Academy Basic Recruit Certificate Program, The Broward County Correctional Probation Academy Certificate Program, Cross-Over from Correction to Law Enforcement Certificate Program, and the Police Service Aide Certificate Program. A person must be hired or sponsored by a corrections or law enforcement agency before being enrolled in any of these certificate programs.

For further information on these certificate programs, contact the Testing Center at the Institute of Public Safety, at (954) 475-6931.

Broward County Corrections Academy

Upon successful completion of the Broward County Corrections Academy, a student is eligible to take the State Certification exam to become a certified Florida Corrections Officer. Correction officers typically are employed in state prisons or county and city jails or stockades. A person must be hired or sponsored by a corrections or law enforcement agency before being enrolled in the Broward County Corrections Academy. To find out what tests you must take before you can be hired or sponsored by a corrections or law enforcement agency, contact the Testing Center at the Institute of Public Safety at (954) 475-6931.

A person who is accepted into the Broward County Corrections Academy will take two college credit courses and nine post-secondary adult vocational courses:

		Credit Hours
CJD 1420	Correctional Law	3
CJD 1763	Interpersonal Skills in Criminal Justice	3
		Clock Hours
CJD 0771	Criminal Justice Legal 2	22
CJD 0772	Criminal Justice Communications	42
CJD 0773	Interpersonal Skills 1	62
CJD 0704	Criminal Justice Defensive Tactics	106
CJD 0705	Criminal Justice Weapons	64
CJD 0254	Medical First Responder	48
CJD 0750	Interpersonal Skills 2	2
CJD 0741	Emergency Preparedness	26
CJD 0752	Correctional Operation	64

Students attend the Broward County Corrections Academy Monday through Friday, 8:00 AM to 5:00 PM for approximately fourteen weeks. In accordance with State law, students must score 80% or higher on all tests given in the above courses. Students must also maintain excellent attendance and cannot miss more than 10% of scheduled class sessions. Students will wear uniforms and must follow Corrections Academy Rules of Conduct.

Broward County Correctional Probation Academy

Upon successful completion of the Broward County Correctional Probation Academy, a student is eligible to take the state certification exam to become a certified Florida Correctional Probation Officer. A person must be hired or sponsored by a correction agency before being enrolled in the program. To find out what tests you must take before you can be hired or sponsored by a corrections agency, contact the Testing Center at the Institute of Public Safety, at (954) 475-6931.

A person who is accepted into the Broward County Correctional Probation Academy Program will take the following eight post-secondary adult vocational courses:

CJD 0790	Correctional Probation Legal
CJD 0791	Correctional Probation Operations
CJD 0792	Correctional Probation Interpersonal
CJD 0793	Correctional Probation Communications
CJD 0794	Correctional Probation Supervision
CJD 0795	Correctional Probation Weapons
CJD 0704	Criminal Justice Defensive Tactics
CJD 0254	Medical First Responder Supervision

Students attend the Broward County Correctional Probation Academy program Monday through Friday, 8:00 AM to 5:00 PM for approximately eleven weeks. In accordance with State law, students must score 80% or higher on all tests given in the above courses. Students must also maintain excellent attendance, not missing more than 10% of scheduled class sessions, and must follow the Academy Rules of Conduct.

Broward County Police Academy

Upon successful completion of the Broward County Police Academy, a student is eligible to take the State Certification exam to become a certified Florida Law Enforcement Officer. A person must be hired or sponsored by a law enforcement agency before being enrolled in the Broward County Police Academy. To find out what tests you must take before you can be hired or sponsored by a law enforcement agency, contact the Testing Center at the Institute of Public Safety at (954) 475-6931.

A person who is accepted into the Broward County Police Academy will take three college credit courses, twelve post-secondary adult vocational courses and one supplemental course:

		Credit Hours
CCJ 1020	Introduction to Criminal Justice	3
CCJ 1220	Criminal Law	3
CJT 2100	Criminal Investigations	3
		Clock Hours
Post Secondary Adult Vocational:		
CJD 0730	Law Enforcement Legal 3	32
CJD 0762	Criminal Justice Communication	56
CJD 0763	Interpersonal Skills 1	66
CJD 0704	Criminal Justice Defensive Tactics	106
CJD 0705	Criminal Justice Weapons	64
CJD 0254	Medical First Responder - Law	48
CJD 0731	Law Enforcement Patrol	64
CJD 0732	Law Enforcement Traffic	46
CJD 0723	Vehicle Operations	32
CJD 0734	Law Enforcement Investigations	16
Supplemental:		
CJD 0274	Police Academy Supplement of Local Options	58

Students attend the Broward County Police Academy Monday through Friday, 8:00 AM to 5:00 PM for approximately eighteen weeks. In accordance with State law, students must score 80% or higher on all tests given in the above courses. Students must also maintain excellent attendance and cannot miss more than 10% of scheduled class sessions. Students will wear uniforms and must follow the Police Academy Rules of Conduct.

Cross-Over from Corrections to Law Enforcement

Upon successful completion of the Cross-Over from Corrections to Law Enforcement Program, a currently certified Corrections Officer is eligible to take the state certification exam to become a certified Florida Law Enforcement Officer. A person must be hired or sponsored by a law enforcement agency before being enrolled in the program. To find out what tests you must take before you can be hired or sponsored by a law enforcement agency, contact the Testing Center at the Institute for Public Safety at (954) 475-6931.

A person who is accepted into the Cross-Over from Corrections to Law Enforcement Program will take one college credit course and six post-secondary adult vocational courses:

		Credit Hours
CCJ 2100	Criminal Investigations	3
		Clock Hours
CJD 0781	Cross-Over - Law Enforcement	48
CJD 0730	Law Enforcement Legal 3	32
CJD 0731	Law Enforcement Patrol	64
CJD 0732	Law Enforcement Traffic	46
CJD 0723	Vehicle Operations	32
CJD 0734	Law Enforcement Investigations	16

Students attend the program Monday through Friday, either 8:00 AM to 12:00 PM or 6:00 PM to 10:00 PM for approximately eleven weeks. In accordance with State law, students must score 80% or higher on all tests given in the above courses. Students must score 80% or higher on all tests given in the above courses. Students must also maintain excellent attendance and cannot miss more than 10% of scheduled class sessions. Students will wear uniforms and must follow the Police Academy Rules of Conduct.

Police Service Aide Academy

The Police Service Aide Academy trains students who are civilian employees of law enforcement agencies. A Police Service Aide typically performs police duties that relate to non-criminal activities, such as parking enforcement or traffic accident investigations. The Police Service Aide Academy meets the basic training requirements established by the Florida Criminal Justice Standards and Training Commission. A person must be hired by a law enforcement agency before he/she can be enrolled in the academy. A person who is accepted into the Police Service Aide Academy will take the following post-secondary adult vocational course:

CJD 0236	Law Enforcement Police Service Aide	304
	Total Clock Hours	**304**

Students attend the Police Service Aide Academy Monday through Friday, 8:00 AM to 5:00 PM for approximately nine weeks. In accordance with State law, students must score 80% or higher on all tests given in the Academy. Students must also maintain excellent attendance and cannot miss more than 10% of scheduled class sessions. Students will wear uniforms and must follow Police Service Academy Rules of Conduct.

Fire Science Technology – Associate in Science Degree

The Associate in Science Degree in Fire Science Technology is designed for fire service or fire protection related professionals, to enhance technical competencies, and prepare them for career advancement through participation in appropriate courses of study. The program provides options for concentrated study including Arson Investigator, Fire Officer, and Municipal Fire Inspector specialties. Accelerated programs are offered in a series of required (3) credit courses, to prepare students for State Fire Officer I, Municipal Fire Inspector, or Arson Investigator certification.

Sixty (60) semester hours of credit with a grade point average of 2.0 or higher must be completed for this degree.

Fire Science Transfer Students

Students who wish to transfer Fire Science credits from another college should contact the Fire Science Program Manager (954) 475-6791. No student can obtain an A.S. degree in Fire Science unless he/she has completed 24 credit hours at Broward Community College, including, at minimum, 15 Fire Science credit hours. Also, the last 12 credits must be taken at Broward Community College.

Fire Science General Education Requirements (30 credit hours)

ENC 1101	English Composition I	3
*ENC 1102	English Composition II	
	OR	
ENC 2210	Technical Report Writing	3
SPC 1024	Introduction to Speech	
	OR	
SPC 1600	Public Speaking	3
POS 2112	State and Local Government	
	OR	
POS 2041	National Government	3
	CGS, CIS or COP computer class	3
Elective	Area 2 Humanities/Fine Arts	3
Elective	Area 4 Mathematics/Natural Science	3
Elective	General Education Course (any college Level course from Areas 2,3, or 4 or in computers, speech, or reading)	9

Fire Science Core Courses Required (30 credit hours)

FFP 1200	Fire Prevention Theory and Application	3
FFP 1320	Fire Protection through Building Construction	3
FFP 1400	Tactics and Strategy	3
FFP 1620	Fire Protection and Detection Systems	3
FFP 2130	Fire Department Supervision	3
FFP 2150	Methods and Techniques of Instruction	3
*FFP 2420	Application of Fire Ground Tactics	3
**FFP Electives		9
	Total Program Credit Hours	**60**

*Requires a pre or corequisite. See course description in this catalog.

**The following courses satisfy FFP/EMS elective requirements. Regardless of the number of FFP/EMS elective courses the student has completed, on a maximum of six (6) credits may be used toward the Fire Science degree:

FFP 1100	Fire Administration I	3
FFP 1300	Codes and Standards	3
FFP 2009	Fire Chemistry	3
FFP 2101	Fire Administration II	3
FFP 2240	Arson and Fire Investigation	3
FFP 2243	Latent Investigation	3
FFP 2244	Legal Issues in Fire Investigation	3
FFP 2247	Fire Service Photography	3
FFP 2326	Construction and Plans Examination	3
FFP 2500	Hazardous Materials I	3
FFP 2501	Hazardous Materials II	3

BCC/FAU Joint A.S. Degree in Fire Science and Bachelor of Public Management Degree Program

Students completing this A.S. to B.P.M. combined four year program will receive the Associate in Science degree in Fire Science from Broward Community College AND the Bachelor of Public Management degree from Florida Atlantic University. Below are the courses to be taken at BCC which will lead to the A.S. degree (Note: Students may choose to take the courses in a different order.) After successfully completing the program at BCC, students then transfer to FAU. To find out which courses will be taken at FAU for the B.P.M. degree, call (954) 236-1003. For information on the BCC Fire Science Program, call (954) 475-6791.

Courses taken at BCC (first two years of the A.S. to B.P.M. four year program):

Term I at BCC

(1)FFP 1100	Fire Administration I	3
(1)FFP 1200	Fire Prevention Theory and Application	3
(2)MAT 1033	Intermediate Algebra	3
(3)ENC 1101	Composition I	3
(4)CGS 1000	Introduction to Computers	3
	Total Term Semester Hours	**15**

Term II at BCC

(1)FFP 1400	Tactics and Strategy	3
(1)FFP 1620	Fire Protection and Detection Systems	3
(5)MGF 1106	Math for Liberal Arts Majors	3
(3)ENC 2201	Technical Report Writing	3
SPC 1024	Introduction to Speech	3
	Total Term Semester Hours	**15**

Term III at BCC

(1)FFP 2130	Fire Department Supervision	3
(1)FFP 1320	Fire Protection through Building Construction	3
(1)FFP 0000	Fire Science Electives (see advisor-provided course list)	3
(6)XXX 1120	Foreign Language I	4
(7)ECO 2013	Principles of Economic I (take as Gordon Rule)	3

Term IV at BCC

(1)FFP 2150	Methods and Techniques of Instruction	3
(1)FFP 2420	Application of Fire Ground Tactics	3
(5)STA 2023	Statistics	3

[6]XXX 1121 Foreign Language 4
[7]POS 2112 State and Local Government (take as Gordon Rule) 3

Total Term Semester Hours 16

Total Program Semester Hours 62

(1) Note: FFP prefixed courses are subject to change. Contact your BCC Fire Science Advisor to secure the most current list of FFP requirements. As the FFP courses are updated, the BPM degree requirements will adopt curriculum revisions without penalty.

(2) Intermediate Algebra is recommended for most A.S. students. However, with a sufficient math background, you may be eligible to move directly into MGF 1106, Mathematics for Liberal Arts I. See your BCC advisor for more information.

(3) Gordon Rule Writing course. To earn the Bachelors degree, you must complete sufficient coursework that counts as "Gordon Rule Writing" such as ENC prefixed courses or other BCC courses designated for writing.' Completing this program will satisfy the Gordon Rule Writing requirement.

(4) Any CGS, CIS, or COP prefixed course will satisfy the requirement for both the A.S. in Fire Science and BPM.

(5) Gordon Rule Mathematics course. To earn the Bachelor degree, you must complete six hours of mathematics at the college level. MGF 1106 and STA 2023 each count toward that requirement. MAT 1033 is a prerequisite for MGF 1106 and STA 2023.

(6) -If you completed two years of the same foreign language in high school, you need not complete this course. If so, then substitute any three credit hour 1000 or 2000 level Humanities course (see BCC advisor).

(7) Take as Gordon Rule Writing course. This means you must designate at the time of registration that you are taking this course "for writing" enabling you to receive Gordon Rule Writing credit.

ASSOCIATE IN APPLIED SCIENCE AND ASSOCIATE IN SCIENCE DEGREE PROGRAMS
ENGINEERING TECHNOLOGY

The Engineering Technology Department provides Associate in Applied Science, Associate in Science, and Associate in Arts 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, civil engineering, building construction, electronics and computer engineering technology. Associate in Arts degree graduates may continue their education at an upper level architecture or engineering institution.

Electronics Technicians Association (ETA) Certificates: The North Campus Engineering Department is affiliated with the Electronics Technicians Association (ETA) Certified Technicians Program. Students completing any A.S. degree program in Electronic, Computer, Biomedical Equipment, Engineering Technology, or Telecommunication Technologies may take the ETA Certification Examination. Any technician who successfully passes an ETS Certification Examination is professionally recognized as having the necessary knowledge and technical skills to meet industry standards.

The following programs of study are offered in the Engineering Technology area:

Architectural Design and Construction Technology (A.S. Degree)
Biomedical Equipment Engineering Technology (A.A.S. Degree)
Building Construction Technology (A.S. Degree)
Civil Engineering Technology (A.S. Degree)
Computer Engineering Technology (A.A.S. Degree)
Electronics Engineering Technology (A.A.S. Degree
Telecommunications Engineering Technology (A.A.S. Degree)

Architectural Design and Construction Technology(1) – Associate in Science Degree

Graduates will be able to create the variety of graphic and informational products the architect requires to conceptualize, develop, and present the solutions demanded in a competitive market. The mental, graphic, and communications skills developed using computer aided drafting and design plus other technologies will allow a graduate to gain a junior position in a wide range of disciplines.

The exposure and knowledge gained in the curriculum will provide a resourceful individual with the ability to succeed and become a valuable member of many types of architecturally related companies. Some of the types of companies that would require the skills and background developed in the program are architectural firms, contractors and developers, government agencies, and corporations.

These various positions may involve production department drafting (manual and/or computer), presentation drawings, model building, cost budgeting, interfacing with staff architects, drawing and recording specifications, coordinating internal projects with outside consultants, and providing drawings and presentation sketches related to in-house facilities management.

First Year

Term I

ARC 1301	Architectural Design I	3
ENC 1101	Composition I	3
MTB 1321	Technical Mathematics I	3
CGS 1000	Introduction to Computers	3
HSC 1101C	Healthful Living I	1
	Total Term Semester Hours	**13**

Term II

*ARC 2201	Theory of Architecture	3
*ARC 1302	Architectural Design II	3
*ENC 2210	Technical Report Writing	3
BCN 1252C	Building Construction Drawing I	4
*MTB 1322	Technical Mathematics II	3
	Total Term Semester Hours	**16**

Term III, Session II

*SUR 2001	Surveying	1
*SUR 2001L	Surveying Lab	2
	Humanities/Fine Arts	3
	Total Term Semester Hours	**6**

Second Year

Term I

*ARC 2461	Materials and Methods of Construction	3
BCN 2256C	Building Construction Drawing II	4
*ETG 2530	Strength of Materials	2
ETG 2530L	Strength of Materials Lab	1
BCN 1272	Building Construction Plans Interpretation	2
	Social/Behavioral Science	3
	Total Term Semester Hours	**15**

Term II

SPC 1024	Introduction to Speech	3
*BCN 2614C	Construction Planning and Estimating	3
BCN 2561	Mechanical and Electrical Systems	3
*PHY 1001	Applied Physics	3
*PHY 1001L	Applied Physics Lab	1
	Elective	3
	Total Term Semester Hours	**16**
	Total Program Semester Hours	**66**

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

(1) Courses should be taken in the sequence and term shown unless approved by the Department Head

Biomedical Equipment Engineering Technology – Associate in Applied Science Degree

The Associate in Applied Science degree in Biomedical Equipment Engineering Technology program prepares students to become medical equipment technicians. Biomedical Engineering technicians are professionals responsible for installing, calibrating, maintaining and repairing biomedical equipment. Graduates also work in sales and supervision within the biomedical engineering field.

First Year

Term I

*EET 1015C	DC Circuits	5

CET 1114C	Digital Techniques	5
MTB 1325	Engineering Technology Mathematics I	4
	Total Term Semester Hours	**14**

Term II

*EET 1025C	AC Circuits	5
*EET 1141C	Linear Techniques I	5
*MTB 1326	Engineering Technology Mathematics II	4
HSC 1531	Medical Terminology I	3
	Total Term Semester Hours	**17**

Term III, Session II

*CET 1317C	Technical Computer Applications	3
*CET 1123C	Microprocessors I	4
	Total Term Semester Hours	**7**

Term III, Session III

ENC 1101	Composition I	3
	Total Term Semester Hours	**3**

Second Year

Term I

*CET 2131C	Microprocessors II	5
*EET 2142C	Linear Techniques II	4
*CHM 1033	Chemistry for Health Sciences	3
*MEA 1253	Anatomy and Physiology	3
	Total Term Semester Hours	**15**

Term II

*EST 2436C	Biomedical Instrumentation	3
	Social/Behavioral Science	3
*EST 2940	Biomedical Engineering Technology Internship	3
	Humanities	3
	Total Term Semester Hours	**12**
	Total Program Semester Hours	**68**

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

Courses should be taken in the sequence and term suggested unless approved by the Department Head.

Students who complete the degree requirements shown on the program sheet will have satisfied the speech requirements for this program.

It is strongly recommended that students see an academic advisor every term.

Biomedical Equipment Engineering Technology Advanced Technical Certificate

The Biomedical Equipment Engineering Technology Advanced Technical Certificate courses are offered to Associate in Applied Science Degree graduates of the Biomedical Equipment Engineering Technology Program. The Advanced Certificate will be awarded upon completion of the following 10 credit hours:

EST 2438C	Advanced Biomedical Instrumentation	3
CGS 2263	Local Area Networking	3
CET 2178C	Microcomputer Troubleshooting	4
	Total Semester Hours	**10**

Building Construction Technology – Associate in Science Degree

The Building Construction Technology Program prepares students for employment in the construction industry or as building inspectors. The courses emphasize fundamentals and techniques of building construction.

First Year

Term I

CGS 1100	Introduction to Computer Applications	3
*ETC 1250	Materials and Processes	2
*ETC 1250L	Materials Testing Lab	1
ENC 1101	Composition I	3
FFP 1300	Codes and Standards	3
MTB 1321	Technical Mathematics I	3
	Total Term Semester Hours	**15**

Term II

BCN 1252C	Building Construction Drawing I	4
*MTB 1322	Technical Mathematics II	3
*PHY 1001	Applied Physics	3
*PHY 1001L	Applied Physics Lab	1
EVS 2005	Water Supply	3
	Total Term Semester Hours	**14**

Term III, Session II

	Social/Behavioral Science	3
*SUR 2001	Surveying	1
*SUR 2001L	Surveying Lab	2
	Total Term Semester Hours	**6**

Second Year

Term I

BCT 2760	Building Codes and Regulations	3
*ENC 2210	Technical Report Writing	3
*ETG 2530	Strength of Materials	2
*ETG 2530L	Strength of Materials Lab	1
*BCN 2256C	Building Construction Drawing II	4
	Total Term Semester Hours	**13**

Term II

BCN 2561	Mechanical and Electrical Systems	3
*BCN 2614C	Construction Planning Estimating	3
BCN 1272	Building Construction Plans Interpretation	2
BCT 1600	Building Construction Estimating Fundamentals	2
	Humanities	3
SPC 1024	Introduction to Speech Communications	3
	Total Term Semester Hours	**16**
	Total Program Semester Hours	**64**

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

Civil Engineering Technology[1] Associate in Science Degree

The increasing availability of inexpensive computers has created a big demand for technicians with a two-year college degree. Most of the tasks that professional engineers used to perform with the calculator can now be delegated to engineering technicians with the skills acquired from this two-year program. The program has been implemented to upgrade or prepare students for the various disciplines in civil engineering (structural, sanitary, highway, land development, etc.) for both the private sector and the government.

Positions available in the industry may be as civil engineering technicians to perform computer-oriented tasks for the professional engineer (hydraulics, land development, highways, structural analysis, and drafting) or as field inspectors for all the structural and civil engineering applications.

This program is oriented toward entry level students, but many of the courses offered reflect the requirements of the industry for the kind of help that civil engineers need at their level.

First Year

Term I

ENC 1101	Composition I	3
CGS 1000	Introduction to Computers	3
*ETC 1250	Materials and Processes	2
*ETC 1250L	Materials Testing Lab	1
MTB 1321	Technical Mathematics I	3
FFP 1300	Codes and Standards	3
	Total Term Semester Hours	**15**

Term II

BCN 1252C	Building Construction Drawing I	4
EVS 2005	Water Supply	3
*MTB 1322	Technical Mathematics II	3
*PHY 1001	Applied Physics	3
*PHY 1001L	Applied Physics Lab	1
	Total Term Semester Hours	**14**

Term III, Session II

SPC 1024	Introduction to Speech Communications	3
*SUR 2001	Surveying	1
*SUR 2001L	Surveying Lab	2
	Total Term Semester Hours	**6**

Second Year

Term I

*ETG 2530	Strength of Materials	2
*ETG 2530L	Strength of Materials Lab	1
*BCN 2256C	Building Construction Drawing II	4
*SUR 2140C	Route Surveying	3
*ENC 2210	Technical Report Writing	3
	Total Term Semester Hours	**13**

Term II

*ETC 2410	Structural Design	3
*BCN 2614C	Planning and Estimating	3
	Social/Behavioral Sciences	3
BCN 2561	Mechanical and Electrical Systems	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) Courses should be taken in the sequence and term suggested unless approved by the Department Head

It is strongly recommended that students see an academic advisor every term.

Computer Engineering Technology – Associate in Applied Science Degree

The Associate in Applied Science degree in Computer Engineering Technology program prepares students for employment in the fields of computer design and development, data acquisition, microcomputer systems analysis, programming and data communications. Graduates of the program may transfer to upper level BET and BSET programs. Students should consult the colleges to which they wish to transfer.

Option #1 Computer Engineering Technician

First Year

Term I

*EET 1015C	DC Circuits	5
CET 1114C	Digital Techniques	5
MTB 1325	Engineering Technology Mathematics 1	4
	Total Term Semester Hours	**14**

Term II

*EET 1025C	AC Circuits	5
*EET 1141C	Linear Techniques I	5
*MTB 1326	Engineering Technology Mathematics II	4
	Total Term Semester Hours	**14**

Term III, Session II

*CET 1123C	Microprocessors I	4
*CET 1317C	Technical Computer Applications	3
	Total Term Semester Hours	**7**

Term III, Session III

ENC 1101	Composition I	3
	Total Term Semester Hours	**3**

Second Year

Term I

*CET 2253	Applied Operating Systems	4
*CET 2131C	Microprocessors II	5
*CET 2178C	Microcomputer Troubleshooting	4
	Social/Behavioral Science	3
	Total Term Semester Hours	**16**

Term II

CGS 2263	Local Area Networking	3
*EET 2355C	Data Communications	4
	Humanities/Fine Arts Elective	3
*EET 2142C	Linear Techniques II	4
	Total Term Semester Hours	**14**
	Total Program Semester Hours	**68**

Option #2 Computer Networking Specialist

First Year

Term I

EET 1015C	DC Circuits	5
CET 1114C	Digital Techniques	5
*ENC 1101	Composition I	3
*MTB 1325	Engineering Technology Mathematics I	4
	Total Term Semester Hours	**17**

Term II

*CET 2253	Applied Operating Systems	4
*EET 1141C	Linear Techniques I	5
*EET 1025C	AC Circuits	5
	Total Term Semester Hours	**14**

Term III

*CET 1123C	Microprocessors I	4
*CET 1317C	Technical Computer Applications	3
CET 2178C	Microcomputer Troubleshooting	4
	Total Term Semester Hours	**11**

Second Year

Term I

CGS 2263	Local Area Networking	3
*CET 2131C	Microprocessors II	5
*CET 2489C	Networking Technology	2
*EET 2355C	Data Communication	4
	Total Term Semester Hours	**14**

Term II

*CET 2491C	Network Administration	3
	Humanities	3
*CET 2494C	Advanced Networking	3
	Social Science	3
	Total Term Semester Hours	**12**
	Total Program Semester Hours	**68**

*Requires a pre or co-requisite or proper score on a placement test. See course description.

*Students who complete the degree requirements shown on the program sheet will have satisfied the speech requirements for this program only.

Electronics Engineering Technology[1] - Associate in Applied Science Degree

This program prepares students to work as engineering assistants, field service technicians, and as research assistants. This degree may transfer to those upper level institutions offering BET and BSET degrees. Students should consult the colleges to which they wish to transfer. 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. In October 1992, this program was awarded the Secretary of Education's Award for the most outstanding technical program in the ten state region of the southeastern United States.

First Year

Term I

*EET 1015C	DC Circuits	5
CET 1114C	Digital Techniques	5
MTB 1325	Engineering Technology Mathematics 1	4
	Total Term Semester Hours	**14**

Term II

*EET 1025C	AC Circuits	5
*EET 1141C	Linear Techniques 1	5
*MTB 1326	Engineering Technology Mathematics II	4
	Total Term Semester Hours	**14**

Term III. Session II

*CET 1317	Technical Computer Applications	3
*CET 1123C	Microprocessors 1	4
	Total Term Semester Hours	**7**

Term III. Session III

*ENC 1101	Composition I	3
	Total Term Semester Hours	**3**

Second Year

Term I

*PHY 2053	General Physics I	3
*PHY 2053L	General Physics I Lab	1
*CET 2131C	Microprocessors II	5
*SPC 1024	Introduction to Speech Communications	3
*MTB 2324	Calculus for Electronics	4
	Total Term Semester Hours	**16**

Term II

*EET 2326C	Electronic Communications	4
*EET 2142C	Linear Techniques II	4
	Social/Behavioral Science Elective	3
	Humanities/Fine Arts Elective	3
	Total Semester Hours	**14**
	Total Program Semester Hours	**68**

*Requires a pre- or co-requisite or proper score on placement test. See course description in catalog.

(1) Courses should be taken in the sequence and term suggested unless approved by the Department Head.

It is strongly recommended that students see an academic advisor every term.

Telecommunications Engineering Technology – Associate in Applied Science Degree

The Associate in Applied Science degree communications Engineering Technology program prepares students for employment in the rapidly growing telecommunications field. Telecommunications technicians are professionals responsible for installing, calibrating, maintaining and repairing equipment used in fiber optics, cellular networks, cable TV, telephone switching systems, and digital data communications and transmission. Graduates may also be employed in sales, marketing and management in the telecommunications field.

First Year

Term I

CET 1114C	Digital Techniques	5
*MTB 1325	Engineering Technology Mathematics 1	4
*EET 1015C	DC Circuits	5
	Total Term Semester Hours	**14**

Term II

*EET 1141C	Linear Techniques 1	5
*EET 1025C	AC Circuits	5
*ENC 1101	Composition I	3
	Total Term Semester Hours	**13**

Term III

*CET 1317C	Technical Computer Applications	3
*CET 1123C	Microprocessors 1	4
	Total Term Semester Hours	**7**

Second Year

Term I

*CET 2131C	Microprocessors II	5
*EET 2355C	Data Communications	4
*EET 2142C	Linear Techniques II	4
	Humanities	3
	Total Term Semester Hours	**16**

Term II

*EET 2326C	Electronic Communications	4
*EST 2224C	Fiber Optic Communications	2
*EET 2356C	Advanced Communication Technology	3
*EET 2313C	Audio/Video Communications	2
	Social/Behavioral Science	3
	Total Term Semester Hours	**14**
	Total Program Semester Hours	**64**

*Requires a pre or corequisite or proper score on placement test. See course description in this catalog.

Courses should be taken in the sequence and term suggested unless approved by the Department Head.

Students who complete the degree requirements shown on the program sheet will have satisfied the speech requirements for this program.

It is strongly recommended that students see an academic advisor every term.

ENVIRONMENTAL SCIENCE TECHNOLOGY
ASSOCIATE IN SCIENCE DEGREE

This program is designed to prepare students for careers in environmental science. Course work in this program may also be used by individuals currently employed in the field to upgrade their skills or knowledge.

First Year

Term I

ENC 1101	Composition I	3
CHM 1025	Introduction to Chemistry	3
CHM 1025L	Introduction to Chemistry Lab	1
BSC 1005	General Biology	
	OR	
ORH 1000	Horticultural Biology	3
BSC 1005L	General Biology Lab	
	OR	
ORH 1000L	Horticultural Biology Lab	1
SPC 1024	Introduction to Speech Communications	3
#EVR 2930	Environmental Science Seminar	1
	Total Semester Hours	**15**

Term II

*ENC 2210	Professional and Technical Writing	3
*EVR 1009	Environmental Science	3
ORH 1523	Native Upland Plants	2
ORH 1524	Native Wetland Plants	2
*EVS 2893C	Environmental Sampling and Analysis	5
	Total Semester Hours	**15**

Term III, Session II or III

*Math	(MTB 1310 or MAT 1033, or MGF 1107)	3
	Elective	3
	Total Semester Hours	**6**

Second Year

Term I

EVR 1862	Environmental Regulations	3
#EVR 2930	Environmental Science Seminar	1
SOS 2242C	Wetlands Management I	3
*MCB 2013	Microbiology	3
*MCB 2013L	Microbiology Lab	1
	Humanities/Fine Arts Elective	3
	Total Semester Hours	**14**

Term II

#EVR 2949	Co-op Internship	3
GEO 1150C	Introduction to Geographic Information Systems I	4
*PSC 1121	Physical Science	
	OR	
*PHY1001	Applied Physics	3
PSC 1191L	Physical Science Lab	
	OR	
*PHY 1101L	Applied Physics Lab	1
GEO 2370	Conservation of Natural Resources	
	OR	
	Social Science Elective	3
	Total Semester Hours	**14**
	Total Program Semester Hours	**64**

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

#This course can be repeated for credit. Students are required to take it twice.

This program includes three credits of unprescribed electives. Students may wish to consider the following recommended electives: GLY 1010, ZOO 2010, or EDT 1324. Students who are not computer literate are advised to take ETD 1324 prior to enrolling in GEO 1141C.

Geographic Information Systems - Advanced Technical Certificate

Prerequisite: Associate in Science Degree in Environmental Science Technology or departmental approval of related degrees.

GEO 1151C	Introduction to Geographic Information Systems II	3
GEO 1132	Remote Sensing and Applications	3
GEO 1156C	Applications of Geographic Information Systems	3
	Total Semester Credits	**9**

GRAPHIC DESIGN TECHNOLOGY
ASSOCIATE IN SCIENCE DEGREE

The Graphic Design Technology Program is designed to prepare students for the rapidly changing computer driven graphics design industry. The primary job titles are Junior Graphic Artist, Graphics Reporter and Web Designer.

First Year

Term I

ART 1201C	2-D Design	3
ART 1300C	Drawing 1	3
GRA 1500C	Graphic Design Industry	1
GRA 1140C	Principles of Digital Imaging	3
ARH 2000	Art Appreciation	
	OR	
ARH 2050	Art History I	
	OR	
ARH 2051	Art History II	3
OST 1811C	Desktop Publishing	3
	Total Term Semester Credits	**16**

Term II

GRA 1201C	Digital Typography	3
GRA 1151C	Digital Illustration	3
	Mathematics/Science Elective	3
*ART 2230C	Introduction to Graphic Design	4
PGY 1801	Digital Imaging	3
	Total Term Semester Credits	**16**

Term III

GRA 2171C	Advertising and Promotional Design	3
	Total Term Semester Credits	**3**

Second Year

Term I

*GRA 2152C	Advanced Digital Image Design	3
*PGY 2850C	Digital Audio/Video Editing	3
*ART 2231C	Graphic Design II	4
**ENC 1101	Composition I	3
GRA 2841C	Web Publishing	3
	Total Term Semester Credits	**16**

Term II

*GRA 2940C	Graphic Design Internship	3
*GRA 2181C	Graphic Design Portfolio	1
GRA2951C	Art Direction and Final Production	3
SPC 1024	Introduction to Speech Communication	
	OR	
SPC 1600	Introduction to Public Speaking	3
	Psychology Elective	3
	Total Term Semester Credits	**13**
	Total Program Semester Credits	**64**

Completion of the Graphics Design Technology Program will satisfy SACS computer competency standards.

*Requires a pre- or co-requisite
** Requires a proper score on Placement Test

It is strongly recommended that students see an Academic Advisor every term.

INDUSTRIAL MANAGEMENT TECHNOLOGY ASSOCIATE IN APPLIED SCIENCE DEGREE AND ASSOCIATE IN SCIENCE DEGREE

This program provides students, who have obtained competency in a variety of fields, an opportunity to pursue college level education that is appropriate for management roles and upward mobility in their respective fields.

Academic Core Courses Required

ENC 1101	English Composition I	3
	Humanities (Area 2)	3
	Social/Behavioral Sciences (Area 3)	3
MTB 1310	Applied Mathematics	3
SPC 1024	Introduction to Speech Communication	
	OR	
SPC 1600	Introduction to Public Speaking	3
CGS 1000	Introduction to Computers	
	OR	
CGS 1100	Introduction to Computer Applications	3
	Total Academic Core Credits	**18**

Technical Course Requirements

MAN 2021	Introduction to Management	3
MNA 1161	Introduction to Customer Service	3
MNA 2345	Principles of Supervision	3
OST 2335	Communications in the Workforce	3
	OR	
ENC 2210	Professional and Technical Writing	3
MNA 2905	Independent Studies in Industrial Management	3
	OR	
MNA 2949	Co-op Work Experience	3
*MNA 1948	Industrial Technical Practicum	27
	Total Technical Course Credits	**42**
	Total A.A.S. Degree Credits	**60**

Students seeking an Associate in Science degree for the purpose of transferring into a state university shall substitute MTB 1310, Applied Mathematics, with the following:

MAC 1105 College Algebra

*Twenty seven credits will be awarded to students who successfully complete one of the 1300 clock hour or greater technical programs listed below at Atlantic Technical Center (954) 977-2069, McFatter Technical Center (954) 370-8324, or Sheridan Technical Center (954) 985-3220.

Air Conditioning, Refrigeration and Heating Technology
Applied Welding Technology
Apprenticeship Programs (State Approved)
Automotive Collision Repair and Refinishing
Boat and Yacht Repair/Refinishing Technology
Commercial Art Technology
Commercial Foods and Culinary Arts
Commercial Photography Technology
Computer Electronics Technology
Cosmetology
Court Reporting
Drafting
Heavy Duty Truck and Bus Mechanics
Industrial Electricity
Machining Technology
Marine Service Technology
Plumbing Technology
Printing and Graphic Arts
Television Production

Technical education teachers who have completed the Broward County Public Schools ACTIVE Program may substitute vocational education coursework for Technical Education Core Courses.

For additional information, contact the Industrial Management Technology Program Manager at (954) 963-8885 or email tkeller@broward.cc.fl.us

LANDSCAPE TECHNOLOGY PROGRAM [1]
ASSOCIATE IN APPLIED SCIENCE DEGREE

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, growing consumer interest in native and low maintenance landscaping, and higher initial landscape costs have greatly increased the need for educated personnel. The areas of landscape design, landscape contracting, properly done maintenance, plant and turf production, horticultural and structural pest control, and all types of sales-oriented positions have been targeted by the Federal Government as professions with a critical employee shortfall.

Positions are available in both the pest management and horticultural business markets as foremen, draftsmen and field assistants. Sales specialists are needed in all aspects of landscaping, landscape design, retail sales and aspects of pest control. Specifically in horticulture, 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, or 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 in Applied Science curriculum. Most of the courses are offered in the afternoon and evening, one day a week, for the convenience of working students.

The Landscape Technology Program has assumed responsibility for Pest Control courses. The degree and/or credits needed to qualify for the state licensing exam in all operator categories will now be included in the Landscape Technology A.A.S. Degree Program. See course listing for details.

The Pest Control job market has as many opportunities as Landscaping, including residential and commercial pest management, aquatic facilities maintenance, aerial spraying, termite specialization, wholesale jobbers and retail sales opportunities.

In addition to these job opportunities, these two programs offer the student the most economical route into the world of the self-employed. Call the program advisor at (954) 475-6777 for personal counseling before enrolling, if possible. All courses are offered once a year and only in the terms shown.

Requirements for the Associate in Applied Science Degree in Landscape Technology:

First Year

Term I

ENC 1101	Composition I	3
ORH 1000	Horticultural Biology	3
ORH 1000L	Horticultural Biology Lab	1
ORH 1510	Landscape Plant Identification I	4
ENY 1002	Entomology	3
EVR 1009	Environmental Science	3
	Total Term Semester Hours	**17**

Term II

CGS 1100	Introduction to Computer Applications	
	OR	
ETD 1320	Basic CAD	3
*HOS 1031C	Horticultural Practices	5
SOS 1102	Soils and Fertilizers	3
*ORH 1511	Landscape Plant Identification II	4
	Total Term Semester Hours	**15**

Term III, Session II/Session III

	[2]Department Elective	3
	Humanities/Fine Arts Elective	3
	Total Term Semester Hours	**6**

Second Year

Term I

	[2]Department Elective	3
SPC 1024	Introduction to Speech Communications	3
ORH 2820C	Irrigation	3
*ORH 2800	Introduction to Landscape Design	2
IPM 2631	Plant Pest Control	4
	Total Term Semester Hours	**15**

Term II

MTB 1103	[3]Business Mathematics	3
ORH 2841	Landscape Installation	3
IPM 2811	Pest Control and Horticulture Business Administration	3
ORH 2220	Turf Grass Management	3
	Social/Behavioral Science Elective	3
	Total Term Semester Hours	**15**
	Total Program Semester Hours	**68**

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

(1) Students beginning this program should meet with the Program Advisor before registering for classes. All Landscape Technology courses are offered once a year – only in the terms as shown above.

(2) Additional courses offered as Department Electives in Landscape Technology:

TERM I

ORH 1881	Applied Xeriscape/3 credits/alternate years
ORH 2830	Basic Landscape Design Theory/2 credits
ORH 1104	Florida Certified Nursery Professional/3 credits
*ORH 2512	Advanced Landscape Plant Identification III – 3 credits/alternate years
FRC 2005C	Late Season Subtropical Fruits/4 credits

TERM II

ORH 1523	Native Upland Plants/2 credits (IIA)
ORH 1524	Native Wetland Plants/2 credits (IIB)
*ORH 2831C	Landscape Design Studio/4 credits/alt. years
ORH 2843	Landscape Construction and Grading/ 3 credits/alternate years

TERM III, Session II

FRC2004C	Subtropical Fruit Culture/3 credits
ORH 1101	Florida Landscape Plants/3 credits
PLS 2600	Weed Identification and Control/3 credits
HOS 2552	Palm Identification and Selection/3 credits/ alternate years

Pest Control Electives

TERM I

IPM 2612	Household Pests and Control/4 credits

TERM II

IPM 1111C	Insect ID/3 credits
IPM 1301	Pesticides and the Environment/3 credits
IPM 2622	Wood Destroying Pests and their control /4 credits
IPM 2252	Integrated Pest Management 3/credits

ON DEMAND

IPM 2932	Pest Control Seminar/1 credit
ORH 2930	Horticultural Seminar/1 credit
ORH 2949	Field Service/3 credits
IPM 2949	Co-op Work Experience/3 credits

(3) Students considering transfer to a four year institution should take *MAC 1105 College Algebra.

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

Although the A.A.S. degree is not designed to be a transfer degree, transfer to certain four year institutions is possible. See the Counseling and Advisement Office for information.

Landscape Technology and Pest Management 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, pest control, and other subjects.

Pest Control Operations Applied Technology Diploma

To complete the diploma, select any 24 credit hours from the following list:

ENY 1002	Entomology	3
IPM 1111C	Insect Identification	3
IPM 1301	Pesticides and the Environment	3
IPM 2612	Household Pests and Their Control	4
IPM 2622	Wood Destroying Pests and Their Control	4
IPM 2631	Plant Pest Control	4
IPM 2811	Pest Control and Horticultural Business Administration	3
IPM 2932	Pest Control Seminar	1
IPM 2949	Coop Work Experience	3
ORH 2220	Turfgrass Management	3
PLS 2600	Weed Identification and Control	3
IPM 2252	Integrated Pest Management	3

RECREATION TECHNOLOGY
ASSOCIATE IN SCIENCE DEGREE

The Recreation Technology Program leads to an Associate in Science degree. It is designed for individuals seeking employment or advancement in the recreation field.

REQUIRED COURSES MAY BE TAKEN IN ANY ORDER.

First Year

Term

*ENC 1101	Composition I	3
LEI 1000	Introduction to Recreation	3
HSC 2400	First Aid	3
PET 1303	Foundations of Exercise Science	3
PEO 1031C	Individual Sports and Activities	2
	**Activity Course Elective	1
	Total Semester Hours	**15**

Term II

SOP 2002	Social Psychology	3
HSC 2100	Personal and Community Health	3
HLP 1081	Health Fitness	2
PEO 1011C	Team Sports and Activities	2
LEI 1700	Recreation for Special Groups	3
PEL 1041C	Recreation Activities	2
	Total Semester Hours	**15**

Term III

EVR 1009	Environmental Science	3
	**Activity Course Elective	1
	Total Semester Hours	**4**

Second Year

Term I

SPC 1024	Introduction to Speech Communications	3
CGS 1061C	Computer Concepts	1
MNA 2345	Principles of Supervision	3
LEI 2433	Recreation Manager	3
LEI 1260	Outdoor Recreation	3
LEI 2702C	Recreation Therapy	2
	Total Semester Hours	**15**

Term II

	Humanities/Fine Arts Elective	3
HFT 2600	Hospitality Law	3
HFT 1700	Introduction to Tourism Industries Admin	3
LEI 2604	Recreation Technology and Equipment	3
HLP 2929	Co-op Work Experience	3
	Total Semester Hours	**15**

Note: Students are required to complete College Prep Math.

* Requires a pre- or co-requisite or proper score on placement test. See course description in catalog.

**Examples: Swimming,, Sailing, Windsurfing, Golf, Archery, Tennis.

It is strongly recommended that you see an academic advisor every semester.

University Parallel Program

Students enrolled in the University Parallel Program must complete a minimum of 6 hours of English Composition with a grade of "C" or higher. The first composition course in the English sequence is ENC 1101. Following successful completion of ENC 1101, the second course may be either ENC 1102 or ENC 2210.

College Prep English Courses

Students who do not qualify for ENC 1101 must enroll in non-credit College Preparatory courses. These courses are ENC 0010 or ENC 0021. Students enrolled in ENC 0021 are encouraged to enroll in REA 0006C.

Advanced Grammar

LIN 1670 is designed for English majors, students who want further work with grammar, students in beginning foreign language courses, and public school teachers for recertification.

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 for Academic Purposes

English for Academic Purposes 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-1 Visa) and of residents whose native language is not English.

Placement in EAP courses is determined by an interview and placement testing, which includes the writing of a paragraph.

The appropriate combination of reading, 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 the EAP program, students may be eligible to register for ENC 1101 after the CPT (Florida College-Level Entry Placement Test) is taken.

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. ENC 1101 is a pre-requisite for all literature, humanities, and social sciences courses with "writing" credits.

Journalism and Publications

The printing journalism curriculum offers students courses in newspaper reporting and writing, editing, photojournalism, magazine editing and production, newspaper and magazine practicums (independent studies) and a survey of mass communication. Most of the courses provide practical, hands-on training and experience with the college's student publications. Students are prepared for and encouraged to pursue internships or employment with the area's professional media. Student submissions to The Observer, BCC's student newspaper, and P'an Ku, the literary magazine, provide opportunities to participate in state and national competitions. Both publications have won numerous state and national awards. The journalism program prepares students for advanced study in pursuit of a four-year degree, and the coursework may prepare students for employment in entry-level media positions.

Students are encouraged to contact the English Department Heads at Central and South Campuses, or the Communications Department Head at North Campus, regarding their particular interest and recommended courses of study. Suggested program sheets are available from Journalism instructors and in the Academic Advisement Office.

Mathematics

The Mathematics Curriculum has course offerings for mathematics majors and non-mathematics 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, Mathematics Department assessment and recommendations, demonstrated past college performance, and stated goals.

Option I: NON-MAJORS
MAT 0012, MAT 0024 and MAT 1033 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. MAT 1033 may however, carry 3 semester hours of elective credit. MGF 1106, MGF 1107, MAC 1105 and STA 2023 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: MAC 1105, MAC 1140, MAC 1114, MAC 2311, MAC 2312, MAC 2313, MAP 2302, STA 2023, and MAS 2103. MAS 2103 may be taken following MAC 1140 and MAC 1114. MTB 1304 is a nonsequential service course which may be taken concurrently with any other mathematics course. MTB 1310, MTB 1320, MTB 1321, MTB 1322, MTB 1325 and MTB 1326 are designed to meet the needs of students in technical and specialized programs.

A student who earns a "C" or higher 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

Students 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, FRE 2400 and 2401 and/or SPN 2400 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. Effective Fall 1997, transfer students will be denied admission to some Florida Universities if they have not satisfied the Foreign Language Requirement.

Modern Foreign Language Activities

Various travel studies are available through the International Studies Institute. See course descriptions for FRE 1170, and SPN 1170 and available Foreign Study Programs such as the "Semester in Seville, Spain Program".

MFL Laboratory Attendance Requirement

Attendance in the language laboratory is required for students in language courses. Students should note that laboratory attendance and laboratory assignments constitute a portion of the grade in language courses. In all 1120, 1121, and 2200 language courses, one hour of course credit is given for the sixteen minimum hours required in the language laboratory. Night courses, weekend college courses, and open college courses are not exempted from this requirement.

Separate laboratory fees are charged. Students should review the course description of the language course selected in order to see the language laboratory fee for the course.

General Education Humanities Requirement

The following language courses may be used to fulfill three hours of the Area 2B, Humanities General Education Requirements for the A.A. degree:

FRE 2200, FRE 2201, GER 2200, GER 2201, HBR 2200 and HBR 2201, RUS 2200, SPN 2200, SPN 2201, SPN 2400, SPN 2401, SPW 2010, AND SPW 2011.

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. These programs are aired county-wide on cable stations. Enrollment in RTV 2000, Introduction to Radio/Television, and RTV 2220, Television Production I, is suggested for involvement in the "BCC Broadcasters" activity. Students should review the catalog description of these courses and note that lab hours for production work may be required by the instructor.

Students may wish to enroll in experiential learning for one, two, or three hours of credit in Radio/Television. Experiential Learning Cooperative courses allow students to gain on-the-job experience by working at local radio and/or television stations and cable companies.

Reading

The Reading curriculum provides opportunities for students to improve their reading skills, reading rate, study techniques, and vocabulary to enhance their success in college courses and in meeting career goals.

EAP 0320, EAP Preparatory Reading, REA 0004C College Preparatory Reading I, and REA 0006C, College Preparatory Reading II, are College Preparatory Reading courses which teach basic reading and study skills to prepare students for college course work. Recommended co-requisite for EAP 0320: EAP 0385, EAP 0485, or EAP 1540. Recommended co-requisite for REA 0006C: ENC 0021 and ENC 0010.

Reading Laboratory Attendance Requirement

Attendance in the reading laboratory is required for students in reading courses. Students should note that laboratory attendance and laboratory assignments constitute a portion of the grade in reading courses. Night courses, weekend college courses, and open college courses are not exempted from this requirement

Separate reading laboratory fees are charged. Students should review the course description of the reading course selected in order to see the laboratory fee for the course.

REA 1105 is the course designed to help students cope with the challenging demands of college work. Students learn how to read textbooks efficiently, expand vocabulary, increase reading rate, and take notes and tests effectively. All CLAST reading competencies are taught in this course. Recommended co-requisite: ENC 1101.

Science

Biological Sciences

Biological Sciences courses are offered in General Biology, Botany, Zoology, Human Anatomy and Physiology, and Microbiology. Courses for majors in the disciplines of biological science, health science and related fields are offered as well as courses that meet the general education requirements for non-science majors and the specialized needs of technical students. It is assumed that students enrolling in biological courses possess college entry level skills in Reading and Mathematics. Students, depending upon background and academic or professional goals, may enroll in these courses by exercising one of two options.

Option I: NON-MAJORS
BSC 1005, BSC 1005L, BOT 2010, BOT 2010L, EVR 1009, ZOO 2010, ZOO 2010L. These are introductory courses

recommended to meet the general education Biological Science requirement.

Option II: MAJORS
BSC 1010C, BSC 1011C, BSC 1085, BSC 1085L, BSC 1086, BSC 1086L, BOT 2010, BOT 2010L, MCB 2013, MCB 2013L, ZOO 2010, ZOO 2010L. Biology and health-related majors should consult their program sheets for the appropriate combination of introductory courses. These courses meet the general education requirement.

Physical Science

Physical Science courses are offered in Astronomy, Chemistry, Geology, Physics, and Physical Science. Courses for majors in the disciplines of physical science, engineering, and related fields are offered as well as courses that meet the general education requirements of non-science majors and the specialized needs of technical students. It is assumed that students enrolling in physical sciences courses possess college entry level skills in Reading and Mathematics. Students, depending upon background and academic or professional goals, may enroll in these courses by exercising one of three options

Option I: NON-MAJORS
AST 1002, AST 1005, AST 1006, AST 1022L, CHM 1025, CHM 1025L, EVR 1009, GLY 1001, GLY 1010, GLY 1010L, GLY 1100, GLY 1100L, OCE 1001, OCE 1001L, PSC 1121, PSC 1191L, PHY 1001, PHY 1001L. These are introductory courses recommended to meet the general education physical science requirement.

Option II: MAJORS
CHM 1040, CHM 1041, CHM 1045, CHM 1045L, CHM 1046, CHM 1046E, CHM 1046L, CHM 2210, CHM 2210L, CHM 2211, CHM 2211L, PHY 2048, PHY 2048L, PHY 2049, PHY 2049L, PHY 2053, PHY 2053L, PHY 2054, PHY 2054L. Physical science, engineering, and related majors should consult their program sheets for the appropriate combination of introductory courses. These courses meet the general education science requirement.

General Chemistry is offered as either a two-semester sequence (CHM 1045,1046) or as a three-semester sequence (CHM 1040, 1041, 1046E). Entrance into CHM 1045-1046 sequence requires a passing score on an entrance examination. There are two laboratory courses, CHM 1045L which is taken concurrently with either CHM 1041 or CHM 1045; and CHM 1046L which is taken concurrently with either CHM 1046E or CHM 1046. NOTE: Students beginning sequence courses such as CHM 1040, CHM 1041, CHM 1046E; CHM 1045, CHM 1046; CHM 2210, CHM 2211; PHY 2048, PHY 2049; and PHY 2053, PHY 2054; should plan to complete the sequence at this College. 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.

Option III: HEALTH SCIENCES
CHM 1033, CHM 1033L. These courses are required in certain health related programs and do not meet the general education science requirements.

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 3A, 3B, 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 in 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 Conservation, Political Science, International Relations, Public Administration, Philosophy and Religion. An Associate in 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 in Arts Degree programs are available for students who wish to major in these discipline areas. The Department also offers an Associate in 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 Communication

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.

General Education Communication Requirement

Students should note that SPC 1024, Introduction to Speech Communications and SPC 1600, Introduction to Public Speaking, are to be used to fulfill the oral competency requirement for Area 1B of the general education portion of the A.A. degree.

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:

SPC 1600	Introduction to Public Speaking
SPC 1440	Introduction to Group Discussion
SPC 2300	Introduction to Interpersonal Communication
SPC 2330	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:

ORI 1000	Introduction to Oral Interpretation

SPC 1511 Argumentation and Debate
SPC 1600 Introduction to Public Speaking
SPC 2330 Nonverbal Communication

Visual and Performing Arts

The Visual and Performing Arts programs offer students an opportunity to investigate and acquaint themselves with the visual arts, theatre, music, and dance. 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, Graphic Design, Dance, Theatre, and Music in the Counseling and Advisement Office.

Art

The Art curriculum offers the student courses that meet the Associate in Arts Degree requirements and lead to a major or minor in Art or Graphic Design. Students who plan intensive study in Art should confer with an advisor, and are encouraged to contact the Department Head, 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 ART 1300C Drawing I, ART 1330C Life Drawing, ART 1201C 2D Design and ART 1203C 3D Design. In addition, Art majors should take the Art Histories ARH 2050 and ARH 2051.

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.

Music

The Music Program is accredited by the National Association of Schools of Music. The Music curriculum offers an Associate in Arts Degree that represents the first two years of work leading to a degree in Music, 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 major performing organization each term, as well as a Music Theory course until the theory course sequence is completed.

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

MUN 1310 College Singers
MUN 1340 Vocal Ensemble
MUN 1341 Seahawk Singers
MUN 1380 Broward Choral Society
MUO 1501 Opera Workshop
MUO 1502 Opera Production

Instrumental Organizations

MUN 1120 Symphonic Band
MUN 1180 Concert Band
MUN 1210 Symphony Orchestra
MUN 1280 Orchestra
MUN 1430 Brass Ensemble
MUN 1440 Percussion Ensemble
MUN 1460 Chamber Ensemble
MUN 1480 Classical Guitar Ensemble
MUN 1481 Jazz Guitar Ensemble
MUN 1710 Jazz Ensemble
MUN 1711 Jazz Combo
MUN 1780 Popular Music 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, 1 semester hour credit.

Instrument		Secondary		Principal	
		Yr I,	Yr II	Yr I	Yr II
Trumpet	MVB	1211	2221,	1311,	2321
French Horn	MVB	1212	2222,	1312,	2322
Trombone	MVB	1213	2223,	1313,	2323
Baritone Horn	MVB	1214	2224,	1314	2324
Tuba	MVB	1215	2225,	1315	2325
Jazz Piano	MVJ	1210	2220,	1310	2320
Jazz Guitar	MVJ	1213	2223,	1313	2323
Electric Bass	MVJ	1214	2224,	1314	2324
Piano	MVK	1211	2221,	1311	2321
Organ	MVK	1213	2223,	1313	2323
Percussion	MVP	1211	2221,	1311	2321
Violin	MVS	1211	2221,	1311	2321
Viola	MVS	1212	2222,	1312	2322
Cello	MVS	1213	2223,	1313	2323
String Bass	MVS	1214	2224,	1314	2324
Guitar	MVS	1216	2226,	1316	2326
Voice	MVV	1211	2221,	1311	2321
Flute	MVW	1211	2221,	1311	2321
Oboe	MVW	1212	2222,	1312	2322
Clarinet	MVW	1213	2223,	1313	2323
Bassoon	MVW	1214	2224,	1314	2324
Saxophone	MVW	1215	2225,	1315	2325

Theatre

The Theatre curriculum offers courses that are pre-requisites to more advanced work in either educational or professional theatre. Associate in Arts Degree programs with emphasis 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 in Arts Degree.

Practical experience in the art and craft of theatre is provided through Performance and Technical Theatre Lab activities. Students can earn 1 - 3 hours of credit in theatre performance if they are cast in a department production. Students interested in technical theatre can also register for 1 - 3 hours of credit when working on set construction, lighting, sound or in some other technical capacity.

The theatre area mounts a major production each term, including drama, comedy, and musical theatre. All Broward Community College students are encouraged to participate in all theatrical activities and occasionally members of the community are invited to take part, as well. The BCC theatre is proud of its long tradition of staging educational theatre productions of the highest caliber which are routinely awarded superior ratings by the Florida Community College Activities Association.

Wellness Education

The Department of Wellness Education offers a one semester-hour Wellness course HSC 1101C, Introduction to Healthful Living, which emphasizes "wellness" concepts. This course satisfies Area 4D of the general education requirements for the A.A. Degree.

All A.S. Degree students should check their program sheets to see if Wellness is required for their major. No exemptions shall be permitted from the Wellness requirement because of age, veteran status or medical reasons. Students with medical restrictions or physical limitations must provide appropriate documentation and shall participate on a modified basis.

A variety of activity courses will be offered on each campus for student enrichment and improvement. These courses do not count toward the graduation requirement.

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 Wellness instructor. Also, students must inform the instructor of any existing medical problems. The College does not carry insurance to cover accidents that occur during college classes. Students are advised to carry their own insurance.

A program of studies leading to a major in the areas of Wellness, Health, Physical Education, Recreation, and Dance at an upper division institution is available. Program sheets that list suggested courses may be obtained from the Counseling and Advisement Office or the Wellness Education Department. Students are advised to acquaint themselves with the course requirements at the institution to which they plan to transfer and select courses accordingly.

FLORIDA'S STATEWIDE COURSE NUMBERING SYSTEM

Courses in this Catalog are identified by prefixes and numbers that are assigned by Florida's Statewide Course Numbering System. This common numbering system is used by all public postsecondary institutions in Florida and by two participating private institutions. The major purpose of this system is to facilitate the transfer of courses between participating institutions.

Each participating institution controls the title, credit, and content of its own courses and recommends the first digit of the course number to indicate the level at which students normally take the course. Course prefixes and the last three digits of the course numbers are assigned by members of faculty discipline committees appointed for that purpose by the Florida Department of Education in Tallahassee. Individuals nominated to serve on these committees are selected to maintain a representative balance as to type of institution and discipline field or specialization.

The course prefix and each digit in the course number have meaning in the Statewide Course Numbering System (SCNS). The list of course prefixes and numbers, along with their generic titles, is referred to as the "SCNS taxonomy". Descriptions of the content of course are referred to as "course equivalency profiles."

Example of Course Identifier

Prefix	(first digit)	Level Code (second digit)	Century Digit (third digit)	Decade Digit (fourth digit)	Unit Digit Lab Code
SYG	1		0	1	0
Sociology General	Freshman Level at this institution	Entry-Level General Sociology	Survey Course	Social Problems	No laboratory component this course

General Rule for Course Equivalencies

Equivalent courses at different institutions are identified by the same prefixes and the same last three digits of the course number and are guaranteed to be transferable between participating regionally accredited postsecondary institutions that offer the course, with a few exceptions. (Exceptions are listed below)

For example, a survey course in social problems is offered by 31 different postsecondary institutions. Each institution uses "SYG _010" to identify its social problems course. The level code is the first digit and represents the year in which students normally take this course at a specific institution. In the SCNS taxonomy, "SYG" means "Sociology, General", the century digit "0" represents "Entry-Level General Sociology", the decade digit "1" represents "Survey Course", and the unit digit "0" represents "Social Problems".

In science and other areas, "C" or "L" after the course number is known as a lab indicator. The "C" represents a combined lecture and laboratory course that meets in the same place at the same time. The "L" represents a laboratory course or the laboratory part of the course, having the same prefix and course number without a lab indicator, which meets at a different time or place.

Transfer of any successfully completed course from one participating regionally accredited postsecondary institution to another is guaranteed in cases where the course to be transferred is offered by the receiving institution and is identified by the same prefix and last three digits at both institutions. For example, SYG 1010 is offered at a community college. The same course is offered at a state university as SYG 2010. A student who has successfully completed SYG 1010 at the community college is guaranteed to receive transfer credit for SYG 2010 at the state university if the student transfers. The student cannot be required to take SYG 2010 again since SYG 1010 is equivalent to SYG 2010. Transfer credit must be awarded for successfully completed equivalent courses and used by the receiving institution to determine satisfaction of requirements by transfer students on the same basis as credit awarded to native students. It is the prerogative of the receiving institution, however, to offer transfer credit for courses successfully completed which have not been designated as equivalent.

Sometimes, as in Chemistry, a sequence of one or more courses must be completed at the same institution in order for the courses to be transferable to another institution, even if the course prefix and numbers are the same. This information is contained in the individual SCNS course equivalency profiles for each course in the sequence.

The Course Prefix

The course prefix is a three-letter designator for a major division of an academic discipline, subject matter area, or sub-category of knowledge. The prefix is not intended to identify the department in which a course is offered. Rather, the content of a course determines the assigned prefix used to identify the course.

Authority for Acceptance of Equivalent Courses

State Board of Education Rule 6A-10.024(19) Florida Administrative Code, reads:
"When a student transfers among regionally accredited postsecondary institutions that participate in the common course designation and numbering systems, the receiving institution shall award credit for courses satisfactorily completed at the previous participating institutions when the courses are judged by the appropriate common course designation and numbering system faculty task forces 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

isfy requirements in these institutions on the same basis as native dents."

xceptions to the Rule for Equivalencies

he following are exceptions to the general rule for course equivalencies id may not be transferable. Transferability is at the discretion of the ceiving institution:

A. Courses in the 900 - 999 series (i.e., ART 2905)
B. Internships, practica, clinical experiences, and study abroad courses.
C. Performance or studio courses in Art, Dance, Theatre, and Music.
D. Skills courses in Criminal Justice
E. Graduate courses

College preparatory and vocational preparatory courses may not be used to meet degree requirements and are not transferable.

Questions about the Statewide Course Numbering System and appeals regarding course credit transfer decisions should be directed to the Statewide Course Numbering System Coordinator in the Registrar's Office of Broward Community College or the Florida Department of Education, Office of Postsecondary Education Coordination, 1101 Florida Education Center, Tallahassee, Florida 32399-0400. Special reports and technical information may be requested by calling telephone number (850) 488-6402 or SunCom 278-6402.

COURSE INDEX

ACCOUNTING

ACG1003 ACCOUNTING SURVEY (3)
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, Principles of Accounting I. Supplementary review and practice in applying accounting principles is available through usage of computer assisted instructional software. Prerequisite: MTB1103, suggested.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=5.00

ACG2001 PRINCIPLES OF ACCOUNTING I (3)
This course provides an introductory study of the fundamental principles of recording, summarizing and reporting the financial activities of proprietorships. Advisement note: Students achieving less than a grade of "C" may experience academic difficulty in ACG2011, Principles of Accounting II. A grade of less than "C" is not transferable to upper division.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

ACG2011 PRINCIPLES OF ACCOUNTING II (3)
As the second course of the series, this course concludes the study of financial accounting and introduces manufacturing and managerial accounting concepts and procedures. Topics covered include plant assets, accounting for equity rights, cash flow statement, financial statement analysis, cost concepts and job order costing. Advisement note: Students achieving less than a grade of "C" may experience academic difficulty in ACG2071, Managerial Accounting. A grade of less than "C" is not transferable to upper division. Prerequisite: ACG2001.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

ACG2071 MANAGERIAL ACCOUNTING (3)
As the last course of the series, this course concludes the study of manufacturing accounting and managerial accounting. Topics covered include the process cost system, cost behavior, cost-volume-profit analyses, budgeting, profit analysis, responsibility accounting, differential analysis capital investment analysis, quantitative techniques for inventory control, and decision-making under uncertainty. Advisement note: Students achieving less than a grade of "C" may experience academic difficulty in higher level courses. A grade of less than "C" is not transferable to upper division. Prerequisite: ACG2011.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

ACG2100 INTERMEDIATE ACCOUNTING I (3)
This course provides a systematic and in-depth study of the financial statements and underlying records. Special attention is given to the elements composing working capital, investments, and plants assets. Advisement Note: Students achieving less than a grade of "C" in ACG2011, Principles of Accounting II, may experience academic difficulty in this course. Prerequisite: ACG2011.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ACG2110 INTERMEDIATE ACCOUNTING II (3)
As the second course of the series, this course continues an in-depth study of financial statements and underlying records. The elements that comprise the equity side of the balance sheet are emphasized with additional attention given to special problems in income determination and financial reporting. Advisement Note: Students achieving less than a grade of "C" in ACG2100, Intermediate Accounting I, may experience academic difficulty in the course. Offered Term I, Central Campus. Prerequisite: ACG2100.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ACG2360 COST ACCOUNTING (3)
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. Advisement Note: Students achieving less than a grade of "C" in ACG2071 may experience academic difficulty in this course. Prerequisite: ACG2071.
Lecture Hours=0 Lab Hours=48 Other Hours=0 Fees=0.00

TAX2000 INCOME TAX I (3)
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. Offered Terms I and II North and Central Campuses, Term II on South Campus.
Lecture Hours=0 Lab Hours=48 Other Hours=0 Fees=0.00

TAX2010 INCOME TAX II (3)
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. Offered Term II, Central Campus.
Lecture Hours=0 Lab Hours=48 Other Hours=0 Fees=0.00

ANTHROPOLOGY

ANT2000 INTRODUCTION TO ANTHROPOLOGY (3)
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 Area 3B and 8 general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

ANT2100 INTRODUCTION TO ARCHAEOLOGY (3)
The study of past cultures and the ongoing record of human history. This course reviews the major techniques and theories used to interpret culture change through time. Meets Area 3B general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ANT2211 INTRODUCTION TO WORLD ETHNOLOGY PEOPLE (3)
A survey of cultures on differing levels of development, focusing upon subsistence, social organization, religion, art, and culture change. Meets Areas 3B and 8 general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ANT2381 CULTURE AND SOCIETY OF SPAIN (3)
Spanish culture and society includes a study of Spanish life and character as it manifests itself in history, regional personality, celebrations, music, legendary figures, art and architecture. Special emphasis will be given to the southern part of Spain,

Andalusia's, which conserves today the diverse cultural heritage of Europe, Africa, and the Orient (Near East).
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ANT2905 INDEPENDENT STUDY ANTHROPOLOGY (3)
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: Instructor's approval.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ANT2922 ANTHROPOLOGY FIELD SCHOOL (3)
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.
Lecture Hours=21 Lab Hours=0 Other Hours=81 Fees=0.00

ARCHITECTURAL TECHNOLOGY

ARC1301 ARCHITECTURAL DESIGN I (4)
This course offers an overall exposure to graphic and model building techniques, and computer applications, 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 drawings are developed. Corequisite: ARC1701.
Lecture Hours=32 Lab Hours=64 Other Hours=0 Fees=50.00

ARC1302 ARCHITECTURAL DESIGN II (4)
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 and computer software are used to explore the effects of light, shades, and shadows on form, space, and hierarchy. Prerequisites: ARC1301, and ARC1701 with grades of "C" or higher. Corequisite: ARC2201.
Lecture Hours=32 Lab Hours=64 Other Hours=0 Fees=50.00

ARC1701 SURVEY OF ARCHITECTURAL HISTORY (3)
A general survey of social, political, and cultural factors which have generated architecture from prehistoric times through the Fifteenth Century. Meets Area 2H general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=5.00

ARC2201 THEORY OF ARCHITECTURE (3)
The student will explore, research, and analyze various types of buildings and architects while learning the basic principles, theories, concepts, goals and philosophies of architecture according to contemporary professional values. Prerequisites: ARC1301 and ARC1701. Corequisite: ARC1302 with grades of "C" or higher.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=0.00

ARC2303 ARCHITECTURAL DESIGN III (5)
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 with grades of "C" or higher.
Lecture Hours=16 Lab Hours=128 Other Hours=0 Fees=50.00

ARC2304 ARCHITECTURAL DESIGN IV (5)
The final course in the sequence of four design-oriented courses. This course requires the influence of other non-design courses in addressing more complicated projects. The more in-depth principles of enclosure, articulation of edges and surfaces, symbolism, imagery, proportion, geometry, scale, and structure are explored. A portfolio is created from each student's best work for the purpose of transfer admission to a university program. Prerequisites: ARC2303 and ARC2461 with grades of "C" or higher.
Lecture Hours=16 Lab Hours=128 Other Hours=0 Fees=50.00

ARC2461 MATERIALS AND METHODS OF CONSTRUCTI (4)
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. Prerequisite: ARC1301 with a grade of "C" or higher.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

ARC2580 STRUCTURES (4)
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: MAC1105.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

ARC2681 ENVIRONMENTAL TECHNOLOGY (3)
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. Prerequisite: ARC2461.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=5.00

ARC2921 ARCHITECTURE STUDY ABROAD (3)
A combination of classroom preparation plus travel to include sketching, photography, critique and review of architectural history and design. Variable content depending upon areas visited.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

TAR2122 COMMERCIAL ARCHITECTURAL DRAFTING (3)
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.
Lecture Hours=16 Lab Hours=48 Other Hours=0 Fees=5.00

TAR2154 MULTI STORY ARCHITECTURAL DRAFTING (3)
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.
Lecture Hours=16 Lab Hours=48 Other Hours=0 Fees=5.00

ART, FINE AND APPLIED

ARH2000 ART APPRECIATION (3)
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 2C and 8 general education requirement for A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ARH2050 ART HISTORY I (3)
Survey and analysis of architecture, painting, and sculpture as well as applied arts from Prehistory, Antiquity, Medieval, Renaissance

and Baroque art periods, showing the significance of Art development resulting from social, international and cultural influences. Meets Areas 2C and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirement for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ARH2051 ART HISTORY II (3)
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 2C and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ARH2351 SPANISH ART HISTORY (3)
Spanish Art History includes the study of outstanding examples of architecture, painting and sculpture, emphasizing the early Roman and Moorish contributions as well as the great Spanish painters of the Renaissance and the 19th and 20th Centuries. Included in this course are cultural trips to museums, galleries and monuments in Seville.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ART1201C 2 D DESIGN (3)
Two-dimensional study of form, principles of organization and the elements of design fundamental for creative work in 2-D visual arts.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=0.00

ART1203C 3D DESIGN (3)
Three-dimensional study of form, principles of organization and elements of design fundamental for creative work in 3-D visual arts.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=10.00

ART1300C DRAWING I (3)
Study of landscape and still life composition utilizing wet and dry drawing media.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=0.00

ART1301C DRAWING II (3)
An extension of the content of Drawing I with increased concentration upon analytical description, pictorial composition, and drawing as a means of visual communication of ideas. Prerequisite: ART1300C.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=0.00

ART1330C LIFE DRAWING (3)
Study of human and animal forms utilizing various wet and dry media. Prerequisite: ART1300C.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=30.00

ART1600C COMPUTER ART (3)
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 art and graphic art applications. A knowledge of programming is not required.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=20.00

ART2205C COLOR AND COMPOSITION (3)
A basic course in the exploration of color theories, color systems, and color relativity in regard to optical sensation, lighting variation and psychological impact.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=0.00

ART2230C INTRODUCTION TO GRAPHIC DESIGN (4)
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. Prerequisite: ART1201C, ART1300C.
Lecture Hours=32 Lab Hours=64 Other Hours=0 Fees=0.00

ART2231C GRAPHIC DESIGN II (4)
Production studio techniques for graphic design, featuring preparation of art for reproduction using the computer as a graphic problem-solving tool, combining test, image, and digital design. Intended for art majors who wish to pursue a BFA degree in Graphic Design or want to seek entry employment. Prerequisite: ART2230C.
Lecture Hours=32 Lab Hours=64 Other Hours=0 Fees=0.00

ART2400C BEGINNING PRINTMAKING (3)
A study of the processes and techniques in Intaglio and Relief printing. Prerequisites: ART1300C or ART1201C or instructor's approval.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=25.00

ART2500C PAINTING I (3)
An introduction to creative techniques and composition applied to oil painting and acrylic media. Prerequisites: ART1300C and ART1201C.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=0.00

ART2501C PAINTING II (3)
A creative exploration of oil or acrylic techniques and/or water media with an emphasis on composition. Prerequisite: ART2500C.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=0.00

ART2540C WATERCOLOR (3)
A creative exploration of watercolor techniques and media with an emphasis on composition. Prerequisite: ART1201C or ART1300C.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=0.00

ART2701C SCULPTURE (3)
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: ART1203C or instructor's approval.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=25.00

ART2750C CERAMICS I (3)
Study of basic ceramic shaping techniques, glazing, decorating and firing.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=35.00

ART2751C CERAMICS II (3)
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: ART2750C or instructor's approval.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=35.00

ART2905 INDEPENDENT STUDY (3)
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 ART1203C. Exceptions to prerequisite may be considered by the Art Department Head.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=0.00

ART2906 INDEPENDENT STUDY: CERAMICS (3)
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: ART1203C, ART2750C, ART2751C and Instructor's approval.
Lecture Hours=96 Lab Hours=0 Other Hours=0 Fees=35.00

ART2907 INDEPENDENT STUDY: DRAWING (3)
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 Instructor's approval.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=0.00

ART2908 INDEPENT STUDY: SCULPTURE (3)
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: ART1203C, ART2701C and instructor's approval.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=25.00

ART2909 INDEPENDENT STUDY: PAINTING (3)
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: ART2500C, ART2501C, and Instructor's approval.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=0.00

ART2930C SPECIAL TOPICS: PAINTING (3)
A painting studio course centered around topics of current interest or 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. Prerequisites: ART2500C, ART2501C.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=0.00

ART2932C SPECIAL TOPIC: CERAMICS (3)
A ceramics studio course centered around topics of current interest or 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. Prerequisite; ART2750C, ART1203C or Instructor's approval.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=35.00

ART2950 SEMINAR IN ART (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ART2951 SEMINAR IN ART (6)
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.
Lecture Hours=96 Lab Hours=0 Other Hours=0 Fees=0.00

GRA2142C WEB DESIGN (3)
Intended for Art/Graphic Design majors who will apply sound design principles toward delivering images for the world wide web. The student will develop an understanding of how the internet is used by commerce, how it functions in the marketplace, and how Graphic Designers apply their skills to a digital media. The student will create web pages/sites, coordinate web structures, and learn basic web-site management techniques. Prerequisite: ART1201C, ART1300C, and ART2230C.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=50.00

PGY2401C PHOTOGRAPHY I (3)
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.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=20.00

PGY2410C PHOTOGRAPHY II (3)
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: PGY2401C or Instructor's approval.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=20.00

PGY2905 INDEPENDENT STUDY: PHOTOGRAPHY (3)
A directed, independent study course available to both majors and non-majors who wish to investigate a particular problem related to the photographic process. Prerequisites: PGY2401C, PGY2410C or Instructor's approval. Exceptions to prerequisite will be considered by the Art Department Head.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=20.00

ASTRONOMY

AST1002 HORIZONS IN ASTRONOMY (3)
This is an Open College directed self-study program consisting of five (5) on-campus meetings and supplemental videotape viewing at home. The course introduces the origin, characteristics, and evolution of the solar system, stars, and galaxies and studies the 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 4B general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=15 Lab Hours=0 Other Hours=33 Fees=10.00

AST1005 ASTRONOMY OF THE SOLAR SYSTEM (3)
Primarily descriptive and conceptual study of the solar system and astronomical methods of general interest. Evening observing sessions in addition to the scheduled course hours may be required. An astronomy Lab is recommended. Prerequisite: MAT0024 with a grade of "C" or higher. Meets Area 4B general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AST1006 ASTRONOMY OF STARS AND GALAXIES (3)
Primarily descriptive and conceptual study of objects and events beyond the solar system in our galaxy and in other galaxies. Meets Area 4B general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree. Prerequisite: MAT0024 with a grade of "C" or higher.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AST1022L ASTRONOMY LAB (1)
A basic Lab 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: AST1002, AST1005 or AST1006. One three hour lab per week. Meets Area 4C general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=0 Lab Hours=48 Other Hours=0 Fees=12.00

AST1037 SCIENTIFIC SEARCH FOR LIFE IN THE (3)
This interdisciplinary course examines the nature and history of life on earth, possible life- allowing environments within the solar system and in the detecting life in the universe at large. Topics of discussion include the evolution and biochemistry of terrestrial life, the formation of organic compounds in the solar system and other extraterrestrial environments, physical constraints, equipment, and strategies for detecting intelligent life in the universe.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AST2042 CLASSICS OF ASTRONOMY (3)
This course utilizes classics of astronomical prose to explore selected topics in the history of astronomy. Emphasis will be upon astronomers' gradual recognition of the physical nature of the sun, planets, stars, galaxies and other celestial objects. Science prerequisite: one Astronomy course at the level of AST1002, AST1005 or AST1006 or one Physics course at the level of PHY2053 or higher, English Prerequisite: ENC1101 Honors.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AST2080 PLANETARIUM EDUCATION (3)
Course for teachers and students of Education. Study of the use of the Planetarium in Education. Various audiovisual 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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AST2082 ASTRONOMY FOR TEACHERS I: ANCIENT AND HISTORY (3)
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 A.A. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AST2083 ASTRONOMY FOR TEACHERS II: THE SOLAR SYSTEM (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AST2084 ASTRONOMY FOR TEACHERS III: STARS (3)
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 education requirements for the A.A. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AUTOMOTIVE TECHNOLOGY

AER1010 INTRODUCTION TO AUTOMOTIVE TECHNOLO (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AER1111 AUTOMOTIVE ENGINE REPAIR (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AER1300 ELECTRICAL SYSTEMS (4)
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.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

AER1310 ELECTRONICS (3)
A course designed to teach the fundamental principles of electronics and to introduce the application of electronics in the modern automobile.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AER2112 ADVANCED ENGINE PERFORMANCE (3)
A course designed to teach the latest in computer engine controls, electronic fuel injection systems, emission controls and electronic instrumentation systems. This course includes theory of operation and construction, troubleshooting and repair.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AER2171 HEATING AND AIR CONDITIONING THEORY (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AER2230 MANUAL DRIVE TRAIN AND AXLES (3)
A course designed to teach the principles, operations, diagnosis and repair of manual transmissions and transaxles, drive shafts, axles, clutches and four-wheel drive systems. Special emphasis will be given to safety and the specific tools and instruments to be used.
Lecture Hours=24 Lab Hours=48 Other Hours=0 Fees=0.00

AER2251 AUTOMATIC TRANSMISSIONS AND TRANSAX (3)
A course designed to teach the principles, operations, diagnosis and repair of automatic transmissions and transaxles. Special emphasis will be given to safety procedures and the specific tools and instruments used.
Lecture Hours=24 Lab Hours=48 Other Hours=0 Fees=0.00

AER2410 BRAKE SYSTEMS AND CHASSIS REPAIR (4)
A course to teach the principles and operations of brake systems including disc systems, split systems, hydraulic cylinders, valving systems, traction control systems, and to provide practical experience in the repair of these systems. Topics include basic

brake theory, drum brake systems, split systems, disc brake systems, hydraulic cylinders, machining and measuring techniques, power boosters, and road tests procedures. special emphasis will be given to safety procedures and specific tools and equipment to be used.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

AER2450 STEERING AND SUSPENSION SYSTEMS (3)
A course designed to teach the principles of steering systems, suspension systems, and wheel alignment and to provide practical experience in repairing automobile suspension and steering systems, aligning front ends and balancing tires. Topics include wheel balancing, suspension systems, suspension angle and lines, wheel alignment, standard steering gears, power steering systems and frames. Special emphasis will be given to safety procedures, and the specific tools and instruments to be used.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AER2520 ENGINE PERFORMANCE (3)
A course designed to teach the principles and procedures of engine tune up and repair, and emission control systems.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AER2700 AUTOMOTIVE SERVICE MANAGEMENT (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ARR1010 INTRODUCTION TO AUTOBODY (3)
A course designed to introduce the field of autobody repair. Topics include auto body careers, shop safety, tools and equipment, an overview of materials and processes used in auto body repair and refinishing procedures.
Lecture Hours=24 Lab Hours=48 Other Hours=0 Fees=0.00

ARR2120 AUTOBODY REFINISHING (6)
A course designed to teach intermediate and advanced concepts and techniques of Autobody Refinishing. This course includes surface preparation, spray equipment, paint systems, chemistry, matching, mixing and applying, finish defects, special finishes and safety and environmental protection procedures.
Lecture Hours=48 Lab Hours=96 Other Hours=0 Fees=0.00

ARR2290 ADVANCED AUTOBODY REPAIR (9)
A course designed to teach intermediate and advanced concepts and techniques of Autobody Repair. This course includes manufacturing processes and materials, damage assessment, body measurement, advanced welding, exotic metal and plastic panel repairs, unibody and frame straightening, glass, convertible top and electrical system repair.
Lecture Hours=72 Lab Hours=144 Other Hours=0 Fees=0.00

DIM1001 DIESEL ENGINE FUNDAMENTALS (3)
A course designed to teach the principles, operations, and maintenance of automotive and light truck diesel engines, electrical systems, emission control systems, lubrication and exhaust systems.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

DIM1010 ADVANCED DIESEL ENGINE AND REPAIR (6)
A course designed to teach the principles, operations, maintenance diagnosis, and repair of medium and heavy vehicle diesel engines. Topics include diagnosis, and repair of cylinder head and valve train, engine block, lubrication, system, cooling system, air induction and exhaust systems, fuel system and engine brakes. Prerequisite: DIM1001.
Lecture Hours=48 Lab Hours=96 Other Hours=0 Fees=0.00

AVIATION MAINTENANCE TECHNOLOGY

AMT0001 BASIC ELECTRICITY (3)
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. Student fee charged.
Lecture Hours=34 Lab Hours=50 Other Hours=0 Fees=50.00

AMT0010 AIRCRAFT DRAWINGS (1)
This course covers aircraft drawings, care and use of blueprints, isometrics, orthographic and auxiliary projection lines and section, dimensions, limits, tolerances and allowances, geometric, construction, practical layout work and identification of standard parts and material, use of instruments, drawing and interpretation of free hand sketches of repairs and alterations, and use of various types of charts and graphs.
Lecture Hours=11 Lab Hours=15 Other Hours=0 Fees=0.00

AMT0020 WEIGHT AND BALANCE (1)
Familiarizes the student with the importance of weight and balance control, the procedures 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. Student fee charged.
Lecture Hours=16 Lab Hours=23 Other Hours=0 Fees=25.00

AMT0030 FLUID LINES AND FITTINGS (1)
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.
Lecture Hours=8 Lab Hours=16 Other Hours=0 Fees=0.00

AMT0040 MATERIALS AND PROCESSES (2)
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-destructive 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 torquing methods, safety wiring, use of precision measuring equipment, shop safety, and technicians' ethics and legal responsibilities.
Lecture Hours=39 Lab Hours=41 Other Hours=0 Fees=0.00

AMT0050 GROUND OPERATIONS AND SERVICING (1)
Familiarizes the student with the proper methods of starting ground operating, servicing and securing aircraft.
Lecture Hours=10 Lab Hours=19 Other Hours=0 Fees=0.00

AMT0060 CLEANING AND CORROSION CONTROL (1)
Provides experience in detecting, identifying, removal, and treatment of the various types of corrosion found on ferrous and non-ferrous metals. The course deals with the types of cleaners and methods of cleaning aircraft and aircraft components. Student fee charged.
Lecture Hours=12 Lab Hours=26 Other Hours=0 Fees=25.00

AMT0070 APPLIED MATHEMATICS (0)
Reviews principles of mathematical functions and studies their application to aircraft and powerplant maintenance operations
Lecture Hours=13 Lab Hours=7 Other Hours=0 Fees=0.00

AMT0081 FAR'S, FORMS & PRIVILEGES (1)
Familiarizes the student with FAA regulations, advisory circulars, and other government and industry publications, proper terminology and procedures for the execution of log books and major repair and alteration forms, and privileges and limitations as they apply to the certified mechanic. Student fee charged.
Lecture Hours=19 Lab Hours=16 Other Hours=0 Fees=10.00

AMT0090 BASIC PHYSICS (0)
Provides an understanding of energy and matter and how their relationships apply to aircraft maintenance.
Lecture Hours=13 Lab Hours=7 Other Hours=0 Fees=0.00

AMT0110 AIRCRAFT WOOD STRUCTURES (0)
Aircraft wood structures are covered in this section and familiarizes the student with the different types of wood used in aircraft structures as well as methods of repair to wood structures. Student fee charged.
Lecture Hours=9 Lab Hours=2 Other Hours=0 Fees=25.00

AMT0115 AIRCRAFT COVERINGS (0)
Student will gain knowledge and skills to inspect, test, and repair fabric-covering materials. The student will be able to select and apply all types of fabric covering, including the synthetics types, and use of proper materials to finish the material. Student fee charged.
Lecture Hours=8 Lab Hours=4 Other Hours=0 Fees=40.00

AMT0120 AIRCRAFT FINISHES (1)
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. Student fee charged.
Lecture Hours=10 Lab Hours=20 Other Hours=0 Fees=0.00

AMT0130 SHEET METAL STRUCTURES (5)
Student is provided with knowledge and skills needed to inspect, maintain, and repair sheet metal structures and components. The course provides the student an introduction to fiberglass, composite and other type non-metallic structural materials and methods of construction using these materials. Student fee charged.
Lecture Hours=41 Lab Hours=116 Other Hours=0 Fees=75.00

AMT0140 AIRCRAFT WELDING (1)
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.
Lecture Hours=15 Lab Hours=25 Other Hours=0 Fees=50.00

AMT0155 ASSEMBLY AND RIGGING (2)
Student 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. Student fee charged.
Lecture Hours=20 Lab Hours=45 Other Hours=0 Fees=40.00

AMT0160 AIRFRAME INSPECTION (0)
Students will acquire the knowledge and skills needed to perform a 100 hour inspection of an aircraft. The student will demonstrate knowledge of FARs 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. Student fee charged.
Lecture Hours=5 Lab Hours=15 Other Hours=0 Fees=25.00

AMT0200 LANDING GEAR SYSTEMS (3)
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 retractable landing gear systems will be covered in detail. Student fee charged.
Lecture Hours=35 Lab Hours=50 Other Hours=0 Fees=50.00

AMT0210 HYDRAULIC AND PNEUMATICS SYSTEMS (2)
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, type of seals, pumps, and differences between hydraulics and pneumatics. Student fee charged.
Lecture Hours=35 Lab Hours=40 Other Hours=0 Fees=50.00

AMT0220 CABIN ATMOSPHERE CONTROL SYSTEMS (1)
This unit covers the various systems used to condition air and cabin pressurization as well as practical experience in inspecting, checking, troubleshooting, and servicing the oxygen system. Student fee charged.
Lecture Hours=20 Lab Hours=30 Other Hours=0 Fees=40.00

AMT0230 AIRCRAFT INSTRUMENTS SYSTEMS (1)
A basic familiarization of aircraft instruments and their function to include removal, installation, and the installed testing of such instruments. Student fee charged.
Lecture Hours=15 Lab Hours=10 Other Hours=0 Fees=40.00

AMT0240 COMMUNICATIONS AND NAVIGATION SYSTEM (1)
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. Student fee charged.
Lecture Hours=25 Lab Hours=5 Other Hours=0 Fees=40.00

AMT0250 AIRCRAFT FUEL SYSTEMS (1)
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. Student fee charged.
Lecture Hours=17 Lab Hours=23 Other Hours=0 Fees=40.00

AMT0260 AIRCRAFT ELECTRICAL SYSTEMS (3)
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. Student fee charged.
Lecture Hours=45 Lab Hours=55 Other Hours=0 Fees=50.00

AMT0270 POSITION AND WARNING SYSTEMS (1)
This course presents the student with the inspection, servicing and maintaining of position and warming systems. Included in this area are navigation lights, beacons, and lights indicating the position of various aircraft components. Student fee charged.
Lecture Hours=10 Lab Hours=20 Other Hours=0 Fees=40.00

AMT0285 ICE, RAIN, & FIRE PROTECTION (1)
Introduces the student to the basics of ice and rain control as it relates to aircraft surfaces, propellers, windshields, and other components. Methods of ice prevention and ice elimination are taught, provides the student with the knowledge and skills needed in the operation, inspection, checking, troubleshooting, and repair of airframe fire detecting and extinguishing systems. Student fee charged.
Lecture Hours=10 Lab Hours=20 Other Hours=0 Fees=40.00

AMT0300 RECIPROCATING ENGINES (6)
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 and bearings used in reciprocating engines. Student fee charged.
Lecture Hours=58 Lab Hours=133 Other Hours=0 Fees=150.00

AMT0310 TURBINE ENGINES (3)
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. Corequisites: AMT0300, AMT0400, MAT0420, AMT0320. Student fee charged.
Lecture Hours=55 Lab Hours=55 Other Hours=0 Fees=75.00

AMT0320 ENGINE INSPECTION (0)
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. Student fee charged.
Lecture Hours=4 Lab Hours=11 Other Hours=0 Fees=40.00

AMT0400 ENGINE INSTRUMENT SYSTEMS (1)
Students will have a knowledge of operation, installation, marking and interpretation of powerplant instruments powered by or actuated by non-electrical means. They will be able to install, adjust, and calibrate instruments in accordance with FAA and manufacture's recommendations. This course will provide experience in inspection, checking, servicing, troubleshooting, and repair of engine instrument systems that are electrical in nature. Student fee charged.
Lecture Hours=10 Lab Hours=15 Other Hours=0 Fees=25.00

AMT0410 ENGINE FIRE PROTECTION SYSTEMS (0)
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. Student fee charged.
Lecture Hours=5 Lab Hours=10 Other Hours=0 Fees=40.00

AMT0420 ENGINE SLECTRICAL SYSTEMS & APU'S (2)
This course provides knowledge and skills necessary to perform electrical repairs, installations, adjustments, and service. The subject area includes alternators, generators, voltage regulation, and paralleling of generators. The student will be introduced to the operational principles of auxiliary power units. Student fee charged.
Lecture Hours=24 Lab Hours=35 Other Hours=0 Fees=75.00

AMT0435 LUBRICATION SYSTEMS (2)
Provides a comprehensive knowledge of the purpose and function of lubricants and lubrication system for powerplants. Gives experience in identifying and selecting lubricants, as well as, inspecting, checking, servicing and troubleshooting repair of the system and components. Student fee charged.
Lecture Hours=30 Lab Hours=40 Other Hours=0 Fees=75.00

AMT0440 IGNITION SYSTEMS (3)
Students will have 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. Student fee charged.
Lecture Hours=38 Lab Hours=47 Other Hours=0 Fees=75.00

AMT0450 ENGINE FUEL SYSTEMS (1)
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. Student fee charged.
Lecture Hours=10 Lab Hours=15 Other Hours=0 Fees=0.00

AMT0451 FUEL METERING SYSTEMS (2)
Provides the student with the necessary information and practice necessary to inspect, check, service, troubleshoot, and repair reciprocating and turbine fuel metering system. The theory and practical application of carburetion, fuel injection systems, and water injection systems are also learned. Fuel pumps, filters, and strainers are discussed and practical experience is gained in these areas. Student fee charged.
Lecture Hours=24 Lab Hours=35 Other Hours=0 Fees=75.00

AMT0460 INDUCTION SYSTEMS (1)
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. Student fee charged.
Lecture Hours=11 Lab Hours=14 Other Hours=0 Fees=40.00

AMT0475 ENGINE COOLING & EXHAUST SYSTEMS (1)
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 system. This course will also 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. Student fee charged.
Lecture Hours=13 Lab Hours=17 Other Hours=0 Fees=40.00

AMT0490 PROPELLERS AND UNDUCTED FANS (3)
This unit of instruction is designed to cover aircraft engine and turbo prop installations. Areas dealt with are: propeller fundamentals and terminology, synchronizing and ice control systems, identification and selection of propeller lubricants, balancing of propellers, propeller control systems, propeller governing systems, and installation, troubleshooting and removal of propellers. The theory of unducted fans is presented. Student fee charged.
Lecture Hours=41 Lab Hours=49 Other Hours=0 Fees=75.00

AMT1001 BASIC ELECTRICITY (2)
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.
Lecture Hours=34 Lab Hours=50 Other Hours=0 Fees=50.00

AMT1010 AIRCRAFT DRAWINGS (1)
This course covers aircraft drawings, care and use of blueprints, isometrics, orthographic 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 instruments, drawing and interpretation of free hand sketches of repairs and alterations, and use of various types of charts and graphs.
Lecture Hours=11 Lab Hours=15 Other Hours=0 Fees=0.00

AMT1020 WEIGHT AND BALANCE (1)
Familiarizes the student with the importance of weight and balance control, the procedures for weighting 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.
Lecture Hours=16 Lab Hours=23 Other Hours=0 Fees=25.00

AMT1030 FLUID LINES AND FITTINGS (1)
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.
Lecture Hours=8 Lab Hours=16 Other Hours=0 Fees=50.00

AMT1040 MATERIALS AND PROCESSES (2)
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-destructive 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 torquing methods, safety wiring, use of precision measuring equipment, shop safety, and technician's ethics and legal responsibilities.
Lecture Hours=39 Lab Hours=41 Other Hours=0 Fees=25.00

AMT1050 GROUND OPERATIONS AND SERVICING (1)
Familiarizes the student with the proper methods of starting ground operating servicing and securing aircraft.
Lecture Hours=10 Lab Hours=19 Other Hours=0 Fees=50.00

AMT1060 CLEANING AND CORROSION CONTROL (1)
Provides experience in detecting, identifying, removal, and treatment of the various types of corrosion found on ferrous and nonferrous metals. The course deals with the types of cleaners and methods of cleaning aircraft and aircraft components.
Lecture Hours=12 Lab Hours=26 Other Hours=0 Fees=25.00

AMT1070 APPLIED MATHEMATICS (1)
Reviews principles of mathematical functions and studies their application to aircraft and powerplant maintenance operations.
Lecture Hours=13 Lab Hours=7 Other Hours=0 Fees=0.00

AMT1081 FAR'S, FORMS AND PRIVILEGES (1)
Familiarizes the student with FAA regulations, advisory circulars, and other government and industry publications, proper terminology and procedures for the execution of log books and major repair and alteration forms, and privileges and limitations as they apply to the certified mechanic. Student fee charged.
Lecture Hours=19 Lab Hours=16 Other Hours=0 Fees=10.00

AMT1090 BASIC PHYSICS (1)
Provides an understanding of energy and matter and how their relationships apply to aircraft maintenance.
Lecture Hours=13 Lab Hours=7 Other Hours=0 Fees=0.00

AMT1110 AIRCRAFT WOOD STRUCTURES (1)
Aircraft wood structures are covered in this section and familiarizes the student with the different types of wood used in aircraft structures as well as methods of repair to wood structures. Student fee charged.
Lecture Hours=9 Lab Hours=2 Other Hours=0 Fees=25.00

AMT1115 AIRCRAFT COVERINGS (1)
Student will gain knowledge and skills to inspect, test, and repair fabric covering materials. The student will be able to select and apply all types of fabric covering, including the synthetics types, and use of proper materials to finish the material.
Lecture Hours=8 Lab Hours=4 Other Hours=0 Fees=40.00

AMT1120 AIRCRAFT FINISHES (1)
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.
Lecture Hours=10 Lab Hours=20 Other Hours=0 Fees=40.00

AMT1130 SHEET METAL STRUCTURES (4)
Student is provided with knowledge and skills needed to inspect, maintain, and repair sheet metal structures and components. The course provides the student an introduction to fiberglass, composite and other type non-metallic structural material and methods of construction using these materials. Student fee charged.
Lecture Hours=41 Lab Hours=116 Other Hours=0 Fees=75.00

AMT1140 AIRCRAFT WELDING (1)
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.
Lecture Hours=15 Lab Hours=25 Other Hours=0 Fees=50.00

AMT1155 ASSEMBLY AND RIGGING (2)
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.
Lecture Hours=20 Lab Hours=45 Other Hours=0 Fees=40.00

AMT1160 AIRFRAME INSPECTION (1)
Students will acquire the knowledge and skills needed to perform a 100 hour inspection of an aircraft. The student will demonstrate knowledge of FARs 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.
Lecture Hours=5 Lab Hours=15 Other Hours=0 Fees=25.00

AMT1170 TEST /REVIEW/PRACTICAL (1)
A summary of airframe repair and maintenance procedures. Review for FAA airframe certificate written, oral and practical exams.
Lecture Hours=13 Lab Hours=25 Other Hours=0 Fees=80.00

AMT1200 LANDING GEAR SYSTEMS (2)
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.
Lecture Hours=35 Lab Hours=50 Other Hours=0 Fees=50.00

AMT1210 HYDRAULIC AND PNEUMATICS SYSTEMS (2)
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.
Lecture Hours=35 Lab Hours=40 Other Hours=0 Fees=50.00

AMT1220 CABIN ATMOSPHERE CONTROL SYSTEMS (1)
This unit covers the various systems used to condition air and cabin pressurization as well as practical experience in inspecting, checking, troubleshooting, and servicing the oxygen system. Student fee charged.
Lecture Hours=20 Lab Hours=30 Other Hours=0 Fees=40.00

AMT1230 AIRCRAFT INSTRUMENTS SYSTEMS (1)
A basic familiarization of aircraft instruments and their function to

include removal, installation, and the installed testing of such instruments.
Lecture Hours=15 Lab Hours=10 Other Hours=0 Fees=40.00

AMT1240 COMMUNICATIONS AND NAVIGATION SYSTEM (1)
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.
Lecture Hours=25 Lab Hours=5 Other Hours=0 Fees=40.00

AMT1250 AIRCRAFT FUEL SYSTEMS (1)
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.
Lecture Hours=17 Lab Hours=23 Other Hours=0 Fees=40.00

AMT1260 AIRCRAFT ELECTRICAL SYSTEMS (3)
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.
Lecture Hours=45 Lab Hours=55 Other Hours=0 Fees=50.00

AMT1270 POSITION AND WARNING SYSTEMS (1)
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.
Lecture Hours=10 Lab Hours=20 Other Hours=0 Fees=40.00

AMT1285 ICE, RAIN, & FIRE PROTECTION (1)
Introduces the student to the basics of ice and rain control as it relates to aircraft surfaces, propellers, windshields, and other components. Methods of ice prevention and ice elimination are taught, provides the student with the knowledge and skills needed in the operation, inspection, checking, troubleshooting, and repair of airframe fire detecting and extinguishing systems. Student fee charged.
Lecture Hours=10 Lab Hours=20 Other Hours=0 Fees=40.00

AMT2300 RECIPROCATING ENGINES (6)
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.
Lecture Hours=58 Lab Hours=133 Other Hours=0 Fees=150.00

AMT2310 TURBINE ENGINES (2)
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.
Lecture Hours=55 Lab Hours=55 Other Hours=0 Fees=75.00

AMT2320 ENGINE INSPECTION (1)
A course study 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.
Lecture Hours=4 Lab Hours=11 Other Hours=0 Fees=40.00

AMT2400 ENGINE INSTRUMENT SYSTEMS (1)
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 manufacture's recommendations. This course will provide experience in inspection checking, servicing, troubleshooting, and repair of engine instrument systems that are electrical in nature.
Lecture Hours=10 Lab Hours=15 Other Hours=0 Fees=25.00

AMT2410 ENGINE FIRE PROTECTION SYSTEMS (1)
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.
Lecture Hours=5 Lab Hours=10 Other Hours=0 Fees=40.00

AMT2420 ENGINE ELECTRICAL SYSTEMS & APU'S (2)
This course provides knowledge and skills necessary to perform electrical repairs, installations, adjustments, and service. The subject area includes alternators, generators, voltage regulation, and paralleling of generators. The student will be introduced to the operational principles of auxiliary power units. Student fee charged.
Lecture Hours=24 Lab Hours=35 Other Hours=0 Fees=75.00

AMT2435 LUBRICATION SYSTEMS (2)
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, servicing and troubleshooting repair of the system and components.
Lecture Hours=30 Lab Hours=40 Other Hours=0 Fees=75.00

AMT2440 IGNITION SYSTEMS (2)
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.
Lecture Hours=38 Lab Hours=47 Other Hours=0 Fees=75.00

AMT2450 ENGINE FUEL SYSTEMS (1)
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.
Lecture Hours=10 Lab Hours=15 Other Hours=0 Fees=40.00

AMT2451 FUEL METERING SYSTEMS (2)
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.
Lecture Hours=24 Lab Hours=35 Other Hours=0 Fees=75.00

AMT2460 INDUCTION SYSTEMS (1)
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.
Lecture Hours=11 Lab Hours=14 Other Hours=0 Fees=40.00

AMT2475 ENGINE COOLING & EXHAUST SYSTEMS (1)
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. This course will also 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. Student fee charged.
Lecture Hours=13 Lab Hours=17 Other Hours=0 Fees=40.00

AMT2490 PROPELLERS AND UNDUCTED FANS (2)
This unit of instruction is designed to cover aircraft engine and turbo prop installations. Areas dealt with are: propeller fundamentals and terminology, synchronizing and ice control systems, identification and selection of propeller lubricants, balancing of propellers, propeller control systems, propeller governing systems, and installation, troubleshooting and removal of propellers. The theory of unducted fans is presented. Student fee charged.
Lecture Hours=41 Lab Hours=49 Other Hours=0 Fees=75.00

AVIATION TECHNOLOGY

ASC1010 HISTORY OF AVIATION (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ASC1100 NAVIGATIONAL SCIENCE I (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ASC1210 METEOROLOGY (3)
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
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ASC1550 AERODYNAMICS (3)
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: ATT1100, or private pilot's license.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ASC1610 AIRCRAFT ENGINES, STRUCTURES, AND SYSTEMS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ASC2110 NAVIGATION SCIENCE II (3)
Methods and procedures for the solution of advanced pilotage and dead reckoning problems. Functioning, capabilities, and limitations of radio navigation systems. Prerequisite: ASC1100 or a private pilot's license. 3hrs. Lec. Term I and II.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ASC2320 AVIATION LAW AND REGULATIONS (3)
An introduction and analysis of the regulations and laws governing airport and airline operations, incorporating aviation safety. Topics of discussion include the major regulations to include: Federal Aviation Regulations (FARS) 77, 107, 108, 121, 129, 135, 139, 150, 191, and NTSB 830. These topics will include navigable airspace, airport noise and the applicable Advisory Circulars (A/C) that explain compliance. Additionally, these topics of discussion will include an overview of how the regulations are governed and administered, compliance with overview of how the regulations are governed and administered, compliance with regulations, non- compliance, and management of government regulations.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ASC2870 AVIATION SAFETY (3)
The primary goal of this course is to provide aspiring aviation professionals with a comprehensive understanding and enhanced awareness of aviation safety. Class participation in analyzing the probable cause of selected aviation accidents, field trips, and guest speakers will be featured. Federal agencies which regulate aviation, with emphasis on those concerned with safety will be studied. Information on how flight affects the human body and actions to minimize adverse effects.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ATF1100 PRIMARY FLIGHT (3)
This course provides the flight training and experience required by the Federal Aviation Regulations Part 141 for a private certificate. It will consist of a minimum of 38.5 flight hours and 5 hours in a flight training device (FTD). Flight training fees are paid directly to the College in advance. Corequisite: ATT1100 and ASC1100.
Lecture Hours=2 Lab Hours=50 Other Hours=0 Fees=25.00

ATF2200 COMMERCIAL FLIGHT 1 (3)
This course continues the training and experience begun in primary flight. Together with ATF2300 and ATF2400 it 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 in advance to the College. Term I, II, and III.
Lecture Hours=10 Lab Hours=80 Other Hours=0 Fees=0.00

ATF2210 COMMERCIAL FLIGHT 11 (3)
This course continues the training and experience of commercial flight I. Together with ATF2300 it provides the training and aeronautical experience required under FAR Part 141 for the FAA Commercial Pilot Certificate with instrument rating. Prerequisite: ATF2200 or Instructor's permission. Student pays flight costs in advance to College.
Lecture Hours=10 Lab Hours=80 Other Hours=0 Fees=0.00

ATF2300 COMMERCIAL FLIGHT 111 (3)
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. Student will qualify for commercial pilot certificate upon completion of this course. Prerequisite: ATF2210 or Instructor's permission and ATT2110. Student pays flight cost in advance to College.
Lecture Hours=10 Lab Hours=80 Other Hours=0 Fees=0.00

ATF2400 MULTI ENGINE TRANSITION (1)
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.
Lecture Hours=5 Lab Hours=20 Other Hours=0 Fees=0.00

ATF2500 FLIGHT INSTRUCTOR TRAINING (2)
The flight and ground instruction to train a commercial pilot to be a flight instructor. Consist of the number of dual and solo flying hours and oral instruction required 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 in advance to College. Term I, II and III.
Lecture Hours=15 Lab Hours=30 Other Hours=0 Fees=0.00

ATF2600 FLIGHT SIMULATOR TRAINING (1)
A total of 15 hours of training in one of the flight training devices 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 I, II and III.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=75.00

ATF2630 BASIC INSTRUMENT SIMULATOR (I)
A total of 15 hrs. 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.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=100.00

ATF2660 FLIGHT SIMULATOR TURBOPROP (I)
A total of 16 hours of training in the turboprop flight simulator located in the Flight Simulator Lab at the South Campus. The course consists of 6 hours of ground school and 10 hours of training in the simulator. This course may be taken as an elective in any of the aviation programs. Flight Training Coordinator's prior approval is necessary.
Lecture Hours=6 Lab Hours=0 Other Hours=10 Fees=200.00

ATT1100 AERONAUTICAL SCIENCE (3)
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 FAA regulations, and introduction to meteorology. Successful completion of ATT1100 and ASC1100 will prepare students for the FAA private pilot (airplane) written examination.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ATT2110 COMMERCIAL FLIGHT THEORY (3)
Provides the aeronautical information needed to satisfactorily complete the FAA Commercial Pilot Knowledge Exam. Subject matter is tailored to the needs of the advanced pilot. It includes aerodynamics, airplane performance and systems, navigation, physiological factors, Federal Aviation Regulations and weather. It is recommended to complete the instrument rating before taking this course. Prerequisites: ATT1100 and ASC1100 or FAA Private Pilot Certificate.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ATT2120 INSTRUMENT FLIGHT THEORY (3)
Prepares student for FAA Instrument Rating (Airplane) Exam. 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, the airways system, IFR charts, regulations and procedures as related to instrument flight. Prerequisite: ASC2110, or Commercial Pilot's License and ASC1210. 3 hrs Lec. Terms I and II.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ATT2940 DIRECTED STUDIES IN AIR TRAFFIC CON (3)
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.
Lecture Hours=0 Lab Hours=640 Other Hours=0 Fees=0.00

AVM1440 AIRPORT AND AILINE SECURITY (3)
An introduction and analysis of the regulations and laws governing airport and airline security, including an in-depth look at Federal Aviation Regulations (FARs) 107, 108, 121, 129, AND 191. Topics of discussion include; a historical perspective and events that have led to the evolution of aviation security, preventive measures, and current trends in security. An introduction to terrorist activities, motives, weapons of mass destruction, and countermeasures at threats to aviation.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AVM1940 AIRPORT OPERATIONS INTERNSHIP I (3)
Practical applicable of acquired knowledge at a certificated airport. Student exposed to airside related environment including airfield inspections, security inspections and enforcement, air traffic control system, navigational aids, airspace inspections and familiarizations, wildlife issues, environmental impacts. Landside issues such as parking management, ground transportation systems, operational contract administration, revenue control systems, equipment monitoring, and bus operations. Terminal building operations including, physical building inspections, passenger services, passenger flow characteristics, tenant and contractual lease requirements, safety and security of passenger terminals. The student is introduced to airport maintenance programs and systems as well as general aviation environment.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

AVM2301 GENERAL AVIATION MARKETING AND MANAGEMENT (3)
This course is designed to provide an overview of the general aviation industry including its history and important role within the air transportation sector of the economy. The varied uses of general aviation aircraft and the management and marketing role of the fixed base operator are thoroughly explored. Included are the 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 the management of corporate/business aircraft and commuter airlines.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AVM2410 AIRPORT MANAGEMENT (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AVM2450 AIRPORT PLANNING AND DESIGN (3)
Introduction to the initial design of airports and adaptations made as airports experience growth. Topics of discussion include;

analysis of runway and taxiway design, terminal ramp areas, terminal facilities, airport parking and roadway systems based on airport capacity forecasts, intended use, funding, and community demographics. Discussions also include the modification and adaptation of existing airport facilities, airport master plans, air cargo facilities, airport access, and environmental impacts of airport planning and design.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AVM2510 AIRLINE MANAGEMENT (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AVM2941 AIRPORT OPERATIONS INTERNSHIP II (3)
Practical application of acquired knowledge at a certificated airport. The student will be exposed to the finance, business, legal, and public relations aspects of Airport Management. Intern will gain experience in the collection of rents and allocation of monies in airport operation. Receive knowledge on how grant money is applied for and received as well as the business aspect of leasehold compliance. Exposure to legal aspect of airport operation, including compliance with federal and state laws, liability claims and procedures. Exposure to Airport Planning, Airport Master Plan, construction and refurnishment of airport facilities, airport layout plan, and airspace studies. Work with airport public relations and marketing personnel on communicating with media and marking the airport as a business enterprise toward potential airlines and tenants. Prerequisite: AVM1940.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

AVM2950 AVIATION EDUCATION TRAVEL SEMINAR (1)
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 subcommittees and Federal agencies that shape the aviation industry. Student will also have a guided tour of aeronautical museums or facilities.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

BANKING

BAN1004 PRINCIPLES OF BANKING (3)
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 function, teller functions, bank loans and investments, bank accounting, bank regulation and control, and contemporary issues in the financial services industries.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BAN1161 CORPORATE SECURITIES SERVICES (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BAN1231 COMMERCIAL LENDING (3)
This course provides a conceptual framework for the study of commercial lending. It focuses on how the commercial lending business is organized and 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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BAN1241 BANK CARDS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BAN1403 TRUST INVESTMENTS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BAN1413 SECURITIES PROCESSING (3)
This course describes the range of securities related activities in which banks can engage. Topics cover the operational aspect of processing securities, administering consumer and corporate trust accounts, and the bank's investment portfolio.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BAN1742 BANK MANAGEMENT (3)
This course covers the objectives of the banking business and the formulation of policies Bank functions of deposits, lending, investment, trusts, and international banking are examined. Funds management, planning and analysis of performance are also included.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BAN2114 DEPOSIT OPERATIONS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BAN2155 INTERNATIONAL BANKING (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BAN2213 ANALYZING FINANCIAL STATEMENTS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BAN2240 CONSUMER LENDING (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BAN2253 RESIDENTIAL MORTGAGE LENDING (2)
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.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

BAN2400 TRUST OPERATIONS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BAN2401 TRUST BUSINESS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BAN2412 FINANCIAL PLANNING (3)
This course surveys the process by which a coordinated plan is developed to achieve specific financial objectives. The course content includes the financial planning process, its applications, concepts and issues.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BAN2782 BANK INVESTMENTS AND FUNDS MANAGEMENT (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BIOLOGICAL SCIENCE

BOT2010 GENERAL BOTANY (3)
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. Corequisite: BOT2010L. Meets Area 4A general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BOT2010L GENERAL BOTANY LAB (1)
Laboratory experiments and field trips to accompany BOT2010. Dissection exercises included. Corequisite: BOT2010. One two hour period weekly. Meets Area 4C general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=25.00

BSC0230 COMPARATIVE VERTEBRATE ANATOMY (4)
Comparative morphological and embryological study of the vertebrates; phylogenetic relationships and evolutionary sucessions including man are emphasized. Three lectures and one two-hour Lab period a week. Prerequisite Biology 101 and 102. Credit, 4 semester hours.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BSC0240 GENETICS (3)
Study of principles of herdity and the effects of environment with particular emphasis on the higher plants and animals. Laboratory experiments to illustrate the machanism of heredity. Class is scheduled for four one-hour periods weekly, two of which are usually devoted to laaboratory work. Prerequisite: BIO 150 ands BIO160 or instructor approval.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BSC1005 GENERAL BIOLOGY (3)
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 BSC1005L). Meets Area 4A general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

BSC1005L GENERAL BIOLOGY LAB (1)
Two hours of Lab weekly which may be taken concurrently with BSC1005. For students planning to transfer where Lab is required for science credit. Dissection exercises included. Meets Area 4C general education requirements for the A.A. degree. Meets Area 4 or 5 general education requirements for the A.S. degree. One two hour period weekly. Pre or corequisite: BSC1005. Special fee charged.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=15.00

BSC1010C INTRODUCTION TO BIOLOGY I (4)
This course is the first of a two-semester sequence introducing Science majors to biological principles including Cell Structure and Function, Cell Reproduction, Biochemistry and Cell Metabolism, Classical and Molecular Genetics, and Genetic Engineering. Laboratory exercises complement Lecture topics. Dissection exercises included. 3 hours Lecture, 3 hours Laboratory per week. Special fee charged. Co or Prerequisite: CHM1040 or CHM1045 with a grade of "C" or higher. Meets Area 4A general education requirements for the A.A. degree. Meets Area 4 or 5 general education requirements for A.S. degree.
Lecture Hours=48 Lab Hours=48 Other Hours=0 Fees=35.00

BSC1011C INTRODUCTION TO BIOLOGY II (4)
This course is the second of a two semester sequence introducing Science majors to Biological principles including a study of the Five Kingdoms, Evolution and Population Dynamics, and Ecology. Laboratory exercises compliment Lecture topics. Dissection exercises included. 3 hours Lecture, 3 hours Laboratory per week. Special fee charged. Prerequisite: BSC1010C, with a grade of "C" or higher. Meets Areas 4A general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=48 Other Hours=0 Fees=35.00

BSC1085 HUMAN ANATOMY AND PHYSIOLOGY I (3)
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. 3 hrs. Lec. per week. Meets Area 4A general education requirements for the A.A. degree. Meets Area 4 or 5 general education requirements for the A.S. degree. CHM1033, CHM1040, or CHM1045 is very strongly recommended as a prerequisite (see your program requirements). Corequisite: BSC1085L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BSC1085L HUMAN ANATOMY AND PHYSIOLOGY I LAB (1)
Laboratory exercises coordinated with BSC1085 including microscope observation, experimentation, study of anatomical models, and dissection. Dissection exercises included. Meets Area 4C general education requirements for A.A. degree. Meets Area 4 or 5 general education requirements for the A.S. degree. 2 hrs. lab. per week. Special fee charged. CHM1033, CHM1040, or CHM1045 is strongly recommended as a prerequisite (see your program requirements). Corequisite: BSC1085.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=15.00

BSC1086 HUMAN ANATOMY AND PHYSIOLOGY II (3)
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. Meets Area 4A general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree. 3 hrs. lec. wk. CHM1033, CHM1040, or CHM1045 is very strongly recommended as a prerequisite (see your program requirements). Prerequisites: BSC1085 and BSC1085L with a grade of "C" or higher. Corequisite: BSC1086L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BSC1086L HUMAN ANATOMY AND PHYSIOLOGY II LAB (1)
Laboratory experiments coordinated with BSC1086, including microscope observation, study of anatomical models and dissection. Dissection exercises included. Meets Area 4A general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree. CHM1033, CHM1040, or CHM1045 is very strongly recommended as a prerequisite (see your program requirements). Prerequisites: BSC1085 and BSC1085L with a grade of "C" or higher. Corequisite: BSC1086. Special fee charged.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=25.00

BSC1810 BIOLOGY PRINCIPLES FOR TEACHERS I (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BSC1811 BIOLOGY PRINCIPLES FOR TEACHERS II (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BSC1815 SURVEY OF BIOLOGY FOR ELEMENTARY TE (3)
Topics in biology which relate to the state- required minimum basic skills for K-5th grade will be explored including the definition of life, process of science, five kingdoms of organisms, animal biology, plant biology, human senses and ecology. Demonstrations and hands-on activities will be integrated into the program designed to strengthen the students' knowledge base in biology. Course meets state certification requirements for elementary school teachers. Does not meet A.A. general education requirements.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BSC2421C METHODS IN IMMUNOLOGY (3)
The intent of this course is to provide students with a working knowledge of the theory and pratice of current Lab technologies in biology. Topics to be covered will include Lab safety, media preparation, cell culture techniques, cell kinetics, production of hybridomas, antibody screening, antibody purification, biochemical and immunoassays, fluorescent microscopy, and flow cytometry. Prerequisites: CHM1025, CHM1033, or CHM1040; BSC1005 and BSC1005L or BSC1010C.
Lecture Hours=32 Lab Hours=48 Other Hours=0 Fees=45.00

EVR1009 ENVIRONMENTAL SCIENCE (3)
Study of the physical environment, its relationship with the biosphere, and man's impact upon natural systems. Meets Area 4A or 4B general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree. Prerequisite: MAT0024.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MCB2013 MICROBIOLOGY (3)
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: Four hours of coursework in the biological sciences, including Lab, and three hours of chemistry, with a minimum grade of "C". Corequisite: MCB2013L. Meets Area 4A general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MCB2013L MICROBIOLOGY LAB (1)
This lab course will complement Lecture topics and include the application of fundamental techniques in the isolation cultivation, and identification of microorganisms. Prerequisite: Four hours of coursework in the biological sciences, including Laboratory, and three hours of chemistry, with a minimum grade of "C". Corequisite: MCB2013. Two 1.5 hour sessions per week. Meets Area 4C general education requirements for the A.A. degree. Meets Area 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=0 Lab Hours=48 Other Hours=0 Fees=45.00

ZOO2010 GENERAL ZOOLOGY (3)
Basic course pertaining to the development, anatomy, physiology, genetics, ecology and natural relationships of the animal kingdom. Meets Areas 4A general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree. Corequisite: ZOO2010L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ZOO2010L GENERAL ZOOLOGY LAB (1)
Laboratory experiments and activities to accompany ZOO2010. one two-hour period weekly. Special fee charged. Dissection of animals is a component of this course. Meets Area 4C general education requirements for the A.A. degree. Meets Areas 4 or 5

general requirements for the A.A. degree. Meets 4 or 5 general education requirements for the A.S. degree. Corequisite: ZOO2010.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=30.00

BUILDING CONSTRUCTION AND CIVIL ENGINEERING

BCN1252C BUILDING CONSTRUCTION DRAWING I (4)
This is the first in a two-course sequence of construction drawing courses. The first half of the semester will include a review of basic drafting techniques. The second half will be devoted to an in-depth study of residential construction working drawings and how they are prepared. AutoCAD will be used extensively as one of the tools for preparing drawings. Prerequisite: CGS1000 or instructor approval.
Lecture Hours=48 Lab Hours=48 Other Hours=0 Fees=12.00

BCN1272 BUILDING CONSTRUCTION PLANS INTERPRETATION (2)
This course is designed to 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.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

BCN1930 BUILDING CONSTRUCTION SPECIAL TOPIC (2)
An introductory course for the student presently working in the building construction industry. Subjects include the South Florida Building Code, formwork and shoring.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

BCN2256C BUILDING CONSTRUCTION DRAWING II (4)
This is the second in the two-sequence of building construction drafting courses. The focus of this course will be on the development of advanced drafting techniques while gaining an understanding of more complex construction procedures for commercial buildings. Advanced AutoCAD techniques will be used extensively as one of the tools for preparing drawings. Prerequisite: BCN1252C.
Lecture Hours=48 Lab Hours=48 Other Hours=0 Fees=12.00

BCN2276 CONSTRUCTION PLAN REVIEW (2)
A course of training to prepare the student to function as an examiner of construction documents for permit to erect structures in compliance with all appropriate building codes. The course is designed around the mechanics of review presently employed by every municipality and other permitting agencies. This course is of particular value to presently employed inspectors preparing for promotion to the position of Plan Reviewer and presently employed reviewers who wish to hone skills, as well as students seeking a career in building code enforcement.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

BCN2561 MECHANICAL AND ELECTRICAL SYSTEMS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

BCN2614C CONSTRUCTION PLANNING AND ESTIMATING (3)
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.
Lecture Hours=16 Lab Hours=48 Other Hours=0 Fees=0.00

BCN2742 CONTRACTOR'S LICENSE PREPARATION (4)
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. Prerequisites: BCN1272, BCN1610, BCN1930, or equivalent experience. Corequisites: BCN1740, BCN1750, BCN2614C, or equivalent experience.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=7.00

BCT1600 BUILDING CONSTRUCTION ESTIMATING FUNDAMENTALS (2)
An analysis and determination of building construction costs. Commences with the classification of materials, labor, and subcontracted work into the smallest manageable units. Development of a simple estimate for a residential structure.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

BCT1743 BUILDING CONSTRUCTION LAW (2)
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 to owner, architect, and subcontractor; mechanics lien law; bonds; labor law; and other statutes and ordinances regulating contractors.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

BCT1750 BUILDING CONSTRUCTION FINANCING (2)
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.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

BCT2760 BUILDING CODES AND REGULATIONS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=15.00

ETC1250 MATERIALS AND PROCESSES (2)
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.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

ETC1250L MATERIALS TESTING LAB (1)
Introduction of ASTM procedures for testing concrete, steel, soils, and other building materials. This course should be taken concurrently with ETC1250.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

ETC2450 STRUCTURAL DESIGN (3)
Simplified design of reinforced concrete structures including beams, columns, footings, retaining walls and pile foundations. Classification of soils and interpretation of borings from the standard penetration test. Prerequisite: ETG2530 or equivalent.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ETG2530 STRENGTH OF MATERIALS (2)
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. Prerequisites: MTB1321, MTB1322, PHY1001 or instructor approval.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

ETG2530L STRENGTH OF MATERIALS LAB (1)
Laboratory sessions emphasize typical solution of problems applied to structural engineering with the help of computers. This course should be taken concurrently with ETG2530. Prerequisites: MTB1321, MTB1322, PHY1001 or instructor's approval.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=0.00

EVS2005 WATER SUPPLY AND WASTE WATER DISPOSAL (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EVS2005L WATER SUPPLY AND WASTEWATER DISPOSAL (1)
A field trip-based course designed to complement the topics in EVS2005 and to provide the students with on-site, hands-on experience in the areas of water treatment, wastewater treatment, water distribution, water storage, and storm water. Pre or Corequisite: EVS2005. Special fee charged.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=10.00

SUR2001 SURVEYING I (1)
The theory of construction surveying including the use and care of surveying instruments. This course should be taken concurrently with SUR2001L. Prerequisites: MTB1321 and MTB1322 or instructor approval.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

SUR2001L SURVEYING I LAB (2)
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. Prerequisites: MTB1321 and MTB1322 or instructor approval.
Lecture Hours=0 Lab Hours=48 Other Hours=0 Fees=0.00

SUR2140C ROUTE SURVEYING (3)
Highway surveying including horizontal and vertical curves. Traverse computations using the electronic calculator. Familiarization with advanced techniques such as laser, tellurometer and geodimeter equipment. Prerequisites: SUR2001 SUR2001L.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=0.00

BUSINESS LAW

BUL2241 BUSINESS LAW I (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

BUL2242 BUSINESS LAW II (3)
This course provides a study of the legal principles covering negotiable instruments, creditors' rights and secured transactions; agency, employer-employee relations; franchises, insurance, bankruptcy, partnerships, coporations, and real property.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

BUSINESS MATH

MTB1103 BUSINESS MATHEMATIC (3)
This course emphasizes the application of mathematics to selected business topics and problems. In addition, it includes material in linear equations and descriptive statistics.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

QMB2100 QUANTITATIVE METHODS IN BUSINESS (3)
This course applies quantitative methods to business problems with emphasis on learning to select the appropriate problem solving method, applying the chosen method, and interpreting the solution. The use of quantitative methods in managerial decision making is a continuous focus of this course. Management problems are used and written managerial recommendations are required. Prerequisite: MAC1102
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CARDIOVASCULAR TECHNOLOGY

CPT1200 CARDIOPULMONARY PHARMACOLOGY (3)
This course provides an overview of drugs related to the cardiopulmonary system with special emphasis on the drugs used to treat cardiac and pulmonary patients. Prerequisite: RET1485.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CPT2420 INVASIVE CARDIOLOGY I (3)
Introduces the student to diagnostic procedures performed in the cardiac catheterization Laboratory. Emphasis is made on left and right heart catheterization techniques and hemodynamics, operation of x-ray equipment and film processing, sterile techniques and application of resulting data for patient diagnosis. Corequisites: CPT1200, CPT2420L, CPT2842L. Prerequisites: CPT2620, CPT2620L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CPT2420L INVASIVE CARDIOLOGY I LAB (2)
This Lab course provides an orientation to the cardiac catheterization Lab with practical application, including x-ray equipment and film processing, sterile technique, physiologic monitoring, intra-aortic balloon pump and emergency protocols. Corequisites: CPT1200, CPT2420, CPT2842L. Prerequisites: CPT2620, CPT2620L.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=35.00

CPT2421 INVASIVE CARDIOLOGY II (3)
This course introduces the student to the intervention procedures performed in the cardiac catheterization Lab, including, percutaneous transluminal coronary angioplasties, special valvuloplasties, peripheral angioplasties, post procedural care and electrophysiology studies. Prerequisites: CPT2420, CPT2420L, CPT2842L. Corequisites: CPT2421L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CPT2421L INVASIVE CARDIOLOGY II LAB (2)
This Lab course introduces the student to the intervention procedures performed in the cardiac catheterization Lab, including percutaneous transluminal coronary angioplasties, special valvuloplasties, peripheral angioplasties, post procedural care and electrophysiology studies. Prerequisites: CPT1200, CPT2420, CPT2420L. Corequisites: CPT2421.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=35.00

CPT2620 NON INVASIVE CARDIOLOGY (3)
This course provides an introduction to cardiovascular testing using vector cardiography, electrocardiology, graded exercise testing, nuclear cardiology and basic echocardiography. Performance competency and patient safety will be emphasized. Prerequisite: Admission to the Cardiovascular Technology Program. Corequisites: RET1485. Prerequisites: MAT1033, BSC1085, ENC1101.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CPT2620L NON INVASIVE CARDIOLOGY LAB (1)
This Lab course provides the student an opportunity to develop skills in non-invasive cardiovascular testing using EKG, Holter monitors, stress tests and echocardiography. Performance

competency and patient safety will be emphasized. Prerequisites: Admission to the Cardiovascular Technology Program. Corequisites: CPT2620, RET1485. Prerequisites: MAT1033, BSC1085, CHM1033.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=25.00

CPT2840L CARDIOPULMONARY CLINIC I (4)
This course provides an orientation to clinic experience with diagnostic procedures in the cardiac catheterization laboratories. This includes observing, assisting with set-up for procedures and gaining practical knowledge of the administrative duties involved in the operation of the cardiac catheterization Lab. Prerequisite: Admission to the Cardiovascular Technology Program. Corequisites: CPT2421, CPT2421L.
Lecture Hours=0 Lab Hours=0 Other Hours=256 Fees=53.00

CPT2841L CARDIOPULMONARY CLINIC II (4)
This course provides clinical experience with all aspects of diagnostic and interventional procedures in cardiac catheterization laboratories. Emphasis is on observation and assistance of PTCA's with special intervention devices such as TEC, DCA and stents. Upon completion of this course students will be proficient in all aspects of the invasive cardiac catheterization Lab. Prerequisites: CPT2840L.
Lecture Hours=0 Lab Hours=0 Other Hours=256 Fees=28.00

CPT2842L CARDIOPULMONARY CLINIC III (4)
This course provides clinical experience with various aspects of non-invasive cardiology, including electrocardiography, Holter monitoring, stress testing, nuclear medicine, cardiac rehabilitation, and echocardiography in affiliated hospitals. Corequisites: CPT1200, CPT2420, CPT2420L. Prerequisites: CPT2620, CPT2620L.
Lecture Hours=0 Lab Hours=0 Other Hours=256 Fees=28.00

CPT2920 CARDIOVASCULAR PATHOPHYSIOLOGY (3)
This course provides an overview of the pathogenesis and pathophysiology of the major cardiac diseases. Prerequisites: CPT2421, CPT2421L. Corequisite: CPT2840L
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CAREER PLANNING WORKSHOP

SLS1261 LEADERSHIP (3)
The purpose of this course is to provide effective leadership skills for student leaders to help them develop an ethical, value grounded leadership style for future educational, organizational and community leadership roles.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=15.00

SLS1301 CAREER PLANNING WORKSHOP (2)
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.).
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=15.00

SLS1341 EMPLOYABILITY SKILLS (1)
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.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=15.00

SLS1501 COLLEGE SUCCESS SKILLS (1)
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.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

CHEMISTRY

CHM1025 INTRODUCTION TO CHEMISTRY (3)
Selected topics from general chemistry and organic chemistry. 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, oxidation-reduction chemistry, energy, hydrocarbon nomenclature, functional groups of organic chemistry, and nuclear chemistry. Prerequisite: MAT0024 with a grade of "C" or higher. Meets Area 4B general education requirements for the A.A. degree. Meets Area 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CHM1025L INTRODUCTION TO CHEMISTRY LAB (1)
Laboratory experiments to accompany CHM1025. Special fee charged. Prerequisite: MAT0024. Corequisite: CHM1025. Meets Area 4C general education requirements for the A.A. degree. Meets Area 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=10.00

CHM1033 CHEMISTRY FOR HEALTH SCIENCES (3)
Selected topics from general chemistry, organic chemistry and biochemistry. This course is designed specifically for Nursing and other Allied Health Technology students. Prerequisite: MAT0024 or appropriate assessment scores.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CHM1033L CHEMISTRY FOR HEALTH SCIENCES LAB (1)
Laboratory exercises to accompany CHM1033. including Inorganic, Organic and Biochemical experiments. 2 hrs. lab/wk. Prerequisites: MAT0024 or appropriate assessment scores. Corequisite: CHM1033.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=10.00

CHM1040 GENERAL CHEMISTRY A (EXPANDED SEQUENCE) (3)
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: MAT1033 with a grade of "C" or higher. Meets Area 4B general education requirements for the A.A. degree. Meets Area 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CHM1041 GENERAL CHEMISTRY B (EXPANDED SEQUENCE) (3)
Second course of a three semester sequence, CHM1040, 1041, 1046E. This sequence includes two labs; 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, solution, acid base chemistry, ionic reactions, oxidation reduction, thermodynamics and descriptive chemistry of non-metals. 3 hrs lec/wk. Prerequisite: CHM1040 with a grade of "C" or higher. Corequisite CHM1045L, MAC1102. Meets Areas 4B general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=15.00

CHM1045 GENERAL CHEMISTRY I (3)
First course in a two term sequence, CHM1045 and CHM1046. This sequence includes two labs CHM1045L to be taken concurrently with CHM1045; and CHM1046L to be taken with CHM1046. Topic covered include chemical measurements, stoichiometry, atomic structure, periodic table, chemical bonding, inorganic compounds nomenclature and formula writing, gases, liquids, solids, solutions, acid base chemistry and ionic reactions and descriptive chemistry of non-metals. To enroll, students must pass a department placement exam or obtain departmental approval. Pre or corequisite: MAT1005 with a grade of "C" or higher. Corequisite: CHM1045L. Meets Area 4B general education requirements for the A.A degree. Meets Area 4 or 5 general education requirements for the a.s. degree. 3 hrs. lec/wk.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CHM1045L GENERAL CHEMISTRY I LAB (1)
Laboratory experiments to accompany CHM1041 or CHM1045. Corequisite: CHM1041 or CHM1045. Special fee charged. Meets Area 4C general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=0 Lab Hours=48 Other Hours=0 Fees=15.00

CHM1046 GENERAL CHEMISTRY II (3)
Final course in the two semester sequence, CHM1045, and CHM1046. This sequence includes two labs: 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, an introduction to organic chemistry and highlights of descriptive chemistry of metals. Prerequisite: CHM1045 and CHM1045L with a grade of "C" or higher. Corequisite: CHM1046L. Meets Area 4B general requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CHM1046E GENERAL CHEMISTRY C (EXPANDED SEQUENCE) (3)
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, MAC1105 with a grade of "C" or higher. Corequisite: CHM1046L. Meets Area 4B general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CHM1046L GENERAL CHEMISTRY II LAB (1)
Laboratory experiments to accompany CHM1046 or CHM1046E Prerequisite: CHM1041 or CHM1045 and CHM1045L with a grade of "C" or higher. Corequisite: CHM1046 or CHM1046E. Special fee charged. Meets Area 4C general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=0 Lab Hours=48 Other Hours=0 Fees=15.00

CHM1093 PRINCIPLES OF CHEMISTRY FOR TEACHER (3)
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 hands on activities and demonstrations. This course will not satisfy the general education requirements for the A.A. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CHM1094 PRINCIPLES OF CHEMISTRY FOR TEACHER (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CHM2120 QUANTITATIVE ANALYSIS (3)
This course deals with methods of quantitative chemical analysis using instruments and techniques such as the analytical balance, titration, spectrophotometer, chromatography, and electrochemistry. Application of quantitative analysis, sample collection and treatment, and reliability of data will be discussed. Prerequisite: CHM1025, CHM1025L. Corequisite: CHM2120L
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CHM2120L QUANTITATIVE ANALYSIS LAB (2)
This course consists of Lab experiments and activities to complement lecture topics in CHM2120. Prerequisite: CHM1025 and CHM1025L. Corequisite: CHM2120
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=10.00

CHM2210 ORGANIC CHEMISTRY I (3)
First part of a two course sequence presenting the structure, preparation, reaction, 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 with a grade of "C" or higher. Corequisite: CHM2210L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CHM2210L ORGANIC CHEMISTRY I LAB (1)
Organic Lab experiments and preparations to accompany CHM2210. Prerequisite: CHM1046 and CHM1046L with a grade of "C" or higher. Corequisite: CHM2210. Special fee charged.
Lecture Hours=0 Lab Hours=48 Other Hours=0 Fees=35.00

CHM2211 ORGANIC CHEMISTRY II (3)
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. Tree hours weekly. Prerequisite CHM2210 and CHM2210L with a grade of "C" or higher. Corequisite: CHM2211L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CHM2211L ORGANIC CHEMISTRY II LAB (1)
Appropriate experiments and preparation to compliment CHM2211. Prerequisite CHM2210 and CHM2210L with a grade of "C" or higher. Corequisite: CHM2211. Special fee charged.
Lecture Hours=0 Lab Hours=48 Other Hours=0 Fees=35.00

CLAST EXAM

CST0000 CLAST (0)
Lecture Hours=0 Lab Hours=0 Other Hours=0 Fees=0.00

CST0001 CLAST RETAKE MATH (0)
Lecture Hours=0 Lab Hours=0 Other Hours=0 Fees=0.00

CST0002 CLAST RETAKE ESSAY (0)
Lecture Hours=0 Lab Hours=0 Other Hours=0 Fees=0.00

CST0003 CLAST RETAKE ENGLISH (0)
Lecture Hours=0 Lab Hours=0 Other Hours=0 Fees=0.00

CST0004 CLAST RETAKE READING (0)
Lecture Hours=0 Lab Hours=0 Other Hours=0 Fees=0.00

CST0005 CLAST TEST FOR TEACHERS (0)
Lecture Hours=0 Lab Hours=0 Other Hours=0 Fees=40.00

CST0006 RETAKE ESSAY CLAST TEST FOR TEACHER (0)
Lecture Hours=0 Lab Hours=0 Other Hours=0 Fees=25.00

CST0007 RETAKE ENGLISH CLAST TEST FOR TEACH (0)
Lecture Hours=0 Lab Hours=0 Other Hours=0 Fees=25.00

CST0008 RETAKE READING CLAST TEST FOR TEACH (0)
Lecture Hours=0 Lab Hours=0 Other Hours=0 Fees=25.00

CST0009 RETAKE MATH CLAST TEST FOR TEACHERS (0)
Lecture Hours=0 Lab Hours=0 Other Hours=0 Fees=25.00

CST0010 CLAST MATH ONLY (0)
Lecture Hours=0 Lab Hours=0 Other Hours=0 Fees=0.00

COMMUNITY SERVICES

CEH0111 PLANETARIUM INTERNSHIP (0)
Independent study course for students interested in projects related to astronomy. space science, or planetarium education. Students will work with member of the planetarium staff. Limited enrollment, by permission of the Planetarium Director.
Lecture Hours=0 Lab Hours=0 Other Hours=0 Fees=0.00

NTP0001 CLEP EXAM (0)
General and subject examination to verify knowledge and competency.
Lecture Hours=0 Lab Hours=0 Other Hours=0 Fees=7.00

COMPUTER SCIENCE

CDA1302C PC SUPPORT & SERVICE - HARDWARE (3)
This course provides you with the hands-on experience and knowledge to properly install, configure, upgrade, troubleshoot, and repair microcomputers. This includes desktop and portable systems, printers, and basic networking. Students will also learn common safety and preventative maintenance procedures, as well as effective behaviors that contribute to customer satisfaction. The skills developed by students who complete this course will prepare them for the A+ Core Hardware Certification Exam. Prerequisite: CDA1403C.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=125.00

CDA1403C PC SUPPORT & SERVICE - OPERATING SYSTEM (3)
This course provides students with an understan- ding of the Command Line, Windows 9X, and Windows 2000 for installing, configuring, upgrading, troubleshooting, and repairing microcomputer systems. The skills developed by students who complete this course will prepare them for the A+ Operating Systems certification exam. Students without a computer background are strongly advised to complete CGS1100 - Introduction to Computer Applications before undertaking this course.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=125.00

CEN1300C MICROSOFT WINDOWS 2000 NETWORK & OP (4)
This course provides individuals who are new to Microsoft Windows 2000 with the knowledge necessary to understand and identify the tasks involved in supporting Windows 2000 Networks. The skills developed by students completing this course will help prepare them for the Microsoft MCSE certification exams 70-210 and 70-215. Prerequisite: CDA1403C. Corequisite: CDA1302C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CEN1301C IMPLEMENTING MICROSOFT WINDOWS 2000 (4)
This course provides students with the knowledge and skills necessary to install and configure Microsoft Windows 2000 Perfessional on stand-alone and client computers that are part of a workgroup or domain. In addition, this course provides the skills and knowledge necessary to install and configure Windows 2000 Server to create file, print, Web, and Terminal servers. It also provides students with the prerequisite knowledge and skills required for course CEN1315C, implementing a Microsoft Windows 2000 Network Infrastructure. The skills developed by students completing this course will help prepare them for the Microsoft MCSE certification exams 70-210 and 70-215. Prerequisites: CDA1302C, CDA1403C, and CEN1300C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CEN1302C INTERNETWORKING MICROSOFT TCP/IP ON WINDOWS NT OPERATING SYSTEM (4)
This course provides students with the knowledge and skills required to set up, configure, use, and support Transmission Control Protocol/Internet Protocol (TCP/IP) on Microsoft Windows NT operating system. The skills developed by students completing this course will help prepare them for one or more Microsoft MCSE certification exams. Prerequisite: CEN1301C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CEN1304C IMPLEMENTING & SUPPORTING MS NT SER (4)
This course provides a training solution for support professionals working in Microsoft(r) Windows NT (r) Server - based enterprise environment. The goal of the course is for support professional to be able to design, implement, and support the Window NT Server Network operating system in a multi- domain enterprise environment. The skills developed by student completing this course will help prepare them for one or more Microsoft MCSE certification exams. Prerequisite: CEN1301C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CEN1509C NETWORKING ESSENTIALS (4)
This course prepares Microsoft Certified Professional candidates to successfully complete the Networking Essentials exam. It also is designed to provide students with the background necessary to understand the local area networking information in Microsoft courses on workstations and networking. The course serves as a general introduction for students who need a foundation in current networking technology for local area networks (LANs), wide area networks (WANs), and the Internet. Prerequisites: CDA1403C and CDA1302C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CEN1307C IMPLEMENTING AND SUPPORTING MICROSOFT INTERNET INFORMATION SERVER (4)
This instructor-led course teaches students how to support the various features of Microsoft Internet Information Server (IIS). Students will learn how to install, configure, and implement all components, that comprise IIS. They will also have hands-on experience setting up a Web site. The skills developed by students completing this course will help prepare them for one or more Microsoft MCSE certification exam. Prerequisite: CEN1302C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CEN1315C IMPLEMENTING A MICROSOFT WINDOWS 2000 NTW INFRASTRUCTURE (4)
This course is designed for support professionals who will be responsible for installing, configuring, managing, and supporting a network infrastructure that uses the Microsoft Windows 2000 Server products. It also provides students with the prerequisite

knowledge and skills required for course CEN1321C. Implementing Microsoft Windows 2000 Directory Services. The skills developed by students completing this course will help prepare them for the Microsoft MCSE certification exam 70-216. Prerequisites: CDA1302C, CDA1403C, CEN1300C, CEN1301C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CEN1320C IMPLEMENTING AND SUPPORTING MICROSOFT WINDOWS 98 (4)
This course provides the skills and knowledge required to install, configure, support, and troubleshoot the Microsoft Windows 98_operating system in both stand-alone and network environments. The course includes descriptions of maintenance and troubleshooting tools, communications and networking protocols, and hardware support. The course also describes interoperability with the Microsoft Windows NT operating system and with Novell NetWare. The course describes the use of setup scripts, user profiles, and system policies. Classroom practice provides hands-on experience. The first half of the course focuses on support in a stand-alone environment. The second half of the course describes how to support Windows 98 in a network environment. The skills developed by students completing this course will help prepare them for one or more Microsoft MCSE certification exams. Prerequisites: CDA1403C and CDA1302C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CEN1321C IMPLEMENTING MICROSOFT WINDOWS 2000 DIRECTORY SERVICES (4)
This course is designed to provide with the knowledge and skills necessary to install, configure and administer Microsoft's Windows 2000 active directory services. The courses alo focuses on implementing Group Policy and performing the Group Policy-related tasks that are required to centrally manage users and computers. The skills developed by students completing this course will help prepare them for the Microsoft MCSE certification exam 70-217. Prerequisites: CDA1302C, CDA1403C, CEN1300C, CEN1301C, and CGS1100.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CEN1323C DESIGNING A SECURE MICROSOFT WINDOW (4)
This course provides students with the knowledge and skills necessary to design a security framework for small, medium, and enterprise network by using Microsoft's Windows 2000 technologies. The skills developed by students completing this course will help prepare them for the Microsoft MCSE certification exam 70-220. Prerequisites: CEN1300C, CEN1301C, CEN1315C, and CEN1321C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CEN1325C DESIGNING MICROSOFT WINDOWS 2000 DIRECTORY SREVICES INFRASTRUCTURE (4)
This course provides students with the knowledge and skills necessary to design a Microsoft Windows 2000 directory services infrastructure in an enterprise network. Strategies are presented to assist the student in identifying the information technology needs of an organization, and then designing an Active Directory structure that meets those needs. The skills developed by students d completing this course will help prepare them for the Microsoft MCSE certification exam 70-219. Prerequisites: CEN1300C, CEN1301C, CEN1315C, and CEN1321C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CEN1327C DESIGNING MICROSOFT WINDOWS 2000 NETWORKING SERVICES INFRASTRUCTURE (4)
This course provides students with the knowledge and skills needed to create a networking services infrastructure design that supports the required network applications. Each unit provides a solutions require a single technology, such as DHCP, to provide Internet Protocol (IP) address configuration support. In other situations, several technology options exist, such as Open Shortest Path First (OSPF), Routine Information Protocol (RIP), and Internet Group Management Protocol (IGMP), to design an IP routing sheme. The skills developed by students completing this course will help prepare them for the Microsoft Microsoft MCSE certification exam 70-221. Prerequisites: CEN1300C, CEN1301C, CEN1315C, and CEN1321C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CEN1503C NETWARE ADMINISTRATION (4)
Learn the basics of managing a NetWare network. This course teaches you how to use NetWare administrative tools to set up, manage and use basic network services, including file systems, network printing, security and e-mail. The skills developed by students completing this course will help prepare them for one or more Novell CNE Certification Exams. Prerequisites: CDA1403C and CDA1302C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CEN1504C NETWARE ADVANCED ADMINISTRATION (4)
Learn advanced administration skills such as tuning the network and server for better performance and managing complex tree structures. This course teaches you how to oversee a complex NetWare networking environment, including Novell Direction Services (NDS) partitioning and replication, and time synchronization strategies. The skills developed by students completing this course will help prepare them for one or more Novell CNE Certification Exams. Prerequisite: CEN1503C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CEN1506C NETWARE: INTEGRATING WINDOWS NT (4)
This course is designed for professionals who administer multivendor enterprise networks. It teaches how to integrate a Windows NT environment with a NetWare environment. Students learn how to streamline NT Administration by using Novell Directory Services for NT and the NetWare Administrator. They get hands-on experience with Novell Administrator for Windows NT and other Novell products for administrating and managing NT workstations, NT servers, and network-based applications in a mixed NetWare and NT environment. The skills developed by students completing this course will help prepare them for one or more Novell CNE Certification Exams. Prerequisite: CEN1504C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CEN1507C NETWARE INSTALLATION AND CONFIGURATION (3)
Learn how to install and configure a NetWare network. Gain hands-on experience that augments what you learned in CEN1503C and CEN1504C about Novell Directory Services (NDS) configuration. Scenarios for upgrading, migrating and installing teach the student how to implement a different design of the NDS tree structure. The skills developed by students completing this course will help prepare them for one or more Novell CNE Certification Exams.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=125.00

CEN1522C NETWORKING TECHNOLOGIES (4)
Learning the basic concepts and prerequisites of networking computing. This course provides the background information the student will need to prepare for Novell management and CNE certification. The skills developed by students completing this course will help prepare for one or more Novell Certification Exams. Prerequisites: CDA1302C, and CDA1403C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CEN1523C NETWARE DESIGN AND IMPLEMENTATION (4)
Learn how to design and create a NetWare implementation plan for a case study company. Interactive group activities lead the student through this process by acting in project roles to assess the needs of the case company. The students use templates to complete a Novell Directory Services (NDS), design strategy and

implementation schedule. The skills developed by students completing this course will help prepare them for one or more Novell CNE Certification. exams. Prerequisite: CEN1504C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CEN1524C NETWARE SERVICE AND SUPPORT (4)
Learn how to solve real-world problems in this hands-on course. This course focuses on the installation of Network related hardware and the prevention, diagnosis and resolution of hardware related networking problems in NetWare environment The skills developed by students completing this course will help prepare them for one or more Novell CNE Certification Exams. CEN1523C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CEN1527C BUILDING INTRANETS WITH INTRANETWARE (3)
This course is designed to provide the student with the necessary skills to implement the web service components of IntraNetware. Students will receive step-by-step instruction on how to incorporate an intranet on their existing Novell network, including the implementation of multiprotocol route (IPX/IP Gateway), Novell web server and Novell FTP services. Most importantly, students will learn how to design an intranet that provides real-world business solutions. The skills developed by students completing this course will help prepare them for one or more Novell CNE Certification Exams.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=150.00

CEN2002 SOFTWARE ENGINEERING (3)
The students are introduced to state-of-the-art software engineering techniques. The course emphasis is based on established techniques rather than on research developments. Prerequisites: COP1220 "C" Programming or COP1210 Pascal.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CET1600C CISCO NETWORKING I (4)
This is the first in a series of four courses designed to provide students with classroom experience in the current and emerging networking technology of Cisco systems. Instruction includes, but is not limited to, network terminology and protocols, network standards, network topologies, LANs, WANs, the OSI model, IP addressing, cabling, cabling tools, routers, and router programming. Particular emphasis is given to decision-making and problem-solving techniques. The skills developed by students completing this course will help prepare them for the Cisco CCNA certification exam. Prerequisites: CDA1302C and CDA1403C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CET1610C CISCO NETWORKING II (4)
This is the second in a series of four courses designed to provide students with classroom experience in the current and emerging networking technology of Cisco systems. Instruction includes, but is not limited to, network terminology and protocols, network standards, Ethernet,Token Ring, Fiber Distributed Data Interface,TCP/IP addressing protocol, routing, dynamic-routing, and network administrator's role and function. Particular emphasis is given to decision-making and problem- solving techniques. The skills developed by students completing this course will help prepare them for the Cisco CCNA certification exam. Prerequisite: CET1600C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CET1615C CISCO NETWORKING III (4)
This is the third in a series of four courses designed to provide students with classroom experience in the current and emerging networking technology of Cisco systems. Instruction extends the student's knowledge and pratical experience with switches and Local Area Network (LAN) and Virtual Local Area Network (VLAN) design, configuration, and maintenance. The skills developed by students completing this course will help prepare them for the Cisco CCNA certification exam. Prerequisite: CET1610C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CET1620C CISCO NETWORKING IV (4)
This is the fourth in a series of four courses designed to provide students with classroom experience in the current and emerging networking technology of Cisco systems. Instruction introduces and extends the student's knowledge and practical experience with Wide Area Networks (WANs), Integrated Services Data Networks (ISDN), Point-to-Point Protocols (PPP) and Frame Relay design, configuration, and maintenance. The skills developed by students completing this course will help prepare them for the Cisco CCNA certification exam. Prerequisite: CET1615C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=150.00

CGS1000 INTRODUCTION TO COMPUTERS (3)
This course provides an introduction to electronic data processing. Topics include basic computer theory, file storage media, input/output devices and number systems. In addition, students will be exposed to the use of applications software. Various lab activities are conducted throughout the course.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=12.00

CGS1060 COMPUTER LITERACY (3)
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. Open College only
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

CGS1061C COMPUTER CONCEPTS (1)
This course presents an overview of the fundamentals and capabilities of the computer. Students will become familiar with computer concepts, will be introduced to an operating system and operating environment, and will gain a basic understanding of microcomputer applications. This course will satisfy Area 5B general education requirements for the A.A. degree. It will also fulfill the computer competency requirement for some A.A.S./A.S. degree. Students should check the appropriate A.A.S./A.S. degree program sheet for specific course requirements. Various lab activities are conducted throughout this course.
Lecture Hours=8 Lab Hours=8 Other Hours=0 Fees=15.00

CGS1100 INTRODUCTION TO COMPUTER APPLICATIO (3)
This course is an introduction to computers and their applications. Students will learn to identify the basic components and devices that comprise a computer system; to use the Internet as a source of information and a means of communication; and to use application software packages (including word processing, spreadsheet, database management, and presentation graphics programs).
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=60.00

CGS1363L ENVIRONMENTAL COMPUTER APPLICATIONS (1)
This course provides hands-on use of two widely used computer applications: GIS and AutoCAD. Both applications will be applied to environmental concepts including spatial operations, maps, database consideration, and the design of relevant drawings. Prerequisite: CGS1570.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=16.00

CGS1510 ELECTRONIC SPREADSHEET (3)
This course provides hands-on applications with a spreadsheet software package. Through Lecture and Lab practices, students, will develop skills that create, manipulate and utilize spreadsheets.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=24.00

CGS1540C DATABASE MANAGEMENT (3)
This course is an introduction to database management. Using appropriate database software, students will learn to maintain and manipulate data in an organized, accessible and accurate manner. Emphasis is placed on the use of microcomputer database management software for common business applications.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=24.00

CGS1555C INTRODUCTION TO THE INTERNET (3)
This course will provide students with an introduction to the Internet including the World-Wide Web, a world-wide network of information that resides on the Internet. The Web contains a wealth of information including text, graphics, audio, and video and a wide variety of services such as online libraries, catalogs, shopping, games and various other important resources. Prerequisite: CGS1000 or CGS1570 or Instructor's approval.
Lecture Hours=32 Lab Hours=16 Other Hours=16 Fees=24.00

CGS1557C INTERNET SITE DESIGN (3)
This course is intended to provide technical, programming and administrative background and experience for a career with the World-Wide Web. Students should have a working familiarity with the Internet and the World-Wide Web, such as could be gained in CGS1555C, Introduction to the Internet. Prerequisite: CGS1555C.
Lecture Hours=32 Lab Hours=16 Other Hours=16 Fees=24.00

CGS1561C DOS CONCEPTS (3)
This course provides a study of the principles of DOS in managing hardware and software. Emphasis is placed on the analysis of hardware, software and data, as well as file processing, file analysis and system analysis. This course is intended for students seeking higher levels of microcomputer knowledge in operating systems.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=24.00

CGS1570 MICROCOMPUTER APPLICATIONS (3)
Upon successful completion of this course, students 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.
Lecture Hours=32 Lab Hours=16 Other Hours=0 Fees=24.00

CGS2263 LOCAL AREA NETWORKING (3)
This course is designed as a comprehensive study of microcomputer networking. Topics include the selection, installation, maintenance, and management of network software and hardware.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CIS2321 SYSTEMS DEVELOPMENT AND DESIGN (3)
This course surveys 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. Prerequisites: COP1120 or COP1170 or COP1334C.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

COP1000C INTRODUCTION TO COMPUTER PROGRAMMING (3)
This course provides the beginning programming student with the techniques necessary to write well-documented, structured computer programs. The course is intended to emphasize the planning process using examples involving sequence, selection, and iteration. The course is designed to promote good programming practices for further study of other programming languages. Prerequisite: MAT0024 with a grade of "C" or higher.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=50.00

COP1120 COBOL I (3)
The COBOL programming language is taught in a structured format. Through lectures and Lab 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. Prerequisite: CGS1000 or instructor's approval.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=24.00

COP1160 RPG PROGRAMMING (3)
This course provides a survey of the terminology, procedures and uses of electronic data processing equipment. Business applications, related to disk systems, are programmed in RPG (Report Program Generator) language. Prerequisite: CGS1000 or instructor's approval.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=24.00

COP1170 PROGRAMMING IN BASIC (3)
This course provides a study of programming utilizing the BASIC language. Emphasis is placed on 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 Lab work in which microcomputers or mainframes are utilized. Prerequisite: MAT0024 or higher. Corequisite: CGS1000.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=24.00

COP1200 FORTRAN PROGRAMMING (3)
This course provides an introduction to computer programming in FORTRAN, a scientific problem-solving language. Through lectures and Lab practices, students develop programming ability in this language. FORTRAN is useful to math, science and engineering students who need to utilize the computer as a tool in their professions. Prerequisite: MAT1033 or higher.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=24.00

COP1210 PASCAL PROGRAMMING (3)
This course provides an introduction to computer programming in the PASCAL language. Concepts of data structures, control structures, algorithms design and subprograms are studied. Prerequisite: COP1170 or COP1200 or Instructor's Approval.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=24.00

COP1220 'C' PROGRAMMING (3)
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. Prerequisite: COP1170 or COP1200 or COP1210 or instructor's approval.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=24.00

COP1334C INTRODUCTION TO C++ (3)
This course provides an introduction to computer program design and development using the C++ language. A structured, multi-phase, program development process featuring a series of steps involving problem definition, top-down design, and formal program specification is stressed. The course is intended to provide the novice programming student with the techniques needed to develop well-documented, structured computer programs. Prerequisites: MAT1033, and COP1000C or Department Approval.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=50.00

COP1337C INTERMEDIATE C++ PROGRAMMING (3)
This course continues the study of structured programming and the C++ language begun in COP1334C. Topics will include classes, polymorphism, inheritance, streams, templates, exception handling dynamic memory allocation, and memory management. An introduction to data abstraction and data structures is also

included. Prerequisite: COP1334C.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=50.00

COP1341 UNIX (3)
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. Prerequisite: A previous programming language.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=24.00

COP2121 COBOL II (3)
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. Prerequisite: COP1120.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=24.00

COP2123C CICS/COBOL PROGRAMMING (3)
Upon successful completion of this course, the students should be able to code and debug application programs and utilize utility programs within the customer information control system. Prerequisite: COP1120 or instructor's approval.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=24.00

COP2171C VISUAL BASIC PROGRAMMING (3)
This course teaches how to create Visual Basic based programs. Students write programs that access databases, use OLE to integrate applications, and act as an OLE Server and as an add-in. This class assumes a working knowledge of Basic Programming (COP1170). Prerequisite: COP1170.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=24.00

COP2222 ADVANCED 'C' PROGRAMMING (3)
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. Prerequisite: COP1220 or Instructor's Approval.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=24.00

COP2227C SOLUTION ARCHITECTURES (3)
This course provides students with the knowledge and skills necessary to analyze business requirements in a given scenario and then define technical solution architectures that will optimize business results by using Microsoft development tools.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=50.00

COP2331C OBJECT-ORIENTED DESIGN AND PROGRAMMING (3)
This course focuses on objects as the basis for system development. Students will learn to use object-oriented analysis and design techniques to document system requirements and design object- oriented solutions. CC++ will then be used to implement those solutions. Prerequisite: COP1337C.
Lecture Hours=40 Lab Hours=8 Other Hours=0 Fees=50.00

COP2400 ASSEMBLY PROGRAMMING (3)
Assembly language, macros, and the disk operating systems are utilized. Disk files are used extensively through lectures and Lab procedures involving programming and debugging techniques using an IBM mainframe. Prerequisite: COP1120 or COP1200 or instructor approval.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=24.00

COP2701C ACCESS VBA PROGRAMMING (3)
This course provides students with the comprehensive knowledge and skills necessary to implement application programming concepts and procedures, and to apply these skills to design, develop, and implement solutions based on Access for Windows.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=50.00

COP2702C INTRODUCTION TO ORACLE: SQL AND PL/ (4)
This course offers students an extensive introduction to data server technology. This class covers the concepts of relational databases and the powerful SQL and PL/SQL programming languages. Students are taught to create and maintain database objects and to store, retrieve, and manipulate data. In addition, students learn to create PL/SQL blocks of application code that can be shared by multiple forms, reports, and data management applications. Demonstrations and hand- on practice reinforce the fundamental concepts. This class is designed to prepare students to successfully complete the Oracle Application Developer and Database Administrator certification exams. Prerequisite: CIS2321, COP1337C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=90.00

COP2706C ACCESS VBA PROGRAMMING (3)
This course provides students with the comprehensive knowledge and skills necessary to implement application programming concepts and procedures, and to apply these skills to design, develop, and implement solutions based on Access for Windows.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=50.00

COP2707C CLIENT SERVER DEVELOPMENT USING DEL (3)
This course covers the concepts of a database engine that allows the user to create and manipulate tables for the purpose of client and server relationships. Programming and data controls are utilized. Prerequisites: CGS1540C, COP2171C, COP1334C.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=50.00

COP2708C DISTRIBUTED APPLICATIONS PROGRAMMING (3)
This course provides the student with a comprehensive understanding of the common object request broker architecture. The student will practice the mechanisms by which objects transparently make request and receive responses through an application framework between objects, different languages, and different machines. Prerequisites: COP1000C, COP2745C.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=50.00

COP2741C ORACLE DBA: DATABASE ADMINISTRATION (4)
This course is designed to give the Oracle Database Administrator (DBA) a firm foundation in basic administrative tasks. Through instructor- led learning, structured hands-on practices, and challenge-level exercise labs, the DBA will gain the necessary knowledge and skills to set up, maintain, and troubleshoot an Oracle database. This course is designed to prepare students to successfully complete the Oracle Database Administrator certification exams. Prerequisite: COP2702C and COP1341.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=90.00

COP2742C ORACLE DBA: BACKUP AND RECOVERY (3)
This course introduces students to the critical task of planning and implementing database backup and recovery strategies. This class addresses backup and recovery techniques and examines various backup, failure, restore and recovery scenarios. The Oracle recovery Manager is also discussed. Through hands-on exercises, students will examine backup methodologies based on business requirements in a mission critical enterprise. Participants will utilize multiple strategies and Oracle tools. This course is designed to prepare students to successfully complete the Oracle Database Administrator certification exams. Prerequisite: COP2741C
Lecture Hours=40 Lab Hours=8 Other Hours=0 Fees=90.00

COP2743C ORACLE DBA: NETWORK ADMINISTRATION (3)
This course introduces students to the trends and problems associated with business networking, and presents various solutions required to tackle these problems. The class prepares participants to implement the solutions in a classroom environment, explains in detail the architecture Oracle networking,

and describes the steps in which connections are established between peers. Students will then implement a basic connection between a client and a server node using various naming methods. As an integral part of his class, sstudents will configure and simulate middle tier systems, such as a Names server and Connection Manager. This course is designed to prepare students to successfully complete the Oracle Database Administrator certification exams. Prerequisite: COP2744C
Lecture Hours=40 Lab Hours=8 Other Hours=0 Fees=90.00

COP2744C ORACLE DBA: PERFORMANCE TUNING (4)
This course introduces students to a series of tuning steps, which can be used to improve the performance of the Oracle Server. The focus is on database rather than specific operating system performance issues. Through a combination of demonstrations, lectures, online lab exercises, and slide presentations, students gain practical experience tuning an Oracle database. Participants also learn how to recognize, troubleshoot, and resolve common performance related problems in administering an Oracle database. This course is designed to prepare students to successfully complete the Oracle Database Administrator certification exams. Prerequisite: COP2742C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=90.00

COP2745C ORACLE DEVELOPER: DEVELOP PL/SQL PR (3)
This course enables students to learn how to write PL/SQL procedures, functions and packages. Working in both the Procedure Builder and the SQL*Plus environments, students will learn how to create and manage PL/SQL program units and database triggers. Students will also learn how to use some of the Oracle-supplied packages. This course is designed to prepare students to successfully complete one of the Oracle Application Developer certification exams. Prerequisites: COP2702C and COP2331C.
Lecture Hours=40 Lab Hours=8 Other Hours=0 Fees=90.00

COP2746C ORACLE DEVELOPER: BUILD FORMS I (4)
In this course students will build and test interactive applications. Working in a graphical user interface (GUI) environment, students will learn how to customize forms with user input items such as check boxes, list items, and radio groups. They will also learn how to modify data access by creating event-related triggers. This class is designed to prepare students for one of the Oracle Application Developer certification exams. Prerequisites: COP2702C and COP2331C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=90.00

COP2747C ORACLE DEVELOPER: BUILD FORMS II (3)
This course gives students an opportunity to broaden their Oracle Developer form-building skills. Using Project Builder to manage their application files, students will create multiple- form applications and learn how to manage multiple transactions across modules. Students will also practice enhancing their applications with custom menus, reports, and charts. This class is designed to prepare students for one of the Oracle Application Developer certification exams. Prerequisite: COP2746C.
Lecture Hours=40 Lab Hours=8 Other Hours=0 Fees=105.00

COP2748C ORACLE DEVELOPER: BUILD REPORTS (4)
In this course, students learn to create a variety of standard and custom reports using Oracle Developer in a client-server environment. Through online lab exercises in a graphical user interface (GUI) environment, students learn how to retrieve, display, and format data in a variety of styles such as tabular, matrix, mailing label and letter reports. They also learn how to customize more complex reports, embed graphical charts in reports, and use the intelligent remote Reports Server. This class is designed to prepare students for one of the Oracle Application Developer certification exams. Prerequisite: COP2745C.
Lecture Hours=56 Lab Hours=8 Other Hours=0 Fees=90.00

COP2800 PROGRAMMING IN JAVA (3)
This course introduces the Java Programming Language. Using the Microsoft Visual J++ development environment, students will focus on object-oriented programming techniques to create Java applications for enhancing web pages. Prerequisites: COP1220 or COP2171C or COP2222 or department approval.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=24.00

COP2800C PROGRAMMING IN JAVA (3)
This course introduces students to the JAVA Programming Language. Projects will focus on object-oriented programming techniques to create JAVA applications for performing Internet transactions. Prerequisite: COP1337C, COP2335C.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=50.00

COP2821C VISUAL BASIC DEVELOPMENT (3)
This course focuses on how to create an active X control, how to create a component object model (COM), how to incorporate active X and COM components within a visual basic program, how to write visual programs that access a database, and how to incorporate Internet technologies into a visual application. Prerequisite: COP2171C.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=50.00

COP2826C BUSINESS DEVELOPMENT USING VISUAL B (3)
This course will teach visual basic programmers, who currently build desktop applications and access corporate databases, the basics of how to built three tier client/server solutions. Prerequisite: COP2821C.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=50.00

CONTINUING EDUCATION FOR HEALTH RELATED PROFESSIONALS

CPT1620 BASIC ELECTROCARDIOGRAPHY (2)
This course will discuss a brief history of electrocardiography, the role of the technician, the care and use of the electrocardiographic (EKG) machine, positioning the patient, electrical hazards, normal EKG pattern, identifying and reporting abnormal EKG patterns and mounting the EKG. Prerequisite: CAE0216, CAE0062 or Instructor Approval.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=29.00

HCP0110C BASIC NURSING I NURSING ASSISTANT (4)
This course is designed to prepare the student for employment as a nursing assistant. The student will perform basic nursing skills in both the college lab and clinical area. Didactic instruction will be taught concurrently. Prerequisite: (HCP0130) or instructor approval.
Lecture Hours=40 Lab Hours=80 Other Hours=0 Fees=74.50

HCP0130 HEALTH CAREERS CORE CURRICULUM (2)
The Health Careers Core Curriculum course presents basic knowledge & skills for students majoring in a health science degree program. The course introduces students to a health care delivery system, the health occupations, and teaches basic medical and employability skills.
Lecture Hours=45 Lab Hours=30 Other Hours=0 Fees=52.00

HCP1930 FUNDAMENTALS OF CARDIAC CATHETERIZA (3)
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 and radiology. Prerequisites: 2 years work experience in health related field. BCLS-C Certification.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=2.00

HUN1202 ESSENTIALS OF NUTRITION & DIET THER (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=2.00

MLT1525C MEDICAL LAB TECHNOLOGY III (5)
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.
Lecture Hours=15 Lab Hours=45 Other Hours=60 Fees=39.50

MTB1370 MATH TOPICS FOR HEALTH RELATED PROF (1)
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.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=2.00

NSP2700 INTRODUCTION TO CRITICAL CARE NURSING (5)
Designed for the registered nurse desiring to enter the area of critical care and 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-C Certification, Basic Arrhythmia Course.
Lecture Hours=80 Lab Hours=0 Other Hours=0 Fees=0.00

NSP2950 RESPIRATORY CARE FOR NURSES:OXYGEN (2)
This course will teach the student safe handling of oxygen equipment along with a working knowledge of oxygen analyzers. It will also teach proper administration of medications via twin jet nebulizer, method dose inhaler (MDI) and incentive spirometry treatments.
Lecture Hours=16 Lab Hours=4 Other Hours=24 Fees=0.00

NUR1271 COMM HEALTH: FOUNDATIONS OF COMMUNI (3)
This course is designed to provide the health professional concepts of community health including basic foundations of health care. Topics to be covered include concepts of health, wellness and illness, philosophy of community health, holistic health care, influence of culture, and the role of the health professional.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=12.00

NUR1272 COMMUNITY HEALTH: COMMUNITY HEALTH (3)
This course is designed to provide the health professional the concepts of community health care including assessment of the client, role of the family, problems of families across the life span, community health services, environmental and occupational health, communicable diseases and crisis intervention.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=12.00

NUR1273 COMM HEALTH: HEALTH PROMOTION & PRE (3)
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, and problems of the elderly.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=12.00

NUR2060 HEALTH ASSESSMENT OF THE ADULT CLIE (5)
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.
Lecture Hours=80 Lab Hours=0 Other Hours=0 Fees=0.00

NUR2250 CORONARY CARE NURSING (9)
A comprehensive cardiac course to review and add to the scientific knowledge needed by the coronary care nurse in the practice of his/her art. Specific skills and competencies shall be developed in the use of equipment and methods of care. Guidelines shall be presented for the development of individualized nursing care plans and for teaching and 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 technique developed by the Florida Regional Medical Program as a standard coronary care course certificate 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.
Lecture Hours=160 Lab Hours=0 Other Hours=0 Fees=0.00

NUR2270 REFRESHER NURSE UPDATE (5)
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 situations. A reasonable comprehensive review of the up-to-date nursing management of the adult patient with a medical surgical problem will be presented. Prerequisite: Current Florida RN license, current BCLS-C certificate, professional liability insurance, physical examination and recency of work experience. Corequisite: NUR2270L.
Lecture Hours=80 Lab Hours=0 Other Hours=0 Fees=2.00

NUR2270L REFRESHER NURSE UPDATE PRACTICUM (5)
This course will provide various Lab and clinical experiences for the R.N. in providing patient care, team leading, and exposure to nursing care in the specialty areas. Corequisite: NUR2270.
Lecture Hours=0 Lab Hours=20 Other Hours=140 Fees=47.50

NUR2274 EMERGENCY NURSING (3)
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. 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. Corequisite: NUR2274L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

NUR2274L EMERGENCY NURSING PRACTICUM (3)
This course will provide the health professional with an opportunity for practice of basic skills needed in basic emergency nursing care and the application of theory in the Lab, community

emergency departments and emergency medical services mobile vehicles. Corequisite: NUR2274.
Lecture Hours=0 Lab Hours=21 Other Hours=75 Fees=47.50

NUR2275 TRANSITION TO HOME HEALTH NURSING (2)
This course is designed for the practicing RN who is interested in moving from the acute care or long term care setting into home health nursing. This course is open to registered nurses with at least one year acute care experience who are currently employed. Prerequisite: CAE 0062, CAE 0216 Corequisite: NUR2275L.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

NUR2275L TRANSITION TO HOME HEALTH NURSING (2)
This clinical course is designed for the practicing RN who is interested in moving from the acute care or long term care setting into home health nursing. The course is opened to registered nurses with at least one year acute care experience who are currently employed or who have been employed within the past six months. Prerequisite: Florida Nursing License, minimum 1 year current acute experience. Corequisite: NUR2275.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=22.50

NUR2290 PSYCHOSOCIAL NEEDS OF CRITICALLY IL (1)
This course concentrates on behaviors of critically ill patients and nursing interventions which can be employed to manage or reduce non-therapeutic behaviors. special emphasis is placed on the construction of nursing care plans for patients with diseases which may cause psychosocial derangements.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

NUR2292C INTRODUCTION TO CRITICAL CARE NURSING (5)
Designed for the registered nurse desiring to enter the area of critical care and 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. Current Florida RN license, BCLS-C certification, basic arrhythmia course.
Lecture Hours=80 Lab Hours=0 Other Hours=0 Fees=10.50

NUR2293 BASIC PERIOPERATIVE NURSING (8)
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. Corequisite: NUR2293L.
Lecture Hours=128 Lab Hours=0 Other Hours=0 Fees=2.00

NUR2293L BASIC PERIOPERATIVE PRACTICUM (5) This course is designed to provide Lab practice and clinical experience for nursing in the operating room, community surgical centers or clinics. Corequisite: NUR2293.
Lecture Hours=0 Lab Hours=14 Other Hours=146 Fees=47.50

NUR2294 CORONARY CARE NURSING (9)
A comprehensive cardiac course to review and add to the scientific knowledge needed by the coronary care nurse in their practice. 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. Methods and techniques were developed by the Florida Regional Medical Program as a standard. A Coronary Care course certificate is awarded upon successful completion. This is for the professional nurse. 144 hrs. Lec.
Lecture Hours=144 Lab Hours=0 Other Hours=0 Fees=12.00

NUR2391 CARE OF THE CRITICALLY ILL NEWBORN (4)
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.)
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=27.00

NUR2392 CRITICAL CARE OF THE PEDIATRIC CLIENTS (5)
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-C (Basic rescuer certification).
Lecture Hours=80 Lab Hours=0 Other Hours=0 Fees=0.00

NUR2930 COMPARATIVE HEALTH CARE SYSTEMS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

NUR2940 NURSING TRANSITION FOR THE NEW NURSES (4)
This course is for the new registered nurse who seeks to gain additional theoretical experience in the application of nursing knowledge in the care of the acutely ill hospitalized patient.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

NUR2940C RESPIRATORY CARE CROSS TRAINING FOR (12)
This course will provide nurses with essential principles of respiratory care, to function in their new roles as a multiskilled healthcare professional.
Lecture Hours=60 Lab Hours=48 Other Hours=120 Fees=27.00

NUR2941C RESPIRATORY CARE FOR NURSES: OXYGEN (2)
This course will teach the students safe handling of oxygen equipment along with a working knowledge of oxygen analyzers. It will also teach proper administration of medications via Twin Jet nebulizer, metered dose inhaler (MDI) and incentive spirometry treatments.
Lecture Hours=16 Lab Hours=4 Other Hours=24 Fees=54.50

NUR2941L NURSING TRANSITION FOR THE NEW NURSE (1)
This course is for the new registered nurse who seeks to gain additional clinical experience in the application of nursing knowledge in the care of the acutely ill hospitalized patient. Emphasis in the clinical area will be on critical thinking in the decision making process.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=22.50

NUR2942C RESPIRATORY CARE FOR NURSES: CHEST (2)
This course will demonstrate safe and effective technique in the performance of I.P.P.B. therapy as well as CPT treatments, including manual and mechanical techniques. It will also teach the students to demonstrate proficiency in adjunct techniques of CPT.
Lecture Hours=16 Lab Hours=4 Other Hours=32 Fees=29.50

NUR2943C RESPIRATORY CARE FOR NURSES: TREATM (1)
This course will focus on the proper use of ultrasonic nebulizers, specimen collection and the safe administration of aerosolize medication.
Lecture Hours=8 Lab Hours=4 Other Hours=16 Fees=29.50

NUR2944C RESPIRATORY CARE FOR NURSES: PROTOC (2)
This course will focus on respiratory care protocols, suctioning and the proper maintenance of tracheostomy and endotracheal tubes.
Lecture Hours=16 Lab Hours=13 Other Hours=24 Fees=29.50

NUR2946 GRADUATE NURSE INTERNSHIP (1)
This course will cover the theory application of skills in the care of patients. The content will cover content beyond basic educational offerings to intern nurses. Corequisite: NUR2946L.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=2.00

NUR2946L NURSE INTERNSHIP CLINICAL LAB (6)
This course will cover the clinical application of skills in the care of patients. The content will cover content beyond basic clinical experiences to intern nurses. Corequisite: NUR2946.
Lecture Hours=0 Lab Hours=192 Other Hours=0 Fees=24.50

RTE2563 ADVANCED VASCULAR/INTERVENTIONAL RA (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=2.00

RTE2575 INTRODUCTION TO MAGNETIC RESONANCE (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=2.00

SON2175 VASCULAR SONOGRAPHY II (3)
Arterial anatomy below the neck and head, and it's hemodynamic functions, both normal and abnormal, are stressed, along with sonographic imaging techniques for arterial vascular structures, non-imaging testing modalities, and Doppler analysis of normal and abnormal flow patterns. Prerequisite: SON2174 or SON2171. Corequisite: None.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=2.00

SON2176 VASCULAR SONOGRAPHY III (3)
Venous and arterial anatomy and hemodynamic functions of the circulatory system of the neck and head, both normal and abnormal, are stressed, along with sonographic imaging techniques for vascular structures and Doppler analysis of normal and abnormal flow patterns. An understanding of the process of test validation and interpretation of test results will be covered. Prerequisite: SON2175. Corequisite: None.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=2.00

COOPERATIVE EDUCATION

ACG2949 CO OP WORK EXPERIENCE (3)
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. 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 the registration approval.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

AER2943 APPRENTICE EXPERIENCE (3)
On the job training at an automobile dealership. Each of the nine week apprentice work experiences will cover one term and includes a work week from 32 to 40 hours in a supervised program at the dealership.
Lecture Hours=0 Lab Hours=0 Other Hours=360 Fees=0.00

AER2944 APPRENTICE EXPERIENCE (3)
On the job training at an automobile dealership. Each of the nine week apprentice work experiences will cover one term and includes a work week from 32 to 40 hours in a supervised program at the dealership.
Lecture Hours=0 Lab Hours=0 Other Hours=360 Fees=0.00

AER2945 APPRENTICE EXPERIENCE (3)
On the job training at an automobile dealership. Each of the nine week apprentice work experiences will cover one term and includes a work week from 32 to 40 hours in a supervised program at the dealership.
Lecture Hours=0 Lab Hours=0 Other Hours=360 Fees=0.00

AER2946 APPRENTICE EXPERIENCE (3)
On the job training at an automobile dealership. Each of the nine week apprentice work experiences will cover one term and includes a work week from 32 to 40 hours in a supervised program at the dealership.
Lecture Hours=0 Lab Hours=0 Other Hours=360 Fees=0.00

AER2949 CO OP WORK EXPERIENCE (3)
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.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

ART2949 CO OP WORK EXPERIENCE (3)
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 Co-operative Education Office to obtain registration approval.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

ASC2949 CO OP WORK EXPERIENCE (3)
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 Co-operative Education Office to obtain registration approval.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

BSC2949 CO OP WORK EXPERIENCE (3)
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 Co-operative Education Office to obtain registration approval.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

CCJ2949 CO OP WORK EXPERIENCE (3)
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 Co-operative Education Office to obtain registration approval.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

CIS2949 CO OP WORK EXPERIENCE (3)
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.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

COM2949 CO OP WORK EXPERIENCE (3)
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 Co-operative Education Office to obtain registration approval.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

EDG2949 CO OP WORK EXPERIENCE (3)
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.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

EGS2949 CO OP WORK EXPERIENCE (3)
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. Students will be assigned specific course prefixes related to their academic major prior to registration.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

EVR2949 CO OP WORK EXPERIENCE (3)
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. Pre-requisite: 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.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

FFP2949 CO OP WORK EXPERIENCE (3)
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.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

GEB2949 CO OP WORK EXPERIENCE (3)
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.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

HFT2949 CO OP WORK EXPERIENCE (3)
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. Prerequisites: 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.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

HLP2949 CO OP WORK EXPERIENCE (3)
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. Students 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.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

IPM2949 CO OP WORK EXPERIENCE (3)
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 Co-operative Education Office to obtain registration approval.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

ISS2949 CO OP WORK EXPERIENCE (3)
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 Co-operative Education Office to obtain registration approval.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

JOU2949 CO OP WORK EXPERIENCE (3)
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 Co-operative Education Office to obtain registration approval.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

MNA1948 INDUSTRY WORK EXPERIENCE (27)
Students with a postsecondary adult vocational certificate or equivalent may receive credit based on departmental review. Credits may apply only to students seeking an A.S or A.A.S. in Industrial Management Technology. Prerequisite: Program Manager approval.
Lecture Hours=0 Lab Hours=0 Other Hours=1300 Fees=0.00

MNA2905 INDEPENDENT STUDY IN INDUSTRIAL MANAGEMENT (3)
A directed study course available to both majors and non-majors who wish to investigate a particular concern or related issue in the filed of Industrial Management. The student will make application for the course to the Program Manager. Prerequisite: all students must contact the program Manager to obtain registration approval.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=0.00

MAN2949 CO OP WORK EXPERIENCE (3)
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. Prerequisites: 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
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

MNA2949 CO-OP WORK EXPERIENCE (3)
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. Prerequisite: Program Manager approval. All student must contac the Program Manager to obtain registration approval.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

MKA2949 CO OP WORK EXPERIENCE (3)
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 Co-operative Education Office to obtain registration approval.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

ORH2949 CO OP WORK EXPERIENCE (3)
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 Co-operative Education Office to obtain registration approval.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

OST2949 CO OP WORK EXPERIENCE (3)
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. 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 the registration approval.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

RTV2949 CO OP WORK EXPERIENCE (3)
A course designed to provide training in a student 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 Co-operative Education Office to obtain registration approval.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=0.00

COURT REPORTING TECHNOLOGY

OST1221 MACHINE SHORTHAND 1 (6)
This course provides an introduction to conflict-free StenEd machine shorthand theory for court reporting and real-time writing with accurate writing and reading of shorthand notes. Beginning transcription skills are taught with the dictation and transcription of short paragraphs and simple letter material at 60-80 words a minute. Six Lab hours per week are required in addition to the schedule course hours. A grade of "C" is required before progressing to OST1222 Machine Shorthand 2. Prerequisite: OST1105 Basic Keyboarding, Part 3 or equivalent is suggested. Not offered in Term III.
Lecture Hours=96 Lab Hours=0 Other Hours=0 Fees=5.00

OST1222 MACHINE SHORTHAND 2 6)
This course is a continuation of OST1221, completing the instruction in basic conflict-free theory. Accurate writing and reading of notes is stressed with dictation and transcription for speed building at 90-120 words a minute. Six Lab hours per week are required in addition to the scheduled course hours. A grade of "C" is required before progressing to OST1223 Machine Shorthand 3. Prerequisite: OST1221 with a minimum grade of "C".
Lecture Hours=96 Lab Hours=0 Other Hours=0 Fees=5.00

OST1223 MACHINE SHORTHAND 3 (6)
This course provides theory reinforcement and advanced speed building with vocabulary development related to court reporting terms. Diction consists of testimony, jury charge, and literary material at 120-150 words a minute with all transcription done on a word processing system. Six Lab hours per week are required in addition to the scheduled course hours. A grade of "C" is required before progressing to OST2224 Machine Shorthand 4. Prerequisite: OST1222 Machine Shorthand 2 with a minimum grade of "C", OST1115 Intermediate Typing, Part 6 or equivalent, BUL2241 Business Law 1, and OST2335 Business Communications.
Lecture Hours=96 Lab Hours=0 Other Hours=0 Fees=5.00

OST2224 MACHINE SHORTHAND 4 (6)
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 court and deposition transcripts. It includes training on a computer-aided transcription system. Six Lab hours per week are required in addition to the scheduled course hours. Prerequisite: OST1223. Corequisite: HSC1531 (if not previously taken).
Lecture Hours=96 Lab Hours=0 Other Hours=0 Fees=5.00

OST2225 MACHINE SHORTHAND 5 (6)
This course is a continuation of OST2224. Machine Shorthand 4 and includes speedbuilding to the level of 225 words a minute as required to pass the Registered Professional Reporter (RR) examination of the National Court Reporter Association. Dictation includes material from actual depositions, courtroom trials, jury charges, and literary matter. Six Lab hours per week are required in addition to the schedules course hours. Prerequisite: OST2224, Machine Shorthand 4 with a minimum grade of "C".
Lecture Hours=96 Lab Hours=0 Other Hours=0 Fees=5.00

OST2231 COMPUTER AIDED TRANSCRIPTION (3)
This course is an advanced level class where the students are introduced to the hardware and software used in computer aided transcription of machine shorthand notes. The students begin

building their personal reporter's dictionary and work with a CAT software package to produce a finished transcript. Real-time writing is included. Prerequisite: OST1223 Machine Shorthand 3, with a grade of "C" or higher.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=5.00

OST2436 COURT REPORTING PROCEDURES AND TERM (3)
This course acquaints students or new Florida reporters with the Florida judicial system. The Florida and Federal rules of court, legal and Latin terminology, and field situations are studied. Guest speakers and field trips are used in the delivery of subject matter. this course is recommended for those preparing to take the Written Knowledge Test (WKT) portions of the Registered Professional Reporter (RPR) or state Certified Shorthand Reporter (CSR) Examinations. Prerequisite: OST1223 Machine Shorthand 3. Corequisite OST2224 Machine Shorthand 4.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

OST2944 PRACTICUM IN COURT REPORTING (3)
The students are assigned to work a minimum of 100 hours in the court system and are required to reproduce dictated and typewritten transcripts resulting from these field experiences. Conferences are arranged on an individual basis. Prerequisite: OST2225, or concurrent enrollment in OST2225, and instructor's or Department Head's approval.
Lecture Hours=0 Lab Hours=0 Other Hours=100 Fees=0.00

CRIMINAL JUSTICE

CCJ1020 INTRODUCTION TO CRIMINAL JUSTICE (3)
Introduction to the historical and philosophical background of the agencies of the Criminal Justice System. An examination of the relationships between the police, courts and correctional systems.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CCJ1220 CRIMINAL LAW (3)
Course 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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CCJ1230 CRIMINAL EVIDENCE AND COURT PROCEDURE (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CCJ1250 CONSTITUTIONAL LAW (3)
An examination of the U.S. Constitution, its amendments and its impact on present day criminal justice practitioners. 3 hrs. Lec.
Lecture Hours=45 Lab Hours=0 Other Hours=3 Fees=0.00

CCJ1400 INTRODUCTION TO CRIMINAL JUSTICE ADMINISTRATION (3)
Introduction to principles of administration and managerial concepts characteristic of criminal justice organizations.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CCJ2130 POLICE COMMUNITY RELATIONS (3)
A consideration of the significance of establishing good working relationships between the police and the public, including the complex factors that lead to successful police community relations.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CCJ2191 HUMAN BEHAVIOR IN CRIMINAL JUSTICE (3)
A consideration of human behavior and how it relates to the duties and responsibilities of the criminal justice practitioner.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CCJ2272 CIVIL RIGHTS (3)
A survey course of the Federal Rights legislation to include the 13th through 15th Amendments of the Reconstruction Era and the Civil Rights legislation of the 60's. Special topics include consideration of the American Disabilities Act, Age Discrimination in Employment Act, Equal Employment Opportunities Act, Equal Pay Act, Affirmative Action, and Sexual Harassment.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CCJ2300 INTRODUCTION TO CORRECTIONS (3)
Introduction to the historical events and social issues that have shaped the corrections (prison/jail)system in the U.S., and an examination of contemporary corrections in terms of structure, clients, management, staff, programs and prisoners' rights.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CCJ2330 PROBATION AND PAROLE PROCEDURES (3)
Examines this important community-based treatment aspect of the corrections system, reviews philosophy and development, the pre-sentence investigation, and supervision methods. Juvenile practices are also included. 3 hrs. lec.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CCJ2500 JUVENILE JUSTICE (3)
An analysis of the criminal justice system as it relates to juveniles. Major topics include: police practices (such as detention, searches and interrogation) when dealing with juveniles, court procedure in juvenile cases and different theories of juvenile rehabilitation. Prerequisite: CCJ1020 or instructor's permission.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CCJ2631 COMPARATIVE WORLD POLICE AGENCIES (3)
A survey of contemporary foreign law enforcement and criminal justice systems. Includes the operational and philosophical differences emerging from various cultural and legal systems. This course will include case and group studies of selected countries.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CCJ2933 CORRECTIONS PRACTICUM (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CJD0236 LAW ENFORCEMENT POLICE SERVICE AIDE (10)
This course will introduce the students to the job tasks of parking enforcement and traffic crash management. These tasks, along with other functions are performed by civilian service aides employed within police agencies.
Lecture Hours=310 Lab Hours=0 Other Hours=0 Fees=32.83

CJD0254 MEDICAL FIRST RESPONDER LAW ENFORCE (1)
This course is designed to provide the student first responder techniques needed in emergency medical situations. Course content includes the identification of major types of communicable diseases among adults.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CJD0273 LAW ENFORCEMENT VOLUNTEER (3)
This course is a prerequisite to certification as a law enforcement auxiliary. The content includes an introduction to basic law, traffic, investigation and medial first responder.
Lecture Hours=102 Lab Hours=0 Other Hours=0 Fees=89.76

CJD0704 CRIMINAL JUSTICE DEFENSIVE TACTICS (3)
This course is designed to provide the skills and knowledge of police defensive tactics for the law enforcement officer. This course includes the Use of Force/Levels of Resistance Matrix and its relation to defensive tactics and the Florida Law.
Lecture Hours=106 Lab Hours=0 Other Hours=0 Fees=45.31

CJD0705 CRIMINAL JUSTICE WEAPONS LAW ENFORC (2)
This course provides the knowledge and skills with common police firearms, ammunition and chemical agents. This course is presented as hands-on and requires performance demonstration.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=70.30

CJD0723 VEHICLE OPERATIONS (1)
This course provides the law enforcement officer with the knowledge and skills of defensive driving and emergency vehicle operation. The information is followed by the student demonstrating basic driving skills and techniques during practical exercises.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=33.77

CJD0730 CRIMINAL JUSTICE LEGAL 3, LAW ENFOR (1)
This course is designed to introduce the procedures relating to stop and frisk laws, Juvenile law, public nuisance, Florida beverage and tobacco laws, Fraud schemes, Florida vessel law, definition of concealed weapon and firearms, basic laws of child abuse and driver licensing law.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

CJD0741 EMERGENCY PREPAREDNESS CORRECTIONS (1)
This course defines operational procedures when dealing with emergency situations. Course will include riot and disturbance control, handling unusual occurrences, hostage procedures and firefighting principals.
Lecture Hours=26 Lab Hours=0 Other Hours=0 Fees=0.00

CJD0752 CORRECTIONAL OPERATION (2)
This course defines the daily operational procedures of the correctional facility. Course includes inmate supervision, transportation, booking procedures, patrol concepts and disciplinary procedures.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

CJD0762 CRIMINAL JUSTICE COMMUNICATIONS LAW (2)
This course is designed to improve the effectiveness of written communication in the form of police reports. Theory and application are presented regarding principles of reporting, taking statements, effective interpersonal communication and interviewing and interrogation techniques.
Lecture Hours=56 Lab Hours=0 Other Hours=0 Fees=0.00

CJD0763 INTERPERSONAL SKILLS 1 LAW ENFORCEMENT (2)
This course will introduce the importance of public support and the rights of the press. This course includes definition of human behavior, characteristics of juvenile offenders, issues of the elderly and Human Diversity interaction. Dealing with the mentally retarded, physically handicapped and substance abusers are included in theories and application techniques.
Lecture Hours=66 Lab Hours=0 Other Hours=0 Fees=0.00

CJD0770 CRIMINAL JUSTICE LEGAL 1 CORRECTIONS (1)
This course will provide the basics of ethical behavior, the purpose of laws, components of the U.S. Constitution, legal terms related to various tasks performed on the job. The student will be introduced to the historical and philosophical background of the Criminal Justice System.
Lecture Hours=46 Lab Hours=0 Other Hours=0 Fees=0.00

CJD0771 CRIMINAL JUSTICE LEGAL 2 CORRECTIONS (0)
This course is designed to provide the basic provisions of the U.S. Constitution, comprehension of Florida Statute terms, concepts of evidence, arrest laws, civil law, elements of criminal mischief and various offenses.
Lecture Hours=22 Lab Hours=0 Other Hours=0 Fees=0.00

CJD0773 INTERPERSONAL SKILLS 1 CORRECTIONS (2)
This course presents definition of human behavior, characteristics of juvenile offenders and human diversity interaction. Dealing with the mentally retarded, physically handicapped and substance abusers are included in theories and application techniques.
Lecture Hours=62 Lab Hours=0 Other Hours=0 Fees=0.00

CJD0781 CROSS OVER LAW ENFORCEMENT (1)
With all co-requisites, this course enables a certified correctional officer to sit for the state law enforcement certification examination. This course meets all requirements of the Florida Criminal Justice Standards and Training Commission. Corequisites: CJD0723, CJD0730, CJD0731, CJD0723, CJD0734.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CJD0790 CORRECTIONAL PROBATION LEGAL (2)
This course presents the structure and components of the Florida Criminal Justice System and the laws within which a Correctional Probation Officer works.
Lecture Hours=60 Lab Hours=0 Other Hours=0 Fees=0.00

CJD0791 CORRECTIONAL PROBATION OPERATIONS (0)
This course presents the operational procedures for Correctional Probation Officers.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

CJD0792 CORRECTIONAL PROBATION INTERPERSONA (2)
This course presents characteristics and behaviors of certain abnormal people and strategies for dealing with them, explores the facets of human diversity, and develops an understanding of the causes of stress with methods of coping.
Lecture Hours=68 Lab Hours=0 Other Hours=0 Fees=0.00

CJD0793 CORRECTIONAL PROBATION COMMUNICATION (2)
This course will improve the effectiveness of reporting for a Correctional Probation Officer. Topic include information sources, interviewing, procedures and writing reports.
Lecture Hours=70 Lab Hours=0 Other Hours=0 Fees=0.00

CJD0794 CORRECTIONAL PROBATION SUPERVISION (1)
This course presents the characteristics and behaviors of people a Correctional Probation Officer must supervise and strategies for dealing with individuals of that population.
Lecture Hours=54 Lab Hours=0 Other Hours=0 Fees=0.00

CJD0795 CORRECTIONAL PROBATION FIREARMS (0)
This course introduces firearm, presents the nomenclature and safety rules, and familiarizes the student with good shooting habits.
Lecture Hours=2 Lab Hours=0 Other Hours=14 Fees=31.60

CJD1420 CORRECTIONAL LAW (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CJD1762 CRIMINAL JUSTICE COMMUNICATIONS (3)
This course is designed to teach the student those communication skills which are essential for the law enforcement officer, such as taking statements, report writing and procedures, use of radio, and interviewing and interrogation techniques. Acceptance into the

A.S. Criminal Justice Academy-track degree program is a prerequisite for this course.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CJD1763 INTERPERSONAL SKILLS IN CRIMINAL JUSTICE (3)
A study of skills needed by police officers to deal with citizens in general and special needs citizens, such as the elderly, juveniles, mentally handicapped, and those in crisis. Special emphasis is also placed on stress recognition and reduction among police officers. Acceptance into the A.S. Criminal Justice Academy-track degree program is a prerequisite for this course.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CJD2250 INTERVIEWS AND INTERROGATIONS (3)
This course is designed to cover the techniques, methods, principles and issues of interviews and interrogations for criminal justice officers and investigators. Course offered through Deception Control, Inc., Ft. Lauderdale.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CJT2100 CRIMINAL INVESTIGATION (3)
The investigation activity of a police department is studied to evaluate its organization, function and relationship with other divisions and agencies. Emphasis is placed on the procedural aspects and methodology employed in the investigative process. The student will know the elements of preliminary and follow-up investigations, to include methods of crime scene search, collection and preservation of evidence, and chain of custody concepts.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CJT2110 INTRODUCTION TO CRIMINALISTICS (3)
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 Lab. Special fee charged. 1 hr. Lec. 2 hrs, Lab.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=15.00

CJT2115 ADVANCED FORENSIC INVESTIGATION (3)
This course explores the scientific and investigative methods used to solve serious crimes against persons. Topics include distinguishing between causes of death, such as accidental, suicide or homicide; the use of autopsies; child and elderly abuse investigation. (NOTE: this course utilizes graphic material that may make some students uncomfortable.) Prerequisites: CJT2100 and CJT2110 or instructor's permission.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CJT2120 FORENSIC PHOTOGRAPHY (3)
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. Special fee charged. 1 hr Lec 2 hrs. Lab.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=30.00

CJT2130 CRIMINALISTICS PRACTICUM (3)
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. Prerequisites: CJT2100, CJT2110 and CJT2120. 1 hr. lec. 2 hrs. lab.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=30.00

CJT2250 POLYGRAPH THEORY AND OPERATIONS (3)
Includes the history and development of the polygraph with further emphasis on mechanics of instrument operation, maintenance and calibration. Course offered through Deception Control, Inc. Ft. Lauderdale.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CJT2251 TEST QUSTN CONSTR & SEMANTICS/PERSO (3)
The construction of test questions appropriate to the personnel aspect of the polygraph is emphasized. Course offered through Deception Control, Inc., Ft. Lauderdale.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CJT2252 TEST QUSTN CONSTR & SEMANTICS/CRIMI (3)
The construction of test questions appropriate to the criminal case aspect of the polygraph is emphasized. Course offered through Deception Control, Inc., Ft. Lauderdale.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CJT2253 CHART ANALYSIS, VALIDITY AND RELIAB (4)
Validity and reliability of the polygraph is examined, along with an in-depth consideration of chart analysis. Course offered through Deception Control, Inc., Ft. Lauderdale.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

CJT2254 POLYGRAPH OPERATIONS PRACTICUM (3)
Types of polygraph techniques and examinations are considered with emphasis on conducting examinations in role playing situations in the Lab. Course offered through Deception Control, Inc., Fort Lauderdale.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CJT2362 FIRST RESPONDER (3)
This course is designed to teach the student proper first responder techniques used by law enforcement officers in emergency medical situations and also to make the student aware of important health issues, such as communicable diseases, that may impact an officer's duties. Acceptance into the A.S. Criminal Justice Academy-track degree program is a prerequisite for this course.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CJT2820 PRIVATE SECURITY ADMINISTRATION (3)
An overview of security systems and their organizations, as found in retail, industrial and governmental agencies.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CJT2840 LEGAL ASPECTS OF PRIVATE SECURITY (3)
An overview of the legal aspects and proscriptions involved in retail, industrial, governmental agency and personnel security.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

DANCE

DAA1104 BEGINNING MODERN DANCE I (2)
Basic modern dance technique, exercises, and choreography are used to achieve physical objectives, to increase artistic self-awareness and to extend cultural enrichment. Coeducational.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=0.00

DAA1105 MODERN DANCE II (2)
A continuation of DAA1104. Further development of modern dance techniques with an emphasis on vocabulary, alignment, movement phrasing, and rhythm. Participation in semester dance concert required. Coeducational. Prerequisite: DAA1104 or permission of instructor.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=0.00

DAA1204 BALLET I (2)
An academic study of techniques and theoretical concepts of ballet for the performance-oriented student. Includes warm-up, barre, and centre combinations. Coeducational.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=0.00

DAA1205 BALLET II (2)
Continuation of DAA1204. Ballet exercises and step combinations for the intermediate performance student, building on basic skills and culminating in a live performance. Coeducational. Prerequisite: DAA1204 or permission of instructor.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=0.00

DAA1504 JAZZ DANCE I (2)
This is a course in Jazz technique. Included are warm-up, stretch and strengthening, centre exercises, and basic jazz combinations. Coeducational.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=0.00

DAA1505 JAZZ DANCE II (2)
A course in jazz technique with emphasis on various jazz styles and performance. Includes warm-up, stretch and strengthening, centre exercises, and intermediate level jazz dance combinations. Coeducational. Prerequisite: DAA1504 or permission of instructor.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=2.00

DAA1520 BASIC TAP (2)
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.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=2.00

DAA1680 DANCE REPERTORY (1)
Participation as a dancer/performer in dance works of ballet, jazz, and modern vocabularies. Works include those of dance faculty, guest artists, as well as student choreography. Coeducational. May be repeated for credit.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

DAA2106 MODERN DANCE III (2)
A continuation of DAA1105 with an emphasis on advanced movement phrases and combinations necessary to perform modern dance repertory. Further emphasis will be placed on the development of the students' style and performance quality. Coeducational. May be repeated for credit. Prerequisite: DAA1105 or Permission of instructor.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=0.00

DAA2206 BALLET III (2)
Continuation of DAA1205. Emphasis on developing strength and coordination in more complex phrasing and movement. This course will explore and develop an understanding of the vocabulary, technique, and theoretical concepts of ballet on an intermediate level. Students are required to audition for BCC student dance ensemble. Coeducational. May be repeated for credit. Prerequisite: DAA1205 or permission of instructor.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=0.00

DENTAL ASSISTING

DEA0000 INTRODUCTION TO DENTISTRY (1)
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 DEA0025 or instructors approval. 2 hrs. Lec. Term I.
Lecture Hours=30 Lab Hours=0 Other Hours=0 Fees=0.00

DEA0025 PRE CLINICAL (2)
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, DES0840 and DEA0025L or instructor's approval. Special fee charged. 4 hrs. Lec. Term I.
Lecture Hours=60 Lab Hours=0 Other Hours=0 Fees=0.00

DEA0025L PRE-CLINICAL LAB (4)
Laboratory/clinical portion of DEA0025. Provides hands-on instruction of use and sterilization of all instruments and equipment used in the practice of dentistry. Corequisite: DEA0025, DES0100 and DES0840 or instructor's approval. Special fee charged. 8 hrs. Lab./clinical. Term I.
Lecture Hours=0 Lab Hours=120 Other Hours=0 Fees=50.00

DEA0028L CLINICAL PROCEDURES II LAB (6)
Practicum phase is a continuation of DEA0027L with the addition of a supervised externship utilizing dental offices and public health facilities in the community. Special fee charges. Prerequisite: DEA0022, DEA0022L, DEA0027 and DEA0027L. Corequisite: DEA0028. Field experience. 30 hrs. minimum per week. Term IIIA.
Lecture Hours=0 Lab Hours=192 Other Hours=0 Fees=22.00

DEA0130 ALLIED DENTAL THEORY (1)
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. Prerequisites: DEA0025 and DES0200 or instructor's approval. Corequisites: DEA0831, DEA0831L or instructor's approval. 4 hrs Lec. Term II.
Lecture Hours=30 Lab Hours=0 Other Hours=0 Fees=0.00

DEA0150 DENTAL PSYCHOLOGY (1)
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: DEA0025, DEA0000 and DES0840 or instructor's approval. 1 hr. Lec. Term II. Corequisite: DES0801 or instructor's approval.
Lecture Hours=30 Lab Hours=0 Other Hours=0 Fees=0.00

DEA2940 DENTAL PRACTICUM (3)
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. Prerequisites: DEA0028 and DEA0028L or instructor approval. Arranged hrs. Term II.
Lecture Hours=32 Lab Hours=64 Other Hours=0 Fees=0.00

DES0021 DENTAL ANATOMY AND PHYSIOLOGY (1)
The study of head and neck anatomy with emphasis placed on the structure, morphology, and function of the primary and permanent human dentitions. Corequisite: DEA0025, DES0830, DES0200 or instructor's approval. 3 hrs. lec. Term I.
Lecture Hours=45 Lab Hours=0 Other Hours=0 Fees=0.00

DES0100 DENTAL MATERIALS (1)
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.
Lecture Hours=35 Lab Hours=0 Other Hours=0 Fees=0.00

DES0100L DENTAL MATERIALS LAB (1)
Laboratory portion of DES0100. 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. Corequisite DES0100 or instructors approval. 3 hrs. lab. Term I.
Lecture Hours=0 Lab Hours=45 Other Hours=0 Fees=50.00

DES0200 DENTAL RADIOGRAPHY (1)
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: DES0200L or instructor's approval. 2 hrs. Lec. Term I.
Lecture Hours=40 Lab Hours=0 Other Hours=0 Fees=0.00

DES0200L DENTAL RADIOGRAPHY LAB (2)
Laboratory portion of DES0200. Proper techniques for exposing, processing, and mounting radiographs. Laboratory exercise demonstrating proficiency in these techniques will be required. Corequisite: DES0200 or instructor approval. 4 hrs. lab. Term I.
Lecture Hours=0 Lab Hours=60 Other Hours=0 Fees=72.50

DES0400 BASIC ANATOMY AND PHYSIOLOGY (1)
A basic anatomy and physiology course designed specifically to meet the needs of dental assisting students. Emphasis will be placed on the human body structure, functions of its components and associated diseases which affect the total care of the dental patient. Prerequisite: DEA0021, DEA0025. Corequisite: DEA0821, DEA0821L.
Lecture Hours=30 Lab Hours=0 Other Hours=0 Fees=0.00

DES0502 DENTAL OFFICE MANAGEMENT (1)
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. Computer proficiency must be demonstrated by the student for course completion. Prerequisites: DEA0025 and DEA0000 or instructor's approval. Corequisite: DES0801 or instructor's approval. 2 hrs Lec. Term II.
Lecture Hours=39 Lab Hours=0 Other Hours=0 Fees=0.00

DES0801 CLINICAL PROCEDURES I (1)
Lecture series acquaints the student with the necessary background material and assisting procedures involved in each dental specialty. Prerequisite: DEA0025, DEA0025L or instructor's approval. Corequisite: DEA0801L. Special fee charged. 1 hr. Lec. Term II.
Lecture Hours=30 Lab Hours=0 Other Hours=0 Fees=0.00

DES0801L CLINICAL PROCEDURES I LAB (5)
Practicum phase provides the opportunity for each student to receive closely supervised individual instruction in all phases of chairside assisting. Prerequisite: DEA0025 and DEA0025L. Corequisite: DES0801 or instructor's approval. Special fee charged. 12 hrs. Lab. term II.
Lecture Hours=0 Lab Hours=165 Other Hours=0 Fees=60.50

DES0802 CLINICAL PROCEDURES II (1)
Practicum phase is a continuation of DES0801 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: DEA0025, DEA0025L, DES0801, DES0801L. Corequisite: DES0802L. 30 hrs. minimum per week. Term IIIA.
Lecture Hours=30 Lab Hours=0 Other Hours=0 Fees=0.00

DES0802L CLINICAL PROCEDURES II LAB (4)
Practicum phase is a continuation of DES0801L with the addition of a supervised externship utilizing dental offices and public health facilities in the community. Special fee charged. Prerequisite: DEA0025, DEA0025L, DES0801 and DES0801L. Corequisite: DES0802. Field experience. 30 hrs. minimum per week. Term IIIA.
Lecture Hours=0 Lab Hours=135 Other Hours=0 Fees=20.50

DES0830 EXPANDED FUNCTIONS I (2)
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: DEA0025 & DEA1025L or instructors approval. 3 hrs. lec.
Lecture Hours=60 Lab Hours=0 Other Hours=0 Fees=0.00

DES0831 EXPANDED FUNCTIONS II (1)
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. Prerequisites: DES0830, DEA0025, DEA0025L, or instructors approval. Corequisites: DES0831L, DES0801 and DES0801L. 1 hr. lec. Term II.
Lecture Hours=30 Lab Hours=0 Other Hours=0 Fees=0.00

DES0831L EXPANDED FUNCTION II LAB (2)
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. Prerequisites: DES0830, DEA0025, DEA0025L, or instructor's approval. Corequisites: DES0831, DES0801, DEA0801L. Special fee charged. 3 hrs. lab. Term II.
Lecture Hours=0 Lab Hours=60 Other Hours=0 Fees=50.00

DES0840 PREVENTIVE DENTISTRY (1)
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: DEA0025 or Instructor approval. 2 HR. LEC. TERM I.
Lecture Hours=40 Lab Hours=0 Other Hours=0 Fees=0.00

DENTAL HYGIENE

DEH1003 PRECLINICAL DENTAL HYGIENE I (4)
A course designed to provide knowledge in the application of dental hygiene procedures with a detailed study of instrumentation. The course includes data collection, mastery of beginning techniques in dental patient care, and emergency procedures. Corequisite: DEH1003L, BSC1086, BSC1086L.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

DEH1003L PRECLINICAL DENTAL HYGIENE I LAB (6)
The Lab portion of this course is designed to provide hands on instruction in the application of dental hygiene procedures with a detailed study of instrumentation. The course includes data collection, mastery of beginning techniques in dental patient care, and emergency procedures. Corequisites: DEH1003, BSC1086, BSC1086L.
Lecture Hours=0 Lab Hours=192 Other Hours=0 Fees=72.50

DEH1602 PERIODONTOLOGY (3)
This course presents the etiology and classification of periodontal disease and principles of periodontia pertinent to dental hygiene practice. Principles of occlusion and periodontal surgery

techniques are discussed through the use of case presentations. Prerequisite: DEH1003, DEH1003L. Corequisite: DEH1802, DEH1802L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

DEH1802 DENTAL HYGIENE II (4)
A course designed to provide further knowledge in the application of dental hygiene procedures. Instrument sharpening, dental hygiene treatment planning, ultrasonic scaling, periodontal charting, and public health dentistry are introduced. Prerequisite: DEH1003, DEH1003L, BSC1086. Corequisite: DEH1802L, DEH1602.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

DEH1802L DENTAL HYGIENE II CLINIC (6)
The Lab portion of this course requires hands on experience with specified numbers of patients and procedures. An emphasis on the development of basic patient care and education techniques is included. Prerequisites: DEH1003, DEH1003L. Corequisite: DEH1802.
Lecture Hours=0 Lab Hours=192 Other Hours=0 Fees=72.50

DEH2804 DENTAL HYGIENE III (2)
This course provides discussion of clinical activities. Instructions are given for application of difficult prophylactic procedures and advanced techniques. Dental hygiene treatment of advanced periodontal patients and patients with special needs is addressed. Prerequisites: DEH2806, DEH2806L. Corequisite: DEH2804L.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

DEH2804L DENTAL HYGIENE III CLINIC (6)
The Lab portion of this course provides advanced application of the principles of preventive dental hygiene and oral prophylaxis techniques on patients in the clinic under supervision. Prerequisites: DEH2806, DEH2806L. Corequisite: DEH2804.
Lecture Hours=0 Lab Hours=192 Other Hours=0 Fees=72.50

DEH2806 DENTAL HYGIENE IV (2)
This course provides continuation of theoretical material related to clinic dental hygiene practice. It includes discussion on case information community dental health, ethics and jurisprudence and Florida Statutes 466 Rule 21G. Prerequisite: DEH2804, DEH2804L. Corequisite: DEH2806L.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

DEH2806L DENTAL HYGIENE IV CLINIC (6)
This Lab course provides continuation of clinical experience with patients, developing previously learned skills and knowledge. The emphasis is placed on advanced instrumentation and patient management skills necessary to treat the more difficult patient. Prerequisite: DEH2804, DEH2804L. Corequisite: DEH2806.
Lecture Hours=0 Lab Hours=192 Other Hours=0 Fees=62.00

DIAGNOSTIC MEDICAL SONOGRAPHY

SON1100 PRINCIPLES AND PROTOCOLS OF SONOGRAPHY (3)
An introduction to the basic approaches to sonographic scanning and scanning protocols for the abdomen and pelvis. Prerequisite: Program Admission. Corequisite: SON1170.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SON1111 ABDOMINAL SONOGRAPHY I (3)
An introduction to the transverse anatomy of the abdominal area and its recognition on sonographic visualization systems. Prerequisites: SON1100, SON1170. Corequisites: SON1211, SON1121, SON1214.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SON1112 ABDOMINAL SONOGRAPHY II (3)
An in-depth presentation of sonographs of the abdominal area stressing deviations from the norm and the studies to make a diagnostically acceptable study. Prerequisites: SON1121, SON1111, SON1211, SON1804. Corequisites: SON1212, SON1122, SON1215.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SON1121 SONOGRAPHIC OB/GYN I (3)
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. Prerequisites: SON1100, SON1170. Corequisite: SON1211, SON1111, SON1214.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SON1122 SONOGRAPHIC OB/GYN II (3)
The detection of anomalies, pathology, deviation from normal and the planes which must be sonographically imaged for accurate diagnosis is stressed. Prerequisites: SON1211, SON1111, SON1121. Corequisites: SON1112, SON1212, SON1215.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SON1141 SMALL PARTS SONOGRAPHY (3)
A general introduction to the areas of carotid, eye, thyroid, prostate, scrotum, breast and other superficial structures. 3 hrs wk. Term III. Prerequisites: SON1212, SON1112, SON1122. Corequisite: SON1824.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SON1170 SONOGRAPHY OF THE CIRCULATORY SYSTE (2)
An introduction to the hemodynamics of the circulatory systems and the sonographic imaging and Doppler assessment of the cardiac and vascular structures. Prerequisite: Program Admission. Corequisite: SON1100.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

SON1211 MEDICAL SONOGRAPHIC PHYSICS I (3)
A study of the principles of diagnostic ultrasound, the fundamental properties of ultrasonic physics, stressing tissue interactions, and interfaces. Focusing characteristics, methods, intensity, and power considerations are introduced along with system resolution considerations. Prerequisites: SON1100, SON1170. Corequisites: SON1111, SON1121, SON1214.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SON1212 MEDICAL SONOGRAPHIC PHYSICS II (3)
A continuation of the study of the properties of diagnostic ultrasound stressing the operation of diagnostic equipment, the display systems, biological effects and quality assurance methods. Current developments in ultrasound are reviewed, discussed, and evaluated. Prerequisites: SON1211, SON1111, SON1121. Corequisites: SON1112, SON1122, SON1215. 2hrs. wk. Term II.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SON1214 PRACTICAL ASPECTS OF SONOGRAPHY I (3)
A study of the principles of diagnostic ultrasound and practical aspects of scanning techniques, film critique, film identification and patient care and handling as related to sonographic examination. Stressing the operation of diagnostic ultrasound equipment and routine images obtained. Prerequisites: SON1100, SON1170. Corequisites: SON1111, SON1211, SON1121.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SON1215 PRACTICAL ASPECTS OF SONOGRAPHY II (3)
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. Prerequisites: SON1214, SON1111, SON1211. Corequisite: SON1814, SON1112, SON1212.
Lecture Hours=0 Lab Hours=0 Other Hours=48 Fees=0.00

SON1804 CLINIC A (3)
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. Prerequisites: SON1100, SON1170. Corequisites: SON1211, SON1111, SON1121.
Lecture Hours=0 Lab Hours=0 Other Hours=384 Fees=47.50

SON1814 CLINIC B (3)
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. Prerequisites: SON1804, SON1111, SON1211. Corequisites: SON1212, SON1112, SON1122. 24 Hr. clinical per week. Term II.
Lecture Hours=0 Lab Hours=0 Other Hours=384 Fees=47.50

SON1824 CLINIC C (4)
Application of all the material presented requiring the student to make judgmental decisions regarding 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 for general sonographic exams. Prerequisite: SON1814, SON1122, SON1112. Corequisite: SON1141.
Lecture Hours=0 Lab Hours=0 Other Hours=384 Fees=47.50

SON2161 NEONATAL NEUROSONOLOGY (2)
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 : SON2400, SON2834. Corequisites: SON2401, SON2844.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

SON2171 VASCULAR SONOGRAPHY (3)
Venous and arterial anatomy and hemodynamic functions, both normal and abnormal are stressed. Sonographic imaging techniques for vascular structures and Doppler spectral analysis of normal and pathological patterns are also studied. Prerequisites: SON2400, SON2161, SON2834. Corequisites: SON2844, SON2401.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=2.00

SON2400 SONOGRAPHY OF HEART/CHEST I (3)
Anatomy of the heart and the procedures used in screening are introduced stressing recognition of the normal verses abnormal. Prerequisites: SON1141, SON1824. Corequisite: SON2834.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=5.00

SON2401 SONOGRAPHY OF HEART/CHEST II (3)
An in-depth presentation of the intricacies of diagnostic ultrasound as it applies to the heart and the chest stressing its capabilities and its limitations. Prerequisites: SON2400, SON2834. Corequisites: SON2844, SON2161. 3 hrs. wk. Term II.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=5.00

SON2834 CLINIC D (3)
A course designed to add additional clinical competencies to those gained in the specialties mastered in the first year. Emphasis on specialty of echocardiography with clinical application of classroom material presented. To continue to make judgement decisions regarding the technical aspects of diagnostic sonographic exams. Prerequisites: SON1141, SON1824. Corequisites: SON2400.
Lecture Hours=0 Lab Hours=0 Other Hours=258 Fees=47.50

SON2844 CLINIC E (3)
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 echocardiography and cardiovascular examination techniques. Clinical application of classroom material presented. Prerequisites: SON2400, SON2834, Corequisites: SON2161, SON2401.
Lecture Hours=0 Lab Hours=0 Other Hours=258 Fees=47.50

ECONOMICS

ECO2013 PRINCIPLES OF ECONOMICS I (3)
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 the public debt. Meets Area 3B general education requirements for the A.A. degree. Meets Area 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

ECO2023 PRINCIPLES OF ECONOMICS II (3)
Continuation of ECO2013 stressing microeconomic theories, Topic 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. Prerequisite: ECO2013.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

ECO2220 MONEY AND BANKING (3)
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. Prerequisite: ECO2013.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ECS2001 COMPARATIVE ECONOMICS SYSTEMS (3)
This course surveys and analyzes the economic systems of Marxist-Leninist, Social Democrat, Third World Socialist, Mixed and pure Capitalistic models. The course considers individual decision-making structures, the functioning of these economies as a whole, and current topics affecting these systems.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ECS2390 THE ECONOMY OF SPAIN (3)
An analysis of the Spanish economic system covering the historical development in the public and private sectors; agriculture and industry; and foreign trade relations. Only offered in conjunction with the Semester-In-Spain program. Meets Area 8 A.A. degree general education requirements.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EDUCATION: FOUNDATION AND POLICY

CHD1320 CURRICULUM PLANNING FOR EARLY CHILD (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CHD1331 CREATIVITY FOR YOUNG CHILDREN (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CHD1334 CHILDREN'S LITERATURE & LANGUAGE AR (3)
This 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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CHD1338 MATH & SCIENCE FOR THE YOUNG CHILD (3)
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."
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CHD1940 PRACTICUM I: OBSERVATION AND EVALUATION (3)
Offers an opportunity to observe children in child care settings, gain understanding of their behavior and evaluate their environments.
Lecture Hours=48 Lab Hours=0 Other Hours=24 Fees=12.00

CHD2441 PRACTICUM II (3)
Facilitates practical experiences in techniques of early childhood education. Requires qualified supervision in a school or center for preschool education.
Lecture Hours=16 Lab Hours=32 Other Hours=78 Fees=0.00

CHD2800 ADMIN AND MGMT IN E C EDUCATION (3)
This course will emphasize the design and operation of a childcare facility. Classroom exposure will emphasize and assess site selection, building design and supervisory functions, equipment selection, activity planning, scheduling, financing, budgeting, record-keeping, and marketing.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EDF1003C TEACHER EDUC ALLIANCE (TEA): INTRO (3)
This course is the first in a series of four professional seminars for students enrolled in TEA seeking an A.A. degree from BCC. It emphasizes schooling in Broward County; and it introduces the curriculum themes for teacher preparation in the 21st century (multicultural education, technology, use of varied strategies). An overview of the Broward School System, an introduction to the teaching profession, and the development of time management, study skills, and career considerations, are major themes. A paid field experience (4-5 hours per week) in an after school care setting is part of the experience.
Lecture Hours=48 Lab Hours=0 Other Hours=60 Fees=0.00

EDF1005 INTRODUCTION TO EDUCATION (3)
This course satisfies one of the lower level prerequisite requirements for education majors. Its focus is teacher preparation for the 21st century by emphasizing social problems, student diversity, legal issues and curriculum themes. It provides an overview of the American education system and an introduction to the teaching profession. The field experience component of 16 hours in a local school, gives students opportunities to understand more about teaching. Students must obtain School Board of Broward County security clearance (cost-$50) and must be available for the term preferably from 7:30-11 am on a weekday morning for field experience. Limited access section for TEA program instruction will require 60 hours of early field experience.
Lecture Hours=48 Lab Hours=0 Other Hours=16 Fees=0.00

EDF1034C TEA: TECHNL APPLIC IN EDUCATION / F (3)
This course is the second in a series of four professional seminars for students enrolled in TEA seeking an A.A. degree from BCC. It emphasizes schooling in Broward County and introduces technology as one of the curriculum themes for teacher preparation in the 21st century. This course will be modified as new technology use emerges within the schools. In addition, the students will explore the changing role of the teacher as a leader. A field experience (4-6 hours per week) in a school setting is part of the experience, the students will have some class sessions in public school computer Lab settings.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EDF1050 INTRODUCTION TO TESTS AND MEASUREME (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EDF2010 EDUCATIONAL PSYCHOLOGY (3)
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 d design and use objectives. Units on instruction w will include behavioral, information processing, humanistic and cognitive theories. Finally, measurement and evaluation, as well as classroom management, will be addressed.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EDF2021 TEA: PROF SEM: SRVY OF HUM DEVELP P (3)
This course is part of a series of four professional seminars for students enrolled in TEA seeking an A.A. degree from BCC. It emphasizes basic concepts and perspectives regarding the impact of human growth and development theory on the teacher, students, education, and society as a whole. Prerequisite: EDF1005, EDF1034C, SYG1931C.
Lecture Hours=48 Lab Hours=0 Other Hours=60 Fees=0.00

EDF2070 PERSPECTIVES IN EDUCATION (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EDG2701 TEACHING DIVERSE POPULATIONS (3)
This course satisfies one of the lower level prerequisite requirements for education majors. Upon successful completion of this course, the students should be able to demonstrate an understanding of the basic concepts, perspectives and impact of current social and multicultural diversity issues on the teacher, student, and educational system as a whole. Students should also understand and appreciate the local, State and National implications of these issues. 16 hrs. of field experience in a local school is a requirement of this course. Students must have a current (within 2 years) School Board of Broward County security clearance (cost $50) and must have 1 morning free Mon-Fri from

7:30-11 am for field experience. Limited access sections for TEA program instruction will require 60 hrs of early field experience. Prerequisites: EDGF1005, EDF1003C or permission of instructor.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=0.00

EEC1200 EARLY CHILDHOOD EDUCATION (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EEC1603 CHILD GUIDANCE (3)
This course provides child guidance and group management techniques to foster the development of self-esteem, self-control, and social skills in young children.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EME2040 INTRODUCTION TO EDUCATIONAL TECHNOL (3)
This course satisfies one of the lower level prerequisite requirements for education majors. Students will develop skills and competencies which are essential to integrate technology into the delivery of classroom instruction. Students will survey a variety of traditional and emerging technologies in education. Students will learn the use of technological tools and systems in a classroom environment. Limited access sections for TEA program instruction will require 60 hours of early field experience.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

ELECTRONICS ENGINEERING TECHNOLOGY

CET1114C DIGITAL TECHNIQUES (5)
The study and application of digital logic circuits. Topics include binary, octal and hexadecimal number systems, Boolean algebra, Karnaugh mapping, logic gates, flip flops, counters, and registers, applications in combinational and sequential logic systems. Extensive Lab practice.
Lecture Hours=64 Lab Hours=32 Other Hours=0 Fees=10.00

CET1123C MICROPROCESSORS I (4)
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. Course work includes sophisticated assembly language programming for the MC68000 microprocessor. Prerequisite: CET1114C or instructor approval.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=10.00

CET1317C TECHNICAL COMPUTER APPLICATIONS (3)
Computer applications, including word processing, spreadsheet, an introduction to CAD (Computer-Aided Drafting) and programming in BASIC, with emphasis on the solution of problems in the Engineering Technology fields, for Engineering Technology students. (Pre-requisites: MTB1321 or MTB1325 and EET1015C.)
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=10.00

CET2131C MICROPROCESSORS II (5)
Analysis of 8 bit and 16/32 bit microprocessors and microcomputers with emphasis on logic, timing and interfacing of the MC 68000 microprocessor. The student will design circuits and programs to interface memory and peripheral devices in a microprocessor based system. Extensive Laboratory practice is an integral part of this course. Prerequisites: CET1123C and CET1114C.
Lecture Hours=64 Lab Hours=32 Other Hours=0 Fees=10.00

CET2133C COMPUTER TECHNOLOGY I (4)
This course will cover the microprocessor technology related to the Intel 8086 and 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 used in instrumentation and engineering applications. Prerequisite: CET1123C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

CET2178C MICROCOMPUTER TROUBLESHOOTING (4)
Students will gain a thorough knowledge of troubleshooting techniques to diagnose hardware and software problems related to the IBM PC and compatibles. This course will assist students in preparation for the A+ Core Service Technician Certification Examination. No previous electronics background or knowledge is required. Prerequisite: Instructor's approval.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=0.00

CET2253 APPLIED OPERATING SYSTEMS (4)
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, UNIX, and Windows Technology. This course will assist students in preparation for the A+ DOS/Windows Service Technician Certification Examination. Prerequisite: CET1317C or CGS1000 or instructor approval.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

CET2489C NETWORKING TECHOLOGY (2)
This course covers topics in networking technology including OSI communications, networking and services, as well as troubleshooting of networking devices and components. Networking optimization is also included. Prerequisites: CET2178C, CET2253. Corequisites: CDA2523, CET2131C.
Lecture Hours=32 Lab Hours=16 Other Hours=0 Fees=16.00

CET2491C NETWORK ADMINISTRATION (3)
This course is designed to teach advanced network administration. Topics will include the design and implementation of NDS, advanced netware installation and migration, advanced netware files system and security, and advanced network printing. Basic knowledge of microcomputer networking is required. Prerequisite: CET2489C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=24.00

CET2494C ADVANCED NETWORKING (3)
This course is designed to introduce the student to advanced networking techniques. Topics include Management and Optimization of NetWare 4, setting up and integrating Windows NT servers, setting up TCP/IP, connecting a network to the Internet. Basic knowledge of networking required. Prerequisite: CET2489C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=24.00

EET1015C DC CIRCUITS (5)
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. Extensive Lab experience is included. Pre or Corequisite: MTB1325.
Lecture Hours=64 Lab Hours=32 Other Hours=0 Fees=10.00

EET1025C AC CIRCUITS (5)
Upon completion of this course the student shall demonstrate a knowledge of circuit analysis using alternating voltage sources, including the behavior of resistive and reactive passive circuit elements, and frequency and transient response. Magnetic circuits,

resonance and ideal transformers are also included. Extensive Lab experience is included. Prerequisite: EET1015C, MTB1325.
Lecture Hours=64 Lab Hours=32 Other Hours=0 Fees=10.00

EET1141C LINEAR TECHNIQUES I (5)
Semiconductor principles, rectifier diodes, zener diodes, BJT amplifiers, negative feedback amplifiers. Field effect transistors and FET amplifiers. Extensive Lab experience. Prerequisite: EET1015C.
Lecture Hours=64 Lab Hours=32 Other Hours=0 Fees=10.00

EET2037C CIRCUIT ANALYSIS (4)
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. Extensive Lab experience. Prerequisites: EET1025C and EET1141C.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=0.00

EET2142C LINEAR TECHNIQUES II (4)
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. Extensive Lab experience. Prerequisite: EET1141C.
Lecture Hours=48 Lab Hours=32 Other Hours=0 Fees=10.00

EET2313C AUDIO VISUAL COMMUNICATIONS (2)
Analysis of video amplifiers, RF transmission systems, antennas, television receivers, light exchangers, high-definition television, satellite communications and two-way communication systems including mobile and cellular telephones. Extensive Lab experience. Prerequisites: EET1025C, EET2142C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=10.00

EET2326C ELECTRONIC COMMUNICATIONS (4)
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. Extensive Lab experience. Prerequisite: EET1141C
Lecture Hours=48 Lab Hours=32 Other Hours=0 Fees=10.00

EET2355C DATA COMMUNICATIONS (4)
The student will study 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 include UART and MODEM implementation.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=0.00

EET2358C ADVANCED COMMUNICATION TECHNOLOGY (3)
This is an advanced course in telecommunication technology, with topics covering analog and digital communication, switching systems, networks, and signaling. Extensive Lab practice is included in this course. Prerequisites: EET2142C, EET2355C. Corequisite: EET2326C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=10.00

EST2224C FIBER OPTIC COMMUNICATIONS (2)
The study of fiber optic communication systems and devices. Topics include electronic and optical devices, splices and fiber optic cables as well as telecommunications applications of fiber optic systems. Extensive lab experience. Prerequisite: EET2142C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=10.00

EST2436C BIOMEDICAL INSTRUMENTATION I (3)
Students will acquire proficiency in biomedical equipment maintenance through classroom and Lab environment and will gain familiarity with and learn to evaluate, troubleshoot, test, and repair various types of biomedical equipment. Students will also learn to function in a hospital environment through an internship in the biomedical department of a participating hospital or biomedical equipment company. Prerequisites: EET2142C, CET2131C, MEA1233, HSC1531, CHM1033.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=10.00

EST2438C ADVANCED BIOMEDICAL INSTRUMENTATION (3)
This course is intended to inform students about the theory and operation of instrumentation employed in the medical imaging field such as x-ray machines, CT scanners, Ultrasound, Nuclear Medicine and MRI. Prerequisite: AS degree in BMET and EST2436C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=24.00

EST2940 BIOMEDICAL ENGINEERING TECHNOLOGY I (3)
The student will participate in a 13 weeks internship, 24 hours per week at a cooperating hospital. Topics will include orientation, orientation to biomedial engineering, medical instrumentation theory, safety standards, "hands-on" preventive maintenance procedures and equipment repair activities. The hospital biomedical engineering staff will directly supervise all aspects of this course. Prerequisites: HSC1513, CHM1033, CET2131C, EET2142C, MEA1233.
Lecture Hours=0 Lab Hours=0 Other Hours=312 Fees=12.00

MTB2324 CALCULUS FOR ELECTRONICS (4)
Introduction to differential and integral calculus and its application to the solution of problems involving electronic networks driven by time varying sources. Prerequisite: MTB1326.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

EMERGENCY MEDICAL SERVICES

EMS1119 EMERGENCY MEDICAL TECHNICIAN BASIC (6)
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, patient assessment, care of wounds and fractures, airway maintenance, medical and environmental emergencies, patient transportation, emergency, childbirth, basic extrication. Successful completion of EMS1119, EMS1119L EMS1411 and EMS1421 provide eligibility for Florida State EMT Certification Examination. Admission to this course requires departmental approval. Corequisites: EMS1119L EMS1411 and EMS1421. 96 hrs. Lec. Terms I, II, and III. Prerequisite: AHA - CPR for Healthcare providers.
Lecture Hours=96 Lab Hours=0 Other Hours=0 Fees=0.00

EMS1119L EMERGENCY MEDICAL TECHNICIAN SKILLS (1)
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 EMS1119, EMS1411, and EMS1421 leads to eligibility to take Florida State EMT Certification Examination. Health and accident insurance is recommended. 32 hrs. lab/ Terms I, II, and III.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=50.00

EMS1381 EMT RECERTIFICATION (1)
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 higher 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.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=15.00

EMS1381L EMT RECERTIFICATION LAB (1)
Application of skills and procedures involved in the U.S. Department of Transportation's Emergency Medical Technician Refresher Course.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=20.00

EMS1411 EMERGENCY MEDICAL TECHNICIAN (EMT) (2)
Practical application of (EMT), emergency medical technician clinical knowledge and skills under professional supervision in the hospital setting. Course emphasizes the development of student skill in recognition of signs and symptoms of illness and injuries and in the proper procedures of emergency care. Successful completion of EMS1119, 1119L 1411 and 1421 provide eligibility for Florida State EMT Certification Examination. Health and accident insurance recommended. Liability insurance required.
Lecture Hours=0 Lab Hours=0 Other Hours=48 Fees=31.00

EMS1421 EMERGENCY MEDICAL TECHNICIAN (EMT) (2)
Practical application of (EMT) emergency medical technician clinical knowledge and skills under the professional supervision in the prehospital or field setting. Provides for observation and patient care experiences in EMS rescue vehicles. Course emphasizes the development of student skill in recognition of signs & symptoms of illness and injures and in the proper procedures of emergency care. Successful completion of EMS1119, 1119L, 1411 and 1421 provides eligibility for Florida State EMT Certification Examination. Health and accident insurance recommended. Liability insurance required.
Lecture Hours=0 Lab Hours=0 Other Hours=48 Fees=28.00

EMS2010 BODY SYSTEMS FOR THE PARAMEDIC (3)
This course presents basic information of the structure and function of the human body. The general concepts of anatomy and physiology for the assessment and management of emergency patients by the paramedic in the pre-hospital field area will be emphasized. The interaction of the body systems as they maintain homeostasis with particular attention placed on the nervous, cardiovascular and respiratory systems will be covered. United States Department of Transportation (USDOT) National Standard Paramedic Curriculum anatomy and physiology objectives will be included.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=15.00

EMS2254 PARAMEDIC I (6)
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 prehospital environment, preparatory topics, trauma, respiratory care, anatomy and physiology of the cardiovascular system and assessment of the cardiac patient. Prerequisite: EMS1119, EMS1119L, 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.
Lecture Hours=96 Lab Hours=0 Other Hours=0 Fees=0.00

EMS2254L PARAMEDIC I SKILLS LAB (1)
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.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=50.00

EMS2255 PARAMEDIC II (6)
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.
Lecture Hours=96 Lab Hours=0 Other Hours=0 Fees=0.00

EMS2255L PARAMEDIC II SKILLS LAB (1)
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 is 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. Health and accident insurance recommended. 32 hrs. lab. Term I, II, and III.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=50.00

EMS2311 EMT LEADERSHIP (2)
Introduces the student to professional issues in EMS through special projects. Prerequisite EMT and paramedic certificate courses. 32 hrs. Lec. Term I. (Term I only)
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

EMS2331 AIR TRANSPORTATION OF ACUTE EMERGENCIES (3)
Discusses physiology of flight effect during flight on persons with health problems and emergency care during air transportation of patients. Prerequisite: EMT paramedic certificate courses. 48 hrs. Lec. Term I/on on demand.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EMS2391 PARAMEDIC REVIEW RECERTIFICATION (2)
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 higher provides eligibility for State of Florida Paramedic Recertification.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

EMS2391L PARAMEDIC REVIEW RECERTIFICATION LAB (1)
Application of skills and procedures involved in the Department of Transportation's Paramedic Refresher Course.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=20.00

EMS2395 TOPICS IN EMERGENCY MEDICAL SERVICE (1)
This course is designed as a seminar in emergency medical care topics for the graduate paramedic and others interested in the delivery of prehospital emergency medical services seminar. Topics will review the U.S. Department of Transportation five divisions 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.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

EMS2444 PARAMEDIC I HOSPITAL CLINICAL (2)
Beginning hospital clinical course stressing advanced life support skills for the paramedic student. Provides for directed, supervised experiences in local hospitals. Emphasis on clinical activities related to the Department of Transportation, Divisions I, II, III, of the paramedic curriculum. Health and accident insurance recommended. Liability insurance required.
Lecture Hours=0 Lab Hours=0 Other Hours=64 Fees=31.00

EMS2445 PARAMEDIC II HOSPITAL CLINICAL (2)
Advanced hospital clinical course stressing continuation of advanced life support skills for the paramedic student. Provides for directed, supervised experiences in local hospitals. Emphasis on clinical activities related to the U.S. Department of Transportation, Divisions IV, V, VI, of the paramedic curriculum. Health and accident insurance recommended. Liability insurance required.
Lecture Hours=0 Lab Hours=0 Other Hours=64 Fees=17.50

EMS2454 PARAMEDIC I FIELD CLINICAL (3)
Beginning field clinical course stressing advanced life support skills for the paramedic student. Provides for directed supervised experiences on EMS Advanced Life Support (ALS) vehicles. Emphasis on clinical activities related to the Department of Transportation, Division I, II, III, of the paramedic curriculum. Health insurance recommended. Liability insurance required.
Lecture Hours=0 Lab Hours=0 Other Hours=96 Fees=17.50

EMS2455 PARAMEDIC II FIELD CLINICAL (3)
Advanced field clinical course stressing continuation of advanced life support skills for the paramedic student. Provides for directed, supervised experiences on EMS advanced life support (ALS) vehicles. Emphasis on clinical activities related to the Department of Transportation, Divisions IV, V, VI, of the paramedic curriculum. Health and accident insurance recommended. Liability insurance required.
Lecture Hours=0 Lab Hours=0 Other Hours=96 Fees=28.00

EMS2458 PARAMEDIC III FIELD INTERNSHIP (5)
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 prehospital emergency medical services environment in order to successfully complete the course. A grade of "S" provides eligibility to make the Florida State Paramedic Examination. Prerequisites: EMS2255L, EMS2445, AND EMS2455.
Lecture Hours=16 Lab Hours=0 Other Hours=96 Fees=10.50

EMS2513 CRISIS INTERVENTION (3)
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: PSY2012. 48 hr. lec. Term II, on demand.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EMS2631 PARAMEDIC SCIENCE I (3)
Topics deal with EMS systems, Paramedic role and responsibilities, Paramedic well-being, injury, and disease prevention. Legal aspects, ethics, therapeutic communications, life span development, medical terminology, patient documentation including web based computer recording is covered. systems as they maintain homeostasis with Didactic aspects of EMS/ambulance operations, Multiple Incident Command (MIC), rescue awareness and operations, hazardous materials incidents and crime scene awareness is presented. Basic math computation for medication administration is introduced. Material includes 1998 U.S. Department of Transportation, (DOT), National Paramedic curriculum objectives for Module 1, Units 1-5, 9, 10, Module 3, Unit 6, and Module 8.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EMS2631L PARAMEDIC SCIENCE I LAB. (1)
Review of basic life support skills required for advanced level life support skills practiced by the Paramedic. Additional skills include those contained in the latest Department of Transportation (DOT) National Paramedic Curriculum and include prep topics ralated to Paramedic well- being, injury prevention, ambulance operations, Medical Incident Command (MCI), Haz-Mat and crime scene awareness. The student is expected to demonstrate basic level skill proficiency in patient care scenarios appropriate for beginning Paramedic practice.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=50.00

EMS2632 PARAMEDIC SCIENCE II (3)
Topics include general principles of pathophysiology, pharmacology, venous access and medication administration. Patient Assessment including history taking, techniques of physical examination, assessment procedures, clinical decision making, and radio communications are included. Material includes 1998 U.S. Department of Transportation, (DOT), National Paramedic Curriculum objectives for Module 1, Units 6,7,8 and Module 3, Units 1-5.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EMS2632L PARAMEDIC SCIENCE II LAB. (1)
Skills Lab related to pharmacology, venous access and medication administration. Patient Assessment skills including history taking, techniques of physical examination, assessment procedures, clinical decision making, and radio communications are included. Other topics include Airway Management/Ventilation and cardiology. Material includes skills in the U.S. Department of Transportation, (DOT), National Paramedic Curriculum objectives for Module 1, Units 6,7,8 and Module 3, Units 1-5.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=75.00

EMS2633 PARAMEDIC SCIENCE II - CARDIO-RESPI (3)
Topics deal with Airway Management and ventilation. Selected units from Medical Emergencies are Pulmonary conditions, and Cardiology to include an introduction to 12 Lead Interpretation and the prehospital management of acute myocardial infarction. Material covers 1998 U.S. Department of Transportation, (DOT), National Paramedic Curriculum objectives for Module 2, and Module 5, Units 1,2.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EMS2634 PARAMEDIC SCIENCE III - TRAUMA (3)
Topics deal with Trauma patient care including trauma systems/mechanisms of injury, hemorrhage and shock, of soft tissue trauma, and burns. Trauma of the head and facial area, spinal, thoracic, abdominal and musculoskeletal system is also covered. Material includes 1998 U.S. Department of Transportation, (DOT), National Paramedic Curriculum objectives for Module 4. .
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=15.00

EMS2634L PARAMEDIC SCIENCE III - TRAUMA LAB. (1)
Skills lab dealing with topics of trauma care, medical emergencies, and special care considerations related to obstetrics, neonatology, pediatrics, geriatrics, abuse and assault, patients, with special challenges and acute interventions for the chronic care patient. Material includes U.S. Department of Transportation (DOT),

National Paramedic Curriculum objectives for Module 4, and Module 5, Units 3-14 and Module 6, Units 1-6.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=90.00

EMS2635 PARAMEDIC SCIENCE III - MEDICAL EME (3)
Topics include Medical Emergencies related to neurology, endocrinology, allergies and anaphylaxis, gastroenterology, renal/urology, toxicology, hematology, environmental conditions, infectious and communicate diseases, behavioral and psychiatric disorders, gynecology, and obstetrics. Special Considerations related to neonatology, pediatrics, geriatrics, abuse and assault, patients with special challenges and acute interventions for the chronic care patient are also included. Material includes U.S. Department of Transportation, (DOT), National Paramedic Curriculum objectives for Module 5, Units 3-14 and Module 6, Units 1-6.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=15.00

EMS2636 PARAMEDIC SCIENCE IV (3)
Topics include EMS Assessment Based Management, Continuation of 12 Lead ECG material, and didactic information for certification in Pediatric care, Advanced Life Support, (ACLS), Emergency Management of Acute Stroke, Prehospital Management of Traumatic Brain Injury and Trauma Life Support. Information on the EMS employment process is completed. Material includes U.S. Department of Transportation, (DOT), National Paramedic Curriculum objectives for Module 7.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=15.00

EMS2636L PARAMEDIC SCIENCE IV LAB. (1)
Final skills lab dealing with scenarios covering all aspect of the curriculum. Demonstration of skill competencies for Certification in ACLS, PEPP, 12 Lead ECG, Support, Emergency Management of Acute Stroke, and Traumatic Brain Injury required.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=75.00

EMS2641 PARAMEDIC SCIENCE - HOSPITAL CLINIC I (2)
First of three hospital courses stressing Advanced Life Support (ALS) skills for the paramedic student. Provides for directed supervised experiences in local hospitals including patient assessment, documentation and recording of patient care. Clinical experiences with patients having Cardio-Respiratory problems is stressed. Invasive procedures for IV therapy and medication administration are emphasized. Data recording of skill competencies on web based computer system is required. Health and Liability insurance required.
Lecture Hours=0 Lab Hours=0 Other Hours=72 Fees=43.00

EMS2642 PARAMEDIC SCIENCE - HOSPITAL CLINIC II (2)
Second of three hospital courses continuing Advanced Life Support (ALS) skills for the paramedic student. Provides for directed supervised experiences in local hospitals. Clinical experiences with patients having Medical and Trauma Emergencies is stressed. Special patients of interest include OB-GYN, neonates, pediatric, psychiatric, geriatric, and patients with special challenges. Data recording of skill competencies on web based computer system is required. Health and Liability insurance required.
Lecture Hours=0 Lab Hours=0 Other Hours=72 Fees=43.00

EMS2643 PARAMEDIC SCIENCE - HOSPITAL CLINIC III (2)
Last hospital courses involving patient care in a variety of emergency and health care agency sites Clinical experiences with patients of all age groups and medical/traumatic conditions is continued. Data recording of skill competencies on web based computer system is required. Health and Liability insurance required. required. Health and Liability insurance required.
Lecture Hours=0 Lab Hours=0 Other Hours=72 Fees=43.00

EMS2650 PARAMEDIC SCIENCE I FIELD (1)
First of four field courses dealing with the application of didactic material in the rescue field. Provides for directed, supervised experiences on EMS Advanced Life Support (ALS) vehicles. Emphasis on clinical activities and observations related to the US Department of Transportation (DOT), National Paramedic Curriculum, Module 1 and 8. Activities limited to practice of basic life support skills, assisting as a member of the EMS team and observation of paramedic level skills and activities. Documentation of patient care observations and patient care experiences using web based data collection system is required. Student health, accident and liability insurance is required.
Lecture Hours=0 Lab Hours=0 Other Hours=58 Fees=43.00

EMS2651 PARAMEDIC SCIENCE II FIELD (3)
Second of four field courses that provides for directed, supervised experiences on EMS Advanced Life Support (ALS) vehicles. Emphasis on clinical activities related to physical assessment with emphasis on patients with Cardio-Respiratory problems. Invasive procedures for IV therapy and medication administration are introduced. Data recording of skill competencies on web based computer system is required. Health and Liability insurance required.
Lecture Hours=0 Lab Hours=0 Other Hours=84 Fees=43.00

EMS2652 PARAMEDIC SCIENCE III FIELD (3)
Third of four field courses stressing continuation of Advanced Life Support Skills for the Paramedic student. Provides for directed, supervised experiences on Advanced Life Support (ALS) vehicles. Emphasis on clinical activities related to trauma care, medical emergencies, obstetrics, pediatrics, geriatrics and specialty areas. Health and Liability insurance required.
Lecture Hours=0 Lab Hours=0 Other Hours=84 Fees=43.00

EMS2653 PARAMEDIC SCIENCE IV FIELD INTERNSHIP (4)
Final field course where student serves as team leader on EMS calls under supervision of EMS agency preceptor. Provides for directed, supervised experiences on Advanced Life Support (ALS) vehicles with increasing responsibility for the management of the EMS response. Health and Liability insurance required.
Lecture Hours=0 Lab Hours=0 Other Hours=96 Fees=43.00

ENGINEERING

EGS1001 INTRODUCTION TO ENGINEERING (3)
This course is a basic introduction to engineering. It will explore the various engineering fields, engineering problem solving, and basic math and physics used by engineers. Other topics such as safety, ethics, and engineering communications will also be addressed.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EGS1110C ENGINEERING GRAPHICS (3)
Graphics as a means of communication for engineers. This is accomplished through sketching, use of instruments, computers (AutoCAD) 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: MAT1033.
Lecture Hours=48 Lab Hours=48 Other Hours=0 Fees=0.00

EGS2310 STATICS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ETD1320 BASIC CAD (3)
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 CAD lab. Extra lab hours are available.
Lecture Hours=16 Lab Hours=48 Other Hours=0 Fees=0.00

ETD2331C AUTOLISP PROGRAMMING (3)
This course will teach students to use AutoCAD's embedded programming language, AutoLISP. Emphasis will be placed on production of small time saving programs to enhance AutoCAD's drafting capabilities. Students will learn proper programming and debugging techniques. Prerequisites: ETD1320 and ETD2350C.
Lecture Hours=16 Lab Hours=48 Other Hours=0 Fees=0.00

ETD2350C ADVANCED CAD (3)
Additional topics in AutoCAD. These include blocks, move and copy, array, mirror, text, text styles, 3D and isometric modes. The development of macro operations. As in basic CAD, extra lab hours are available. Prerequisite: ETD1320.
Lecture Hours=16 Lab Hours=48 Other Hours=0 Fees=0.00

ENGLISH COMPOSITION

ENC0010 COLLEGE PREPARATORY WRITING SKILLS (4)
This course provides an overview of the fundamentals of grammar, mechanics, usage, sentence structure, and paragraph development. With a "D" or an "F", a student must repeat the course. Credit for this course may not be used to meet degree requirements. Corequisite: ENC0010L. Students must complete the 16 hour lab requirement to receive credit for ENC0010.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ENC0010L COLLEGE PREPARATORY WRITING SKILLS (0)
A Lab component that will supplement classroom instruction in ENC0010. Instruction will focus on the individual needs of the student. Corequisite: ENC0010. Students will have individualized prescriptions depending on the results of the diagnostic test and must complete the 16 hour lab requirement to receive credit in ENC0010.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=25.00

ENC0021 COLLEGE PREPARATORY WRITING SKILLS (4)
This course provides for the refinement of grammatical, mechanical, and usage principles and includes an overview of the strategies of paragraph and essay development. With a "D" or an "F", a student must repeat the course. Credit for this course may not be used to meet degree requirements. Corequisite: ENC0021L. Students must complete the 16 hour lab requirement to receive credit for ENC0021.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ENC0021L COLLEGE PREPARATORY WRITING SKILLS (0)
A Lab component that will supplement classroom instruction in ENC0021. Instruction will focus on the individual needs of the student. Corequisite: ENC0021. Students will have individualized prescription depending on the results of the diagnostic test and must complete the 16 hour lab requirement to receive credit in ENC0021.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=25.00

ENC0085 INTEGRATED GRAMMAR & WRITING SKILLS (8)
An integrated grammar and writing skills course for students wishing to complete the two-track college preparatory courses in one semester. Course provides an overview of grammar, mechanics, usage, and paragraph development as well as the refinement of those skills and the writing of multi-paragraph essays. Students who earn a "D" may enroll in ENC0021. Corequisite: ENC0085L. Students must complete the lab requirement to receive credit in ENC0085. Credit for this course may not be used to meet degree requirements.
Lecture Hours=96 Lab Hours=0 Other Hours=0 Fees=0.00

ENC0085L INTEGRATED GRAMMAR & WRITING SKILLS (0)
A Lab course that supplements classroom instruction in ENC0085. This course must be taken concurrently with ENC0085. The writing lab hours must be completed in order to receive credit for the class. Corequisite: ENC0085
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=50.00

ENC1101 COMPOSITION I (3)
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 required 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. Meets Area 1A general education requirements for the A.A. degree. Meets Area 1 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=20.00

ENC1102 COMPOSITION II (3)
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 a variety of research and investigative techniques to produce an in-depth documented paper. Students must earn a minimum grade of "C" to meet the requirements of the Gordon Rule. Students must pass either ENC1102 or ENC2210 to fulfill Area 1B general education requirements for the A.A. degree. Prerequisite: ENC1101 with a minimum grade of "C".
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ENC1905 INDEPENDENT WRITING (1)
An independent study for students who need to write 1,000 or 2,000 words to complete their writing requirement.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

ENC2210 PROFESSIONAL AND TECHNICAL WRITING (3)
A composition course focusing on writing for business, science, and technology. Assignments include letters, memos, resumes, reports, proposals, an oral presentation, and the use of graphics. Students use a variety of research and investigative techniques to produce in-depth documented papers on science, business or technological subjects. Students must pass either ENC1102 or ENC2210 to fulfill Area 1B general education requirements and Area 7 for the writing requirements for the A.A. degree. Meets Area 5 general education requirement for the A.S. degree. Students must pass with a minimum of "C" or higher to meet the requirements of the Gordon Rule. Prerequisite: ENC1101 with a grade of "C" or higher.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=25.00

LIN1670 ENGLISH GRAMMAR (3)
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. Course may be taken by public school teachers for recertification. Prerequisite: a "C" or higher in ENC0021 or eligibility for ENC1101. Special fee charged.
Lecture Hours=48 Lab Hours=8 Other Hours=0 Fees=5.00

ENGLISH/CREATIVE WRITING

CRW1001 CREATIVE WRITING I (3)
Student writing as the basis for critical discussion with emphasis on fundamental aspects of poetry, fiction, and drama. Prerequisite: ENC0021, LIN1670 or ENC1101.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

CRW1100 FICTION WRITING (3)
Student writing as the basic for critical discussion with emphasis on analysis of the elements of fiction. Prerequisite: ENC1101, or instructor's approval.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CRW1200 MAGAZINE WRITING (3)
Student writing as the basis for critical discussions withe emphasis on analysis of the elements or article writing. Prerequisite: ENC1101 or instructor's approval.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CRW1300 POETRY WRITING (3)
Student writing as the basis for critical discussion with emphasis on analysis for the elements of poetry. Prerequisite: ENC1101 or instructor's approval.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CRW2002 CREATIVE WRITING WORKSHOP II (3)
A continuing development of creative writing ability. Prerequisite: One of the following: CRW1001, CRW1100, CRW1200, CRW1300, or instructor's approval.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CRW2005 ADVANCED CREATIVE WRITING WORKSHOP (1)
A continuing development of creative writing ability. Students may work on independent writing projects. Prerequisite: CRW2002 or by instructor's approval. Directed independent study.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

CRW2006 ADVANCED CREATIVE WRITING WORKSHOP (3)
A continuing development of creative writing ability. Students may work on independent writing projects. Prerequisite: CRW2002 or by instructor's approval. Directed independent study.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ENGLISH FOR ACADEMIC PURPOSES

EAP0300 PHONETICS OF AMERICAN ENGLISH (3)
A course designed to guide native speakers of languages other than English toward appropriate production of the consonant and vowel sounds, and the stress, intonation and rhythm patterns of American English as encountered in everyday communicative situations. With a grade of "D" or "F" a student must repeat EAP0300. Student fee charged.
Lecture Hours=48 Lab Hours=13 Other Hours=0 Fees=20.00

EAP0385 INTRO TO ENGLISH FOR ACADEMIC PURPOSES I (6)
A combined skills course in English for speakers of other languages. Designed principally to guide the students to the mastery of basic grammar and sentence structure applied to composition/written English. Also included are writing and reading assignments. The requirement to move to the next level (EAP0485) is a "C" or higher. With a "D" or "F", a student must repeat EAP0385. Special fee charged. Placement by entrance test score and/or department recommendation.
Lecture Hours=96 Lab Hours=13 Other Hours=0 Fees=20.00

EAP0400 COMMUNICATION SKILLS / NON NATIVE E (3)
Designed to guide the students toward applying pronunciation, phrasing, and intonation of oral American English to communication situations in commercial, academic, and social settings. Involves interview, oral presentation, and formal debate. With a grade of "D" or "F" a student must repeat EAP0400. Prerequisite: EAP0300. Student fee charged.
Lecture Hours=48 Lab Hours=13 Other Hours=0 Fees=20.00

EAP0485 INTRO TO ENGLISH FOR ACADEMIC PURPOSES II (6)
A continuation of EAP0385. An intermediate/ advanced course in English for speakers of other languages. Designed principally to guide the student to the mastery of complex grammar and sentence structures, and basic paragraph writing. The requirements to move to the next level (EAP1540) is a "C" or higher. With a grade of "D" or "F", a student must repeat EAP0485. Prerequisite: EAP0385 with a grade of "C" or higher or placement by entrance test score and/or department recommendation. Special fee charged.
Lecture Hours=96 Lab Hours=13 Other Hours=0 Fees=35.00

EAP1540 INTERMEDIATE COMPOSITION (3)
A composition course in English for speakers of other languages. Designed principally to guide the student to the mastery of paragraph structure using various paragraph modes and an introduction to the multiparagraph essay. The grammar focuses on elements which closely tie in with composition, e.g., connectors and sentence combining. With a grade of "D" or "F", a student must repeat EAP1540. Prerequisite: EAP0485, EAP0300, EAP0320.
Lecture Hours=48 Lab Hours=13 Other Hours=0 Fees=35.00

EAP1640 EAP ADVANCED COMPOSITION (3)
A composition course in English for speakers of other languages. After a brief review of paragraph structure, students are given intensive practice in the writing of the multiparagraph essay for the various modes. Emphasis is given to clear and logical development of ideas. Students apply advanced grammar skills and precise vocabulary usage to essay writing. With a grade of "D" or "F", a student must repeat EAP1640. Prerequisite: EAP1540, EAP0400, REA0006C. (See Reading for course description). Special fee charged.
Lecture Hours=48 Lab Hours=13 Other Hours=0 Fees=20.00

ENGLISH/LITERATURE

AML2012 AMER LIT COLON TO 1900 (3)
Selected masterpieces of American literature before 1900 including works of Hawthorne, Whitman, Melville, and Crane. Meets Area 2A general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AML2022 AMERICAN LITERATURE (3)
Selected masterpieces of American literature since 1900, including works of Faulkner, Frost, and Hemingway. Meets Area 2A general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AML2600 AFRO AMERICAN WRITERS (3)
Fiction, nonfiction, poetry, and drama by American and African writers including Hammon, Wheatley, Terry, Hughes, Wright, Ellison, Baldwin, Walker, and Morison. Meets Areas 2A and 8 general education requirements for the A.A. degree. Meets Areas

2A or 5 general education requirements for the A.S. and A.A.S. degrees.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ENG2101 THE FILM AS LITERATURE (3)
An examination of the elements of film contrasted to those of literature. The elements of film, visual and otherwise, are presented with representative examples from genre and general films. The course provides an opportunity for viewing significant films and sharing in the evaluation. Meets Area 2A general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. or A.A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ENL2012 BRITISH LITERATURE (3)
Traces the development of the thematic, linguistic, and literary characteristics of British literature up to the 18th century. Emphasis will be placed on Chaucer, Shakespeare, Milton, Swift, and authors that reflect the changing literary canon. Meets Areas 2A and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. and A.A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ENL2022 BRITISH LITERATURE (3)
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. Critical analysis required. Meets Areas 2A and 8 general education requirements for the A.A. degree. Meets Area 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ENL2330 INTRODUCTION TO SHAKESPEARE (3)
Upon successful completion of this course, students should be able to discuss the background of Shakespeare's sonnets and plays, demonstrate an understanding of Shakespeare's life and the period of time in which he lived, and describe the structure and content of various Shakespearean history, comedy, tragedy, and romance plays. Meets Area 2A general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.A.S./A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

LIT1370 THE BIBLE AS LITERATURE (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

LIT2020 INTRODUCTION TO THE SHORT STORY (3)
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, Kafka, and De Maupassant. Meets Areas 2A and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. and A.A.S. degrees.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

LIT2030 GREAT IDEAS IN POETRY (3)
A course which presents a contemporary view of poetry as an exploration into the depth of human experience. Audio-visual materials, guest speakers, and field trips are utilized. Students read and discuss the aesthetics of poetic craft in seminar fashion. Meets Area 2A general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

LIT2110 WORLD LIT THROUGH RENAISSANCE (3)
Selected masterpieces of world literature before 1610. Includes excerpts from Old and New Testament and authors such as Aesop, Homer, Sappho, Sophocles, Ovid, Confucicus, Lao Tzu, Dante, Boccaccio, and Shakespeare. Meets Areas 2A and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. and A.A.S. degrees.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

LIT2120 WORLD LIT RENAISSANCE TO PRESENT (3)
Selected masterpieces of world literature since 1610. Includes such authors as Voltaire, Rousseau, Franklin, Wollstonecraft, Tolstoy, Lessing, Camus, Achebe, Yeats, Neruda, and Marquez. Meets Areas 2A and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. and A.A.S. degrees.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

LIT2310 LITERATURE OF THE SUPERNATURAL & SC (3)
A course that includes literature of science fiction, fantasy, and the supernatural. Includes such authors as Stoker, Lovecraft, Asimov, Bradbury and Tolkein. Meets Area 2A general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

LIT2341 MYSTERY FICTION (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

LIT2510 MALE FEMALE IMAGES IN LITERATURE (3)
An exploration of the ways literature represents and perpetuates sex roles in society with particular emphasis on the stereotyping of women. Readings include drama, short stories, novels, and poetry from classical to contemporary.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

LIT2935 SEMINAR IN LITERATURE (3)
Literary topics of special interest to students. Such course offerings may be western literature, the study of the greater novels, or ethnic literature, the study of the greater novels, or ethnic literature. Lectures, class discussions may also include films.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

LIT2953 TRAVEL SEMINAR IN LITERATURE (3)
A combination of classroom preparation plus travel. Variable content depending on area to be visited. Prerequisite: instructor's approval.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

ENVIRONMENTAL SCIENCE

EVR1858 ENVIRONMENTAL REGULATION (3)
This course deals with the purpose of federal, state, and local environmental law and its impact on South Florida and the larger world community. Reason for protection of the environment, compliance with legislation, and the concept of due diligence are emphasized. Extensive use of the case studies approach will be used to illustrate the application of law.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EVR1868 ENVIRONMENTAL REGULATIONS II (3)
This course will provide environmental technologists in the hazardous materials and water/wastewater areas with an understanding of the regulations and compliance methods specific to their areas. Topics to be covered will include OSHA, DOT, RCRA, CERCLA, TSCA, FIFRA, EPA, superfund, and clean air, land and water issues. Prerequisite: EVR1858.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EVR1868L ENVIRONMENTAL REGULATIONS II LAB (1)
This course will provide environmental technologists in the hazardous materials area with an actual or simulated experience in applying the regulations and compliance methods specific to their area. Topic to be covered will include OSHA, DOT, RCRA, CERCLA, TSCA, FIFRA, EPA, superfund, and clean air, land and other issues. Prerequisite: EVR1858. Corequisite: EVR1868. Special fee charged.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=10.00

EVR2805 HAZARDOUS MATERIALS TOXICOLOGY (3)
This course will provide hazardous materials technicians with an understanding of potential health effects which may result from exposure to various hazardous materials. Topics to be covered will include biological interactions with toxic substances, metabolism of toxic substances, genetic toxicology, systemic toxicology, toxic agents, environmental toxicology, radiation health effects and common chemical hazards. Prerequisites: CHM1025, BSC1005 or BSC1010C.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EVR2930 ENVIRONMENTAL SCIENCE SEMINAR (1)
Selected current topics in environmental science and related subjects.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

EVS1671 HAZARDOUS MATERIALS RECOVERY AND DI (3)
This course is designed to explain the methods of recovery, incineration and/or disposal of hazardous waste. Topics include contracting with qualified disposal organizations, obtaining permits and ensuring regulatory compliance of hazardous waste. Field trips required. Prerequisite: CHM1025, EVR1858.
Lecture Hours=48 Lab Hours=0 Other Hours=8 Fees=0.00

EVS1802 INDUSTRIAL WASTE STREAMS (4)
This course will familiarize the student with common categories of industrial process facilities. Using the techniques developed in this course, the student will become familiar with a variety of industrial processes. The student should gain an appreciation for how to reduce the hazardous material waste stream. Field trips required. Prerequisites: CHM1025, CHM1025L or instructor permission.
Lecture Hours=64 Lab Hours=0 Other Hours=8 Fees=0.00

EVS2893C ENVIRONMENTAL SAMPLING AND ANALYSIS (5)
This course provides an introduction to EPA and DEP-approved methods for the collection and analysis of environmental samples. The Lab is integrated with class theory. Topics include; sampling of water, soils, sediments and hazardous waste; application of field and Lab-based analytical methods; documentation procedures; method validation including generation of precision, accuracy, and detection limits; writing comprehensive and project-specific quality assurance plans. Prerequisites: CHM1025, CHM1025L.
Lecture Hours=48 Lab Hours=64 Other Hours=0 Fees=20.00

FINANCE

FIN1100 PERSONAL FINANCE (3)
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 on credit, borrowing money, using bank services, and investing savings; selecting from various types of insurance coverage; 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. Meets Area 5 A.A. degree general education requirements
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

FIN2050 FINANCE OF INTERNATIONAL TRADE (3)
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, pricing and quotations; import/ export documentation and procedures; documentary credits, international payments and collections; bank financing sources for international trade and alternative financing techniques.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FIRE SCIENCE

FFP1000 INTRODUCTION TO FIRE SCIENCE (3)
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. 48 hours independent study. Any student who satisfactorily completed the state standard certification requirements will automatically be awarded 3 semester hours in lieu of introduction to fire science.
Lecture Hours=0 Lab Hours=0 Other Hours=48 Fees=0.00

FFP1100 FIRE ADMINISTRATION I (3)
An introduction into managing fire services and community fire protection programs. Relationships between the insurance industry, the professional community, contemporary management and planning concepts are analyzed.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FFP1200 FIRE PREVENTION THEORY AND APPLICAT (3)
Fundamentals of fire prevention are introduced with examination of fire causes and effects. The function of fire prevention bureaus, enabling legislation regulations and standards are discussed. Additional areas of study include the inspection process, fire code enforcement, local decisions, fire investigations, records and reports.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FFP1300 CODES AND STANDARDS (3)
Review of specific requirements of codes and standards that have a direct influence on life safety in both new and existing structures. Study includes discussion on the requirements for property protection.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FFP1320 FIRE PROTECTION THROUGH BUILDING CODE (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FFP1400 FIREGROUND TACTICS & STRATEGY (3)
A study of tactical considerations and strategic options employed in the extinguishment of fires; pre-planning and company level

field operations will be analyzed with application of course concepts. 3 hrs. lec.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FFP1620 FIRE PROTECTION AND DETECTION SYSTEM (3)
This course examines requirements for and testing of fire sprinkler and standpipe systems, chemical systems, detection and alarm systems.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FFP2009 FIRE CHEMISTRY (3)
Study of the physical and chemical properties of matter, with a particular emphasis on hazardous materials, hydrocarbons, oxidation-reduction chemistry, and residuals of pyrolysis. Topics covered include atomic structure, the periodic table, chemical bonding, chemical measurement, stoichiometry, and the study of chemical properties according to group, class, and reactivity. Sample collection and analysis is included as a practical component of the course. Prerequisite: Municipal Fire Inspector Certification.
Lecture Hours=40 Lab Hours=4 Other Hours=4 Fees=0.00

FFP2101 FIRE ADMINISTRATION II (3)
Provides a comprehensive overview of management aspects of fire prevention and inspection services, emergency operations, budgets, personnel, and labor relations. Explores measurements and evaluation of fire department productivity.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FFP2130 FIRE DEPARTMENT SUPERVISION (3)
Study of superior subordinate relationships, motivation, leadership, morale, discipline, work planning and other supervisory responsibilities related to fire dept. operations.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FFP2150 TECHNIQUES OF INSTRUCTION IN THE FIRE SERVICE (3)
Study of the instructor's role and responsibility in the teaching/learning process, introduction of teaching/learning styles, job task analysis, learning objectives, lesson planning and development, testing and evaluation, and administration of programs. 3 hrs. Lec.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FFP2240 ARSON AND FIRE INVESTIGATION (3)
A study of the arson and investigation problems examining facts and figures, motives and the role of fire department in arson suppression. Reviewing chemistry of explosions. Analyzing the juvenile arson problem. Analysis of urban fires, automobile fires, and reports, interrogation and presenting the arson case in the courtroom.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FFP2243 LATENT INVESTIGATION (3)
Study of proper crime scene/fire scene investigation including conduct of appropriate documentation, collection and preservation of evidence, and the qualitative analysis of data to determine whether or not prosecution for the crime of arson is indicated. Special situations/ problems will be examined including the use of explosives, and hazardous materials. Arson for profit will be discussed with a distinction made between civil and criminal situations. Pre-requisite: must be Fire Inspector or Police Officer certified.
Lecture Hours=40 Lab Hours=4 Other Hours=4 Fees=0.00

FFP2244 LEGAL ISSUES IN FIRE INVESTIGATIONS (3)
Study of the applicable laws and attending legal considerations associated with the successful prosecution of arson cases. Specific areas of concentration include witness statements, interviews, interrogations, depositions, and written reports. Expert qualification and effective courtroom testimony will be examined and evaluated. Distinctions will be discussed between civil and criminal situations. Students will be required to prepare a case for prosecution from evidence gathered and/or provided in class, and present their testimony in a mock trial activity.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FFP2247 FIRE SERVICE PHOTOGRAPHY (3)
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.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=0.00

FFP2326 CONSTRUCTION AND PLANS EXAMINATION (3)
Students will review actual building plans and apply codes, standards and inspection techniques, to find errors and omissions, students shall make appropriate corrections according to the code, and with preferences identified.
Lecture Hours=45 Lab Hours=0 Other Hours=0 Fees=0.00

FFP2420 APPLICATION OF FIREGROUND TACTICS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FFP2500 HAZARDOUS MATERIALS I (3)
Study of hazardous chemicals and processes including storage and transportation, mitigation, fire fighting, and review of Federal, state and local laws pertaining to hazardous materials.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FFP2501 HAZARDOUS MATERIALS II (3)
A continuation and expansion of FFP2500 to include radioactive materials, corrosives, pesticides, rocket propellants, and other related materials. Prerequisites: FFP2500.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FFP2501L HAZARDOUS MATERIALS II LAB (1)
Activity-based experiences designed to accompany the topics under study in FFP2500 and FFP2501. Prerequisites: FFP2500, EVR1858. Pre or Corequisite: FFP2501.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=40.00

FFP2600 FIRE APPARATUS AND PROCEDURES (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FFP2640 FIRE HYDRAULICS (3)
Study of the physical properties of water used in fire protection. Basic hydraulic measuring units, facts, theories and formulas for problem solving.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FOREIGN LANGUAGE, MODERN

FRE1000 ELEMENTARY FRENCH CONVERSATION (3)
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 Lab weekly.

Meets Area 8 general education requirement for the A.A. degree. Special fee charged.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

FRE1120 BEGINNING FRENCH I (4)
Fundamentals of speaking, understanding, reading and writing. Classroom practice and exercises supplemented by language Lab sessions designed to develop confidence and proficiency. Student expected to continue with FRE1121. One hour language Lab weekly. Meets Area 8 general education requirements for the A.A. degree. Special fee charged.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

FRE1121 BEGINNING FRENCH II (4)
Continuation of FRE1120. Further development of the basic skills. Selected readings. Prerequisite: FRE1120 or its equivalent. One hour language Lab weekly. Meets Area 8 general education requirements for the A.A. degree.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

FRE1170 FRENCH STUDY TRAVEL (3)
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 instructor's approval. Meets Area 8 general education requirements for the A.A. degree.
Lecture Hours=0 Lab Hours=0 Other Hours=336 Fees=0.00

FRE2200 INTERMEDIATE FRENCH I (4)
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. One hour language Lab weekly. Meets Areas 2B and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

FRE2201 INTERMEDIATE FRENCH II (3)
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 achieve fluency in oral and written expression. This course completes intermediate year. Prerequisite: FRE2200 or equivalent. Meets Areas 2B and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

GER1000 ELEMENTARY GERMAN CONVERSATION (3)
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 Lab weekly. Special fee charged. Meets Area 8 general education requirements for the A.A. degree.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

GER1120 BEGINNING GERMAN I (4)
Fundamentals of speaking, understanding, reading and writing. Classroom practice and exercises supplemented by language and Lab sessions. Designed to develop confidence and proficiency. Students expected to continue with GER1121. One hour language Lab weekly. Meets Area 8 general education requirements for the A.A. degree. Special fee charged.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

GER1121 BEGINNING GERMAN II (4)
Continuation of GER1120. Further development of the basic skills. Selected readings. Prerequisite: GER1120 or its equivalent. One hour language Lab weekly. Meets Area 8 general education requirements for the A.A. degree. Special fee charged.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

GER1170 GERMAN STUDY TRAVEL (3)
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 instructor's approval. Meets Area 8 general education requirements for the A.A. degree.
Lecture Hours=0 Lab Hours=0 Other Hours=336 Fees=0.00

GER2200 INTERMEDIATE GERMAN I (4)
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. One hour language Lab weekly. Meets Area 2B and 8 general education requirements for the A.A. degree. Meets Area 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

GER2201 INTERMEDIATE GERMAN II (3)
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 achieve fluency in oral and written expression. This course completes intermediate year. Prerequisite: GER2200 or equivalent. Meets Areas 2B and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HBR1120 BEGINNING HEBREW I (4)
Fundamental of speaking and understanding reading and writing. Classroom practice and exercises supplemented by language and Lab sessions designed to develop confidence and a basic proficiency in Modern Hebrew. Student is expected to continue with HBR1121. One hour language lab weekly. Meets Area 8 general education requirements for the A.A. degree. Special fee charged.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

HBR1121 BEGINNING HEBREW II (4)
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. Meets Area 8 general education requirements for the A.A. degree. Special fee charged.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

HBR2200 INTERMEDIATE HEBREW I (4)
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. One hour language Lab weekly. Meets Areas 2B and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

HBR2201 INTERMEDIATE HEBREW II (3)
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 Areas 2B and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ITA1120 ELEMENTARY ITALIAN I (4)
Fundamentals of speaking, understanding, reading, and writing. Classroom practice and exercises supplemented by language Lab sessions designed to develop confidence and proficiency. Student expected to continue with ITA1121. One hour language Lab weekly. Meets Area 8 general education requirements for the A.A. degree. Special fee charged.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

ITA1121 ELEMENTARY ITALIAN II (4)
Continuation of ITA1120. Further development of the basic skills. Selected readings. Prerequisite: ITA1120 or its equivalent. One hour language Lab weekly. Meets Area 8 general education requirements for the A.A. degree. Special fee charged.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

POR1120 BEGINNING PORTUGUESE I (4)
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 POR1121. One hour language laboratory weekly. Meets Area 8 general education requirements for the A.A. degree.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

POR1121 BEGINNING PORTUGUESE II (4)
Continuation of POR1120. Further development of the basic skills. Selected readings. One hour language laboratory weekly. Meets Area 8 general education requirements for the A.A. degree.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

RUS1120 BEGINNING RUSSIAN I (4)
Fundamentals of speaking, understanding, reading and writing Classroom practice and exercises supplemented by language Lab weekly. Meets Area 8 general education requirements for the A.A. degree.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

RUS1121 BEGINNING RUSSIAN II (4)
Continuation of RUS1120. Further development of the basic skills. Selected readings. Prerequisite: RUS1120 or its equivalent. One hour INFUfw IVOEroey qwwkly. Meets Area 8 general educatio requirements for the A.A. degree.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

SPN1000 ELEMENTARY SPANISH CONVERSATION (3)
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. Meets Area 8 general education requirements for the A.A. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=15.00

SPN1120 BEGINNING SPANISH I (4)
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 8 general education requirements for the A.A. degree. Special fee charged.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=25.00

SPN1121 BEGINNING SPANISH II (4)
Continuation of SPN1120. Further development of the basic skills. Selected readings. Prerequisite: SPN1120 or it equivalent. One hour language laboratory weekly. Meets Area 8 general education requirements for the A.A. degree. Special fee charged.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

SPN1170 SPANISH STUDY TRAVEL (3)
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 instructor's approval. Meets Area 8 general education requirements for the A.A. degree. Special fee charged.
Lecture Hours=0 Lab Hours=0 Other Hours=336 Fees=0.00

SPN2200 INTERMEDIATE SPANISH I (4)
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 Areas 2B and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree. Special fee charged.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

SPN2201 INTERMEDIATE SPANISH II (3)
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 Areas 2B and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SPN2240 INTERMEDIATE SPANISH CONVERSATION (3)
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/her 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. Prerequisites: SPN1120, SPN1121 or its equivalent. Meets Area 8 general education requirements for the A.A. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=15.00

SPN2340 BEGINNING SPANISH FOR SPANISH SPEAK (4)
This course is designed for Spanish Speakers who have an oral command of the language but whose knowledge of written and/or formal Spanish is incomplete. Class is conducted in Spanish with emphasis on improvement of spelling, grammar, vocabulary, reading, writing, and oral skills. Emphasis will be placed on the correction of typical errors created by the influence of the English language. Every unit will cover important cultural aspects of the Hispanic world. Prerequisite: To be a heritage or native speaker of Spanish. Meets Area 8 general education requirements for the A.A. degree.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=15.00

SPN2441 SPANISH IN THE BUSINESS WORLD (3)
More advanced study of Spanish business documents with particular emphasis on the writing of business letters, commercial legal documents and translation. Prerequisite: instructor's approval. Meets Area 8 general education requirements for the A.A degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SPN2955 STUDY ABROAD: ADVANCED COMPOSITION (3)
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. Meets Area 8 general education requirements for the A.A. degree. This course is used only in BCC

Study Abroad Programs.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SPN2956 STUDY ABROAD: ADVANCED COMPOSITION (3)
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. Meets Area 8 general education requirements for the A.A. degree. This course is used only in the BCC Study Abroad Programs.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SPW2010 STUDIES IN SPANISH LITERATURE AND CULTURE I (3)
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, instructor's approval. Meets Areas 2B and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SPW2011 STUDIES IN SPANISH LITERATURE AND CULTURE II (3)
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's approval. Meets Areas 2B and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

GENERAL BUSINESS

GEB1011 INTRODUCTION TO BUSINESS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

GEB2112 ENTREPRENEURSHIP (3)
This course presents a modern treatment of business. It explores start-up/buy-out, franchising, business plans, marketing plans, human resources, financial planning, legal forms, products/services, selling, advertising, management policies, accounting systems, tax issues, capital management, computers, risk management, and ethical issues.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

GEB2430 BUSINESS ETHICS (1)
A brief practical approach to recognizing, understanding and solving ethical problems confronting today's business people and organizations. Review the historical development of ethics, examine a variety of ethical dilemmas, and practice resolving them through ethical reasoning. Address reference to statutory and professional codes. Stress logical, responsible decision-making; address individual, organizational and societal needs. 1 hour weekly; or 5-week sessions, 3 hours weekly. 1 hour elective.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

GEB2955 INTERNATIONAL CURRENT BUSINESS PRACTICE (3)
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. This course covers the nature and purpose of business between nations as well as the concepts of the multinational 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.
Lecture Hours=16 Lab Hours=0 Other Hours=32 Fees=0.00

GEOGRAPHY

GEA2000 WORLD GEOGRAPHY (3)
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. Meets Areas 3A and 8 general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

GEO1000 INTRODUCTION TO GEOGRAPHY (3)
This course is a study of the relationship between humans and their environment. Analysis will specifically target the earth's physical systems including land forms and climates and human impact on the world's natural resources involving a study of cultures, populations, urban land use and conservation projects. Meets Area 3A general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

GEO1132 REMOTE SENSING AND APPLICATIONS (3)
This course introduces basic concepts and fundamentals of remote sensing, image processing, and the global positioning system (GPS). The principles and processes involved in airphoto interpretation will be reviewed and examined. Image processing techniques will be reviewed from practical and mathematical points of view. The course is intended to provide the student with the background information necessary to successfully use remotely sensed imagery and GPS in conjunction with GIS technology. Prerequisite: Knowledge of Windows operating system.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=8.00

GEO1150C INTRODUCTION TO GEOGRAPHIC INFORMATION (4)
The intent of this course is to provide the student with a detailed introduction in geographic information systems (GIS) and support this information with laboratory activities. The course will cover all working knowledge of the theory aspects of geographic information systems including data collection, preprocessing, data management and data analysis as well as an introduction to the application of these systems. Prerequisite: knowledge of Windows operating system.
Lecture Hours=48 Lab Hours=32 Other Hours=0 Fees=16.00

GEO1151C INTRODUCTION TO GEOGRAPHIC INFORMATION (3)
This course will build upon the student's fundamental knowledge of GIS gained in the prerequisite course titled "Introduction to Geographic Information System I". The student will learn how to implement geographic concepts in GIS systems. The course will provide the student with the fundamental of computing and information science systems and cartography. It will introduce the student to the theory and practice of computer-aided cartography. In addition, the student will delve more deeply into data representation, manipulation and presentation. Prerequisite: GEO1150C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=16.00

GEO1156L APPLICATIONS OF GEOGRAPHIC INFORMATION (3)
A combined lecture and laboratory course in which students will draw upon the principles learned in GIS I and GIS II to increase/refine skills

and apply them to individual and/or group projects. Prerequisite: GEO1150C, GEO1151C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=32.00

GEO2370 CONSERVATION OF NATURAL RESOURCES (3)
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 3A and 8 general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

GEOLOGY

GLY1001 EARTH SCIENCE (3)
An integration of the three classic disciplines of the earth sciences, geology, meteorology, and oceanography, and man's place in the universe. Course will focus on the basic principles governing these disciplines, and the effect of each on man. Meets Area 4B general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree. Terms I, II, and III.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

GLY1010 PHYSICAL GEOLOGY (3)
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 4B general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

GLY1010L PHYSICAL GEOLOGY LAB (1)
Study of common rocks and minerals including their classification and origin and the interpretation of landforms through the study of geologic maps. Meets Area 4C general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree. One two hour laboratory weekly. Special fee is charged.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=7.00

GLY1100 HISTORICAL GEOLOGY (3)
An earth systems study of the origin and evolution of the earth and the history of life on our planet. The course encompasses the causes and effects of mass extinction on the history of life, and the role of plate tectonics on the geologic and biologic evolution of earth. Field trips are optional. Meets Area 4B general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

GLY1100L HISTORICAL GEOLOGY LAB (1)
One two-hour session per week. Experimental topics include fossils, paleogeography, rock correlation, and interpretation of geologic maps as related to the lectures. Corequisite: GLY1100. Meets Area 4C general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=5.00

GRAPHIC DESIGN TECHNOLOGY

GRA1201C DIGITAL TYPOGRAPHY (3)
This course is an introduction to computerized typography. The emphasis is on the visual effects of type as a design and communication element. Students will form an understanding of the fundamental rules related to type design, such as kerning and leading. The primary focus of the instruction will be how type is used in contemporary graphic design applications, but some practice in hand lettering will be included as well as a study of the how various type styles are designed. Also included is a study of font management, postscript, and handling of digital files. Students will solve a variety of problems commonly encountered in the production of a body of type for both print and electronic output. Prerequisite: OST1811C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=65.00

GRA1140C PRINCIPLES OF DIGITAL IMAGING (3)
This is an introductory graphic design course formulated to develop basic skills in digital imaging. Students will learn the basic computer skills needed to create, edit and manipulate digital images from scanned photographs and artwork. Students will modify, enhance and reshape images, apply special effects, adjust color, manage files, and prepare work for various forms of output.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=65.00

GRA1151C DIGITAL ILLUSTRATION (3)
This course addresses the concepts and techniques necessary to create computer-generated illustrations for use in print, web and multimedia applications. Students will work with software packages utilized by professional designers. Assignments include the creation of technical illustrations, business graphics (charts, maps, tables, and diagrams) and art for other applications. The class is portfolio driven, training students to follow a business process for analyzing client needs, conducting research and developing a concept for production within a budget.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=65.00

GRA1500C GRAPHIC DESIGN INDUSTRY (1)
This course provides a basic understanding of the current Graphic Design Industry. The student will learn the history of the industry and the current direction the industry is taking towards expanding beyond print into web, multimedia, video, audio, and animation graphics. Students will gain a basic understanding of the industry standard hardware, operating systems and application programs used to create graphic design products. Included are field trips to state-of-the art businesses along with research into jobs and related skills needed.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=25.00

GRA2134C ADVANCED MULTIMEDIA ANIMATION (3)
Continuation of Multimedia Animation to create advanced 2-dimensional animations with Lingo scripting (or other language) to be included in multimedia applications. Students learn advanced techniques which include the following: programming concepts in Lingo (or other language), improved hypertext and buttons, using lists and properties, file input and output, debugging, creating object-oriented movies in window programming, creating scrolling graphic and text, menu bars, and custom cursors, controlling digital video and MIDI, creating games, and understanding Xtras and NetLingo and Shocking files for Internet use. Students will create advanced animations using scripts for output to kiosks, games, CDs, and the Internet. Prerequisite: GRA2803C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=65.00

GRA2154C ADVANCED DIGITAL IMAGE DESIGN (3)
This is an advanced level course where students will solve complex digital imaging, illustration and compositing problems that require both 2D and 3D special affects. Students will be introduced to the fundamentals of creating and animating 3D images using 3D animation and modeling software packages, including creating objects, building models, animating, creating a scene, applying textures and paint, setting lights and cameras and rendering the final animation. Projects will satisfy the current industry client base which demands that a graphic artist conceive a given graphic idea which can be produced in a variety of print outputs, as well as output for the Web, TV and multimedia. Prerequisite: GRA1140C and PGY1801C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=65.00

GRA2162C INTRODUCTION TO 3D ANIMATION (3)
This course is an introductory level course in 3D animation. Students create complex animations which are carefully planned through storyboarding and cinematic techniques. Students will complete 3D animation projects and follow the 3D animation process, practicing and applying various features of the 3D animation software package. Prerequisite: GRA2171C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=65.00

GRA2171C ADVERTISING AND PROMOTIONAL DESIGN (3)
This course will introduce advertising and marketing principles. Students will apply design and technical skills introduced in foundation level classes. The focus will be on solving real- world advertising and promotional problems, carrying projects from initial concept to final presentation of the product. Projects will satisfy the current industry client base which demands that a graphic artist conceive a given graphic idea for production in a variety of print outputs, as well as output for the Web, TV and multimedia. The class is portfolio driven, training students to follow a business process for analyzing client needs, conducting research and developing a concept for production within a budget. Prerequisites: GRA1151C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=65.00

GRA2181C GRAPHIC DESIGN PORTFOLIO (1)
This course is designed to develop students' strategies for portfolio presentations to employers and clients, demonstrating their critical analysis skills, technical ability and visual expertise. Students will assemble and evaluate their work in order to develop professional graphic design portfolios. Students will also learn to develop alternate visual strategies as they apply to portfolio requirements set by industry standards. Industry will be consulted on a periodic basis to assist in the identification of portfolio requirements. Prerequisites: GRA2134C, GRA2154C, GRA2841C.. Corequisite: GRA2940C.
Lecture Hours=16 Lab Hours=16 Other Hours=0 Fees=25.00

GRA2490 PRINCIPLES OF PROJECT MANAGEMENT (3)
Students in this course will gain a comprehensive understanding of the skills required for project managers. This includes software presentation training, instruction in monitoring and controlling projects, procurement planning techniques, and an introduction to using project management software.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

GRA2491C PRINCIPLES OF PROJECT MANAGEMENT II (3)
Students in this course will gain a comprehensive understanding of the use of project management software to organize a project, schedule milestones, schedule tasks in the appropriate sequences, assign resources and costs to tasks, prepare professional reports, and track/analyze a project's progress. Prerequisite: GRA2490.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=25.00

GRA2841C WEB PUBLISHING (3)
This course is a basic course in designing web pages, web site architecture and navigation. Students will be instructed in the most current applications used for production of web pages. Proper coding of the pages using current web tools, with consideration of various platforms, will be provided. A special emphasis will be placed on interactivity design and page layout, and proper use of typography and images for delivery on the Internet. The class is portfolio driven, training students to follow a business process for analyzing client needs, conducting research and developing a concept for production within a budget. Prerequisite: PGY1801C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=65.00

GRA2842C WEB PUBLISHING II (3)
This is an advanced graphics design course in designing web pages. Students will learn to create web pages using HTML focusing on interactivity and usability. Students will work with text, links, color, and images for Internet delivery. Students will also learn and use related technology: JavaScript and Cascading Style Sheets. The class is portfolio driven. Prerequisite: GRA2841C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=65.00

GRA2940C GRAPHIC DESIGN INTERNSHIP (3)
This course is a culmination of the Graphic Design Technology two year A.S. Program. Students will learn the necessary business protocol and job interviewing skills that will place them in an internship situation. The intern will work in a studio setting, e.g., advertising agency, graphic design department of a small or large company, commercial printing business, etc. The experience will involve all duties usually associated with the current graphic design profession. Interns are expected to complete project assignments from start to finish with minimal guidance from the sponsoring entity/establishment. Prerequisites: GRA2134C, GRA2154C, GRA2841C, and Corequisite: GRA2181C.
Lecture Hours=16 Lab Hours=16 Other Hours=256 Fees=45.00

GRA2951C ART DIRECTION AND FINAL PRODUCTION (3)
This course is an advanced level course that forms an integral part of the final skills needed to complete the Graphic Design A.S. Degree requirements. It is intended to support the portfolio and internship courses by providing practice in advance concept formulation and art direction strategies and practical experience in production of their portfolio at a service bureau. Corequisite: GRA2171C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=25.00

PGY1801C DIGITAL IMAGING (3)
This is a graphic design course formulated to develop skills in digital imaging. Students will learn through the use of the computer how to create, edit and manipulate digital images from scanned photographs and artwork. Students will utilize retouching techniques to modify, enhance and reshape images, apply special effects, adjust color balance, manage files, and prepare their work for print output and web/electronic presentation. The class is portfolio driven, training students to follow a business process for analyzing client needs, conducting research and developing a concept for production within a budget. Prerequisite: GRA1140C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=65.00

HEALTH INFORMATION MANAGEMENT

HIM1000 INTRODUCTION TO HEALTH INFORMATION MANAGEMENT (1)
Orientation to the program and an introduction to the health, information management profession including its history, roles, functions, and ethics. Prerequisite: acceptance into the program.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

HIM1110 HEALTH DATA COLLECTION AND STORAGE (2)
Fundamentals of health information management 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: HSA2111. Corequisite: HIM1110L.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=3.00

HIM1110L HEALTH DATA COLLECTION AND STORAGE LAB (1)
Laboratory experience in record assembly, analysis, medicolegal procedures, and admission and discharge. Corequisites: HIM1110, HIM1800L.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=10.00

HIM1260 HEALTH INSURANCE BILLING (2)
A comprehensive course including the concepts and procedures for preparing and submitting claims for medical offices. Major nationwide health insurance programs are covered and an introduction to national

diagnosis and procedure coding systems is provided. Prerequisite: HSC1531.
Lecture Hours=32 Lab Hours=0 Other Hours=32 Fees=0.00

HIM1280C CODING: MEDICAL OFFICE (3)
A comprehensive course including application of diagnosis and procedure coding in the medical office using ICD-9-CM and CPT as applied to various medical specialties. Reinforcement of coding concepts as well as billing and reimbursement procedures is provide. Prerequisite: HIM1260C, HIM1451. Corequisite: HIM1452.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

HIM1451 PATHOPHYSIOLOGY I (2)
A study of the nature, cause, and treatment of human diseases including the diagnostic and therapeutic modalities used for each. Typical medical record data will be identified and interpreted. A parallel course to BSC1085 addressing: basic concepts of disease, basic concepts of diagnostic and therapeutic modalities including pharmacology, the integumentary system, the musculoskeletal system, the endocrine system, the nervous system, and the special senses. Prerequisite: HSC1531. Corequisites: BSC1085, BSC1085L.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

HIM1452 PATHOPHYSIOLOGY II (2)
A study of the nature, cause, and treatment of human diseases including the diagnostic and therapeutic modalities used for each. Typical medical record data will be identified and interpreted. A parallel course to BSC1086 addressing: the circulatory system, the respiratory system, the digestive system, the urinary system, fluids and electrolytes, and the reproductive system. Prerequisite: HIM1451. Corequisites: BSC1086, BSC1086L
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

HIM1800L PROFESSIONAL PRACTICE EXPERIENCE: B (2)
Supervised Professional Practice experience in a health information management department. Emphasis on record assembly, analysis, filing, admission and discharge procedures, as well as outpatient coding. Prerequisite: HIM1260C. Corequisites: HIM1110, HIM1280C.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=52.00

HIM2012 LEGAL ASPECTS OF HEALTH INFORMATION (2)
Study of the basic concepts and principles of law and their application to the health care field in general and specifically to health information management. Laws dealing with confidentiality and release of information, liability of health care providers and facilities as well as medical ethics are discussed. Prerequisite: MRE1000. Corequisites: MRE1110, MRE1110L, MRE1800L.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

HIM2201 HEALTH DATA MANAGEMENT (2)
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. Prerequisites: HIM1110, HIM1110L. Corequisite: HIM2201L.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

HIM2201L HEALTH DATA MANAGEMENT LAB (1)
Laboratory experience in the application of theory of advanced disease and procedural coding, DRG assignment, and data presentation. Hospital statistics are also practiced. Prerequisites: HIM1110, HIM1110L. Corequisites: HIM2201, HIM2820L.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=10.00

HIM2204C CODING: ADVANCED ICD 9 CM (3)
Integration of disease processes with applied advanced coding principles, following an introduction to the clinical aspects of selected diseases. Introduction to the DRG system, PPS, and UHDDS guidelines. Prerequisites: BSC1085, BSC1086, HIM1280C, HIM1451, HIM1452.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

HIM2214 HEALTH STATISTICS (2)
Basic introduction to allied health statistics and analysis as used in health information management. Prerequisites: HIM1110, MAT1033 or MTB1310.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

HIM2304 SUPERVISION AND ORGANIZATIONAL LIFE (3)
A capstone course presenting the basic principles of management and organizational life integrated with specific application to health information department functions. A study of the aspects and techniques of planning, organizing, motivating, and controlling with emphasis on communication, collaboration, and decision making. Prerequisites: MRE2201, MRE2201L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HIM2500 QUALITY IMPROVEMENT (2)
Organizational structures and activities for evaluating health care services, systems, and procedures with emphasis on the health information department. Topics include quality assurance-utilization review, and risk management. Prerequisites: MRE2201, MRE2201L.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

HIM2820L PROFESSIONAL PRACTICE EXPERIENCE: A (2)
Supervised professional practice experience in a health information management department. Emphasis on inpatient coding, abstracting, compiling, and presenting health data. Use of indexes, registers, statistics, and legal aspects. Prerequisite: HIM1110. Corequisite: HIM2201.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=32.50

HSA2111 HEALTH CARE DELIVERY SYSTEMS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HEALTH SERVICES MANAGEMENT

HSA2810L PRACTICUM IN HEALTH FACILITY ADMINIS (6)
An exposure and involvement in the managerial activity of health care facilities for the purpose of developing recognized competencies through the application and demonstration of prescribed objectives. Prerequisites: HSC1949, HSA2111, ACG2001, MAN2021, MNA2345, HSC1531.
Lecture Hours=16 Lab Hours=256 Other Hours=0 Fees=12.00

HSC1949 HEALTH SERVICE WORK EXPERIENCE (24)
Students with a post-secondary adult vocational certificate program may receive credit for classroom and work experience based upon departmental review. Credits may apply only to students seeking an A.S. degree in Health Service Management.
Lecture Hours=0 Lab Hours=0 Other Hours=384 Fees=10.50

HSC2660 COMMUNICATION FOR INTERDISCIPLINARY (2)
An introductory course for healthcare professionals working with interdisciplinary teams. Students will study the dynamics of interdisciplinary teams, quality customer relations, ethical and legal considerations and therapeutic communication skills. Note: Registration limited to students currently enrolled in the second year of an allied health program.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

HISTORY

AMH2010 HISTORY OF THE UNITED STATES (3)
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 Area 3A general education requirements for the A.A. degree. Meets Area 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

AMH2020 HISTORY OF THE UNITED STATES (3)
U.S. history from the post-Civil War Reconstruction period to the present. 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; the 1920's; the Great Depression and New Deal; origins and impact of the Second World War; advent of the Cold War; post war domestic tensions; the complacent 1950's; social/political unrest in the 1960's; disillusionment and search for new directions since 1970. Meets Area 3A general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

AMH2035 THE UNITED STATES: 1945 TO THE PRE (3)
An examination of the major political, social, economic, cultural, military and diplomatic developments which have shaped the development of the modern American nation since 1945, including World War II, the Cold War, the McCarthy Era, the complacent fifties, the turbulent sixties, the disillusioning seventies and the search for new directions since, to include the 1980s. Meets Area 3A general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

AMH2091 HISTORY OF THE AFRICAN AMERICAN (3)
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 3A and 8 general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EUH1000 WESTERN CIVILIZATION (3)
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 3A and 8 general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

EUH1001 WESTERN CIVILIZATION (3)
Continuation of EUH1000 to the present, with emphasis on expansion of the West. Meets Areas 3A and 8 general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree. May also be taken for honors credit.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

EUH2033 HISTORY OF THE HOLOCAUST (3)
An examination of the historical origins, execution, and consequences of the Holocaust. Meets Area 3A or 6 general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

EUH2052 HISTORY OF SPAIN (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HIS2950 HISTORY TRAVEL STUDY (1)
A combination of classroom preparation plus foreign travel. Variable content depending on countries to be visited. Historical background and travel preparation will be included.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

HIS2955 HISTORY STUDY ABROAD (3)
A combination of classroom preparation plus foreign travel. Variable content depending on countries visited. Historical background and travel preparation will be included. Prerequisite: instructor's approval.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HIS2956 HISTORY TRAVEL STUDY (6)
The same general description applies to this course as is given to the History Study Abroad offered for three semester hours. However, a longer itinerary to be visited will necessitate more extensive course requirements.
Lecture Hours=96 Lab Hours=0 Other Hours=0 Fees=0.00

JST1700 THE HOLOCAUST (3)
The historical, political, literary, religious, and philosophical dimensions of the Holocaust.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

JST2400 SURVEY OF JEWISH CIVILIZATION (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

JST2815 HISTORY OF MODERN ISRAEL (3)
This course will begin with the period of the Enlightenment for the Jewish people and will follow the historical development which led to the development of the State of Israel.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

LAH1004 THE HISTORY OF THE TWO AMERICAS (3)
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 3A and 8 general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

LAH1005 THE HISTORY OF THE TWO AMERICAS (3)
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 structure. Meets Areas 3A and 8 general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

WOH1951 ISRAEL PROGRAM II (16)
This is a holding course. A mechanism by which students enrolled in a study abroad program (Israel) can receive institutional credit.
Lecture Hours=0 Lab Hours=0 Other Hours=240 Fees=0.00

WOH1952 ISRAEL PROGRAM I **(15)**
This is a holding course. A mechanism by which students enrolled in this travel and study abroad program (Israel) can receive institutional credit.
Lecture Hours=0 Lab Hours=0 Other Hours=225 Fees=0.00

WOH2040 WORLD IN THE 20TH CENTURY **(3)**
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 3A and 8 general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HOSPITALITY AND TOURISM

FSS2500 FOOD SERVICE COSTING AND CONTROLS **(3)**
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; pre-cost and pre-control techniques; the preparation and utilization of management reports. A review of mathematics and its application to practical problems is covered. Emphasis is placed on the utilization of controls as a tool of management.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FSS2614 FOOD AND BEVERAGE MERCHANDISING **(3)**
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 in-house 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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HFT1210 SUPERVISORY DEVELOPMENT **(3)**
This course provides training on 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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HFT1700 INTRODUCTION TO TOURISM INDUSTRIES **(3)**
This course provides a survey of the history, organization, problems, opportunities and future trends in the areas which comprise the travel and tourism industries. Emphasis is placed on the economic benefits and social implications of tourism. This course is beneficial to the purchaser of tourism services as well as the marketer.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HFT1850 DINING ROOM AND LOUNGE OPERATION **(3)**
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HFT1860 BEVERAGE MANAGEMENT **(3)**
The course provides a survey of beverage management operations. The students are 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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HFT1941 OPERATIONS AND SERVICE PRACTICUM **(3)**
This course requires practical work experience or participation in formalized internship program in related disciplines in a approved segment of the hospitality/restaurant/travel industries and is coordinated with a weekly seminar. Faculty makes regular appraisals of the learning progress through on-site visitations and consultation with supervisors. Emphasis is placed on how the job relates to the satisfaction of customer needs. In addition, the essence of the service transaction offered by the organization is analyzed, including both the tangible and intangible components
Lecture Hours=16 Lab Hours=0 Other Hours=240 Fees=0.00

HFT2220 ORGANIZATION AND PERSONNEL MANAGEMENT **(3)**
This course covers the organization, supervision and direction of operations in the hospitality/ restaurant/travel 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. approval.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HFT2250 HOTEL MANAGEMENT **(3)**
This course provides a study of the growth and progress of the hotel industry and how hotels are developed, organized, financed and operated.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HFT2410 FRONT OFFICE SYSTEMS AND PROCEDURES **(3)**
This course provides basic training in front office procedures, and focuses on the rooms division of a hotel: front office, housekeeping, guest service, engineering, and security/loss prevention.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HFT2460 FINANCIAL MANAGEMENT **(3)**
A study of accounting systems for the hospitality/ restaurant/travel industries with emphasis on operating statistics and financial reports. The utilization of financial statements by management is studied.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HFT2500 MARKETING **(3)**
This course emphasizes how to sell and promote the services the hospitality/restaurant/travel 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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HFT2511 CONVENTION AND GROUP BUSINESS MARKE **(3)**
This course covers the functions of the convention organizer and tour wholesaler in relation to the suppliers of travel and hospitality services. The responsibilities of each organization in the marketing of facilities and activities to organizers, retailers, and/or consumers are emphasized.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HFT2600 HOSPITALITY LAW **(3)**
This course provides a study of the nature and function of our legal system as applied to hospitality, restaurant and travel operations. Operator/guest relationships, contracts, torts, civil rights and insurable risks are emphasized.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HFT2721 TRAVEL AGENCY MANAGEMENT AND OPERATION **(3)**
This course provides familiarization with travel agency operations including the selling, transporting, storing, advertising, planning, and

management of travel services. The course also provides hands-on training in computerized reservations (SABRE) and keyboarding, and incorporates key aspects of managing corporate travel.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HFT2730 TOUR PACKAGING (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HFT2942 MANAGEMENT AND CONTROL PRACTICUM (3)
This course requires practical work experience or participation in a formalized internship program in related disciplines in an approved segment of the hospitality/restaurant/travel industries and is coordinated with a weekly seminar. Faculty make regular appraisals of the learning progress through on-site visitations and consultations with supervisors. Emphasis is placed on human relations, motivational techniques and management styles relating to the control of employees, money, and material as they are used to satisfy customer needs.
Lecture Hours=16 Lab Hours=0 Other Hours=240 Fees=0.00

HUMANITIES TRAVEL STUDY

HUM2700 HUMANITIES TRAVEL STUDY (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HUM2701 HUMANITIES TRAVEL STUDY (6)
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.
Lecture Hours=96 Lab Hours=0 Other Hours=0 Fees=0.00

INTERDISCIPLINARY STUDIES

IDS1936 HONORS INTERDISCIPLINARY SEMINAR (3)
Honors interdisciplinary seminar is open to students who have attended Broward Community College for at least one term and have met half the requirements for graduation from the Honors Institute. Discussions on future-oriented topics 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 aspect of future studies, and lead at least one seminar. Written work in the form of commentaries and annotated bibliographies is also required. Either a collaborative class project or a service learning unit may be required.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

INTERIOR DESIGN

IND1020 INTERIOR DESIGN I (3)
An introduction to drafting tools, drafting symbols and their utilization in the development of basic plans. Preparation and evaluation of space requirements and a thorough review of statistical analysis for spatial relationships, space planning, principals of design and design criteria, and preparation of interior construction drawings.
Lecture Hours=16 Lab Hours=80 Other Hours=0 Fees=0.00

IND1100 HISTORY OF INTERIORS I (3)
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 II/Central Campus.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=29.00

IND1200 INTERIOR DESIGN II (3)
Further development and application of space planning methodology; design principals, design analysis and preparation of construction design. Introduction to professional presentation of planning programs and design concepts to clients. Full scope project to be completed in its entirety. Prerequisite: IND1020.
Lecture Hours=16 Lab Hours=80 Other Hours=0 Fees=0.00

IND2012 INTERIOR DESIGN III (3)
In-depth review of all planning concepts and design criteria studied to date. Introductory discussion of the interaction of the interior designer and other professional disciplines, i.e. electrical and mechanical engineers. Projects will utilize a statistical and space planning approach. All design and construction criteria will be considered in context with applicable local and national building codes. Interior construction drawings will also include scaled elevations and sections. Prerequisites: IND1020 and IND1200.
Lecture Hours=16 Lab Hours=80 Other Hours=0 Fees=0.00

IND2130 HISTORY OF INTERIORS II (3)
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 and contemporary architecture and will include Georgian, Federal, Victorian, etc., as well as miscellaneous styles. Chinese, Japanese, American Indian, African, etc. Prerequisite: IND1100. Term II/Central Campus.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

IND2220 INTERIOR DESIGN IV (3)
Advanced analysis planning and design with emphasis on the articulated application of ergometrics to public, commercial or residential projects. Fully applied emphasis on execution of final design project from space requirement through space analysis and planning, budgeting, design and design presentation and interior construction drawings and all specifications. All drawings and design materials will conform to applicable construction codes. Prerequisites: IND1020, IND1200, IND2012.
Lecture Hours=16 Lab Hours=80 Other Hours=0 Fees=0.00

IND2420 MATERIALS AND SOURCES (3)
This course will study materials and furnishings available to the interior designer on today's market. Term II/Central Campus.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

IND2500 PROFESSIONAL PRACTICES (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

JOURNALISM

JOU1100 BASIC REPORTING (3)
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 libel. Prerequisite: eligibility for ENC1101 and ability to type.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=0.00

JOU1207L MAGAZINE PRODUCTION (3)
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.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=0.00

JOU1400L NEWSPAPER PRACTICUM I (1)
Practical application of news writing and editing principles through work with college media. Prerequisite: JOU1100 or instructor's approval.
Lecture Hours=0 Lab Hours=48 Other Hours=0 Fees=0.00

JOU1401L NEWSPAPER PRACTICUM II (2)
Continuation of JOU1400L. Students may take JOU1400L and JOU1401L during the same term. Prerequisite or corequisite: JOU1400L or instructor's approval.
Lecture Hours=0 Lab Hours=72 Other Hours=0 Fees=0.00

JOU1402L NEWSPAPER PRACTICUM III (2)
Continuation of JOU1401L. 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 JOU1400L or instructor's approval.
Lecture Hours=0 Lab Hours=72 Other Hours=0 Fees=0.00

JOU1440L MAGAZINE PRACTICUM I (1)
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 PGY2610 or JOU2203, or CRW1200, or ART1201C or instructor's approval.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

JOU1441L MAGAZINE PRACTICUM II (1)
Continuation of JOU1440L. Prerequisite: JOU1440L or instructor's approval.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

JOU2200 NEWSPAPER EDITING AND MAKEUP (3)
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 or instructor's approval.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=0.00

JOU2203 MAGAZINE EDITING (3)
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 CRW1200.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=0.00

MMC1000 INTRODUCTION TO MASS COMMUNICATION (3)
Overview of contemporary mass media and its historical background. Includes processes and effects of media messages on the individual and society. 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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PGY2610 PHOTO JOURNALISM (4)
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, their production, and their relationship to American society. The student will supply a 35mm camera, film and paper. As part of the course, students will have an opportunity to shoot for campus publications. Instructor's approval. Special fee charged.
Lecture Hours=48 Lab Hours=32 Other Hours=0 Fees=10.00

RTV2102 BROADCAST WRITING (3)
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 instructor's approval.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

LANDSCAPE TECHNOLOGY

ENY1002 ENTOMOLOGY (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FRC2004C SUBTROPICAL FRUIT CULTURE (4)
The identification and culture of approximately 125 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, identification techniques, pest management, and production. Lab consists of one required propagation lab and three required field trips.
Lecture Hours=48 Lab Hours=32 Other Hours=0 Fees=5.00

FRC2005C LATE SEASON SUBTROPICAL FRUITS (4)
The identification and culture of approximately 125 tropical and subtropical edible fruits introduced into South Florida as dooryard, semi- commercial and commercial food crops. Topics will include cultivars, propagation, flowering and fruiting seasons, landscape uses, identification techniques, pest management, and post harvest handling, with emphasis upon those fruits which flower and ripen during the fall and winter seasons. Laboratory consists of one required propagation laboratory and three required field trips.
Lecture Hours=48 Lab Hours=32 Other Hours=0 Fees=5.00

HOS1031C HORTICULTURAL PRACTICES (5)
The practices and procedures used in growing and managing landscape plants in South Florida. The student will take part in landscape planting and transplanting, nursery potting, fertilizing, pest control techniques, mixing soils and pruning. In-class field trips will introduce the student to diverse growing operations and wholesale suppliers. Four hours lecture and two hours lab per week.
Lecture Hours=64 Lab Hours=32 Other Hours=0 Fees=12.00

HOS2552 PALM IDENTIFICATION AND SELECTION (3)
An introduction to over 110 genera of palms with specific identification of 70 genera using field diagnostic characteristics and keys to vegetative structures. Simple palm morphology will be covered in the first lecture. Attention will be directed to popular palms worldwide as well as possible new introductions to the industry. Ten (10) evening lectures and two (2)Saturday field trips required (students must provide their own transportation.)
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

IMP2252 INTEGRATED PEST MANAGEMENT (3)
An environmentally conscientious approach to the management of general household pests, wood destroying organisms, and lawn and ornamental pests and diseases. Prerequisite: None, but IMP2612, ORH1510, and Entry Level Horticulture are are suggested. Corequisite: None.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

IPM1111C INSECT IDENTIFICATION (3)
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.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

IPM1301 PESTICIDES AND THE ENVIRONMENT (3)
The classification, mode of action, toxicity, mixing, registration, safe application techniques, and environmental impact of pesticides used in the pest control industry.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

IPM2252 INTEGRATED PEST MANAGEMENT (3)
Pre-Requisite: None; but IPM2612 and ORH1510 are suggested. Co-Requisite: None An environmentally conscientious approach to the management of general household pests, wood destroying organisms, and lawn and ornamental pests and diseases.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

IPM2612 HOUSEHOLD PESTS AND CONTROL (4)
A practical approach to the identification, biology, physical characteristics, inspection procedures, and controls involving general household pests.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

IPM2622 WOOD DESTROYING PESTS AND THEIR CON (4)
A practical approach to the identification, biology, physical characteristics, 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.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

IPM2631 PLANT PEST CONTROL (4)
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.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

IPM2811 PEST CONTROL AND HORTICULTURAL BUSI (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

IPM2932 PEST CONTROL SEMINAR (1)
Selected current topics in pest control and related subjects.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

ORH1000 HORTICULTURAL BIOLOGY (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ORH1000L HORTICULTURAL BIOLOGY LAB (1)
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.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

ORH1101 COMMON FLORIDA PLANTS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=6 Fees=0.00

ORH1104 FLORIDA CERTIFIED NURSERY PROFESSION (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ORH1510 LANDSCAPE PLANT IDENTIFICATION I (4)
Approximately 200 species and varieties of palms, shrubs, vines, and trees commonly used in South Florida landscapes will be covered with in-depth 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.
Lecture Hours=64 Lab Hours=0 Other Hours=6 Fees=0.00

ORH1511 LANDSCAPE PLANT IDENTIFICATION II (4)
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.
Lecture Hours=64 Lab Hours=0 Other Hours=6 Fees=0.00

ORH1523 NATIVE UPLAND PLANTS (2)
This course includes the identification of approximately 100 plants and plant groups native or naturalized in the higher ground habitats of South Florida. The application of these plants as in-situ, mitigation or landscape materials in the ecological and esthetic situations of this area will be an additional objective. Most instruction will be done in the field utilizing local passive- and active-use parks. Completion of any landscape plant identification class, ORH1524, ORH1510, ORH2511 ORH2512 or ORH1101, is strongly recommended.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

ORH1524 NATIVE WETLAND PLANTS (2)
This course is a continuation of HOS1071, Native Upland Plants, and includes the identification of approximately 100 plants and plant groups native or naturalized in fresh and salt water wetlands of South Florida. The application of these plants as in-situ and mitigation species in ecological, landscape and esthetic situations will be done in the field. Prerequisite: ORH1523 or permission of instructor.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

ORH1881 APPLIED XERISCAPE (3)
This course provides a basic foundation of xeriscape guidelines and expands these into the practical application of this new concept of age-old principles. Beginning with creative planning, we will guide the student through new installations and retrofitting existing landscapes. The student will learn to create beautiful, colorful, often butterfly-attracting landscapes that are water-conserving and environmentally sound. This course can be used as an elective in the Landscape Technology Program. Two six-hour working field trips required.
Lecture Hours=48 Lab Hours=0 Other Hours=12 Fees=0.00

ORH2220 TURFGRASS MANAGEMENT (3)
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 lectures weekly with 2 required field trips. Can be used as elective in A.S. degree program.
Lecture Hours=48 Lab Hours=0 Other Hours=8 Fees=0.00

ORH2323 CYCAD SURVEY (3)
This course is an introduction to the basic morphology and taxonomy of the Cycads including identification of the existing genera and many species. Particular attention will be given to their use in South Florida as landscape and interiorscape subjects. Class work will include lecture and slide presentation. Two weekend field trips are required, personal transportation must be provided. It is strongly recommended that students complete HOS2552, Palm Identification and Selection; ORH1101, Common Florida Plants; and ORH1510, Plant Identification I before enrolling in this course.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ORH2512 LANDSCAPE PLANT IDENT III (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=12 Fees=0.00

ORH2800 INTRO TO LANDSCAPE DESIGN (2)
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.
Lecture Hours=24 Lab Hours=0 Other Hours=8 Fees=0.00

ORH2820C IRRIGATION (3)
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.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

ORH2830 BASIC LANDSCAPE DESIGN THEORY (2)
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.
Lecture Hours=24 Lab Hours=0 Other Hours=8 Fees=0.00

ORH2831C LANDSCAPE DESIGN STUDIO (4)
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.
Lecture Hours=48 Lab Hours=48 Other Hours=0 Fees=0.00

ORH2841 LANDSCAPE INSTALLATION (3)
The techniques involved in proper selection, pre-planting, and post-planting 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.
Lecture Hours=48 Lab Hours=0 Other Hours=16 Fees=0.00

ORH2843 LANDSCAPE CONSTRUCTION AND GRADING (3)
This course presents landscape drawing for the grading & drainage and structures. Topics include drafting details using spot elevations, drainage structures, contours, slopes and sections of various landscape structures such as: walls and fences, retaining walls, pavement, steps & ramps, footings, edgings, and furnishings. For students desiring an overview knowledge of those elements in the landscape other than plants and landscape architecture graduates reviewing for the L.A.R.E. exam. Lecture, drafting and field trips. Prerequisites: ORH 2800 & ORH 2830, instructor approval.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

ORH2930 HORTICULTURAL SEMINAR (1)
Selected current topics in horticulture and related subjects.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

PLS2600 WEED IDENTIFICATION AND CONTROL (3)
Identification and methods of control of terrestrial and aquatic weeds of Southern Florida commonly found in landscapes, field and container nurseries, and turfgrasses and aquatic areas. Calibration, use and preventative maintenance of pest control equipment will also be discussed. Two four hour lectures for 6 weeks.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SOS1102 SOILS AND FERTILIZERS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SOS2242C WETLANDS MANAGEMENT I (3)
This course provides the background to define a wetland using indigenous plant forms, aquatic conditions, geology and applicable laws and regulations. The strategies and techniques needed to maintain natural habitats are outlined. Course consists of classroom and extensive field work. Completion of any of the horticultural biology, zoology, or native plant courses would be helpful and is suggested.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=10.00

SOS2243C WETLANDS MANAGEMENT II (3)
This course provides the background needed to design, implement, monitor and maintain a functional wetland, both fresh water and coastal, in South Florida. Course consists of classroom and extensive field work. Prerequisite: SOS2242C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=10.00

LEGAL ASSISTING

PLA1003 INTRODUCTION TO LEGAL ASSISTING (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PLA1104 LAW LIBRARY/RESEARCH (3)
This course provides information on how to research and write legal documents for both trial and appellate work. An in-depth examination of the law library and legal research techniques are emphasized.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PLA1201 CIVIL LITIGATION (3)
This course covers the basic concepts of Civil Litigation. Discussions involve the liability of the individual in relation to the specific acts committed.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PLA1303 CRIMINAL LITIGATION (3)
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. Prerequisites: ENC1101, PLA1003, PLA1104 or instructor approval.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PLA1435 CORPORATIONS (3)
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. Prerequisites: ENC1101, PLA1003, PLA1104 or instructor approval.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PLA1600 PROBATE PRACTICE (3)
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. Prerequisite: ENC1101, PLA1003, PLA1104 or instructor approval.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PLA1610 PROCEDURES FOR REAL ESTATE TITLE CL (3)
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 the mechanics of the title examination are also studied. Prerequisites; ENC1101, PLA1003, PLA1104 or instructor approval.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PLA1800 DOMESTIC RELATIONS (3)
This course surveys domestic relations, and includes topics such as marriage, dissolution of marriage, separation agreements, custody, legitimacy, adoption, name changes, support, court procedures, and property disposition. Prerequisites: ENC1101, PLA1003, PLA1104, or instructor approval.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PLA1841 IMMIGRATION LAW (3)
This course provides an in depth study of Immigration Law. Topics covered include a historical overview of immigration law, types of immigration law practices, agencies involved with immigration laws, the drafting of fall documents and forms associated with immigration law, the Immigration & Nationality Act & the administrative system covering the practice of immigration law.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PLA2114 LEGAL WRITING AND DRAFTING (3)
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. Prerequisite; PLA1003, PLA1104, ENC1101 or instructor approval.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PLA2466 DEBTOR/CREDITOR RELATIONS (3)
This course provides an in-depth study of Debtor/Creditor law. Topics covered include collection of debts through court processes, post-judgment collection practices, bankruptcy law, landlord/tenant debt law, collection of debts based upon negotiable instruments, federal consumer collection acts, and foreclosure actions. Prerequisites: ENC1101, PLA1003, PLA1104 or instructor approval.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PLA2940 LEGAL ASSISTING PRACTICUM (6)
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. Prerequisite: Program Coordinator's approval. Prerequisites: ENC1101, PLA1003, PLA1104 and program manager's approval.
Lecture Hours=0 Lab Hours=0 Other Hours=180 Fees=0.00

MANAGEMENT

MAN2021 INTRODUCTION TO MANAGEMENT (3)
This course covers fundamental management principles and concepts. Emphasis is placed 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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

MAN2604 INTERNATIONAL BUSINESS ENVIRONMENT (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MNA1161 INTRODUCTION TO CUSTOMER SERVICE (3)
This course provides the student 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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MNA1482C E-COMMERCE I (3)
This course examines the history, basic, tools, and other important issues surrounding the many forms of Electronic Commerce. The students develop skills and gain knowledge and experience with a networked community designed for business function and transactions. Subject areas include: types of E-Commerce; E-Marketing; E-Accounting; E-Customer Service; effective E-Commerce solutions and the development process.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

MNA1483C E-COMMERCE II (3)
This course examines the management functions unique to Internet marketing and sales. Subject area include infrastructure knowledge; technical requirements; designing security solutions; content management; successful commercial packages; and the globalization of E-Commerce. Prerequisite: MNA1482C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

MNA2345 PRINCIPLES OF SUPERVISION (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MNA2484C E-COMMERCE III (3)
Students will develop an e-business firm and build a site for that business, and compare businesses in various industries. They will learn how an e-business compares to and contrasts from a land-based business with a hands-on approach. Prerequisite: MNA1483C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

MNA2485C E-COMMERCE IV (3)
An internship with a corporation, non-profit or governmental agency allowing the student to gain professional experience that will help integrate the theory and practice of information systems. Internships must be approved by the Department Chair or another appointed designee. Prerequisite: MNA2484C
Lecture Hours=16 Lab Hours=32 Other Hours=240 Fees=0.00

MARKETING

MAR1011 PRINCIPLES OF MARKETING (3)
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 analyze and prepare case studies of businesses engaged in manufacturing, wholesaling, retailing and service.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

MAR2141 INTERNATIONAL MARKETING (3)
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 area of foreign market analysis, target market identification, product planning, promotion, and channels of distribution.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MKA1021 SALESMANSHIP (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MKA1511 ADVERTISING (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MKA1930 SEMINAR I: MARKETING IN PERSPECTIVE (3)
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 Delta Epsilon Chi related activities.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MKA2102 RETAILING (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MKA2931 SEMINAR II: RESEARCH IN MARKETING (3)
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 Delta Epsilon Chi related activities. Prerequisite: MKA1930.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MKA2932 SEMINAR III: MARKETING MANAGEMENT (3)
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 Delta Epsilon Chi related activities. Prerequisites: MKA1930 and MKA2931.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MASSAGE THERAPY

MSS0001 MEDICAL ETHICS AND STANDARDS FOR MA (0)
Upon successful completion of this program, the student will have an understanding of related knowledge to the rules and laws that govern massage therapy in the State of Florida, identify basic business practices and standards, what it means to own a business, how to be successful and the skills needed, demonstrate appropriate body draping, client/therapist positioning, proper hygiene and ability to explain a facility accommodating health promotion and safety. Corequisite: HCP0130.
Lecture Hours=15 Lab Hours=0 Other Hours=0 Fees=0.00

MSS0155 ANATOMY AND PHYSIOLOGY OF BODY SYSTEM (0)
Upon successful completion of this course, the student will have an understanding of human anatomy and physiology specific to the practice of massage therapy. The course will also present concepts related to body systems and their relevance in the practice of massage therapy as well as clinical pathologies related to the body system
Lecture Hours=45 Lab Hours=0 Other Hours=0 Fees=0.00

MSS0156 ANATOMY AND PHYSIOLOGY FOR MASSAGE II (1)
This course will focus on the structure and function of the body systems that are specific to Massage Therapists. The focus will be how the human body and its structures relates to specific modalities.
Lecture Hours=45 Lab Hours=0 Other Hours=0 Fees=0.00

MSS0156L ANATOMY AND PHYSIOLOGY MASSAGE THERAPY II LAB (2)
Upon successful completion of this program, the student should be able to demonstrate an understanding of human anatomy and physiology as related to the practice of massage therapy and allied modalities, hydrotherapy, medical terminology, effects of massage on the human body and the concepts of homeostasis. Prerequisite: MEA1233. Corequisite: PHT1103.
Lecture Hours=0 Lab Hours=60 Other Hours=0 Fees=25.00

MSS0250 INTRODUCTION TO MASSAGE THERAPY (0)
In this introductory course, the student will be able to discuss the theories of therapeutic and Swedish massage. History of the techniques along with indications and contraindications will be discussed. Prerequisite: MSS0001. Corequisite: MSS0250L.
Lecture Hours=15 Lab Hours=0 Other Hours=0 Fees=0.00

MSS0250L INTRODUCTION TO MASSAGE THERAPY LAB (0)
In this introductory course, the student will be able to demonstrate the techniques of therapeutic and Swedish massage. History of the techniques along with indications and contraindications will be demonstrated. Prerequisite: MSS0001. Corequisite: MSS0250.
Lecture Hours=0 Lab Hours=170 Other Hours=0 Fees=25.00

MSS0281 ALLIED MODALITIES (0)
Upon successful completion of this program, the student will have a general understanding of allied modalities (hands-on techniques, other than Swedish massage), and the ability to refer clients/patients to the appropriate application for their maximum benefit, as well as refer to other practitioners whose professional practice is beyond the scope of massage therapy. Prerequisite: MSS0250, MSS0250L. Corequisite: MSS0281L.
Lecture Hours=15 Lab Hours=0 Other Hours=0 Fees=0.00

MSS0281L ALLIED MODALITIES - LAB (0)
Upon successful completion of this program, the student should be able to demonstrate allied modalities (hands-on techniques, other than Swedish massage), and demonstrate the ability to refer clients/patients

to the appropriate application for their maximum benefit, as well as refer to other practitioners whose professional practice is beyond the scope of massage therapy. Prerequisite: MSS0250, MSS0250L. Corequisite: MSS0281.
Lecture Hours=0 Lab Hours=120 Other Hours=0 Fees=25.00

MSS0300 HYDROTHERAPY MODALITIES (0)
Upon successful completion of this program, the student should be able to discuss the knowledge of hydrotherapeutic use, individual applications and their equipment, temperature ranges of such applications, indications and contraindications as well as the history and historical practitioners of hydrotherapy. Prerequisite: MSS0250, MSS0250L. Corequisite: MSS0300L.
Lecture Hours=15 Lab Hours=0 Other Hours=0 Fees=0.00

MSS0300L HYDROTHERAPY MODALITIES - LAB (1)
Upon successful completion of this program, the student should be able to discuss the knowledge of hydrotherapeutic use, individual applications and their equipment, temperature ranges of such applications, indications and contraindications as well as the history and historical practitioners of hydrotherapy. Prerequisite: MSS0250, MSS0250L. Corequisite: MSS0300.
Lecture Hours=0 Lab Hours=45 Other Hours=0 Fees=35.50

MSS0803L MASSAGE THERAPY CLINICAL PRACTICUM (3)
Upon successful completion of this program, the student will have a general understanding of all techniques, and the ability to demonstrate (hands- on) the appropriate application for their maximum benefit. Prerequisite: all other MSS courses.
Lecture Hours=0 Lab Hours=110 Other Hours=0 Fees=47.50

MATHEMATICS

MAC1105 COLLEGE ALGEBRA (3)
A college algebra course containing topics such as solving, graphing and applying linear and quadratic equations and inequalities; exponential and logarithmic properties; linear quadratic, rational, absolute value and square root functions; functions operations, compositions and inverses; and systems of equations and inequalities, all with applications throughout the course. Prerequisite: MAT1033 with a grade of "C" or higher, or recommendation of the Mathematics Department.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=30.00

MAC1114 TRIGONOMETRY (3)
This course, in conjunction with MAC1140, is designed to prepare the student for the study of Calculus. Topics include a functional approach to trigonometry; trigonometric equations; trigonometric identities; solving triangles; DeMoivre's Theorem: vectors; polar coordinates; and parametric equations. A graphing calculator may be required. Prerequisite: MAC1105 with a minimum grade of "C" or higher, or recommendation of Mathematics Department.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MAC1132 PRE CALCULUS MATHEMATICS I (3)
Topics from algebra and trigonometry with emphasis on functions and graphs. Topics include polynomial, rational, exponential, and logarithmic functions and equations, and analytic trigonometry. A graphing or scientific calculator may be required. Prerequisite: MAC1102 with a grade of "C" or higher or recommendation of the Mathematics Department. Meets Area 5A general education requirements for the A.A. degree. Meets Areas 4 or 5 general education for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MAC1133 PRE CALCULUS MATHEMATICS II (3)
A continuation of algebra and trigonometry including mathematical induction, sequences and series, conics, analytic trigonometry, solutions of oblique triangles, complex numbers and DeMoivre's Theorem, matrix algebra, determinants, vectors, binomial theorem, polar graphing, and other topics related to systems of equations and inequalities. A graphing or scientific calculator may be required. Credit will not be given for both this course and MTB1322. Prerequisite: MAC1132 with a grade of "C" or higher or recommendation of the Mathematics Department. Meets Area 5A general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MAC1140 PRE CALCULUS ALGEBRA (3)
This course, in conjunction with MAC1114, is designed to prepare the student for the study of Calculus. Topics include sequences; series; mathematical induction; matrices; determinants; and systems of equations. Also included are polynomial, rational, exponential, and logarithmic functions and equations; and polynomial and rational inequalities. Functions and graphs are emphasized. A graphing calculator may be required. Prerequisite: MAC1105 with a minimum grade of "C" or higher, or recommendation of Mathematics Department.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MAC1930 SPECIAL TOPICS IN CALCULUS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MAC2233 BUSINESS CALCULUS (3)
This is a general education course which includes the college level skills of calculus such as: functions, graphs, limits, differentiation, integration, average and instantaneous rates of change, and other applications. Meets Area 5A general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree. Prerequisite: MAC1105 with a grade of "C" or higher or recommendation of the Mathematics Department.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MAC2311 CALCULUS AND ANALYTICAL GEOMETRY I (5)
This is the first of a three-course sequence in calculus. Students should have access to a graphing calculator throughout the sequence of courses. Topics include: analytic geometry, functions, limits, continuity, derivatives and their applications, transcendental functions, anti-derivatives, and definite integrals. Certain sections of this course may require the use of a graphing calculator. Meets 5 credits of Area 5A general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree. Prerequisite: MAC1140 and MAC1114 with a grade of "C" or higher or recommendation of the Mathematics Department.
Lecture Hours=80 Lab Hours=0 Other Hours=0 Fees=0.00

MAC2312 CALCULUS AND ANALYTICAL GEOMETRY II (5)
This is the second of a three-course sequence in calculus. Topics include techniques of integration, conics, polar coordinates, indeterminate forms, L'Hopital's Rule, proper integrals, infinite series, parametric equations, improper integrals, vectors, volume, arc length, surface area, work, and other applications of integration. A graphing calculator may be required in certain sections of this course. Meets 5 credits of Area 5A general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree. Prerequisite: MAC2311 or MAC2302 with a grade of "C" or higher or recommendation of the Mathematics Department.
Lecture Hours=80 Lab Hours=0 Other Hours=0 Fees=0.00

MAC2313 CALCULUS AND ANALYTICAL GEOMETRY III (4)
This is the third of a three-course sequence in calculus. Topics include vectors in 3 space, 3 dimensional surfaces, multivariate functions, cylindrical and spherical coordinates, multiple integrals, partial

derivatives, vector fields, Green's Theorem, and Stokes's Theorem. A graphing calculator may be required in certain sections of this course. Meets 4 credits of Area 5A general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree. Prerequisite: MAC2303 or MAC2312 with a grade of "C" or higher or approval of the Mathematics Department.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

MAP2302 DIFFERENTIAL EQUATIONS (3)
Topics include the classification, solution and application of differential equations, including numerical methods, Laplace transforms, linear systems, and series solutions. Prerequisite: MAC2312 with a grade of "C" or higher. Meets Area 5A general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree. This course may be taken for honors credit with the permission of the instructor.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MAS2103 LINEAR ALGEBRA (3)
A first course in linear algebra, emphasizing the algebra of matrices and vector spaces. Recommended for students majoring in mathematics or related areas. Prerequisite: MAC1114 and MAC1140 with a grade of "C" or higher, or recommendation of the Mathematics department. Meets Areas 5A general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree. This course may be taken for honors credit with the permission of the instructor.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MAT0012 PRE ALGEBRA (4)
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, geometric and algebraic skills. This course includes college level academic skills in arithmetic and geometry. Corequisite: MAT0012L. Non-transferable.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MAT0012L PRE ALGEBRA LAB (0)
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.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=20.00

MAT0020 INTEGRATED ARITHMETIC AND ALGEBRA (8)
A course which combines the arithmetic and algebra skills of MAT0012 and MAT0024. This course includes all mathematics skills necessary for entry into college level mathematics. Arithmetic topics include operations with real numbers, fractions, decimals, exponents, geometry, measurement systems, percents and ratios. Algebra topics include sets, polynomial operations, factoring, solving and graphing linear equations and inequalities, operations with quadratic equations, and applications of all concepts. Credit for this course may not be used to meet degree requirements. Corequisite: MAT0020L.
Lecture Hours=96 Lab Hours=0 Other Hours=0 Fees=0.00

MAT0020L INTEGRATED ARITHMETIC AND ALGEBRA LAB (0)
A laboratory course that will supplement classroom instruction in MAT0020. Instruction will focus on the individual needs of the student. This course must be taken concurrently with MAT0020. Corequisite: MAT0020.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=40.00

MAT0024 ELEMENTARY ALGEBRA (4)
A course to help students learn the basic algebra skills needed for college level mathematics courses. The student will utilize his/her knowledge of arithmetic and algebra for applications problems. Topics include sets; linear and quadratic equations and linear inequalities; exponents; factoring; rational expressions; radical expressions; graphing of linear equations; and systems of equations. Certain sections of this course will use the Academic Systems teaching software; such sections will occur in an automated and interactive environment. Credit for this course may not be used to meet degree requirements. Prerequisite: Knowledge of MAT0012. Corequisite: MAT0024L
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MAT0024L ELEMENTARY ALGEBRA LAB (0)
A laboratory course that will supplement classroom instruction in MAT0024. Instruction will focus on the individual needs of the student and consist of computer aids, video tapes, and tutor support. This course must be taken concurrently with MAT0024.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=20.00

MAT0061 FUNDAMENTAL CONCEPTS OF CONTEMPORY (3)
The course is designed for in-service teachers. It is concerned with contemporary subject matter, concepts, and approaches to teaching which have evolved from recent study and research pertaining to instruction of secondary mathematics. It may be credited for 3 semester hours toward extension of Certificate, recency of credit, and the local County Incentive Award.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MAT1033 INTERMEDIATE ALGEBRA (3)
A continuation of algebra containing topics such as factoring; operations with rational expressions, absolute value; exponents, radicals and roots; complex numbers; linear and quadratic equations and linear inequalities; graphs; systems of equations; and functions, all with applications throughout the course. Certain sections of this course will use the Academic Systems teaching software; such sections will occur in an automated and interactive environment. Meets 3 hours of elective credit for the A.A. degree. Prerequisite: High School Algebra II with a minimum grade of "C" or higher and placement by the Counseling Department, or completion of MAT0020 or MAT0024 with a grade of "C" or higher.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=20.00

MGF1106 MATHEMATICS FOR LIBERAL ARTS I (3)
This is a general education course which includes the college-level skills not included in the courses MAT0012, Pre-Algebra, MAT0024, Elementary Algebra, and MAT1033, Intermediate Algebra. This course will include topics in logic; geometry; set theory; probability; and statistics. This course will also emphasize applications to real world situations and the integration of other disciplines, including (but not limited to) business and the physical sciences. Prerequisite; MAT1033 with a grade of "C" of higher, or recommendation of Mathematics Department.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=20.00

MGF1107 MATHEMATICS FOR LIBERAL ARTS II (3)
This is a general education course which includes college-level skills not included in the course MAT0012, Pre-Algebra, MAT0024, Elementary Algebra, and MAT1033, Intermediate Algebra. The course will include selected topics from Mathematics of Finance; Linear and Exponential Functions; Number Systems; History of Mathematics; Theory of Numbers; Graph Theory; Numerical Methods and Algorithms; Game Theory; and Student Projects(s)(strongly recommended). This course will also emphasize applications to real world situations and the integration of other disciplines, including (but not limited to) business and physical sciences. Prerequisite: MAT1033 with a grade of "C" or higher, or recommendation of Mathematics Department. (Note: Liberal Arts Math I is not a prerequisite for this course).
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MTB1304 GRAPHING CALCULATOR (1)
This course is designed to instruct students in the use of the Graphing Calculator as well as to introduce them to other technologies available to the mathematics student of the '90's. The course will prepare the student to use the calculator in Precalculus, Calculus, Statistics, and

scientific applications. Corequisite: MAC1105.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

MTB1310 APPLIED MATHEMATICS (3)
This course is designed for Associate of Science degree seeking students. The following topics are included: the metric system and measurement; linear and quadratic functions; ratio and proportions; exponents and logarithms; and descriptive statistics. Problem solving and applications requiring a calculator will be presented throughout the course. Credit for this course cannot be used to meet the general education requirements for the Associate of Arts degree. Prerequisites: appropriate placement test scores or completion of MAT0024 with a grade of "C" or higher.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=5.00

MTB1321 TECHNICAL MATHEMATICS I (3)
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 MAT1033. This course is not recommended for transfer students.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MTB1322 TECHNICAL MATHEMATICS II (3)
This is the second course in a two-term sequence for technology majors. Topics include systems of linear equations, quadratic equations, right triangles, trigonometry, oblique triangles, vectors, and polar coordinates. Credit will not be given for both this course and MAC1133. This course is not recommended for transfer students. Prerequisite: MTB1321 with a grade of "C" or higher or recommendation of the Engineering Technology Department.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MTB1325 ENGINEERING TECHNOLOGY MATH I (4)
This is the first course in a two-term sequence for Electronics and Computer engineering technology students. Topics include Euclidean geometry, algebra, exponents and radicals, graphing, trigonometry, vectors, complex numbers, and straight line concepts. Calculators will be used to solve problems after the basic principles have been mastered. Prerequisite: MAT0024 with a grade of "C" or higher.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

MTB1326 ENGINEERING TECHNOLOGY MATH II (4)
This is the second course of a two-term sequence designed for Computer and Electronics engineering technology students. Topics include systems of linear equations, factoring and fractions, roots and radicals, quadratic equations, complex numbers, exponentials and logarithms, trigonometry, analytical geometry and linear inequalities. Calculators will be used to solve problems after the basic principles have been mastered. Prerequisite: MTB1325 with a grade of "C" or higher.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

MTG2204 GEOMETRY FOR TEACHERS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MTG2206 COLLEGE GEOMETRY (3)
A college geometry course emphasizing Euclidean Geometry and its relationship to logic, trigonometry, and coordinate geometry. The problems, proofs, constructions, and graphs involve line segments, angles, triangles and polygons, parallel and perpendicular lines, slope of lines, circles, and similarity. Trigonometry is presented in terms of right angle relationships; logic is the basis for deductive reasoning in proofs of theorems; and lines and other geometric figures are graphed in the rectangular coordinate system. Unless a requirement or elective in an A.A. degree program, the transfer credit status of this course would be evaluated by the receiving institution. Prerequisite: MAT1033.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MEDICAL ASSISTING TECHNOLOGY

HSC1531 MEDICAL TERMINOLOGY (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MEA0005 INTRODUCTION TO MEDICAL ASSISTING (1)
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 admission.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

MEA0204 CLINICAL PROCEDURES (2)
Designed to orient the medical assistant to all phases of patient care in the physician's examining room. Discussion of basic principles involved relating to: vital signs, physical examination, minor surgery, instrumentation sterilization, preparation of medications, physical therapy modalities and electrocardiography will be included. Approved uniform required. Corequisite: HSC1531, MEA0204L.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

MEA0204L CLINICAL PROCEDURES LAB (1)
Laboratory portion of MEA0204. Laboratory practice in procedures relating to: taking vital signs, assisting at the physical examination and minor surgery, sterilization of instruments, preparation and administration of medications, assisting with physical therapy modalities and taking electrocardiograms. Approved uniform required. Corequisites: HSC1531, MEA0204.
Lecture Hours=0 Lab Hours=48 Other Hours=0 Fees=20.00

MEA0242 PHARMACOLOGY FOR THE MEDICAL ASSIST (1)
Provides a basic course in medications with stress placed on sources, classifications, administration, dosage, contraindications and side affects. Prerequisite: Program Admission.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=15.00

MEA0255 MEDICAL OFFICE PROCEDURES I (1)
Includes instruction and practice in specimen collection, microscopy, urinalysis, and basic office bacteriology. Prerequisite: MEA0002, MEA0204, MEA0204L. Corequisite: MEA0255L, MEA0302, MEA0800.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=15.00

MEA0255L MEDICAL OFFICE LAB PROCEDURES I (1)
Lab portion of MEA0255. Practice in specimen collection, microscopy, urinalysis, and basic office bacteriology. Professional uniform required. Prerequisite: MEA0204, MEA0204L, MEA1233. Corequisite; MEA0255.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=20.00

MEA0256 MEDICAL OFFICE PROCEDURES II (1)
Includes instruction in basic office hematology and chemistry. Prerequisite: MEA0255, MEA0255L, MEA0204, MEA0204L. Corequisite: MEA0256L.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=15.00

MEA0256L MEDICAL OFFICE LAB PROCEDURE (1)
Lab portion of MEA0256. Includes laboratory practice of basic office hematology and chemistry. Prerequisites: MEA0255, MEA0255L, MEA0204, MEA0204L. Corequisites: MEA0256.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=20.00

MEA0258 RADIOLOGY FOR THE MEDICAL ASSISTANT (2)
Provides instruction in the basic principles of X-ray, film handling, processing, radiographic technique, radiation biology and radiation protection. Prerequisite: Program Admission or department permission.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

MEA0259 RADIOLOGY FOR MEDICAL ASSISTING PAR (1)
A continuation of MEA0258 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 MEA0258. Prerequisite: MEA0258. Corequisite: MEA0259L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=15.00

MEA0259L RADIOLOGY FOR MEDICAL ASSISTING PAR (1)
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. Prerequisite: MEA0258. Corequisite: MEA0259.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=20.00

MEA0302 ADMINISTRATIVE OFFICE PROCEDURES (2)
Deals with financial management of the medical office. Basic Accounting procedures consisting of pegboard, billing, collections and medical transcribing application are included. Students will be provided with the opportunity to learn fundamentals of health insurance and practice in filing insurance claims. Included will be Medicare, Medicaid, Champus, Workmen's Compensation and Blue Cross and Blue Shield. Students must allow extra time outside the classroom for completion of the transcription assignments.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=15.00

MEA0382 MEDICAL LAW AND ETHICS (1)
The ethics of medicine and medical practice are studied. Legal requirements and implications to the medical professional are stressed. Prerequisite: Program Admissions.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

MEA0800 EXTERNSHIP IN MEDICAL ASSISTING (6)
Student assigned to physician's office, clinic, or laboratory for a total of two hundred 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 in Term I. Corequisite: all courses suggested in Term II.
Lecture Hours=0 Lab Hours=0 Other Hours=200 Fees=42.50

MEA1233 ANATOMY AND PHYSIOLOGY FOR M.A. (3)
A basic anatomy and physiology course designed to meet the needs of medical assisting students. Emphasis will be placed on the human body structure, the functions of its many different systems and their associated diseases. Corequisite: HSC1531
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MEDICAL LABORATORY TECHNOLOGY

MLT1010C MEDICAL LAB TECHNOLOGY I (10)
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, and blood parasites. Immunology to include immunoglobutins, 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
Lecture Hours=30 Lab Hours=90 Other Hours=120 Fees=0.00

MLT1021C MEDICAL LAB TECHNOLOGY IV (5)
Basic EKG, dealing with physiology and circulation of the heart and 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.
Lecture Hours=15 Lab Hours=45 Other Hours=60 Fees=0.00

MLT2624 CLINICAL CHEMISTRY (1)
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: MLT2624L. 1 hr. per week. Term II only.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

MILITARY SCIENCE

AFR1101 FIRST YEAR AIR FORCE ROTC. (A) (1)
This is a survey course designed to introduce students to the U.S. Air Force Reserve Officer Training Corps. Featured topics include: officership and professionalism, military customs and courtesies, Air Force officer opportunities and an introduction to communication skills. A leadership laboratory is includes and provides cadets with leader/follower experiences. Instruction is at the University of Miami campus (PH: 305-284-2870)
Lecture Hours=16 Lab Hours=16 Other Hours=0 Fees=0.00

AFR1111 FIRST YEAR FORCE ROTC (B) (1)
AFR 1111 is a continuation of the AFR 1101 survey course designed to introduce students to the U.S. Air Force Reserve Officer Training Corps. Featured topics include: Origins of the Air Force. The Air Force Installation and Sister Services. A leadership laboratory is included and provides cadets with leader/follower experiences. Instruction is at the University of Miami campus (PH:305-284-2870).
Lecture Hours=16 Lab Hours=16 Other Hours=0 Fees=0.00

AFR2130 SECOND YEAR AIR FORCE ROTC (A) (1)
This course examines general historical aspects of air and space power. The course covers the time period from the first balloons and dirigibles to the space age. Examples are provided to demonstrate the historical events leading to the modern day Air Force. An additional focus will be on Air Force core values. Past Air Force operations and the acts of historical Air Force leaders will be points of discussion. A leadership laboratory is included and provides cadets with leader/follower experiences. Instruction is at the University of Miami campus (PH:305-284-2870)
Lecture Hours=16 Lab Hours=16 Other Hours=0 Fees=0.00

AFR2131 SECOND YEAR AIR FORCE ROTC (B) (1)
This course continues the historical review of air and space power provided in AFR 2130. The course covers the Vietnam era to the conflicts of today. Historical examples are provided to demonstrate the development of Air Force capabilities and missions. This course provides the student with and understanding of the employment of air and space power. In addition, students will study how to become a more effective communicator. A leadership laboratory is included and provides cadets with leader/follower experiences. Instruction is at the University of Miami campus (PH:305-284-2870).
Lecture Hours=16 Lab Hours=16 Other Hours=0 Fees=0.00

MIS1000 FIRST YEAR BASIC ARMY ROTC (1)
Introduction to Army organizations, military customs and courtesies, basic stationary and marching drills, basic map reading, land navigation, drownproofing, rappelling, river crossing techniques, physical fitness training, and practical exercises in field discipline. Requires outdoor leadership laboratory and at least one weekend field training exercise. Instruction at Florida International University Campus.
Lecture Hours=8 Lab Hours=8 Other Hours=0 Fees=0.00

MIS1002 FIRST YEAR BASIC ARMY ROTC (1)
Introduction to basic leadership principles and traits, army command and staff officer duties, awards, decorations, individual military tactics, field discipline, patrolling techniques, radio telephone procedures, rappelling and river crossing. Requires outdoor leadership laboratory and at least one weekend field training exercise. Instruction at Florida International University Campus.
Lecture Hours=8 Lab Hours=8 Other Hours=0 Fees=0.00

MIS2300 SECOND YEAR BASIC ARMY ROTC (1)
Instruction to squad and platoon marching drills, development of physical fitness training programs, conduct on military training, rappelling and river crossing techniques. Requires outdoor leadership laboratory and at least one weekend field training exercise. Instruction at Florida International University Campus.
Lecture Hours=8 Lab Hours=0 Other Hours=8 Fees=0.00

MIS2301 SECOND YEAR BASIC ARMY ROTC (1)
Continued instruction in drill and ceremonies, radio/telephone procedures, nuclear, biological, and chemical warfare, practical land navigation, orienteering, and introduction to combat troop leading procedures. Requires outdoor leadership laboratory and at least one weekend field training exercise. Instruction at Florida International University Campus.
Lecture Hours=8 Lab Hours=8 Other Hours=0 Fees=0.00

MULTIMEDIA TECHNOLOGY

CGS1577C PRESENTATION SYSTEMS (3)
Design and develop a multimedia presentation project with linear design. Students will learn the differences between a presentation and an authoring program. The student will use Internet and other on-line resources to research sources of multimedia and learn CD-ROM mastering as well as other platforms for delivery of multimedia. Using audience analysis, defining content outline with storyboards and creating a script, students will create a comprehensive presentation project which can be used in lecture format or as an endless loop to repeat the presentation. Projects will include text, graphics, sound, video, and animation by creating the components in the program, or importing, or scanning. Using graphic software, graphics and photos can be enhanced and manipulated for importing into the presentation program. Prerequisite: OST1831.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=50.00

CGS2554C E-COMMERCE WEB DEVELOPMENT (3)
This course teaches development of E-Commerce web sites for back-end server applications. It stresses development of database information and manipulation for web delivery. Students should have complete knowledge of HTML and database management, before taking this course. Students will conceptualize and develop E-Commerce web sites. Prerequisites: CGS1540C, CGS1557C.
Lecture Hours=32 Lab Hours=32 Other Hours=3 Fees=50.00

CGS2871C MULTIMEDIA (3)
This course provides hands-on applications using CD-ROMS, sound cards, laser discs software and other computer technology to create interactive training materials or books on computers. Using multimedia techniques, students will create applications with animation, sound graphics, and text to be used in their own work environments.
Lecture Hours=16 Lab Hours=32 Other Hours=32 Fees=28.00

CGS2872C STREAMING MEDIA FOR THE WEB (3)
Web developers use sophisticated graphic software (Fireworks or other similar software) to create interactive and stunning visuals that are easily integrated into dynamic web pages. Students will learn how to create graphics with vector and bitmap images, apply special effects, build buttons, rollovers, animated gifs, image maps, compare graphic formats, optimize web graphics and palettes, create and optimize streaming video and audio for web use. Prerequisite: CGS1557C.
Lecture Hours=32 Lab Hours=32 Other Hours=3 Fees=50.00

CGS2874C MULTIMEDIA AUTHORING II (3)
Continuation of multimedia CGS2871C with emphasis on functions and variables and development of complex interactive titles for cross platform delivery. Custom variables will be created. In-depth projects will be developed using video, audio, text, and graphics while controlling the program direction, testing, and debugging. Hypertext and development of on-line help modules and documentation will be included in the projects. Prerequisite: CGS2871C.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=50.00

CGS2877C WEB ANIMATION (3)
Web developers use Flash (or another animation tool) to create beautiful, resizable, and extremely small and compact navigation interfaces, technical illustrations, long-form animations, and dazzling effects for web sites and other Web- enabled devices (such as WebTV). Students will create graphics and animations using drawing tools or imported vector artwork; animate that artwork; and make interactive movies.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=50.00

COP2801C JAVASCRIPTING (3)
This course will teach students to write JavaScript that can be executed on any computer running compatible software. These programs will be created using this object-based scripting language and designed to interact over the Internet or any other similar network with an appropriate Web Browser. Students will learn JavaScript structure and syntax, how to interact with environment variables, use event handlers, perform form validation, create rollover effects and receive an overview of working with cookies. Students will conceptualize and develop interactive web sites using the full features of JavaScript. Prerequisite: CGS1557C.
Lecture Hours=32 Lab Hours=32 Other Hours=3 Fees=50.00

GRA1420C APPLIED GRAPHIC DESIGN FOR MULTIMED (3)
This course will give the student an introduction to graphic design for computer screens. Students will use digital image editing software to create effective computer screen design elements. Color theory and visual communication is introduced emphasizing color as it relates to non-print display, calibration, pixel properties, light mixing, additive vs. subtractive color theory. Digital image editing activities include selecting and creating shapes, and using painting techniques. Prerequisite: OST1831.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=50.00

GRA2803C MULTIMEDIA ANIMATION (3)
Create 2-dimensional animations to be included in multimedia titles. Students learn the windows in the software; how objects can create the illusion of movement; how to auto-animate text; how to coordinate movement, placement, and timing of objects; how to add sound to animation; how to create an animation of a live object, backgrounds, and basic interactions. Students are introduced to a scripting language to coordinate flow of information. Prerequisite: OST1831.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=50.00

OST1841 INSTRUCTIONAL DESIGN FOR MULTIMEDIA (3)
This course will give the student an in-depth study of the instructional design process based on learning theories for multimedia. Students will conduct a needs analysis, a task analysis, design multimedia elements using storyboards and flow charts, apply interactive strategies to multimedia elements, and evaluate the success of a multimedia project, with emphasis on making content clearer and more meaningful with multimedia.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

OST2940L MULTIMEDIA PRACTICUM (4)
This comprehensive course (to be taken concurrently with Multimedia Project Management) will give the student experience creating work for someone else (content expert). The student will work with a team to develop multimedia authoring which is interactive for training, kiosks, lecture, entertainment, or games. The projects may come from within or outside the college. Students will rotate in positions on the team to create several projects which will be critiqued by end-user, content expert, and other teams. Prerequisites: CGS2874C, GRA2803C, PGY2850C. Corequisite: OST2945.
Lecture Hours=16 Lab Hours=0 Other Hours=256 Fees=0.00

OST2945 MULTIMEDIA PROJECT MANAGEMENT (3)
This course (to be taken concurrently with Multimedia Practicum) will teach the student the theory necessary to manage projects from visualization to completion. The student will learn how to visualize, schedule, budget, procure and evaluate resources for multimedia development. Prerequisites: CGS2874C, GRA2803C, PGY2850C. Corequisite: OST2940L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PGY2850C DIGITAL VIDEO/AUDIO EDITING (3)
Concepts and techniques of video/audio production for recording. Using full-motion video camera and video editing and sound editing software, students will produce video and sound modules for inclusion in multimedia projects. Video formats, signals, compression standards, capture and equipment will be emphasized. Sound formats including compression standards, sampling, resource management, software and equipment selection will be studied. Copyright issues will be discussed. Prerequisite: OST1831.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=50.00

MUSIC

MUE1440 STRING CLASS (1)
Development of elementary performing skills on the violin. A basic study of all string instruments. Examines literature and teaching techniques for group instruction of students. Pre or Corequisite: MUT1111.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

MUE1450 WOODWIND CLASS (1)
Development of elementary performing skills on the clarinet. A basic study of all woodwind instruments. Examines literature and teaching techniques for group instruction of students. Pre or Corequisite: MUT1111.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

MUE1460 BRASS CLASS (1)
Development of elementary performing skills on the Cornet. A basic study of all brass instruments. Examines literature and teaching techniques for group instruction of students. Pre or Corequisite: MUT1111.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

MUE1470 PERCUSSION CLASS (1)
Development of elementary performing skills on the snare drum. A basic study of all percussion instruments. Examines literature and teaching techniques for group instruction of students. Pre or corequisite: MUT1111.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

MUE2210 MUSIC FOR THE ELEMENTARY CLASSROOM (3)
Systematic study of the elements of music. Primarily for Elementary Education majors.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MUG2101 CONDUCTING (2)
The elementary theory and practice of the technique of conducting. Prerequisites: MUT1111, MUT1241.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

MUG2101 CONDUCTING (2)
The elementary theory and practice of the technique of conducting. Prerequisites: MUT1111, MUT1241.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

MUH2019 DEVELOPMENT OF AMERICAN POPULAR MUSIC (3)
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).
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MUH2111 MUSIC HISTORY AND LITERATURE (3)
A survey course tracing the history of music from antiquity through the 18th century, showing the significance of music's development resulting from social, international and cultural influences. Meets Areas 2E and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MUH2112 MUSIC HISTORY AND LITERATURE (3)
A survey course tracing the history of music from the beginning of the 19th century to the present, showing the significance of music's development resulting from social, international and cultural influences. Meets Area 2E and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MUL2010 MUSIC APPRECIATION (3)
Course for non-music majors, designed to enlarge the student's appreciation of music as it relates to world cultures. Meets Areas 2E and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

MUL2955 SEMINAR IN SPECIAL INTERNATIONAL ST (3)
A combination of classroom preparation and foreign travel with an emphasis on in-depth studies of major musical works.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MUM1600 INTRODUCTION TO RECORDING STUDIO PR (3)
Fundamentals and techniques of modern multi-track recording. Areas of concentration are studio procedures, equipment operation, microphone selection and placement, signal processors, musical instrument isolation, and acoustical properties.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MUM1601C ADVANCED RECORDING ENGINEERING (4)
Advanced application of recording and mixdown techniques incorporating the use of overdubs and bouncing tracks after laying down original tracks. Applications of editing techniques. Prerequisite: MUM1600.
Lecture Hours=48 Lab Hours=32 Other Hours=0 Fees=0.00

MUN1120 BAND (1)
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.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUN1180 CONCERT BAND (1)
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.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUN1210 SYMPHONY ORCHESTRA (1)
Open by audition to all students, faculty and members of the community who play an orchestral instrument. Chairs assigned by the conductor. 3 hours rehearsal weekly. May be taken four time for transfer credit.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUN1280 ORCHESTRA (1)
Open by audition to all students, faculty, and members of the community who play an orchestral instrument. Chairs assigned by the conductor. Three hours rehearsal weekly. May be taken four times for transfer credit.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUN1310 COLLEGE SINGERS (1)
Open to all college students by audition. Three hours rehearsal weekly. May be take four times for transfer credit.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUN1340 VOCAL ENSEMBLE (1)
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. Corequisite: MUN1310.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUN1340 VOCAL ENSEMBLE (1)
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.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUN1341 SEAHAWK SINGERS (1)
A select vocal ensemble performing a variety of literature including jazz and pop. Open to all students by audition. May be taken four times for transfer credit.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUN1380 BROWARD CHORAL SOCIETY (1)
Open to all student, faculty and members of the community who have experience in the art of singing. Three hours rehearsal weekly. May be taken four times for transfer credit.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUN1430 BRASS ENSEMBLE (1)
A select instrumental ensemble that performs music written or arranged for Brass instruments. Enrollment is determined by the director through audition. May be taken four times for transfer credit.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUN1440 PERCUSSION ENSEMBLE (1)
A select instrumental ensemble that performs music written or arranged for Percussion instruments. Enrollment is determined by the director through audition. May be taken four times for transfer credit.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUN1460 CHAMBER ENSEMBLE (1)
Small group whose members are selected by the director through audition. Study and performance of repertoire appropriate to the specific chamber media. Three hours rehearsal weekly. May be taken four times for transfer credit.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUN1480 CLASSICAL GUITAR ENSEMBLE (1)
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.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUN1481 JAZZ GUITAR ENSEMBLE (1)
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.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUN1710 JAZZ ENSEMBLE (1)
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.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUN1711 JAZZ COMBO (1)
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.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUN1780 JAZZ/POP ENSEMBLE (1)
Enrollment is determined by the director through audition. Study and performance of music associated with the popular music, show presentation and dance band fields. May be taken four times for transfer credit.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUO1501 OPERA WORKSHOP (1)
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 A.A. degree general education requirements.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUO1502 OPERA PRODUCTION (1)
Open to all college students by audition. The study and performance of opera literature. May be taken four times for transfer credit.
Lecture Hours=0 Lab Hours=48 Other Hours=32 Fees=0.00

MUS2500 INTRODUCTION TO COMPUTER MUSIC (3)
An introduction to the creation and performance of music using computers and MIDI technology. Prerequisite: basic keyboard skills and music reading ability.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MUS2905 INDEPENDENT STUDY: MUSIC (3)
A directed, independent study course available to both majors and non-majors who wish to investigate a particular problem related to music. Prerequisite: instructor approval. Students will shape the course to fit their needs by planning activities with a faculty advisor.
Lecture Hours=0 Lab Hours=0 Other Hours=48 Fees=0.00

MUS2930 MUSIC: SPECIAL TOPICS (3)
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 MUS2930 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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MUT1001 FUNDAMENTALS OF MUSIC (3)
A study of basic music fundamentals for the non-music major or the beginning music major whose background in music has been minimal.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

MUT1111 MUSIC THEORY I (3)
A course on music theory and related keyboard skills. Emphasis on diatonic materials. Corequisite: MUT1241.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MUT1112 MUSIC THEORY II (3)
A continuation of MUT1111. Prerequisite: MUT1111. Corequisite: MUT1242.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MUT1112 MUSIC THEORY II (3)
A continuation of MUT1111. Prerequisite: MUT1111. Corequisite: MUT1242.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MUT1241 EAR TRAINING AND SIGHT SINGING I (1)
A course in the development of sight singing and ear training skills. Corequisite: MUT1111.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

MUT1242 EAR TRAINING AND SIGHT SINGING II (1)
A continuation of MUT1241. Prerequisite: MUT1241. Corequisite: MUT1112.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

MUT2116 MUSIC THEORY III (3)
Continuation of MUT1112. Concentration on chromatic materials, musical forms, and 20th century techniques. Prerequisite: MUT1112. Corequisite: MUT2246.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MUT2116 MUSIC THEORY III (3)
Continuation of MUT1112. Concentration on chromatic materials, musical forms, and 20th century techniques.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MUT2117 MUSIC THEORY IV (3)
Continuation of MUT2116.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MUT2117 MUSIC THEORY IV (3)
Continuation of MUT2116. Prerequisite: MUT2116. Corequisite: MUT2247.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MUT2246 EAR TRAINING AND SIGHT SINGING III (1)
A continuation of MUT1242. Prerequisite: MUT1242. Corequisite: MUT2116.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

MUT2247 EAR TRAINING AND SIGHT SINGING IV (1)
Continuation of MUT2246. Prerequisite: MUT2246. Corequisite: MUT2117.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

MUT2641 JAZZ THEORY AND IMPROVISATION I (3)
A study of the materials and structure of jazz music and the development of improvisational skills. Prerequisite: MUT1111.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MUT2642 JAZZ THEORY AND IMPROVISATION II (3)
A study of the materials and structure of jazz music and the development of improvisational skills. Prerequisite: MUT2641.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MUT2642 JAZZ THEORY AND IMPROVISATION II (3)
A study of the materials and structure of Jazz Music and the development of improvisational skills. Prerequisite: MUT2641.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

MVK1111 PIANO CLASS (1)
Basic piano skills for the beginning student. Meets Area 7 A.A. degree general education requirements.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

MVK1112 PIANO CLASS II (1)
Basic piano skills for the intermediate student. Prerequisite: MVK1111 or its equivalent. Two hours weekly. Meets Area 7 A.A. degree general education requirements.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

MVS1116 GUITAR CLASS (1)
Class instruction in beginning classical guitar techniques. Meets Area 7 A.A. degree general education requirements.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

MVS2126 GUITAR CLASS (1)
Class instruction in intermediate guitar techniques.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

MVV1111 VOICE CLASS (1)
Fundamentals of voice production and building of solo repertoire. Meets Area 7 A.A. degree general education requirements. Term I, II and III.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

MUSIC APPLIED

MVB1110 BRASS TECHNIQUES (1)
Basic instruction in brass. One hour lesson per week and two hours of practice daily. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVB1211 TRUMPET (1)
One half-hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVB1212 FRENCH HORN (1)
One half-hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVB1213 TROMBONE (1)
One half-hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVB1214 BARITONE HORN (1)
One half-hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVB1215 TUBA (1)
One half-hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVB1311 PRINCIPAL TRUMPET I (1)
Applied instruction in trumpet for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVB1312 PRINCIPAL FRENCH HORN I (1)
Applied instruction in French horn for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVB1313 PRINCIPAL TROMBONE I (1)
Applied instruction in trombone for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVB1314 PRINCIPAL BARITONE HORN I (1)
Applied instruction in baritone horn for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVB1315 PRINCIPAL TUBA I (1)
Applied instruction in tuba for the music principal. One hour lesson per week and two hours practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVB2221 TRUMPET (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVB2222 FRENCH HORN (1)
One half hour lesson weekly and one hour practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVB2223 TROMBONE (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVB2224 BARITONE HORN (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVB2225 TUBA (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVB2321 PRINCIPAL TRUMPET II (1)
Applied instruction in trumpet for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVB2322 PRINCIPAL FRENCH HORN II (1)
Applied instruction in French horn for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVB2323 PRINCIPAL TROMBONE II (1)
Applied instruction in trombone for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVB2324 PRINCIPAL BARITONE HORN II (1)
Applied instruction in baritone horn for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVB2325 PRINCIPAL TUBA II (1)
Applied instruction in tuba for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVJ1210 JAZZ PIANO / SECONDARY (1)
One half-hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVJ1211 JAZZ VOICE SECONDARY (1)
One half-hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVJ1213 JAZZ GUITAR / SECONDARY (1)
One half-hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVJ1214 ELECTRIC BASS / SECONDARY (1)
One hour lesson weekly and two hours of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVJ1310 PRINCIPAL JAZZ PIANO I (1)
Applied instruction in jazz piano for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVJ1311 PRINCIPAL JAZZ VOICE I (1)
Applied instruction in jazz voice for the music pr principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: Any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=0.00

MVJ1313 PRINCIPAL JAZZ GUITAR I (1)
Applied instruction in jazz guitar for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVJ1314 PRINCIPAL ELECTRIC BASS I (1)
Applied instruction in electric bass for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVJ2220 JAZZ PIANO (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVJ2223 JAZZ GUITAR (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVJ2224 ELECTRIC BASS (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVJ2320 PRINCIPAL JAZZ PIANO II (1)
Applied instruction in jazz piano for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVJ2323 PRINCIPAL JAZZ GUITAR II (1)
Applied instruction in jazz guitar for the music principal. One hour lesson weekly and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVJ2324 PRINCIPAL ELECTRIC BASS II (1)
Applied instruction in electric bass for the music principal. One hour lesson weekly and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVK1011 BASIC PIANO (1)
Basic instruction in piano. One hour lesson per week and two hours of practice daily. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVK1211 PIANO (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVK1213 ORGAN (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVK1311 PRINCIPAL PIANO I (1)
Applied instruction in piano for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVK1313 PRINCIPAL ORGAN I (1)
Applied instruction in organ for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVK2221 PIANO (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVK2223 ORGAN (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVK2321 PRINCIPAL PIANO II (1)
Applied instruction in piano for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVK2323 PRINCIPAL ORGAN II (1)
Applied instruction in organ for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: Audition. Corequisite: Any music course other than music appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVP1011 BASIC PERCUSSION (1)
Basic instruction in percussion. One hour lesson per week and two hours of practice daily. Corequisite: Any music course other than music appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVP1211 PERCUSSION (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVP1311 PRINCIPAL PERCUSSION I (1)
Applied instruction in percussion for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVP2221 PERCUSSION (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVP2321 PRINCIPAL PERCUSSION II (1)
Applied instruction in percussion for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: Audition. Corequisite: Any music course other than music appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVS1110 STRING TECHNIQUES (1)
Basic instruction in strings. One hour lesson per week and two hours of practice daily. Corequisite: Any music course other than music appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVS1211 VIOLIN (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVS1212 VIOLA (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVS1213 CELLO (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVS1214 STRING BASS (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVS1215 HARP (1)
One half hour lesson weekly, and one hour of practice daily. On Demand.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=0.00

MVS1216 CLASSICAL GUITAR (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVS1311 PRINCIPAL VIOLIN I (1)
Applied instruction in violin for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVS1312 PRINCIPAL VIOLA I (1)
Applied instruction in viola for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVS1313 PRINCIPAL CELLO I (1)
Applied instruction in cello for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVS1314 PRINCIPAL STRING BASS I (1)
Applied instruction in string bass for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVS1315 HARP (1)
One hour lesson weekly, and two hours of practice daily. On demand.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVS1316 PRINCIPAL CLASSICAL GUITAR I (1)
Applied instruction in classical guitar for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite; audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVS2221 VIOLIN (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVS2222 VIOLA (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVS2223 CELLO (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVS2224 STRING BASS (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVS2225 HARP (1)
One half hour lesson weekly and one hour practice daily.
On Demand
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVS2226 CLASSICAL GUITAR (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVS2321 PRINCIPAL VIOLIN II (1)
Applied instruction in violin for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVS2322 PRINCIPAL VIOLA II (1)
Applied instruction in viola for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVS2323 PRINCIPAL CELLO II (1)
Applied instruction in cello for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVS2324 PRINCIPAL STRING BASS II (1)
Applied instruction in string bass for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVS2325 PRINCIPAL SOPHOMORE HARP (1)
Applied instruction in harp for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any MU-course other than appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVS2326 PRINCIPAL CLASSICAL GUITAR II (1)
Applied instruction in classical guitar for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVV1011 BASIC VOICE (1)
Basic instruction in voice. One hour lesson per week and two hours of practice daily. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVV1211 VOICE (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVV1311 PRINCIPAL VOICE I (1)
Applied instruction in voice for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVV2221 VOICE (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVV2321 PRINCIPAL VOICE II (1)
Applied instruction in voice for the music principal. One hour lesson weekly and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVW1110 WOODWIND TECHNIQUES (1)
Basic instruction in woodwinds. One hour lesson per week and two hours of practice daily. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVW1211 FLUTE (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVW1212 OBOE (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVW1213 CLARINET (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVW1214 BASSOON (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVW1215 SAXOPHONE (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVW1311 PRINCIPAL FLUTE I (1)
Applied instruction in flute for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVW1312 PRINCIPAL OBOE I (1)
Applied instruction in oboe for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any MU-course other than appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVW1313 PRINCIPAL CLARINET I (1)
Applied instruction in clarinet for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVW1314 PRINCIPAL BASSOON I (1)
Applied instruction in bassoon for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVW1315 PRINCIPAL SAXOPHONE_I (1)
Applied instruction in saxophone for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVW2221 FLUTE (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVW2222 OBOE (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVW2223 CLARINET (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVW2224 BASSOON (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVW2225 SAXOPHONE (1)
One half hour lesson weekly and one hour of practice daily.
Lecture Hours=0 Lab Hours=8 Other Hours=80 Fees=50.00

MVW2321 PRINCIPAL FLUTE II (1)
Applied instruction in flute for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVW2322 PRINCIPAL OBOE II (1)
Applied instruction in oboe for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVW2323 PRINCIPAL CLARINET II (1)
Applied instruction in clarinet for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVW2324 PRINCIPAL BASSOON II (1)
Applied instruction in bassoon for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

MVW2325 PRINCIPAL SAXOPHONE II (1)
Applied instruction in saxophone for the music principal. One hour lesson per week and two hours of practice daily. Prerequisite: audition. Corequisite: any music course other than Music Appreciation.
Lecture Hours=0 Lab Hours=16 Other Hours=160 Fees=100.00

NUCLEAR MEDICINE TECHNOLOGY

NMT1002 INTRODUCTION TO NUCLEAR MEDICINE TECHOLOGY (3)
Introduces the student to the field of nuclear medicine. Review of CPR and first aid; determine vital signs; how to provide patient care; monitor life support equipment; take and record case histories; and apply universal precautions. Prerequisites: Program Admission. Corequisite: NMT1002L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

NMT1002L INTRODUCTION TO NUCLEAR MEDICINE LAB (1)
Introduces the student to the fundamentals of clinical nuclear medicine primarily through practice of material that is learned in NMT1002. Prerequisite: Program Admission. Corequisite: NMT1002.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=25.00

NMT1312 NUCLEAR MEDICINE RADIATION PROTECTION (3)
Designed to assure compliance with local, state, and federal regulations; follow appropriate protection procedures; perform area surveys and wipe tests; decontamination procedures; dispose of radioactive waste; practice personnel monitoring of radiation exposure; darkroom techniques; follow approved procedures for identifying and labeling. Prerequisite: NMT1002, NMT1002L. Corequisite: NMT1814.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

NMT1814 NUCLEAR MEDICINE CLINICAL EDUCATION (3)
Continuation of NMT1002L that places the student in a clinical site where they will become acquainted with radiation protection and safety along with patient procedures. Prerequisites: NMT1002, NMT1002L Corequisite: NMT1312.
Lecture Hours=0 Lab Hours=0 Other Hours=384 Fees=39.50

NMT1824 NUCLEAR MEDICINE CLINICAL EDUCATION (2)
Continuation of NMT1814. Student will perform routine quality control and quality assurance procedures. Prerequisite: NMT1312, NMT1814. Corequisite: None.
Lecture Hours=0 Lab Hours=0 Other Hours=256 Fees=39.50

NMT2061 NUCLEAR MEDICINE (4)
Comprehensive testing, discussions and refinement of knowledge of all aspects of Nuclear Medicine technology complementary to national and state certification and professional competency. Prerequisites: NMT2573, NMT2706L, NMT2844. Corequisite: NMT2854.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

NMT2102 NUCLEAR MEDICINE ADMINISTRATION (2)
Student will be introduced to the administrative duties required of a Nuclear Medicine Technologist. Some areas that will be covered include patient scheduling; radioisotope ordering; recordkeeping and reporting; scheduling and testing; communication; patient and clinician satisfaction. Prerequisites; NMT2485, NMT2705L, NMT2130. Corequisites: NMT2573, NMT2706L, NMT2844.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

NMT2130 NUCLEAR MEDICINE RADIOPHARMACY (3)
Student will understand how to maintain radio- pharmaceutical laboratory records and materials; obtain a generator eluate; prepare radio- pharmaceuticals and perform quality control tests; dispose of radioactive waste appropriately; demonstrate an understanding of ordering pharmaceuticals in appropriate dosage and effective time frame. Prerequisite: Program Admission. Corequisites; NMT2485, NMT2705L, NMT2834.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

NMT2485 NUCLEAR MEDICINE METHODOLOGY 4)
Study of biological effects associated with exposure to ionizing radiation and an introduction to the fundamentals of physics to include radiation sources, radiation/matter interaction modes, cellular, tissue and the total body biological response patterns. Prerequisite: Program Admission. Corequisites: NMT2705L, NMT2130, NMT2834.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

NMT2534 NUCLEAR MEDICINE INSTRUMENTATION (3)
Integrates and correlates the principles of electrical and nuclear physics associated with operation and calibration of radiation detection devices employed in nuclear medicine. Prerequisites: NMT2485, NMT2705L,

NMT2130.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

NMT2573 NUCLEAR MEDICINE QUALITY CONTROL/QU (3)
Student will perform quality control testing of imaging systems; calibrate and operate scintillation counters; calibrate and operate gas-filled detectors; perform quality assurance testing of routine imaging and procedures. Prerequisites; NMT2485, NMT2705L, NMT2130. Corequisites: NMT2706L, NMT2102, NMT2844.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

NMT2705L NUCLEAR MEDICINE LAB I (1)
Practical and hands-on approach to NMT2714 and NMT2534. Student will utilize the instrumentation involved in delivering nuclear medicine to the patient. Prerequisite: Program Admission. Corequisite: NMT2485, NMT2130, NMT2834.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=29.00

NMT2706L NUCLEAR MEDICINE LAB II (1)
Practical hands-on approach to NMT2734. Student will utilize the instrumentation involved in delivering nuclear medicine services to the patient. Prerequisite: NMT2485, NMT2705L, NMT2130. Corequisites: NMT2573, NMT2102, NMT2844.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=25.00

NMT2834 NUCLEAR MEDICINE CLINICAL EDUCATION (2)
Continuation of NMT1824 with a progression of experience from the elementary aspects to moderately refined procedures. Prerequisites: Program Admission. Corequisites: NMT2485, NMT2705L, NMT2130.
Lecture Hours=0 Lab Hours=0 Other Hours=256 Fees=39.50

NMT2844 NUCLEAR MEDICINE CLINICAL EDUCATION (3)
Continuation of NMT2834; student will be exposed to computer enhanced imaging studies and interpretation. Prerequisites; NMT2485, NMT2705L, NMT2130. Corequisites: NMT2573, NMT2706L, NMT2102.
Lecture Hours=0 Lab Hours=0 Other Hours=384 Fees=47.50

NMT2854 NUCLEAR MEDICINE CLINICAL EDUCATION (3)
Continuation of NMT2844; student will perform complex patient examinations and unassisted routine procedures. Prerequisites: NMT2573, NMT2706L, NMT2102. Corequisite: NMT2931.
Lecture Hours=0 Lab Hours=0 Other Hours=384 Fees=47.50

NURSING TECHNOLOGY

APB1600 PHARMACOLOGY (2)
A course designed to introduce the Nursing student to the essential concepts and principles of pharmacology. Included are the concepts of pharmacokinetics and pharmacotherapeutics. There is an emphasis on the application of the nursing process as a practical organizational tool utilized in the care of the patient receiving pharmacological agents. Prerequisites: BSC1085, BSC1085L. Corequisites: BSC1086, BSC1086L.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

NUR1020 NURSING PROCESS I (3)
A theoretical course for the beginning nursing student. Nursing process provides the student with the fundamentals of nursing including such basic skill as health assessment, health teaching, and legal aspects of nursing practice, communication techniques, the nursing process, and the role of the nurse as a member of the health care team. This course also includes explanation of specific physiological and psychological human needs as hygiene, sleep and rest, sensory, grief and loss, and self-concept and the nurse's role in assisting a person meet these needs, while sensitive to cultural diversity, human dignity, and developmental progression. Prerequisites: BSC1085, BSC1085L, CHM1033, ENC1101, MAT0024, MAT0024L. Pre or Corequisites: BSC1086, BSC1086L, MTB1370, NUR1020L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=00

NUR1020L NURSING PROCESS I CLINICAL LAB (2)
A clinical course for the beginning nursing student. Initially, skills are learned in simulation lab and then the student is introduced to direct patient care in an inpatient setting. The emphasis is on care of the adult experiencing medical/surgical situations. The focus is practical application and transference of the theoretical concepts covered in Nursing Process I. Prerequisites: CHM1033, BSC1085. BSC1085L, ENC1101, MAT0024, MAT0024L. Pre or Corequisites: BSC1086, BSC1086L, MTB1370, NUR1020.
Lecture Hours=0 Lab Hours=0 Other Hours=112 Fees=97.50

NUR1021 NURSING PROCESS (6)
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. Prerequisites: BSC1085, BSC1085L, CHM1033, ENC1101. Corequisites: BSC1086, BSC1086L, NUR1021L.
Lecture Hours=96 Lab Hours=0 Other Hours=0 Fees=0.00

NUR1021L NURSING PROCESS CLINICAL LAB (4)
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. Prerequisites: BSC1085, BSC1085L, CHM1033, ENC1101. Corequisites: BSC1086, BSC1086L, NUR1021.
Lecture Hours=0 Lab Hours=224 Other Hours=0 Fees=162.00

NUR1213 NURSING PROCESS II (3)
The second in a series of theoretical courses for the beginning nursing student. This course builds on previously learned concepts and introduces more sophisticated nursing interventions related to medication administration, care of patients experiencing alterations in the basic needs of nutrition, elimination, comfort, fluid and electrolyte balance, acid-base balance, oxygenation, mobility, asepsis, and care of the surgical patient. Prerequisites: NUR1020, NUR1020L, MTB1370. Pre or Corequisite: BSC1086, BSC1086L, NUR1213L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

NUR1213L NURSING PROCESS II CLINICL LAB (2)
A second in a series of clinical courses building on previously learned concepts while incorporating more sophisticated nursing interventions related to medication administration, care of patients experiencing alterations in the basic needs of nutrition, elimination, comfort, fluid and electrolyte balance, acid-base balance, oxygenation, mobility, asepsis, and care of the surgical patient. Course activities focus on nursing care of the adult patient experiencing medical/surgical situations. Prerequisites: NUR1020, NUR1020L, MTB1370. Pre or Corequisite: BSC1086, BSC1086L, NUR1213.
Lecture Hours=0 Lab Hours=0 Other Hours=112 Fees=97.50

NUR1220 HEALTH ALTERATIONS I (3)
Health Alterations 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. Prerequisites: APB1812 or BSC1086, APB1812L or BSC1086L, NUR1021, NUR1021L. Corequisite: NUR1220L
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

NUR1220L HEALTH ALTERATIONS I CLINICAL LAB (2)
Health Alterations 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. Prerequisites: BSC1086, BSC1086L, NUR1021, NUR1021L. Corequisite: NUR1220.
Lecture Hours=0 Lab Hours=0 Other Hours=112 Fees=122.50

NUR1310 PEDIATRIC NURSING (3)
This pediatric course is designed to provide an understanding of growth and development through the stages of childhood and the application of the nursing process to these stages. Prerequisites: NUR1220, NUR1220L. Corequisite: NUR1310L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

NUR1310L PEDIATRIC NURSING LAB (2)
This clinical course provides the student with an understanding of growth and development through the stages of childhood and the application of the nursing process to these stages. Prerequisites: NUR1220, NUR1220L. Corequisite: NUR1310.
Lecture Hours=0 Lab Hours=112 Other Hours=0 Fees=122.50

NUR1420L TRANSITION HEALTH CARE OF WOMEN CLI (1)
This clinical course is for the LPN student and will enable students to apply 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. Prerequisites: NUR2020, NUR2020L. Corequisite: NUR1421.
Lecture Hours=0 Lab Hours=0 Other Hours=56 Fees=124.50

NUR1421 HEALTH CARE OF WOMEN (3)
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. Prerequisites: NUR1220, NUR1220L, or NUR2020, NUR2020L. Corequisites: NUR1421L or NUR1420L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

NUR1421L HEALTH CARE OF WOMEN CLINICAL LAB (2)
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 postpartel periods. Consideration is given to the multiple factors which complicate the normal physiological or psychological process of the childbearing period. Prerequisites: NUR1220, NUR1220L. Corequisite: NUR1421.
Lecture Hours=0 Lab Hours=0 Other Hours=112 Fees=122.50

NUR1500L TRANSITION PSYCHIATRIC NURSING CLINICAL (1)
This clinical course provides the LPN student with a definition and understanding of the psychiatric patient. The nursing process is utilized to present pathological condition. Therapeutic modalities are included. Prerequisites; NUR2020, NUR2020L. Corequisite: NUR1524.
Lecture Hours=0 Lab Hours=0 Other Hours=56 Fees=124.50

NUR1524 NURSING CARE OF THE PSYCHIATRIC PAT (3)
This 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. Prerequisites: NUR1220, NUR1220L, or NUR2020, NUR2020L. Corequisites: NUR1524L or NUR1520L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

NUR1524L NURSING CARE OF THE PSYCHIATRIC PAT (2)
This clinical course provides the student with a definition and understanding of the psychiatric nursing. The nursing process is utilized to present pathological conditions. Therapeutic modalities are included. Prerequisites: NUR1220, NUR1220L. Corequisite: NUR1524.
Lecture Hours=0 Lab Hours=112 Other Hours=0 Fees=122.50

NUR1731L TRANSITION PEDIATRIC NURSING CLINIC (1)
This clinical course provides the LPN student with an understanding of growth and development through the stages of childhood and the application of the nursing process through these stages. Prerequisites: NUR2020, NUR2020L. Corequisite: NUR1310.
Lecture Hours=0 Lab Hours=0 Other Hours=56 Fees=124.50

NUR2000L TRANSITION NURSING I CLINICAL LAB (1)
The student shall be responsible for providing care of a selected group of patients, being aware of legal and ethical issues pertinent to their care and effecting change as necessary. It will be essential for the student to examine his/her own values and methods of communication in attempting problem-solve patient situations. Observational experiences, written assignments, and performance exams may be included in this course. Prerequisites: CHM1033, BSC1085, BSC1085L, ENC1101. Corequisites: NUR2020, BSC1086, BSC1086L.
Lecture Hours=0 Lab Hours=0 Other Hours=56 Fees=37.00

NUR2020 TRANSITION NURSING I (2)
This theoretical course for the LPN covers the following concepts: nursing process, legal aspects of nursing, communication techniques, computer concepts, and the role of the ADN registered nurse. Prerequisites: CHM1033, BSC1085, BSC1085L, ENC1101. Corequisite: NUR2020L.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

NUR2020L TRANSITION NURSING I CLINICAL LAB (2)
The student shall be responsible for applying the nursing process to assigned patients. The nursing student will care for selected medical-surgical patients in an acute care facility. This course will provide the student with an opportunity to develop therapeutic communication skills necessary for the role of a registered nurse at the Associate Degree Nursing level. The student will be responsible for providing care of a selected group of patients, being aware of legal and ethical issues pertinent to their care and effecting change as necessary. It will be essential for the student to examine his/her own values and methods of communication in attempting to problem-solve patient situations. Prerequisites: CHM1033, BSC1085, BSC1085L, ENC1101, MAT0024, MAT0024L. Corequisites: BSC1086, BSC1086L, MTB1370, NUR2020.
Lecture Hours=0 Lab Hours=0 Other Hours=112 Fees=99.50

NUR2110 NURSING (4)
Family centered nursing care of the mother and the newborn infant. Emphasis is on the physiological and emotional changes of childbearing. Consideration is given to factors which may complicate normal, physiological processes of the mother and infant. Care of the patient with gynecological problems is included. Prerequisites: NUR 171, NUR 172 and instructor approval. Prerequisite or corequisite: SOC 211.
Lecture Hours=64 Lab Hours=256 Other Hours=0 Fees=15.00

NUR2201 TRANSITION NURSING II (5)
This theoretical course for the LPN covers the following concepts: application of the nursing process in the care of clients with alterations of mobility, skin integrity, ingestion, metabolism elimination, and neuro-endocrine regulatory mechanisms. Prerequisite: NUR2020, NUR2020L, BSC1086, BSC1086L. Corequisite: NUR2201L.
Lecture Hours=80 Lab Hours=0 Other Hours=0 Fees=0.00

NUR2201L TRANSITION NURSING II CLINICAL LAB (2)
Clinical Lab will provide the student with the opportunity to apply the nursing process in the clinical area to adult patients with alterations in mobility, skin integrity, neuro-regulatory mechanisms, and metabolic/endocrine/ gastrointestinal functions. Prerequisites: NUR2020, NUR2020L, BSC1086, BSC1086L. Corequisite: NUR2201.
Lecture Hours=0 Lab Hours=0 Other Hours=112 Fees=99.50

NUR2202 TRANSITION NURSING III (5)
This theoretical course for the LPN covers the following concepts: application of the nursing process in the care of clients with alterations of circulatory, respiratory, urinary, and endocrine functions. Prerequisites: NUR2201, NUR2201L, BSC1086, BSC1086L. Corequisite: NUR2202L.
Lecture Hours=80 Lab Hours=0 Other Hours=0 Fees=0.00

NUR2202L TRANSITION NURSING III CLINICAL LAB (2)
This clinical lab for the LPN will provide the opportunity to apply the nursing process in the care of adult patients with the alterations of circulatory, respiratory, urinary, and endocrine functions. Prerequisites: NUR2201, NUR2201L, BSC1086, BSC1086L. Corequisite: NUR2202.
Lecture Hours=0 Lab Hours=0 Other Hours=56 Fees=99.50

NUR2221 HEALTH ALTERATIONS II (3)
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: all first year nursing courses and APB1600. Corequisite: NUR2221L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

NUR2221L HEALTH ALTERATIONS II CLINICAL LAB (2)
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: all first year nursing courses. Corequisite: NUR2221.
Lecture Hours=0 Lab Hours=0 Other Hours=112 Fees=122.50

NUR2222 HEALTH ALTERATIONS III (3)
This course is designed to provide the student with the knowledge necessary to implement the nursing process on patients with cardiopulmonary dysfunction throughout the life cycle. The focus is the pathophysiology, common medical, diagnostic and treatment modes, nursing assessments and interventions necessary to treat those patients. The students will be responsible for reviewing anatomy and physiology, pharmacology, pediatric and psychiatric principles as they apply to this course. Prerequisites: NUR2221, NUR2221L. Corequisites: NUR2222L
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

NUR2222L HEALTH ALTERATIONS III CLINICAL LAB (2)
In this course the student will be responsible for applying the nursing process to assigned patients with alterations in cardiopulmonary functioning. This experience will require both clinical and written assignments. Evaluation will be based on the application of the nursing process to assigned patients. Prerequisites: NUR2221, NUR2221L. Corequisite: NUR2222.
Lecture Hours=0 Lab Hours=0 Other Hours=112 Fees=122.50

NUR2223 TRENDS, PRACTICES, AND ROLES (3)
This course is designed to provide the knowledge necessary to move from the role of a student to that of a graduate nurse. The focus is directed toward the legal, ethical and professional responsibilities of the nurse in managerial and coordinating roles. Prerequisites: all previous nursing courses, NUR2222, NUR2222L. Corequisites: NUR2223L, all remaining general education courses.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

NUR2223L TRENDS, PRACTICES, AND ROLES CLINIC (2)
This course is designed to provide the student with the knowledge necessary to implement the nursing process on patients with cardiopulmonary dysfunctions throughout the life cycle. The focus is the pathophysiology, common medical, diagnostic and treatment modes, nursing assessments and interventions necessary to treat those patients. The students will be responsible for reviewing anatomy and physiology, pharmacology, pediatric and psychiatric principles as they apply to this course. Prerequisites: NUR2221, NUR2221L. Corequisite: NUR2223.
Lecture Hours=0 Lab Hours=0 Other Hours=112 Fees=122.50

NUR2801 TRANSITION NURSING IV (3)
This theoretical course for the LPN covers the following concepts: leadership, team management, legal ethical situations, problem solving techniques, interviewing techniques and emergency nursing. Prerequisites: NUR2202, NUR2202L. Corequisites: NUR2801L, all remaining general education requirements.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

NUR2801L TRANSITION NURSING IV CLINICAL LAB (1)
This course for the LPN provides clinical opportunities to develop leadership skills, team management skills, and legal, ethical responsibilities. Prerequisites: NUR2203, NUR2203L. Corequisite: NUR2801, all remaining general education requirements.
Lecture Hours=0 Lab Hours=0 Other Hours=56 Fees=99.50

OCEANOGRAPHY

OCE1001 INTRODUCTORY OCEANOGRAPHY (3)
An integration of the four classic disciplines of the ocean sciences: geological oceanography, chemical oceanography, physical oceanography, and biological oceanography. Course will stress the interdisciplinary nature of the ocean sciences and focus on the basic principles governing these disciplines, and the effect of each on man. Meets Area 4B general education requirements for the A.A. Meets Areas 4 or 5 general education requirements for the A.S. degree. Terms I, II, and III.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

OCE1001L OCEANOGRAPHY LAB (1)
Laboratory methods for the Ocean Sciences. Meets area 4C general education requirements for the A.A. degree. Meets Area 4 or 5 general educational requirements for the A.S. degree. One, two-hour laboratory weekly. Special fee is charged.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=20.00

OFFICE SKILLS TRAINING

OCA0450 SPREADSHEET AND DATABASE APPLICATION I (2)
The purpose of this course is to provide an introduction to computers and their significance in today's business workplace. An emphasis is placed on the use of spreadsheet software and its importance in compiling financial reports and statistical data. This course also acts as a foundation for all business education programs as it incorporates keyboarding, mathematical calculations, consumer economics, human relations, and job application procedures.
Lecture Hours=25 Lab Hours=50 Other Hours=0 Fees=36.00

OCA0451 SPREADSHEET AND DATABASE APPLICATION II (2)
The purpose of this course is to provide an introduction to computers and to develop entry- level skills for computer-related occupations using spreadsheets and databases and text-editing software. This course also acts as a foundation for all business education programs as it incorporates keyboarding, mathematical calculations, consumer economics, human relations, and job application procedures.
Lecture Hours=25 Lab Hours=50 Other Hours=0 Fees=36.00

OFT0010 OFFICE SKILLS TRAINING I (2)
The purpose of this course is to prepare students for employment as general office clerks, typists, file clerks, office systems clerks, government records clerks, and clerical office trainees. Topics include typing, filing, calculation skills, telephone skills, and word processing.
Lecture Hours=25 Lab Hours=50 Other Hours=0 Fees=36.00

OFT0011 OFFICE SKILLS TRAINING II (2)
The purpose of this course is to prepare students for employment as clerk typists, clerks, information clerks, data entry clerks, coding clerks, invoicing clerks, clerk typist assistant, keyboarding clerks, or to provide supplemental training for persons previously or currently employed in this occupational area.
Lecture Hours=25 Lab Hours=50 Other Hours=0 Fees=36.00

OTA0001 OFFICE SUPPORT TECHNOLOGY I (2)
The purpose of this course is to prepare students for employment as office support technicians in the field of word processing and/or related occupations. The students will be able to edit and produce written communications using word processing software and act as information processing operators. Machine transcription and payroll processing is also introduced with emphasis throughout on leadership and decision-making skills.
Lecture Hours=25 Lab Hours=50 Other Hours=0 Fees=36.00

OTA0002 OFFICE SUPPORT TECHNOLOGY II (2)
The purpose of this course is to prepare students for employment in the field of word processing and/or related occupations using more advanced skills as office support technicians. The students will be able to proficiently edit and create written communications using word processing software and act as information processing operators on a windows-based microcomputer. Machine transcription and payroll processing skills will be enhanced with an emphasis throughout on quality performance in the learning environment in the workshop.
Lecture Hours=25 Lab Hours=50 Other Hours=0 Fees=36.00

OFFICE SYSTEMS TECHNOLOGY

OST1103 BASIC KEYBOARDING, PART 1 (1)
This course offers an introduction to the keyboard with development of fundamental techniques. Laboratory hours are required in addition to the scheduled course hours. Minimum completion speed of 21 words per minute with a 5-error cutoff on 2-minute timed writings using touch technique is required.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=8.00

OST1104 BASIC KEYBOARDING, PART 2 (1)
This keyboarding credit includes skill development, simple correspondence and other business keyboarding. Laboratory hours are required in addition to the scheduled course hours. A minimum completion speed of 27 words per minute with 5-error cutoff on 3-minute timed writings is required.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=8.00

OST1105 BASIC KEYBOARDING, PART 3 (1)
This keyboarding credit includes skill development, business correspondence, business forms, and manuscripts. It begins production development. Laboratory hours are required in addition to the scheduled course hours. A minimum completion speed of 35 words per minute with 5-error cutoff on 5-minute timed writings is required.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=8.00

OST1113 INTERMEDIATE KEYBOARDING, PART 4 (1)
This keyboarding credit includes skill development which includes speed building and accuracy improvement. Laboratory hours are required in addition to the scheduled course hours. A minimum completion speed of 39 words per minute with 4-error cutoff on 5-minute timed writings is required. Prerequisite: OST1105.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=8.00

OST1114 INTERMEDIATE KEYBOARDING, PART 5 (1)
This keyboarding credit includes skill development which includes speed building, accuracy improvement, refining business correspondence, reports and tables. Laboratory hours are required in addition to the scheduled course hours. A minimum completion speed of 42 words per minute with 4-error cutoff on 5-minute timed writings is required. Prerequisite: OST1113. Corequisite: OST1113, OST1114.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=8.00

OST1115 INTERMEDIATE KEYBOARDING, PART 6 (1)
This keyboarding credit includes skill development with emphasis placed on business forms, correspondence, reports and tables. Laboratory hours are required in addition to the scheduled course hours. A minimum completion speed of 45 words per minute with 4-error cutoff on 5-minute timed writings is required. Prerequisite: OST1114. Corequisite: OST1113 and OST1114.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=8.00

OST1201 ABC SHORTHAND (3)
This course presents the theory of ABC alphabetic shorthand to develop dictation speeds of 60-80 words a minute transcribed with at least 95% accuracy. The ABC theory is easy to learn and can be used for most office positions needing note taking for meeting minutes, telephone messages, interview notes or for personal use such as taking class notes. Laboratory hours are required in addition to the scheduled class hours.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=5.00

OST1211 SHORTHAND I (3)
This course presents handwritten shorthand theory with an emphasis placed on the development of writing skills and accurate transcription of simple new material dictation. Laboratory hours are required in addition to the scheduled course hours. A minimum shorthand speed of 50 words per minute is required for completion.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=5.00

OST1212 SHORTHAND II (3)
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. Laboratory hours are required in addition to the scheduled course hours. A minimum shorthand speed of 70 words per minute is required for completion. Prerequisite: OST1211.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=5.00

OST1330 BUSINESS ENGLISH (1)
This course provides a refresher course in punctuation and capitalization.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

OST1355 RECORDS MANAGEMENT (3)
Computerized and paper management of records from creation, filing, retrieving to disposal.
Lecture Hours=24 Lab Hours=24 Other Hours=0 Fees=20.00

OST1761 DISK OPERATING SYSTEMS (1)
This course provides hands-on training using the disk operating system (DOS) of the microcomputer. The students will acquire skills necessary

to manage a disk-based microcomputer. Practice creating directories, copying files, formatting disks, and other related activities are emphasized.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=8.00

OST1795 TELECOMMUNICATIONS (1)
A basic hands-on course in telecommunications. Course topics include telecommunications terminology, the use of the computer and modem in direct computer communications, bulletin boards, file manipulation, and the use of on-line communication services available at the college.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=8.00

OST1811C DESKTOP PUBLISHING (3)
This course provides hands-on applications with a popular desktop publishing package. Through the application of desktop publishing techniques, students plan, design and create documents. Effective typeface and use of graphics and color in a publication's design and function are also covered.
Lecture Hours=0 Lab Hours=48 Other Hours=0 Fees=28.00

OST1831 WINDOWS / GRAPHICAL ENVIRONMENT (1)
This course provides an introduction to the Windows Operating Environment. Students will learn the basic Windows commands including: program manager, file manager, control panel, print manager, write, paintbrush, desktop accessories, PIF applications, optimizing windows, and to open more than one Windows application on screen.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=8.00

OST2335 COMMUNICATIONS IN THE WORKFORCE (3)
This course is designed to help students communicate more effectively. Students will practice analyzing, planning, managing, and executing both written and oral presentations. Special focus includes grammar and all types of business documents to ensure appropriate content and structure. Discussion includes intercultural work groups, nonverbal skills, and electronic mail as a part of communication on the job.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=5.00

OST2431 LEGAL OFFICE TECHNIQUES I (3)
This course provides an introduction to legal terminology, the typing of legal documents and pleadings, and office procedures for law firm employees.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=5.00

OST2432 LEGAL OFFICE TECHNIQUES II (3)
A further study of legal terminology with emphasis on preparation of legal papers. Prerequisite: OST2431 (Legal Office Techniques I).
Lecture Hours=0 Lab Hours=48 Other Hours=0 Fees=5.00

OST2464C MEDICAL OFFICE COMPUTER APPLICATION (3)
This course prepares a medical office assistant to work in a health are practice utilizing computerized medical office management software. It provides training for input of new patient entry, posting procedures and payments, insurance billing appointment scheduling, file maintenance with support files, ad generating the daily, end-of-month, and end-of-period reports which are performed in a medical office.
Lecture Hours=40 Lab Hours=8 Other Hours=0 Fees=20.00

OST2501 OFFICE MANAGEMENT (3)
This course is a study of the skills needed by the office professional in the workforce. It includes technology, the global economy, increased diversity, and the changing skills and a nature of work demanded in the workforce. The efficient handling of office matters, such as scheduling appointments, customer/client relations, managing office operations, processing mail and correspondence, communication, coordinating meetings/travel, and career planning and advancement are covered. Emphasis is placed on the managerial functions of the office. Prerequisites: OST1115 or equivalent.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=5.00

OST2601 TRANSCRIBING MACHINES (3)
This course emphasizes skill development for accurate transcription of recorded dictation to office standard proficiency levels. Special materials related to each student's major subject areas of legal and medical are provided.
Lecture Hours=0 Lab Hours=48 Other Hours=0 Fees=15.00

OST2611C MEDICAL TRANSCRIPTION (3)
This course emphasizes fundamentals of transcribing various medical reports, discharge summaries, admission records, history and physical reports, special delivery notes and other medical correspondence. Medical vocabulary and basic language skills with grammar, punctuation, spelling and proofreading will be emphasized. Prerequisite: HSC1531.
Lecture Hours=40 Lab Hours=8 Other Hours=0 Fees=20.00

OST2731 INFORMATION/WORD PROCESSING APPLICATION (1)
This course introduces the student to operate specific word processing software and emphasizes machine proficiency in elementary applications. Laboratory hours are required in addition to the scheduled course hours. Note: A keyboarding speed of 40 words per minute is required.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=10.00

OST2732 INFORMATION/WORD PROCESSING APPLICATION (1)
This course continues with the operations of specific word processing software not covered in OST2731 and emphasizes machine proficiency in elementary applications, or the continuation of training on the same software used in OST2731 with an emphasis placed on processing business correspondence and reports. Laboratory hours are required in addition to the scheduled course hours.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=10.00

OST2764 INFORMATION/WORD PROCESSING APPLICATION (3)
This course introduces the student to the operations of specific word processing software and emphasizes machine proficiency in applications, as well as processing business correspondence and reports. Laboratory hours are required in addition to the scheduled course hours. Prerequisite: keyboarding speed of 40 words per minute.
Lecture Hours=0 Lab Hours=48 Other Hours=0 Fees=10.00

OST2734 INFORMATION/WORD PROCESSING APPLICATION (1)
This course continues with the operations of specific word processing software not covered in OST2764 and emphasizes machine proficiency in elementary applications, or the continuation of training on the same software used in OST2764 with an emphasis placed on processing business correspondence and reports. Laboratory hours are required in addition to the scheduled course hours.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=10.00

OST2735 INFORMATION/WORD PROCESSING APPLICATION (1)
This course continues with the operations of specific word processing software not covered in OST2734 and emphasizes machine proficiency in elementary applications, or the continuation of training on the same software used in OST2734 with an emphasis placed on processing business correspondence and reports. Laboratory hours are required in addition to the scheduled course hours.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=10.00

OST2736 INFORMATION/WORD PROCESSING APPLICATION (1)
This course continues with the operations of specific word processing software not covered in OST2735 and emphasizes proficiency in producing business documents, or the continuation of training on the same software used in OST2735 with an emphasis placed on advanced business forms and master pages of books. Laboratory hours are required in addition to the scheduled course hours.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=10.00

OST2825C DOCUMENT DESIGN, LAYOUT AND SCANNING (3)
This course provides hands-on applications in designing, laying out and scanning documents for newsletters, brochures, flyers, manuals, advertisements and catalogs. Through principles of effective design, students can makeover documents from their own work areas.
Lecture Hours=16 Lab Hours=32 Other Hours=32 Fees=28.00

OST2826C PRESENTATION GRAPHICS (3)
This course provides hands-on applications using graphics and presentation software with draw, paint, chart and show programs. Through transformation of typography and graphic clip art, students will create printed documents and computer-generated slide shows with CD-ROMs.
Lecture Hours=16 Lab Hours=32 Other Hours=32 Fees=28.00

OTA0312 OFFICE COMMUNICATIONS I (2)
The purpose of this course is to provide a basic overview of written communication used in today's business environment to enhance personal and workplace proficiency. Emphasis is placed on developing fundamental language and writing skills and using word processing computer application software efficiently in today's information-based society.
Lecture Hours=25 Lab Hours=50 Other Hours=0 Fees=0.00

OTA0313 OFFICE COMMUNICATIONS II (2)
The purpose of this course is to provide an advanced overview of written communication skills with emphasis being placed on developing additional language and writing skills using computer applications and formatting techniques. These skills may be used in acquiring employment and increasing professional opportunities in an information-based society.
Lecture Hours=25 Lab Hours=50 Other Hours=0 Fees=0.00

OTA0323 OFFICE COMMUNICATION III (5)
The purpose of this course is to provide a more advanced overview of written communication skills with emphasis being placed on developing additional language and writing skills using advanced computer applications and formatting techniques. These skills may be used in acquiring employment and increasing professional opportunities in an information-based society.
Lecture Hours=50 Lab Hours=100 Other Hours=0 Fees=0.00

OTA0612 MEDICAL SECRETARY I (2)
The purpose of this course is to prepare students to perform secretarial duties that require knowledge of basic medical terminology and medical office procedures. Instruction includes an introduction to basic medical terminology, filing, and appointment scheduling as it relates to the medical field, and the development of basic skills in the keying of business letters and other office correspondence.
Lecture Hours=25 Lab Hours=50 Other Hours=0 Fees=0.00

OTA0613 MEDICAL SECRETARY II (2)
The purpose of this course is to prepare students to perform secretarial duties in a medical office environment utilizing knowledge of basic medical terminology. Instruction includes the introduction of transcription techniques so the student will be comfortable transcribing paragraphs that include medical terminology. The student will become familiar with completing insurance and claim forms and the scheduling of appointments in a medical setting.
Lecture Hours=25 Lab Hours=50 Other Hours=0 Fees=0.00

OTA0614 MEDICAL SECRETARY III (5)
The purpose of this course is to prepare students to perform secretarial, administrative, and managerial duties in a medical office environment with an advanced level of competency. The content includes a thorough knowledge of medical terminology, accurate transcription of various medical documents from machine transcription, production of quality work using advanced features of business software applications, use of technology to develop office management skills, and production of professional job application documents.
Lecture Hours=50 Lab Hours=100 Other Hours=0 Fees=0.00

OTA0940 OFFICE SUPERVISION I (2)
The purpose of this course is to prepare students to incorporate appropriate leadership supervision techniques and standards of personal ethics to accomplish job objectives and enhance workshop performance.
Lecture Hours=25 Lab Hours=50 Other Hours=0 Fees=0.00

OTA0948 OFFICE SUPERVISION II (2)
The purpose of this course is to prepare students to attain a position of management that will incorporate leadership and supervision skills that promote quality performance in the workplace without sacrificing high standards of personal ethics.
Lecture Hours=25 Lab Hours=50 Other Hours=0 Fees=0.00

OTA0949 ON THE JOB TRAINING (5)
The purpose of this course is to provide a work- based learning experience to more effectively prepare students for employment in business occupations. This on-the-job training will help to develop occupational competencies required for employment in an office environment.
Lecture Hours=20 Lab Hours=130 Other Hours=0 Fees=0.00

PHILOSOPHY

PHI1100 INTRODUCTORY LOGIC (3)
Study of the principles and evaluation of critical thinking including identification and analysis of fallacious, as well as valid reasoning. Traditional and symbolic logic will be considered and foundations will be laid for further study in each area. Meets Area 2F general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PHI2010 INTRODUCTION TO PHILOSOPHY (3)
An introduction to the nature of philosophy, philosophical thinking, major intellectual movements in the history of philosophy, and specific problems in philosophy. Meets Area 2F general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

PHI2600 INTRODUCTION TO ETHICS (3)
A study of the basic concepts and principles of morals, values and judgements that govern human actions, as well as various ethical theories. Meets Area 2F general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

PHI2930 SPECIAL TOPICS: PHILOSOPHY (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PHYSICAL EDUCATION ACTIVITIES

PEL1041C RECREATION ACTIVITIES (2)
An overview of outdoor and indoor games and activities for various age groups in a recreational setting.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=10.00

PEL1111 BEGINNING BOWLING (1)
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.) Coeducational.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=31.00

PEL1121 BEGINNING GOLF (1)
Introduces the Golf swing and provides instruction in the use of irons and woods, plus putting and approach shots. Rules and courtesies of the game are covered. Coeducational.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=2.00

PEL1131 BEGINNING POCKET BILLIARDS (1)
Includes the science and techniques of standard Pocket Billiard games. Coeducational. Fee assessed at site of each class.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

PEL1141 BEGINNING ARCHERY (1)
To provide the student with opportunities to learn Archery equipment selection and care, basic safety considerations, techniques and fundamentals of shooting. Coeducational.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=10.00

PEL1211 SOFTBALL (1)
Coeducational. Students furnish gloves.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=2.00

PEL1321 VOLLEYBALL (1)
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. Coeducational.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=2.00

PEL1341 BEGINNING TENNIS (1)
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.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=2.00

PEL1420 HANDBALL AND PADDLEBALL (3)
Coeducational (student must supply own gloves and paddles).
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

PEL1441 3 WALL RACQUETBALL (1)
Instruction in Racquetball. Coeducational. Students must provide own Racquets and Balls, and Safety Glasses.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=2.00

PEL1621 BASKETBALL (1)
Coeducational.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=2.00

PEL2112 INTERMEDIATE BOWLING (1)
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 are provided.) Prerequisite: PEL1111 or instructor's approval. Coeducational.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=31.00

PEL2122 INTERMEDIATE GOLF (1)
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 instructor's approval. Fee assessed at site of each class.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

PEL2132 INTERMEDIATE BILLIARDS (1)
Course will include advanced techniques in Snooker, One Pocket Bank Pool Rotation, Cribbage and Three-cushion Billiards. Prerequisite: PEL1131 or instructor's approval. Fee assessed at site of each class.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

PEL2322 INT VOLLEYBALL II (1)
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 and defense. Advanced skills and strategies are used. Prerequisite: instructor's approval or PEL1321.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=2.00

PEL2342 INTERMEDIATE TENNIS (1)
Reviews Forehand, Backhand, and Serve and concentrates on 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). Coeducational.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=2.00

PEL2442 4 WALL RACQUETBALL (1)
Involves the teaching of advanced skills and strategies in Singles, Cutthroat, and Doubles play of 4-wall Racquetball. Prerequisite: PEL1441 or instructor's approval. Students supply own Racquets, Balls and protective Eyeglasses.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=31.00

PEM1011 THERAPEUTIC PHYSICAL EDUCATION (1)
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. Department Head approval required.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=2.00

PEM1121 BEGINNING YOGA EXERCISES (1)
Students will learn proper exercise, relaxation and balance of both the body and mind. A holistic approach to health and stress management is emphasized. Coeducational.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=2.00

PEM1405 SELF DEFENSE (1)
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.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=2.00

PEM1461 BEGINNING FENCING (FOIL) (1)
Instructions in Beginning Fencing. Coeducational.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=2.00

PEM2462 INTERMEDIATE FENCING (FOIL, SABRE, (1)
Advanced Fencing techniques of Foil, Sabre and Epee. Coeducational. Prerequisite: PEM1461 or instructor's approval.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=2.00

PEN1121 BEGINNING SWIMMING (1)
Coeducational.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=2.00

PEN1211 BEGINNING WATER SKIING (1)
Learn to ski on two skis, one ski, and a kneeboard. Coeducational.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=62.00

PEN1231 BEGINNING BASIC SAILING (1)
The basic course includes certain fundamentals and techniques of Seamanship and Sail handling as would be necessary for the safe, enjoyable use of a sailboat. Coeducational.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=5.00

PEN1241 WINDSURFING (1)
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.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=5.00

PEN2122 INTERMEDIATE SWIMMING (1)
Coeducational.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=2.00

PEN2136 SCUBA DIVING (1)
Instructor's approval required. Coeducational. This course does not include open water dives required for National Certification. See course instructor for certification details. Must furnish own Mask, Snorkel, Scuba Fins. North and South Campus students must furnish Weight Belt.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=45.00

PHYSICAL SCIENCE

PSC1121 PHYSICAL SCIENCES SURVEY (3)
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. It is recommended that students take the companion laboratory, PSC1191L. Prerequisite: MAT0024 or higher level mathematics course. Three hours weekly. Meets Area 4B general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PSC1191L PHYSICAL SCIENCES LAB (1)
Experiments and exercises which supplement topics covered in PSC1121. Prerequisite or Corequisite: PSC1121. Special fee is charged. Meets Area 4C general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=10.00

PSC1341 FUNDAMENTALS OF PHYSICS AND CHEMIST (6)
This course is designed for students in the Teacher Education Alliance. Major concepts and principles of physics and chemistry will be covered. Practical applications of the scientific method will be stressed. Hands on activities and demonstrations will be included. Prerequisite: MAT1033. Meets Area 4B general education requirements for the A.A. degree for TEA students.
Lecture Hours=96 Lab Hours=0 Other Hours=0 Fees=0.00

PSC1800 EARTH SCIENCE FOR TEACHERS (3)
Study of the earth sciences at an introductory level with emphasis on topics taught in primary and secondary schools. Earth sciences of the local region as well as their important influence on life and man's activities are discussed. This course is designed specifically for teachers. This course will not satisfy the general education requirements for the A.A. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PSC1802 EARTH AND SPACE SCIENCE (3)
This course introduces the Teacher Education Alliance program student some important physical phenomena of the cosmos and to physical principles used to interpret them. From rocks, winds and clouds to planets, stars and galaxies, the course presents an integrated introduction to the disciplines of geology, meteorology, planetary science and astronomy. Prerequisite: MAT0024. Corequisite: PSC1802L. Meets Area 4B general education requirements for the A.A. degree for TEA students.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PSC1802L EARTH AND SPACE SCIENCE LAB (1)
This laboratory is coordinated with PSC1802 and provides an active, sensorial introduction to important observable physical phenomena of the cosmos and to physical principles used to interpret them. Rocks, minerals, maps, photographs, telescopic views and computer displays will be held, viewed and manipulated in a "hands on, eyes on" introduction to some primary observables of geology, meteorology, planetary science and astronomy. One two-hour lab per week. Prerequisite: MAT0024. Corequisite: PSC1802. Meets Area 4C general education requirements for the A.A. degree for TEA students.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=10.00

PHYSICAL THERAPY ASSISTANT

PHT1010 PHYSICAL PRINCIPLES FOR THE PT ASSISTING (1)
Course introduces the student to the basic physical principles that apply to commonly utilized therapeutic procedures in the field of physical therapy. Prerequisite: None. Corequisites: PHT1103, PHT1200. Contact hrs: 1 hr. per week. Term I, Session II/first year. Student Lec: 16.0.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

PHT1103 ANATOMY FOR PHYSICAL THERAPIST ASSISTING (3)
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 principles of palpation discussed. Prerequisite: None. Corequisites: PHT1200, PHT1103L. Contact hrs. 3 hrs per wk. Term I/first year. Student Lec: 48.0
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PHT1103L ANATOMY FOR PHYSICAL THERAPIST ASSISTING (1)
Laboratory sessions for Anatomy for PTA (PHT1103) are designed to provide the students with an opportunity to identify, with accuracy, a variety of bones, bony landmarks, muscles, ligaments and other soft tissue structures using graphics and various anatomical specimens/models. Prerequisite: None. Corequisites: PHT1103, PHT1200L. Contact hours: 2 hrs, per wk. Term I/First year. Student Lab: 32.0
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=5.00

PHT1200 INTRODUCTION TO PHYSICAL THERAPY (3)
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 of body mechanics, preparation of the patient and the treatment area, positioning and transferring techniques, gait training, and wheelchair prescription. Prerequisite: None. Corequisites: PHT1103, PHT1200L. Contact hours: 3 hrs per wk. Term I/First year. Student Lec: 48.0
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PHT1200L INTRODUCTION TO PHYSICAL THERAPY LAB (1)
Laboratory sessions for Introduction to Physical Therapy (PHT1200) 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 preparation skills. Skills assignments, as well as competency evaluations are completed. Prerequisite: None. Corequisites: PHT1200, PHT1103L. Contact hrs: 2 hrs. per week. Term I/ first year. Student Lab: 32.0.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=50.00

PHT1211 DISABILITIES AND THERAPEUTIC PROCEDEDURES I (3)
Course introduces the student to the theory and practical application of physical therapy modalities. The physiological effects of and the indications/contraindications of patient care interventions such as athermal, thermal and cyrotheraphy modalities, radiant therapy, electrotherapy, traction, intermittent compression and massage are presented. Prerequisites: PHT1200, PHT1103. Corequisites: PHT2224,

PHT1211L. Contact hours: 3 hrs. per wk. Term II/First year. Student Lec: 48.0
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PHT1211L DISABILITIES AND THERAPEUTIC PROCEDURES I LAB (2)
Laboratory sessions for Disabilities and Therapeutic procedures (PHT1211) are designed to develop student skills in the actual performance of the patient care interventions presented. Practical application of each intervention is emphasized with patient simulations and cases studies enhancing the ability to understand a plan of care for a patient. Skills in massage are developed. Prerequisites: PHT1200L, PHT1103L. Corequisite: PHT1211, PHT2224L. Contact hours: Term II/First year. Student Lab: 64.0
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=50.00

PHT1300 SURVEY OF PATHOLOGICAL DEFICITS (4)
Course introduces the student to general pathological conditions with emphasis on those commonly seen in the field of physical therapy. Basic system anatomy is reviewed with an emphasis on the pathophysiology of disease. Student presentations of various musculoskeletal conditions are completed. Descriptions of how diseases are classified, diagnosed and treated, as well as the natural course/prognosis of these diseases are presented. Implications of disease processes as well as contraindications and precautions related to physical therapy are discussed. When relevant, specific physical therapy plans, such as chest PT, are discussed. The effects of aging upon disease and in general are considered. Prerequisite: None: Corequisite: PHT1200. Contact hours: 4 hrs. per wk. Term I/ /First year. Student Lec: 64.0
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

PHT1350 BASIC PHARMACOLOGY FOR PT ASSISTANT (1)
Course introduces concepts of basic pharmacology and presents pharmacological agents dispensed for conditions commonly seen in physical therapy. Drug responses and interactions as they relate to patient response are discussed. Prerequisite: PHT1300. Corequisite: PHT1211. Contact hours: 1 hr. per wk. Term II/First year. Student Lec: 16.0
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

PHT1801L CLINICAL PRACTICE I (2)
Course involves student assignment to a local clinical facility. Includes scheduled class meetings to discuss clinical performance objectives, the self-appraisal process, and overall requirements for the practicum. Discussions also include professionalism, attitudes, patient rapport, inter/ intradepartmental rapport, etc. A journal report of clinical experiences, case studies and an article review are required. Students attend a personal conference with the academic coordinator of clinical education to discuss progress and to identify areas of strengths/weaknesses with appropriate target dates and methods of amelioration if needed. Students receive pass/fail grade. Prerequisite: PHT1103, PHT1211. Corequisite: None. contact hours: 20 hrs. per wk. Term III, Session II, first year.
Lecture Hours=0 Lab Hours=0 Other Hours=120 Fees=72.50

PHT2120 APPLIED KINESIOLOGY (2)
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 discussed. Goniometry and manual muscle testing procedures are presented. Prerequisite: PHT2224. Corequisite: PHT2120L. Contact hrs: 2 hrs per wk. Term_II/second year. Student Lec: 32.0.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

PHT2120L APPLIED KINESIOLOGY LAB (1)
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, analysis of UE and LE movement patterns are performed. Palpation of surface anatomy and the identification of anatomical/bony landmarks are practiced. Prerequisite: PHT2224L Corequisite: PHT2120. Contact hours: 2 hrs. per wk. Term II/Second year, Student Lab: 32.0
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=50.00

PHT2162 SURVEY OF NEUROLOGICAL DEFICITS (4)
Course introduces the etiology, pathophysiology and symptoms of common neurological diseases/ conditions. Basis neuroanatomy is reviewed. Neuradiagnostic procedures are presented. Specific case study assignments of various neurological conditions are completed and discussed. Prerequisite: PHT2224. Corequisites: PHT2810L. Contact hours: 4 hrs. per wk. Term I/ Second year. Student Lec: 64.0
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

PHT2224 DISABILITIES AND THERAPEUTIC PROCEDURES (3)
Course introduces concepts of therapeutic exercise with regards to its principles, and objectives. The theory of and application of specific exercise regimes are presented. Principles of ROM and stretching techniques are presented. Prerequisite: PHT1103. Corequisites: PHT1211, PHT2224L. Contact hours: 3 hrs. per wk, Term II/First year. Student Lec: 48.0
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PHT2224L DISABILITIES AND THERAPEUTIC PROCEDURES (1)
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 exercise interventions are completed. ROM and stretching techniques are practiced. Prerequisite: PHT1200L, PHT1103L. Corequisites: PHT2224, PHT1211L. Contact hours: 2 hrs per wk. Term II/ First year. Student Lab: 32.0
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=50.00

PHT2704 REHABILITATION PROCEDURES (2)
Advanced course designed to develop skill in and understanding of the underlying principles of advanced physical therapy plans of care. Techniques presented include advanced therapeutic exercise programs (stroke, spinal cord injured, etc.) proprioceptive neuromuscular facilitation (PNF), Bobath and Brunnstrom. Principles of prosthetic and orthotic devices are detailed. Fitting of these devices and check-out procedures are reviewed. Prerequisite: PHT2162. Corequisites: PHT2704L, PHT2931. Contact hours: 2 hrs. per wk. Term II/Second year. Student Lec: 32.0
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

PHT2704L REHABILITATIVE PROCEDURES LAB (1)
Laboratory sessions for Rehabilitative Procedures (PHT2704) are designed for the students to practice the utilization of developmental postures in patient interventions as well as PNF, facilitation/inhibition techniques and other forms of advanced therapeutic exercise approaches. Stump wrapping and therapeutic management of orthotic/prosthetic patients are practiced. Case studies of various medical conditions with emphasis on advanced therapeutic exercise approaches as well as application of prosthetic/ orthotic principles are completed. Prerequisite: PHT2162. Corequisites: PHT2704, PHT2931. contact hours: 2 hrs. per wk. Term II/Second year. Student Lab: 32.0
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=50.00

PHT2810L CLINICAL PRACTICE II (6)
Course involves student assignment to local clinical facility. Includes scheduled class meeting to review clinical performance objectives, the self-appraisal process, and overall requirements for the practicum. Class discussions are held to share and discuss experiences, patient care

problems, learning styles, cooperative group participation acceptance and implementation of constructive criticism, etc. A clinical journal and an in-service are required. Students attend a personal conference with the academic coordinator of clinical education 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: PHT2162. Contact hours: 24 hrs. per wk. over fifteen week period. Term I/Second year.
Lecture Hours=0 Lab Hours=0 Other Hours=360 Fees=72.50

PHT2820L CLINICAL PRACTICE III (5)
Course involves full time student assignment to a local clinical facility. Includes scheduled class meetings to discuss clinical performance objectives, the self-appraisal process, and overall requirements for the practicum. A clinical journal, a case study report and an inservice are required. Class discussions are held to share and discuss experiences, patient care problems, readiness for the workplace (mock interviews), leadership responsibilities, professional growth, etc. Students attend a personal conference with the academic coordinator of clinical education to discuss progress and to identify area of strength/weaknesses with appropriate target dates and methods of amelioration where necessary. Students receive a pass/fail grade. Prerequisite: PHT2810L. Corequisites: None. Contact hours: 40 hrs. per wk. Term II, Session III, Second year.
Lecture Hours=0 Lab Hours=0 Other Hours=300 Fees=72.50

PHT2931 TRANSITION SEMINAR (2)
A discussion and presentation seminar course on legal and ethical issues, interpersonal skill refinement, employment techniques, quality assurance, and career development. The problem-solving process and discharge planning concepts are presented. Empathy for patients and enhanced understanding of the challenges of a disability are explored through a community advocacy project. An exit practical is performed to assess entry-level preparation and to practice peer review. This course also provides a comprehensive curriculum review and presents details on applying for licensure as students prepare for the transition to the work place. Prerequisite: PHT2162, PHT2120. Corequisites: PHT2704. Contact hours: 2 hrs. per wk. Term II/Second year. Student Lec: 32.0
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

PHYSICS

PHY1001 APPLIED PHYSICS (3)
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: MAT1033. Meets area 4B general education requirements for the A.A. degree. Meets areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PHY1001L APPLIED PHYSICS LAB (1)
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. Meets Area 4C general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree. Pre or Corequisite: PHY1001. Special fee is charged.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=10.00

PHY1016 PRINCIPLES OF PHYSICS FOR TEACHERS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PHY1017 PRINCIPLES OF PHYSICS FOR TEACHERS (3)
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 physical principles. This course will not satisfy the general education requirements for the A.A. degree.
Lecture Hours=32 Lab Hours=16 Other Hours=0 Fees=0.00

PHY2048 GENERAL PHYSICS WITH CALCULUS I (4)
Part one of a two term comprehensive course in physics involving the use of calculus in problem solving. Topics include mechanics, heat, wave motion and sound. Four hours weekly. Pre or Corequisite: MAC2312 with a grade of "C" or higher. Corequisite: PHY2048L. Meets Area 4B general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

PHY2048L GENERAL PHYSICS WITH CALCULUS I LAB (1)
Laboratories designed to accompany PHY2048. One two hour period each week. Corequisite: PHY2048. Meets Area 4C general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree. Special fee charged.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=10.00

PHY2049 GENERAL PHYSICS WITH CALCULUS II (4)
The second part of a two term physics course employing the use of calculus. Topics covered during this term are electricity, magnetism, and optics. Four hours weekly. Prerequisite: PHY2048 with a grade of "C" or higher. Prerequisite or Corequisite: MAC2313 with a grade of "C" or higher. Corequisite: PHY2049L. Meets Area 4B general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=0.00

PHY2049L GENERAL PHYSICS WITH CALCULUS II LAB (1)
A continuation of laboratory experiences chosen to coincide with the topics of electricity, magnetism, optics. One two hour period per week. Prerequisite: PHY2048 and PHY2048L with a grade of "C" or higher. Corequisite: PHY2049. Special fee charged. Meets Area 4C general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=10.00

PHY2053 GENERAL PHYSICS I (3)
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, MTB1326, or MAC1114 and MAC1140 with a grade of "C" or higher. Corequisite: PHY2053L. Meets Area 4B general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PHY2053L GENERAL PHYSICS I LAB (1)
Laboratories designed to accompany the topics under study in PHY2053. One two hour period per week. Meets Area 4C general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree. Corequisite: PHY2053. Special fee charged.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=10.00

PHY2054 GENERAL PHYSICS II (3)
The second part of a two-term physics course employing algebra and trigonometry. Topics covered during this term are electricity and

magnetism, optics, and special relativity and quantum theory. Three hours weekly. Prerequisite: PHY2053 with a grade of "C" or higher. Corequisite: PHY2054L. Meets Area 4B general education requirements for the A.A. degree. Meets Area 4 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PHY2054L GENERAL PHYSICS II LAB (1)
Laboratory experiences designed to accompany the topics under study in PHY2054. One two hour period per week. Meets Area 4C general education requirements for the A.A. degree. Meets Areas 4 or 5 general education requirements for the A.S. degree. Prerequisite: PHY2053L with a grade of "C" or higher. Corequisite: PHY2054. Special fee charged.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=10.00

PHY2420 ELEMENTARY WAVE THEORY (3)
A survey of the basic topics in the properties of physical and electromagnetic waves, including the study of intensity and motion waves. Prerequisite: MAT1033 with a minimum grade of "C".
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PHY2464 ACOUSTICS (3)
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 with a grade of "C" or higher. Prerequisite or corequisite: MUT1111 or consent of instructor.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

POLITICAL SCIENCE

CPO2002 INTRODUCTION TO COMPARATIVE GOVERNM (3)
This course is a survey of political systems in the developed and the underdeveloped world. Democratic, non-Democratic, unitary and Federal systems will be analyzed and contrasted. Also the European community will be examined as an example of multinational cooperation.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

CPO2140 GOVERNMENT AND POLITICS OF SPAIN (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=29.00

INR2002 INTRODUCTION TO INTERNATIONAL RELAT (3)
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 3A and 8 general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PAD2002 INTRODUCTION TO PUBLIC ADMINISTRATI (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

POS2041 NATIONAL GOVERNMENT (3)
Study of theory, principles, and institutions involved in the American National Government. Meets Area 3A general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

POS2112 STATE AND LOCAL GOVERNMENT (3)
Study of the principles and institutions of American state and local government. Meets Area 3A general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

POS2601 THE AMERICAN CONSTITUTION (3)
A study of the basic elements of the U.S. Constitution as they impact society and the individual. Emphasis is placed upon the document's theoretical, as well as, pragmatic applications. Course is taught from perspectives which are primarily historical and cultural.
Lecture Hours=48 Lab Hours=0 Other Hours=48 Fees=0.00

PSYCHOLOGY

CLP2000 PSYCHOLOGY OF ADJUSTMENT (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

DEP2004 DEVELOPMENTAL PSYCHOLOGY (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

DEP2102 DEVELOPMENTAL PSY I: CHILD PSYCHOLO (3)
Study of the concepts and principles of growth and development in infancy and childhood.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

DEP2302 DEVELOPMENTAL PSYCH II: ADOLESCENT (3)
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
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

DEP2481 THE PSYCHOLOGY OF DYING (3)
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
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

INP1301 HUMAN RELATIONS IN BUSINESS AND IND (3)
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 other. Also introduces the student to current psychological applications in the fields of testing, advertising, selling, market research, morale, personnel work, employee selections and training, and supervisory practices.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PSY2012 GENERAL PSYCHOLOGY (3)
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 Area 3B general

education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

PSY2012L GENERAL PSYCHOLOGY LAB (1)
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.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=3.00

PSY2043 ADVANCED GENERAL PSYCHOLOGY (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=8.00

PSY2043 ADVANCED GENERAL PSYCHOLOGY (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=8.00

PSY2905 INDEPENDENT STUDY IN PSYCHOLOGY (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PSY2930 SPECIAL TOPICS: PSYCHOLOGY (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SOP2002 SOCIAL PSYCHOLOGY (3)
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, leader- ship, group dynamics, attribution and construct theory.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RADIATION THERAPY

RAT1001 INTRODUCTION TO RADIATION THERAPY (3)
An introduction to the clinical institution and the radiation therapy department. Stresses the ethics of patient/oncologist/therapist relationship, nursing procedures, safety precautions necessary for therapy patients, and the keeping of records. 3 hrs. lec. Prerequisite: Program Admission. Corequisite: RAT1614.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RAT1021C INTRO TO RADIATION THERAPY CLINICAL (2)
A course designed to provide knowledge and hands-on instruction in the application of radiation therapy procedures with a detailed study of instrumentation prior to actual patient contact. Prerequisites: RAT1001, RAT1614. Corequisites: RAT1111, RAT1111L.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=25.00

RAT1111 RADIOGRAPHIC PROCESSES (2)
Provides the student with instruction on the principles of radiographic exposure, the processing of film and the positioning of patients for simulated procedures. Prerequisites: RAT1001, RAT1614. Corequisites: RAT1021C, RAT1111L.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=20.00

RAT1111L RADIOGRAPHIC PROCESS LAB (1)
Laboratory experience exposing phantom body parts to radiation to allow therapy students to practice positioning skills. Laboratory accompanies RAT1111 lecture. Prerequisites: RAT1001, RAT1614. Corequisites: RAT1021C, RAT1111. 2 hrs. lab. Term 11.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=25.00

RAT1614 INTRO RADIATION THERAPY PHYSICS (3)
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: None. Corequisite: RAT1001
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RAT1651 INTRODUCTION TO DOSIMETRY (2)
A study of the skills necessary to develop as a dosimetrist in the clinical setting. Prerequisites: Program Admission. Corequisites: RAT1655, RAT1655L, RAT1652.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

RAT1652 ADVANCED DOSIMETRY I (3)
The study of patient dosimetry for radiation therapy including planning techniques for external beam and brachytherapy. Prerequisites: Program Admission. Corequisites: RAT1655, RAT1655L, RAT1653.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RAT1653 TREATMENT ACCESS. FAB., LOCALIZATION (2)
A study of fabrication of treatment accessories, tumor localization and simulation. Prerequisite: Program Admission. Corequisites: RAT1651, RAT1652, RAT1655.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

RAT1654 ADVANCED DOSIMETRY II (3)
A continuation of the study of dose calculations including the combination of multiple modalities of treatment methology with emphasis on comparison of treatment techniques for selected anatomical sites. Prerequisites: RAT1651, RAT1655, RAT1942. Corequisites: RAT1656, RAT1659, RAT1902C.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RAT1655 MEDICAL PHYSICS AND INSTRUMENTATION (2)
A review and in-depth presentation of radiation physics including but not limited to matter, energy, and radiation, principles of x-ray and radioactivity, interaction of x and gamma rays. Radiation protection to include state and federal regulations. An introduction to various radiation detection instrumentation. Prerequisite: Program Admission. Corequisites: RAT1651, RAT1655 RAT1655L.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

RAT1655L MEDICAL PHYSICS AND INSTRUMENTATION (1)
A course designed to provide hands-on instruction in radiation detection instrumentation. Prerequisites: Program Admission. Corequisites: RAT1655, RAT1652, RAT1653.
Lecture Hours=0 Lab Hours=16 Other Hours=0 Fees=25.00

RAT1656 PHYSICS & BASIC BIOMEDICAL ELECTRON (2)
A continuation of the study of radiation physics with emphasis on the modern radiation therapy treatment modalities, external and brachytherapy. Basic principles of medical electronics to include instrument trouble-shooting and electrical safety in the patient care environment. Prerequisites: RAT1655, RAT1651, RAT1942. Corequisites: RAT1654 RAT1659, RAT1902C.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

RAT1659 ADVANCED QUALITY ASSURANCE (2)
An in-depth study of the rationale, principles and the methods of quality assurance as they relate to radiation therapy. Prerequisites: RAT1651, RAT1655, RAT1655L. Corequisites: RAT1654, RAT1656, RAT1902C.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

RAT1804 CLINIC EDUCATION I (3)
Patient treatment competencies are assigned under the direct supervision of a registered radiation therapist. Complexity is commensurate with level of education. Pre-requisites: RAT1021C, RAT1111, RAT1111L. Co-requisite: None.
Lecture Hours=0 Lab Hours=0 Other Hours=384 Fees=21.50

RAT1902C COMPUTER TREATMENT PLANNING LAB (3)
A study of the computers utilized in radiation therapy treatment planning and the generation of computerized treatment plans. Prerequisites: RAT1651, RAT1655, RAT1655L. Corequisites: RAT1659, RAT1656, RAT1654.
Lecture Hours=32 Lab Hours=16 Other Hours=0 Fees=25.00

RAT1942 CLINIC EDUCATION I (3)
Under the direct supervision of the medical Dosimetrist and/or Medical Physicist, the student participates in medical dosimetry practices in a local radiation therapy department. This will encompass basic treatment planning, simulation, and quality assurance. Prerequisite: Program Admission. Corequisites: RAT1653, RAT1652, RAT1655.
Lecture Hours=0 Lab Hours=0 Other Hours=384 Fees=53.00

RAT1944 CLINIC EDUCATION II (3)
Under the direct supervision of the Medical Dosimetrist and/or Medical Physicist the student participates in medical dosimetry practices in a local Radiation Therapy Department. This will improve on the skills developed in Clinic I in the area of treatment planning, simulation, and quality assurance. Prerequisites: RAT1655, RAT1655L, RAT1651. Corequisites: RAT1902C, RAT1659, RAT1654.
Lecture Hours=0 Lab Hours=0 Other Hours=384 Fees=152.50

RAT1946 CLINIC EDUCATION III (5)
Under the direct supervision of the Medical Dosimetrist and/or Medical Physicist, the student participates in medical dosimetry practices in a local radiation therapy department. This is the most advanced clinical education and successful completion of this course will ensure that the student is competent upon graduation to assume all of the responsibilities required of a medical dosimetrist. Prerequisites: RAT1944, RAT1902C, RAT1654. Corequisites: None.
Lecture Hours=0 Lab Hours=0 Other Hours=640 Fees=53.00

RAT2021 PRINCIPLES OF RADIATION THERAPY I (3)
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. Corequisites: RAT2617, RAT2023, RAT2814.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RAT2022 PRINCIPLES OF RADIATION THERAPY II (3)
A continuation of the fundamentals of technologic applications in simulation and patient treatment. Prerequisites: RAT2021, RAT2617, RAT2023. Corequisites: RAT2618, RAT2241, RAT2619.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RAT2023 RADIATION ONCOLOGY (3)
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: Program Admission. Corequisites: RAT2021, RAT2617, RAT2814.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RAT2240 RADIATION PATHOLOGY (2)
An introduction to the concept of disease. The types of growth, causative factors and biological behavior of neoplastic diseases are stressed. Prerequisites: Program Admission. Corequisites: RAT2021, RAT2617, RAT2023.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

RAT2241 RADIOBIOLOGY (2)
A study of the sequence of events following the absorption of energy from ionizing radiation. Factors influencing radiation effects, tissue sensitivity, tolerance, and clinical applications are considered. Prerequisites: RAT2021, RAT2617, RAT2240. Corequisites: RAT2022, RAT2618, RAT2619.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

RAT2617 ADVANCED RADIATION THERAPY PHYSICS (2)
The fundamentals of x-ray, gamma, and corpuscular radiation as applied to radiation therapy. Prerequisites: RAT2021, RAT2023, RAT2240.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

RAT2618 ADVANCED RADIATION PHYSICS II (2)
Advanced physics of ionizing radiation including measurement, dosage, absorption, isodose curves, filters, radium, treatment units and planning. Prerequisites; RAT2021, RAT2617, RAT2023. Corequisites: RAT2022, RAT2241, RAT2619.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

RAT2619 DOSIMETRY AND COMPUTER TREATMENT PL (2)
The study of radiation dose measurement and instrumentation usage. The need for accuracy is stressed. Prerequisites: RAT2617, RAT2021, RAT2814. Corequisites: RAT2241, RAT2618, RAT2022.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

RAT2619L DOSIMETRY AND COMPUTER TREATMENT PL (1)
Introduction to computer application in treatment planning in brachytherapy and external beam treatments. Prerequisites: RAT2617, RAT2021, RAT2023. Corequisites: RAT2619, RAT2241, RAT2618.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=25.00

RAT2657 QUALITY ASSURANCE AND PHARMACOLOGY (3)
Will present an in-depth study of the principles and concepts of quality assurance and pharmacology to include the history, theory, biological effects and their relationship to oncology. Prerequisites: RAT2021, RAT2023, RAT2617. Corequisites: RAT2241, RAT2022, RAT2618.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RAT2814 CLINIC EDUCATION (3)
Patient treatment competency assignments are continued in clinic. The student's responsibilities increase as more complex competencies in patient treatment are mastered. Prerequisite: Program Admission. Corequisites: RAT2021, RAT2617, RAT2023.
Lecture Hours=0 Lab Hours=0 Other Hours=384 Fees=32.00

RAT2824 CLINIC EDUCATION (3)
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. Prerequisites: RAT2021, RAT2617, RAT2023. Corequisites; RAT2618, RAT2241, RAT2619.
Lecture Hours=0 Lab Hours=0 Other Hours=384 Fees=32.00

RAT2834 CLINIC EDUCATION (5)
The most advanced clinical education as evidenced by the level of competency of the student upon completion of clinic RAT2824. Successful completion of this course will ensure that the student is competent upon graduation to assume all of the responsibilities

required of a Registered Radiation Therapy Technologist. Prerequisites: RAT2241, RAT2619, RAT2618. Corequisites: None.
Lecture Hours=0 Lab Hours=0 Other Hours=512 Fees=32.00

RADIOLOGIC TECHNOLOGY

RTE1000 INTRODUCTION TO RADIOLOGIC TECHNOLOGY (3)
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: RTE1503, RTE1111, RTE1804. Term I.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RTE1111 NURSING PROCEDURES RADIOLOGIC TECHNOLOGY (2)
Nursing procedures and patient care as related to diagnostic procedures in radiologic technology. Topics include: medical legal ethics, infection control, basic patient care, body mechanics, medical emergencies, and special procedures. Prerequisite: Program Admissions. Corequisite: RTE1503, RTE1000, RTE1804.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

RTE1418 PRINCIPLES OF IMAGING I (2)
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/film holders and the primary factors of radiographic quality. Prerequisite: RTE1000, RTE1111, RTE1503. Corequisite: RTE1513, RTE1814, RTE1613.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

RTE1418L PRINCIPLES OF IMAGING I LAB (1)
Practical application of theory taught in RTE1418. Students perform laboratory experiments to demonstrate concepts taught in lecture. Prerequisite: RTE1000, RTE1111, RTE1804. Corequisite: RTE1513, RTE1814, RTE1613.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=25.00

RTE1503 RADIOGRAPHIC ANATOMY AND POSITIONIN (3)
Anatomy and radiographic techniques related to the chest, abdomen, upper and lower gastrointestinal tract, bilary, and urinary systems. Prerequisite: Program Admission. Corequisite: RTE1000, RTE1111, and RTE1503L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RTE1503L RADIOGRAPHIC ANATOMY AND POSITIONING(I)
Practical application of theory taught in RTE1503 class. Students practice techniques relating to radiography of the chest, abdomen, upper and lower gastrointestinal tracts, bilary, and urinary systems. Prerequisite: Program Admission. Corequisite: RTE1503, RTE1000, RTE1111.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=20.00

RTE1513 RADIOGRAPHIC ANATOMY AND POSITIONING (3)
The principles of radiographic anatomy and positioning related to the upper and lower extremities including the shoulder and pelvic girdle and the spine to include sacrum and coccyx. Student will learn anatomy of the body parts and the radiographic positions/projections routinely employed in the imaging of these parts. Prerequisites: RTE1503, RTE1111, RTE1000. Corequisites: RTE1513L, RTE1418, RTE1613.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RTE1513 RADIOGRAPHIC ANATOMY AND POSITIONING (3)
The principles of radiographic anatomy and positioning related to the upper and lower extremities including the shoulder and pelvic girdle and the thorax to include ribs, sternum and mammary glands. Prerequisite: RTE1503, RTE1111, RTE1000. Corequisite: RTE1513L, RTE1418, RTE1613.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RTE1513L RADIOGRAPHIC ANATOMY AND POSITIONING (1)
Laboratory course content parallels the material taught in the lecture portion (RTE1513) which must be taken concurrently with this lab. Course content will include the same topics covered in lecture, i.e., the upper and lower extremity, including shoulder and pelvic girdle and the vertebral column to include sacrum, coccyx and trauma/mobil radiography. Prerequisites: RTE1000, RTE1111, RTE1503, RTE1503L, RTE1804. Corequisites: RTE1513, RTE1418, RTE1418L, RTE1613, RTE1814.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=20.00

RTE1561 NON-ROUTINE PROCEDURES (1)
The principles of Radiographics Anatomy related to the vascular system, central nervous system, respiratory system, reproductive system and joints. The contrast media employed for each procedure will be studied. Specialized radiographic equipment used in special procedures as well as a variety of new positioning techniques are studied. Prerequisites: RTE2457, RTE2457C, RTE2385. Corequisite: RTE2854.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=15.00

RTE1613 RADIOGRAPHIC PHYSICS I (2)
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: RTE1503, RTE1000, RTE1111. Corequisite: RTE1513, RTE1418, RTE1814.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=5.00

RTE1804 CLINICAL EDUCATION I (2)
Provides the student with clinical experience in the hospital and involves the application of the theory covered in lecture. Also includes darkroom practice, principles of radiology and film critique. Meets 16 hours per week. Prerequisite: Program Admission. Corequisite: RTE1000, RTE1503, RTE1111. Term I.
Lecture Hours=0 Lab Hours=0 Other Hours=256 Fees=47.50

RTE1814 CLINICAL EDUCATION II (2)
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, RTE1503. Corequisite: RTE1513, RTE1418, RTE1613. Term II.
Lecture Hours=0 Lab Hours=0 Other Hours=256 Fees=47.50

RTE1824 CLINICAL EDUCATION III (2)
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 32 hours per week for 12 weeks. Prerequisite: RTE1513, RTE1814, RTE1418. Corequisite: RTE1932C. Term III, Year I.
Lecture Hours=0 Lab Hours=0 Other Hours=384 Fees=47.50

RTE1932C SPECIAL TOPICS (1)
Designed to prepare the student with the necessary knowledge to perform in specialized areas that include: pharmacology, venipuncture, electrocardiography, assessing patient vitals and surgical technique. Prerequisites: RTE1513, RTE1513L, RTE1613, RTE1814. Corequisite: RTE1824.
Lecture Hours=16 Lab Hours=16 Other Hours=0 Fees=0.00

RTE2385 RADIATION BIOLOGY AND PROTECTION (2)
Study of the biological effects associated with exposure to ionizing radiation and the accepted radiation protection principles and practices. Topics will include radiation sources, radiation/ matter interaction modes, cellular, tissue and total body biological response patterns, radiation detection and measurement and Federal and State radiation protection guidelines relating to equipment and personnel. Prerequisites

RTE2523, RTE2523L, RTE2623. Corequisites: RTE2457, RTE2457L, RTE2844.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=5.00

RTE2457 PRINCIPLES OF IMAGING II (2)
A study of the factors that affect radiographic quality, solving technique problems and developing technique charts. Prerequisite: RTE2523, RTE2523L, RTE2623. Corequisite: RTE2385, RTE2844, RTE2457L.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

RTE2457L PRINCIPLES OF IMAGING II LAB (1)
Practical application of theory taught in RTE2457 class. Students perform laboratory experiments to demonstrate factors affecting radiographic quality. Prerequisite: RTE2523, RTE2623, RTE2834. Corequisite: RTE2385, RTE2844, RTE2457.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=25.00

RTE2473 RADIOGRAPHIC QUALITY ASSURANCE (2)
Practices and procedures related to radiographic quality assurance and quality control. Prerequisite: RTE2523, RTE2623, RTE2782. Corequisite: RTE2457, RTE2385, RTE2844.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=5.00

RTE2523 RADIOGRAPHIC ANATOMY AND POSITIONIN (3)
The principles of anatomy and positioning related to the skull to include facial bones, sinuses and mastoids; thorax to include ribs and sternum; mammary glands; trauma, pediatric and mobile radiography. Prerequisite: RTE1824. Corequisites: RTE2523L, RTE2623, RTE2782, RTE2834.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RTE2523L RADIOGRAPHIC ANATOMY AND POSITIONING (1)
Practical application of the theory taught in RTE2523. Students practice positioning of the cranium and facial area, bony thorax to include ribs and sternum and trauma and pediatric radiography. Prerequisite: RTE1824. Corequisites: RTE2523, RTE2623, RTE2782, RTE2834.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=25.00

RTE2573 SURVEY OF IMAGING MODALITIES (1)
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, and magnetic resonance imaging. Prerequisite: RTE2523, RTE2834, RTE2782. Corequisite: RTE2473, RTE2457, RTE2844.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

RTE2623 RADIOLOGIC EQUIPMENT (3)
A study of the physical basis of operation of radiographic equipment. Emphasis includes x-ray equipment circuitry and components, x-ray tubes, image intensifiers, TV monitors and video recorders, serial film changers, multi-phasic generators, conventional and digital image subtraction equipment, digital equipment, non-film imaging equipment, accessory equipment and x-ray production and interaction process processes. Prerequisite: RTE1824. Corequisite: RTE2523.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

RTE2782 RADIOGRAPHIC PATHOLOGY (2)
An introduction to the study of human disease and the radiographic appearances of specific diseases. Topics will include: Pathogenesis, disease classification systems, and the study of specific diseases of the respiratory, skeletal, gastrointestinal, urinary, cardiovascular, nervous, hematopoietic, endocrine and reproductive systems with radiologic imaging considerations. Prerequisites: RTE1824. Corequisites: RTE2523, RTE2523L, RTE2623, RTE2834.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

RTE2834 CLINICAL EDUCATION IV (3)
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: RTE1824. Corequisite: RTE2523, RTE2623, RTE2782.
Lecture Hours=0 Lab Hours=0 Other Hours=384 Fees=47.50

RTE2844 CLINICAL EDUCATION V (3)
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: RTE2523, RTE2834, RTE2385. Corequisite: RTE2457, RTE2457L, RTE2782.
Lecture Hours=0 Lab Hours=0 Other Hours=384 Fees=47.50

RTE2847 CLINICAL EDUCATION IV (3)
A continuation of RTE1824 with 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: RTE1824. Corequisites: RTE2523, RTE2385, RTE2623.
Lecture Hours=60 Lab Hours=0 Other Hours=300 Fees=0.00

RTE2854 CLINICAL EDUCATION VI (1)
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: RTE2457, RTE2844. Corequisite: RTE1561.
Lecture Hours=0 Lab Hours=0 Other Hours=144 Fees=47.50

READING

EAP0320 EAP PREPARATORY READING (4)
Designed for English for Academic Purposes (EAP) students who need a college preparatory course in reading. Emphasizes vocabulary and comprehension on a basic level. Placement in EAP0320 is determined by assessment tests and/or referral. An EAP0320 student must earn an A, B, or C in the course and take the CPT reading test to place into REA0004C or REA0006C. Special fee charged.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=20.00

REA0004C COLLEGE PREPARATORY READING I (4)
This course teaches basic reading skills, vocabulary, word recognition skills, and work-study skills. Placement in REA0004C is determined by CPT test scores. An EAP0320 student must have an A, B, or C in EAP0320 and have taken the CPT reading test to place into REA0004C. Corequisite: ENC0010 is recommended.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=20.00

REA0006C COLLEGE PREPARATORY READING II (4)
Teaches basic reading and study skills to prepare students for college course work. Recommended Corequisite: ENC0085 or ENC0021. An EAP0320 student must have an A, B, or C in EAP0320 and have taken the CPT reading test to place into REA0006C. Special fee charged. Prerequisite: Completion of REA0004C with a grade of "C" or higher or placement by assessment test or department recommendation.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=30.00

REA1105 COLLEGE READING STRATEGIES (3)
Teaches efficient reading strategies, comprehension, vocabulary, speed, and study techniques. Course materials include selections from various disciplines. REA1105 includes all CLAST skills competencies. Recommended Corequisite: ENC1101.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

REA1205 ADVANCED COLLEGE READING II (3)
Increases speed, improves analytical, inferential, and critical reading abilities, and teaches advanced study techniques. Prerequisite: REA1105 or a minimum of 40th percentile on a national college reading test or instructor approval. Special fee charged.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=5.00

REAL ESTATE

REE1040 FLORIDA REAL ESTATE COMMISSION I (4)
The Real Estate Commission Course 1. 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.
Lecture Hours=64 Lab Hours=0 Other Hours=0 Fees=5.00

REE1210 REAL ESTATE FINANCE (3)
This course covers the basics of real estate lending with an emphasis on commercial property. Topics covered include legal issues in real estate lending, risk, appraising income property, and financing of different types of commercial properties.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RECREATION TECHNOLOGY

LEI1000 INTRODUCTION TO RECREATION (3)
This course acquaints the individual with the recreation organization and opportunities for leaders in the field.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

LEI1260 INTRODUCTION TO OUTDOOR RECREATION (3)
This course will introduce students to the career opportunities available in the field of outdoor recreation/adventure education.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

LEI1700 RECREATION FOR SPECIAL GROUPS (3)
An overview of the characteristics and needs of members of special groups and how to plan and implement recreational activities appropriate for each group.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

LEI2433 RECREATION MANAGEMENT (3)
A course primarily designed for the student to learn about the different aspects of managing recreational programs and events. The student will be exposed to the many and varied needs of developing a quality program or event.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=100.00

LEI2702C RECREATION THERAPY (2)
An overview of various therapies that can be useful in a recreational setting.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=10.00

LEI2861 RECREATION TECHNOLOGY AND EQUIPMENT (3)
The rapid growth of technology and sophistication of equipment, necessitate the recreation specialist to keep abreast of developments in the market place. This course is designed to expose students to hardware, software, and equipment that are commonly used in centers across the nation to attract participants in recreational activities. Opportunities are provided for a hands-on learning experience in this technology and equipment.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RECREATION/PHYSICAL EDUCATION THEORY

HSC1130 CONTEMPORARY HEALTH ISSUES (3)
Students will investigate, discuss and make decisions regarding contemporary health issues such as sexuality, HIV/AIDS, STD's, drugs and alcohol, self esteem/depression/suicide, consumerism, lack of wellness, and specific current health issues.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

HSC2100 PERSONAL AND COMMUNITY HEALTH (3)
This 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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

HSC2400 FIRST AID AND SAFETY (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PEO1011C TEAM SPORTS AND ACTIVITIES (2)
An overview of team sports and activities. Concepts appropriate for a variety of ages.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=5.00

PEO1013 SPORTS OFFICIATING (3)
Theory and practice of Officiating in selected sports. High School Federation Rules in Football, Basketball and Baseball or National Association for Girl's and Women's Rules in Volleyball, Basketball and Softball may be taught. Not an activity course. Elective credit only.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PEO1031C INDIVIDUAL SPORTS AND ACTIVITIES (2)
An overview of individual sports and actitivies concepts appropriate for a variety of ages.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=5.00

PEQ2231 TEACHING SAILING (1)
This program enables a qualified person to teach the basic Sailing at the assistant instructor level and assist in the operation of an on-the- water training facility. Not classified as an activity course. Elective credit only.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

PET1303 FOUNDATIONS OF EXERCISE SCIENCE (3)
This course is designed to provide a foundational knowledge base which is common to all the different areas of fitness leadership. The didactic instruction lays the groundwork required by the fitness professionals in order to be analytical in their approach to safe and effective exercise programming for the pubic. Course content is heavy in the areas of anatomy and physiology as well as kinesiology, the science of human movement.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PET2000 INTRODUCTION TO PHYSICAL EDUCATION (3)
This course gives the prospective teacher early in their 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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PET2451 PERSONAL FITNESS CONCEPTS FOR TEACHERS (3)
This course is designed for present and prospective middle and high school health and physical education teachers. It covers the basic principles of exercise, various fitness programs, fitness assessment, nutrition, weight management, cardiovascular health, managing stress, and HIV/AIDS. Lectures will include hands-on activities and demonstrations. This course will not satisfy the General Education Requirements for the A.A. or A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

PET2622 CARE/PREVENTION/ATHLETIC INJURIES (2)
Develops competence, knowledge and skill in the prevention and care of athletic injuries.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

RELIGION

JST1500 SURVEY OF JEWISH CULTURE (3)
A survey of the development of Jewish culture through a study of the concepts, values, traditions and rituals of Judaism.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

LIT1171 JEWISH LITERATURE I: 1800 TO THE H (3)
Study of selected works from the Jewish Enlightenment to 1933. Analyzes the major characteristics of worldwide Jewish literary works. Includes such authors as Sholom Aleichem, Agnon, Bialik, Cahan, and H. Roth. May be used for study abroad.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

LIT1172 JEWISH LITERATURE II: HOLOCAUST TO (3)
Study of readings of selected works from the Holocaust to the present. Analyzes the major characteristics of worldwide modern Jewish and Israeli literature. Includes such authors as Weisel, Malamud, Bellow, P. Roth, Ozick, Singer, Oz, Yehoshua, Appelfeld. May be used for study abroad.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

REL1210 OLD TESTAMENT HISTORY (3)
Reading the English Bible in various documents, and examining selected source material, with emphasis on its cultural importance today.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

REL1240 NEW TESTAMENT HISTORY (3)
A study of the social, historical, cultural, and religious environment of the New Testament as well as of the dynamics of the beginnings and spread of the Christian Faith during the First Century A.D. and into the Second Century A.D.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

REL2000 INTRODUCTION TO THE STUDY OF RELIGI (3)
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 religious phenomena. Meets Area 2G general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

REL2300 WORLD RELIGIONS (3)
Primarily an ideological examination of the world's most popular religions. Meets Areas 2G and 8 general education requirements for the A.A. degree. Meets Areas 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

REL2930 SPECIAL TOPICS: RELIGION (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RESPIRATORY CARE

RET1026 RESPIRATORY THERAPY EQUIPMENT (3)
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 techniques and airway management. Prerequisites: BSC1085, CHM1033, MAT1033 or MTB1310. Corequisites: RET1026L, RET1485. Term I.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RET1026L RESPIRATORY THERAPY EQUIPMENT LAB (1)
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: BSC1811, CHM1033, MAT1033 or MTB1310. Corequisites: RET1026, RET1485.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=10.00

RET1264 MECHANICAL VENTILATION (3)
This course describes the techniques and hazards of artificial ventilation including IPPB, IMV, CPAP, and PEEP. the principles and operation of all commonly used ventilators are emphasized. Prerequisite: RET1026, RET1026L, RET1485. Corequisite: RET1264L, RET1832L, RET1484,
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RET1264L MECHANICAL VENTILATION LAB (1)
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.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=10.00

RET1484 CARDIO PULMONARY PATHOPHYSIOLOGY (3)
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, RET1200, RET1832L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RET1485 RESPIRATORY PHYSIOLOGY (3)
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: BSC1085, CHM1033, MAT1033, or MTB1310. Corequisite: RET1026, RET1026L. 3 hrs. Lec. Term I.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RET1714 PEDIATRIC RESPIRATORY CARE (1)
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: RET2418, RET1833L. Corequisites: RET2503, RET2414, RET2834L.
Lecture Hours=24 Lab Hours=0 Other Hours=0 Fees=0.00

RET1832L RESPIRATORY THERAPY CLINIC I (3)
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. Prerequisite: RET1485, RET1026, RET1026L. Corequisite: RET1484, RET1264, CPT1200.
Lecture Hours=0 Lab Hours=256 Other Hours=0 Fees=25.50

RET1833L RESPIRATORY THERAPY CLINIC II (3)
This clinic course represents continuation of the activities in Clinic I. By the end of this term the student must have mastered all noncritical care duties normally performed by respiratory therapists and the fundamentals of adult critical care. Special fee is charged. Prerequisite: RET1832L, RET1484, RET1264, RET1350. Corequisite: RET2418.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=22.50

RET2286 MANAGEMENT OF THE INTENSIVE CARE PA (2)
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 labile blood pressures. Prerequisites: RET1714, RET2834L, RET2503. Corequisites: RET2835L, RET2601.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

RET2414 RESPIRATORY THERAPY PULMONARY FUNCT (1)
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: RET1485. Corequisite: RET2414L.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

RET2414L PULMONARY FUNCTION LAB (1)
This course provides the opportunity to practice the techniques used for spirometric determination of lung volumes and flow rates and the basic principles of cardiopulmonary stress testing. Prerequisite: RET 1485. Corequisite: RET2414.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=25.00

RET2418 CARDIOPULMONARY DIAGNOSTICS AND TEC (2)
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: CPT1200, RET1485, RET1832L. Corequisites: RET1833L.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

RET2503 ADVANCED CARDIOPULMONARY PATHOPHYSI (2)
An in-depth examination of the most commonly encountered cardiopulmonary diseases from the physicians clinical perspective. Emphasized are pathology, physical examination, diagnosis and clinical management. Prerequisite: RET1833L, RET2418. Corequisites: RET2414, RET1714, RET2834L.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

RET2601 RESPIRATORY THERAPY MANAGEMENT (1)
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/her rightful role within the health delivery system and enable him/her to adjust to the dynamics of the system in positive ways that will ensure his/her growth and success. Prerequisites: RET2503, RET1714, RET2834L. Corequisites; RET2286, RET2835L.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

RET2834L RESPIRATORY THERAPY CLINIC III (3)
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. Prerequisites: RET1833L, RET2418. Corequisites: RET1714, RET2414, RET2503. 16 hrs. lab. Term I.
Lecture Hours=0 Lab Hours=256 Other Hours=0 Fees=22.50

RET2835L RESPIRATORY THERAPY CLINIC IV (3)
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. Prerequisite: RET2834L, RET2414, RET2503. Corequisite: RET2601, RET2286.
Lecture Hours=0 Lab Hours=256 Other Hours=0 Fees=22.50

RESTAURANT MANAGEMENT

FOS2201 FOOD SERVICE SANITATION & SAFETY (3)
This course provides the student with the basic concepts of food microbiology and food borne diseases. Standards enforced by food regulatory agencies will be identified. All information will lead to the application of measures to prevent food borne illness. This course includes a comprehensive exam leading to national certification.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FSS1120 FOOD AND BEVERAGE PURCHASING (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FSS1221C VOLUME FOODS (3)
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.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=25.00

FSS1240C CLASSICAL CUISINE (3)
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. Prerequisite: FSS1221C, Volume Foods, or instructor's approval.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=25.00

FSS1284 CATERING (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

FSS2242C INTERNATIONAL CUISINE (3)
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. Prerequisite: FSS1240C, Classical Cuisine, or instructor's approval.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=25.00

RISK MANAGEMENT AND INSURANCE

RMI1001 INTRODUCTION TO RISK AND INSURANCE (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SOCIAL WORK

SOW2020 INTRODUCTION TO SOCIAL WELFARE (3)
This is 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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SOW2054 SOCIAL SERVICE FIELD EXPERIENCE I (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SOCIOLOGY

SYG1931C TEA: SOCIAL, MULTICULTURAL ISSUES A (3)
This course is the third in a series of four professional seminars for students enrolled in TEA courses seeking an A.A. degree from BCC. General analysis of educational practices and their impact on students and society through a scientific consideration of modern social and multicultural forces on personal experiences, social behavior and academic performance.
Lecture Hours=32 Lab Hours=32 Other Hours=64 Fees=0.00

SYG2000 PRINCIPLES OF SOCIOLOGY (3)
General analysis of the structures and functions of society and culture through a scientific consideration of the influence of social and cultural forces on personal experiences and social behavior. Meets Areas 3B and 8 general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=10.00

SYG2010 SOCIAL PROBLEMS (3)
The study of the social and cultural aspects, incidence, and characteristics of selected social problems. Meets Area 3B general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SYG2212 SOCIETY AND THE ENVIRONMENT (3)
A study of humanity's social systems and the resulting impact of their technologies on the natural environment and natural life support systems.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SYG2230 CONTEMPORARY RACE AND ETHNIC STUDIE (3)
A study of minority dominant relations with emphasis on ethnic, racial, and religious minorities.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SYG2322 JUVENILE DELINQUENCY (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SYG2323 INTRODUCTION TO CRIMINOLOGY (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SYG2340 SOCIOLOGY OF HUMAN SEXUALITY (3)
A survey of the sociological, psychological, and physiological sources of human sexuality and their impact on contemporary social attitudes and behavior.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SYG2421 MARRIAGE AND FAMILIES: INTERCULTUR (3)
A study of the institution of the family utilizing historical, cross cultural and sub-cultural comparisons to understand the background evolution and current familiar structures of the world.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SYG2441 SOCIAL INSTITUTIONS (3)
A study of the institutions of pre-industrial, industrial, and post-industrial societies. Special emphasis is on theories of social organization, social change, and the exploration of each institution in world societies. Meets Areas 3B and 8 general education requirements for the A.A. degree. Meets Areas 3 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SYG2905 INDEPENDENT STUDY IN SOCIOLOGY (3)
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 the Department Head.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SYG2930 SPECIAL TOPICS: CURRENT ISSUES IN (3)
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 schedules for each term the course is offered. Special Topics credit hours are not automatically transferable. Transfer credit is the prerogative of the receiving institution.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SYG2940 SOCIOLOGY FIELD SCHOOL (1)
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. Instructor's approval.
Lecture Hours=7 Lab Hours=0 Other Hours=27 Fees=0.00

SYG2942 SOCIOLOGY FIELD SCHOOL (3)
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. Prerequisite: Instructor approval.
Lecture Hours=21 Lab Hours=0 Other Hours=81 Fees=0.00

SPEECH

ORI1000 INTRODUCTION TO ORAL INTERPRETATION (3)
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 reader's theatre. Meets Area 7 AA degree general education requirements.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

RTV2000 INTRODUCTION TO RADIO AND TELEVISIO (3)
An introduction to the broadcast media through which the students should gain an understanding of the historical, technical, legal, and critical aspects of radio and television media.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=15.00

RTV2241C TELEVISION PRODUCTION I (3)
In this course the student will acquire understanding of the theory and practice of television program production with an emphasis on studio production. There is a requirement of two hours of television laboratory production per week. Completion of RTV2000 recommended prior to taking this course.
Lecture Hours=48 Lab Hours=32 Other Hours=0 Fees=50.00

SPA1612 AMERICAN SIGN LANGUAGE I (4)
Upon completion of this course students will have acquired American Sign Language vocabulary totaling approximately 500 concepts, linguistic principles of ASL and information related to deafness and deaf culture. Students should check individual university program requirements for transferability. On demand.
Lecture Hours=48 Lab Hours=0 Other Hours=16 Fees=5.00

SPA1613 AMERICAN SIGN LANGUAGE II (4)
Upon completion to this course, students will have acquired American Sign Language vocabulary totaling approximately 500 concepts, intermediate level linguistic principles of ASL and information related to deafness and deaf culture. Content builds upon the foundation laid in SPA1612. After completing SPA1612 and 1613, students should have a receptive and expressive sign vocabulary of approximately 1000 concepts. Students should check individual university program requirements for transferability. On Demand.
Lecture Hours=48 Lab Hours=0 Other Hours=16 Fees=5.00

SPA2001 INTRODUCTION TO SPEECH DISORDERS (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SPA2614 AMERICAN SIGN LANGUAGE III (4)
Upon completion of this course, students will have acquired American sign language vocabulary totaling approximately 500 concepts and intermediate to advanced level linguistic principles of ASL, including fingerspelling. Use of the signing space to set up person, objects, place and time will be stressed. Information on the cultural and communication aspects of ASL will also be covered. Content builds upon the foundation established in SPA1612 and SPA1613. After completing the three courses, students should have a receptive and expressive sign vocabulary of approximately 1500 concepts. Students are strongly advised to check with the college or university of their choice for acceptance of these credits to fulfill their entrance and/or exit language requirements. Prerequisite: SPA1613. Requires one hour of laboratory weekly. Meets Areas 5, 7 and 8 A.A. degree general education.
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=5.00

SPA2615 AMERICAN SIGN LANGUAGE IV (4)
Upon completion of this course, students will have acquired ASL vocabulary totaling approximately 500 concepts. Conceptual accuracy in sign choices will be stressed. Advanced level linguistic principles will be covered including the linguistic and semantic differences between ASL and English. The course will emphasize receptive understanding of ASL through the study of native deaf signers. Indirect discourse for recounting stories will be emphasized. Content builds upon the foundation established in the three previous courses in ASL. After completing the four courses, students should have a receptive and expressive sign vocabulary of approximately 2000 concepts. Students are strongly advised to check with the college or university of their choice for acceptance of these credits to fulfill their entrance and or exit language requirements. Prerequisite: SPA 2382. Requires one hour
Lecture Hours=48 Lab Hours=16 Other Hours=0 Fees=5.00

SPC1024 INTRODUCTION TO SPEECH COMMUNICATION (3)
This course is designed to provide students with the fundamentals of speech communication including speaking and listening. Topics include: intrapersonal, interpersonal, verbal, nonverbal, small group communication, and public speaking in various cultural contexts. Meets Areas 1C, 7, and 8 general education requirements for the A.A. degree. Meets Area 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SPC1050 VOICE AND DICTION (3)
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.
Lecture Hours=32 Lab Hours=16 Other Hours=0 Fees=0.00

SPC1420 INTRODUCTION TO GROUP TECHNIQUES (3)
Upon completion of this course, the student will have acquired communication skills that will enable him/her to function more effectively in various group settings utilizing group discussions and conference techniques to resolve social, business and professional problems.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SPC1511 ARGUMENTATION AND DEBATE (3)
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 democratic society.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SPC1600 INTRODUCTION TO PUBLIC SPEAKING (3)
This course is designed to provide students with fundamental training and practical experience for speaking in public, business, and professional situations. Topics include: audience analysis, speech anxiety, critical listening, and preparation and delivery of speeches in various cultural contexts. Meets Areas 1C, 7, and 8 general education requirements for the A.A. degree. Meets Area 5 general education requirements for the A.S. degree.
Lecture Hours=32 Lab Hours=0 Other Hours=16 Fees=10.00

SPC2300 INTRODUCTION TO INTERPERSONAL COMMUNICATION (3)
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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

SPC2330 NONVERBAL COMMUNICATION (3)
This course explores the various facets of nonverbal communication. The following nonverbal 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.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

STATISTICS

STA2023 STATISTICS (3)
A first course in statistical methods including such topics as collecting, grouping, and presenting data; measures of central tendency, position, and variation; theoretical distributions; probability; tests of hypotheses; estimation of parameters; and regression and correlation. Use of statistical computer software and/or a scientific calculator (capable of performing 2-variable statistics) will be required. Meets Area 5A or 6 general education requirement for the A.A. Meets Area 4 or 5 general education requirements for the A.S. degree. Prerequisite: MAT1033 or recommendation of the Mathematics Department.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=30.00

THEATRE

SPC0252 PLAY PRODUCTION (3)
A course designed to investigate the problems of choosing and analyzing the script, casting, rehearsal, costuming, make-up, organization and management of the educational theatre.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

SPC0255 ACTING (3)
The techniques of acting, including expressive use of the body and voice in characterization. Exercises from various types of plays for business, movement, pacing, emotional expression, creation and projection of character.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

THE2000 THEATRE APPRECIATION (3)
A course designed to acquaint the student with the elements of theatre and how they combine and interact to create the live theatre experience. Lecture and discussion will investigate the nature and art of theatre, while the viewing of video taped and live stage plays will furnish examples of the various dramatic genres, including tragedy, comedy and musical theatre. Meets Area 2D general education requirements for the A.A. degree. Meets Area 2 or 5 general education requirements for the A.S. degree.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

THE2051 CHILDREN'S THEATRE PRODUCTION (3)
Participation in the rehearsal and production of the Children's Theatre Program, which continues during the entire term. Prerequisite: Audition
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=0.00

THE2052 CHILDREN'S THEATRE PROD FOR SPEC AS (3)
Participation as student director, stage manager, costume designer, or other special assistant in the Children's Theatre Program. Prerequisite: Instructor's approval.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=0.00

THE2100 INTRODUCTION TO THEATRE HISTORY (3)
An evolutionary study of the Theatre from the 5th century B.C. to the present day.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

THE2300 SURVEY OF DRAMATIC LITERATURE (3)
A study of plays from the time of the early Greek to the current dramatists in light of the historic, philosophic, socio-political milieu of the era that promulgates the particular genre. Plays will be analyzed from a dramaturgical point of view.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

TPA1290 TECHNICAL THEATRE LAB I (1)
Participation as technician in the dramatic and musical productions of the college. May be repeated four times for credit. Instructor's permission required for enrollment.
Lecture Hours=48 Lab Hours=32 Other Hours=0 Fees=0.00

TPA1291 TECHNICAL THEATRE LAB II (2)
Participation as technician in the Dramatic and Musical productions of the college. May be repeated four times for credit. Instructor's permission required for enrollment.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=0.00

TPA1292 TECHNICAL THEATRE LAB III (3)
Participation as technician in the Dramatic and Musical productions of the college. May be repeated four times for credit.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=0.00

TPA1292 TECHNICAL THEATRE LAB III (3)
Participation as technician in the Dramatic and Musical productions of the college. May be repeated four times for credit. Instructor's permission required for enrollment.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=0.00

TPA2060 SET DESIGN (3)
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: TPA2200.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

TPA2200 STAGECRAFT (3)
An investigation of the principles of stagecraft, lighting, props and set construction.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

TPA2220 INTRODUCTION TO STAGE LIGHTING (3)
An 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: TPA2200.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

TPA2248 MAKEUP FOR STAGE AND TELEVISION (3)
The theoretical and practical application of all types of straight and character make-up for the stage and television.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

TPP1190 PERFORMANCE LAB I (1)
Participation as performer in the Dramatic and Musical productions of the college. May be repeated four times for credit. Instructor's permission required for enrollment.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

TPP1191 PERFORMANCE LAB II (2)
Participation as performer in the Dramatic and Musical productions of the college. May be repeated four times for credit. Instructor's permission required for enrollment.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=0.00

TPP1192 PERFORMANCE LAB III (3)
Participation as performer in the Dramatic and Musical productions of the college. May be repeated four times for credit. Instructor's permission required for enrollment.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=0.00

TPP2110 ACTING I (3)
Study and development of acting skills concentrating on the student's ability to believe and exist in imaginary circumstances as if they were real, and to transmit those beliefs clearly and artfully to an audience.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

TPP2111 ACTING II (3)
Building on the foundations established in Acting I, Acting II focuses on a close examination of the dramatic text which becomes the basis for character development and scene work. Students will analyze and perform two scenes during the term. Additional experience is also

gained with the monologue by analyzing and performing two longer speeches. Prerequisite: TPP2110.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

TPP2300 DIRECTING (3)
An investigation of the problems of choosing and analyzing scripts, casting, rehearsals, costuming, make-up, organization and management of the Educational Theatre. Prerequisite: TPP2111.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

TPP2500 MOVEMENT FOR THE ACTOR (3)
An academic study and practical application of body movement technique for the actor. Students will extend their own range of movement through vocal and physical effort training and free themselves from any personal movement habits.
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

TPP2531 STAGE COMBAT (1)
Armed and unarmed combat techniques for the stage.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=0.00

TPP2700 VOICE AND DICTION FOR THE ACTOR (3)
An academic study and practical application of the efficient and effective use of the speaking voice, particularly in meeting the special demands of acting for the stage. Following a thorough introduction to the International Phonetic Alphabet and the theories and principles of good voice and articulation of general American speech, students will learn three popular stage dialects: Standard British, American Southern, and Brooklynese. The theories and principles of the course will be applied in written assignments, oral performances before the class, and through vocal exercises done in class, the learning resources language laboratory, and at home
Lecture Hours=32 Lab Hours=32 Other Hours=0 Fees=0.00

VISION CARE

OPT1110 PHYSICAL AND GEOMETRIC OPTICS (3)
This course provides a review of light energy as it passes through air, plastic, glass and water with emphasis on how light is modified by prisms and curved lens surfaces. These principles relate to the effect these ophthalmic devices have in correcting the errors of human vision. Corequisites: OPT1110L, OPT1210, OPT1330.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

OPT1110L PHYSICAL AND GEOMETRIC OPTICS LAB (1)
This course provides the opportunity for students to demonstrate, measure and explore the behavior of light energy as it passes through prisms and curved lens surfaces. Students will demonstrate the principles of ophthalmic devices and how they correct the errors of human vision. Corequisites: OPT1110, OPT1210, OPT1330.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=10.00

OPT1150 OPHTHALMIC LENSES (2)
Characteristics of single vision and multifocal lens reference points for proper lens selection to meet visual needs of the patients. Emphasis is on accurate positioning of the optical centers and selected multifocal addition design. ANSI and F.D.A. standards; prescription ordering; verification procedures; and absorptive lenses are presented. Low vision devices and occupational specialty lenses will be discussed. Prerequisites: OPT1210, OPT1110, and OPT1110L Corequisites: OPT1150L, OPT1450, and OPT1450L, OPT2090.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

OPT1150L OPHTHALMIC LENSES LAB (2)
This course provides the opportunity for students to gain hands on experience in the accurate positioning of the optical centers and selected multifocal addition designs. ANSI and F.D.A. standards, prescription ordering and verification procedures will be applied to patient jobs. Emphasis will be placed on the use of the manual and automated Lensometer. Fitting of low vision devices and occupational specialty lenses will be discussed. Prerequisites: OPT1110, OPT1210, OPT1110L. Corequisites: OPT1150, OPT1450, OPT1450L.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=10.00

OPT1210 ANATOMY AND PHYSIOLOGY OF THE EYE (3)
This course provides a review of the structure and function of the systems of the human body, emphasizing the anatomy of the human eye. Visual recognition of common eye disorders and refractive disorders are discussed. Corequisites: OPT1330, OPT1110, OPT1110L.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

OPT1330 ORIENTATION TO VISION CARE (2)
This course reviews the techniques needed in a clinical environment for the collection of patient case history, entrance visual aculty, basic visual skills of ocular motility and accommodation, color discrimination, depth perception and binocular fusion. Emphasis is placed on medical terminology as it relates to the visual system. Corequisites: OPT1210, OPT1110, OPT1110L.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

OPT1450 OPHTHALMIC DISPENSING (2)
This course reviews the theory and terminology of ophthalmic frame materials, multifocal lenses, including progressive power and occupational bifocals and high index lenses. The process of analyzing the patient's prescription and identifying the patient's specific visual needs for the proper frame and lens selection are highlighted. Prerequisites: OPT1150, OPT1150L, OPT2879, OPT2090. Corequisites: OPT1450L, OPT2500, OPT2500L, OPT2800.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

OPT1450L OPHTHALMIC DISPENSING LAB (2)
This course provides the opportunity for students to practice ophthalmic dispensing. Measurement and adjusting ophthalmic frame materials, multifocal lens, occupational bifocals, high index lenses and low vision devices will be emphasized. The process of analyzing the patient's prescription and identifying the patient's specific visual needs for the proper frame and lens selection are highlighted. Prerequisites: OPT1150, OPT1150L, OPT1330, OPT2375. Corequisites: OPT1450, OPT2500, OPT2500L, OPT2800.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=10.00

OPT2060 OPHTHALMIC MANAGEMENT POLICY AND PR (3)
This course provides a review of procedures and terminology in correspondence, legal and ethical principles, inter-and intra-professional relationships, and retail office management. The history of opticianry, optometry and ophthalmology is traced. Special emphasis is on a comprehensive review of the curriculum. The student will be required to present oral and written reports. Prerequisites: OPT2800, OPT2875. Corequisite: OPT2876.
Lecture Hours=48 Lab Hours=0 Other Hours=0 Fees=0.00

OPT2090 ORIENTATION TO VISION CARE CLINIC (1)
This course provides an introduction to the Broward Community College Vision Care Clinic. Students will apply technical skills acquired in previous course work. Recording of clinical date, administrative procedures and techniques in patient handling under the close supervision of clinic instructors and 5th semester students. Prerequisite: OPT1330, OPT1110, OPT1210.
Lecture Hours=0 Lab Hours=0 Other Hours=32 Fees=0.00

OPT2222 OCULAR PATHOLOGY AND PHARMACOLOGY (2)
Theory and terminology of visual and systemic disorders that effect vision. Introduces the student to the general concepts of disease and the processes by which diseases evolve. The specific disorders that may occur in various parts of the eye and ocular adnexa are discussed in detail. The student will become familiar with the Physicians Desk Reference (PDR), diagnostic, and therapeutic pharmaceutical agents

used in vision care. Prerequisites: OPT2375, OPT2800. Corequisites: OPT2350, OPT2801.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

OPT2223 OCULAR PATHOLOGY AND PHARMACOLOGY I (2)
Continuation of OPH2300: Theory and terminology of visual and systemic disorders that effect vision. Introduces the student to the general concepts of disease and the processes by which diseases evolve. The specific disorders that may occur in various parts of the eye and ocular adnexa are discussed in detail. The student will become familiar with diagnostic and therapeutic pharmaceutical agents used in vision care. Prerequisite: OPT2222. Corequisites: OPT2351, OPT2802.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

OPT2287 OPHTHALMIC MEDICAL PRACTICUM 3 (4)
Continuation of OPT 2886. Externship in an approved ophthalmic practice. This is the most advanced clinical education and successful completion will ensure that the student is competent upon graduation to assume all of the responsibilities required of an Ophthalmic Technician. The student will enhance their knowledge of advanced duties and responsibilities an ophthalmic medical office. Emphasis will be placed on continuing the development of skills in tonometry, visual fields, A and B scan ultrasound, and photo-documentation. Skills in assisting in triage and laboratory diagnosis of eye disease, and outpatient surgical assisting will be obtained. This course is required to fulfill requirements for clinical experience by the national accrediting agencies. Prerequisites: OPT2351, OPT2802, OPT2901, OPT2223.
Lecture Hours=0 Lab Hours=0 Other Hours=240 Fees=22.50

OPT2350 ADVANCED CLINICAL PROCEDURES I (1)
Theory and terminology of advanced ophthalmic medical procedures. Students will learn ocular photography, visual field testing, and internal and external examination procedures normally performed by an ophthalmic technician. Prerequisites: OPT2800, OPT2375. Corequisites: OPT2222, OPT2801.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

OPT2351 ADVANCED CLINICAL PROCEDURES II (2)
Continuation of OPH2350: Students will be introduced to the theory and terminology of Topography, Tonography; Flouorescein Angiography, advanced visual fields, outpatient surgical assisting, and other advanced ophthalmic medical procedures. Prerequisites: OPT2222, OPT2350, OPT2801, OPT2900. Corequisites: OPT2802, OPT2901, OPT2223.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

OPT2375 REFRACTOMETRY (2)
This course reviews the theory and terminology used in determining the powers of corrective lenses in relation to a patient's refractive error. Emphasis will be placed on the phoroptor, retinoscope, and automated refraction instruments. Problems associated with the change in refractive powers will also be discussed. Prerequisites: OPT1110, OPT1110L, OPT1210, OPT1330 Corequisites: OPT1150, OPT1150L, OPT1330, OPT2879.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

OPT2420 EYEWEAR FABRICATION I (1)
This course presents a review of the theory of ophthalmic surfacing and finishing procedures. Students acquire knowledge to arrange single vision and multifocal lenses, use sensometers and lens clocks, operate project-o-markers for lense layout, select or fabricate frame patterns, and utilize several systems for surfacing and edging lenses for ophthalmic frames. Prerequisites: OPT2500, OPT2800. Corequisite: OPT2420L
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

OPT2420L EYEWEAR FABRICATION I LAB (2)
In this laboratory course students will gain practical experience in ophthalmic surfacing and finishing procedures. Students will fabricate single vision and multifocal lenses: use lensometers and lens clocks: operate project-o-markers for lens layout: select or fabricate frame patterns: and utilize several systems for surfacing and edging lenses for ophthalmic frames. Prerequisites: OPT2500L, OPT2879. Corequisite: OPT2420.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=50.00

OPT2421 EYEWEAR FABRICATION II (1)
Advanced techniques in measurement, fabrication and verification of single vision and multifocal lenses. Theory of ophthalmic surfacing and finishing procedures from written specifications ensuring that current ANSI and FDA standards are exceeded. Prerequisites; OPT2420 and OPT2420L. Corequisites: OPT2421L.
Lecture Hours=16 Lab Hours=0 Other Hours=0 Fees=0.00

OPT2421L EYEWEAR FABRICATION II LAB (3)
Laboratory for OPT2421. Students will fabricate eyewear for the patients of the Vision Care Clinic using advanced techniques in measurement, fabrication and verification of single vision and multifocal lenses. Advanced techniques in the operation and maintenance of manual and computerized equipment. Prerequisites: OPT2420 and OPT2420L. Corequisite: OPT2421.
Lecture Hours=0 Lab Hours=96 Other Hours=0 Fees=50.00

OPT2460 OPHTHALMIC DISPENSING CLINIC I (2)
Development of skills in the fitting and dispensing of ophthalmic lenses. Students will work under the close supervision of clinical staff in dispensing glasses to patients of the Vision Care Clinic. Emphasis will be placed on techniques used to dispense new technology in ophthalmic frame materials; multifocal lenses including progressive power and occupational bifocals; and high index lenses. The process of analyzing the patient's prescription and identifying the patient's specific visual needs for proper frame and lens selection is highlighted. Prerequisites: OPT2500, OPT2375, OPT2800. Corequisites: OPT2420, OPT2830, OPT2875.
Lecture Hours=0 Lab Hours=0 Other Hours=80 Fees=12.00

OPT2461 OPHTHALMIC DISPENSING CLINIC II (3)
This is a continuation of OPT2493L. It involves advanced skills in the fitting and dispensing of ophthalmic lenses. Students will work under the supervision of clinical staff in dispensing glasses to patients of the Vision Care Clinic. Students will practice advanced techniques used to dispense new technology in ophthalmic frame materials, multifocal lenses including progressive power and occupational bifocals, high index lenses, and low vision devices. Prerequisites: OPT2460, OPT2420, OPT2875. Corequisites:OPT2421, OPT2831L, OPT2876.
Lecture Hours=0 Lab Hours=0 Other Hours=120 Fees=10.50

OPT2500 CONTACT LENS THEORY (2)
This course provides a review of the theory and terminology of contact lenses including fitting, application and removal procedures, care of soft and hard lenses, verification of contact lens prescription and "in-office" modification of contact lenses. Prerequisites: OPT1150, OPT1450. Corequisite: OPT2500L.
Lecture Hours=32 Lab Hours=0 Other Hours=0 Fees=0.00

OPT2500L CONTACT LENS THEORY LAB (2)
This course provides a review of the practical procedures used to apply technical skills of contact fitting, application and removal procedures, care of soft and hard lenses, verification of contact lens prescription and "in-office" modification of contact lenses. Prerequisites: OPT1150L, OPT1450L. Corequisites: OPT2500.
Lecture Hours=0 Lab Hours=64 Other Hours=0 Fees=25.00

OPT2800 VISION CARE CLINIC I (2)
This course provides a review of the practical procedures used to apply technical skills of contact fitting, application and removal procedures, care of soft and hard lenses, verification of contact lens prescription and "in-office" modification of contact lenses. Prerequisites: OPT1150,

OPT1450L, OPT1150L. Corequisites: OPT2375, OPT2879, OPT2500L.
Lecture Hours=0 Lab Hours=0 Other Hours=80 Fees=22.50

OPT2801 VISION CARE CLINIC II (3)
Development of skills in tonometry, visual fields, A and B scan ultrasound, and photo-documentation. The student will follow the patient through the entire cycle of vision care under the supervision of the clinical staff. Prerequisites: OPT2375, OPT2500L, OPT2800. Corequisites: OPT2222, OPT2350, OPT2900.
Lecture Hours=0 Lab Hours=0 Other Hours=160 Fees=22.50

OPT2802 VISION CARE CLINIC III (3)
Continuation of OPH2801L: Development of additional skills in tonometry, visual fields, A and B scan ultrasound, photo-documentation, vision therapy, low vision, aseptic techniques, eye emergencies, assisting in triage and laboratory diagnosis of eye disease, and outpatient surgical assisting. The student will follow the patient through the entire cycle of vision care under the supervision of the clinical staff. Prerequisites: OPT2350, OPT2801, OPT2900, OPT2222 Corequisites: OPT2901, OPT2223, OPT2351.
Lecture Hours=0 Lab Hours=0 Other Hours=160 Fees=22.50

OPT2830 CONTACT LENS CLINIC I (3)
Assist eye care specialists in the fitting and follow-up care of rigid and soft contact lenses for patients referred from the Vision Care Clinic. Familiarization with over-refraction, instructions for lens handling, cleaning, care and storage, and basic contact lens pathology. Prerequisites: OPT2500, OPT2500L, OPT2800. Corequisites: OPT2420, OPT2460, OPT2875.
Lecture Hours=0 Lab Hours=0 Other Hours=120 Fees=22.50

OPT2831L CONTACT LENS CLINIC II (2)
This course involves the use of contact lens instruments to confirm all parameters for replacement lenses. Particular attention is given to the patient who is having problems with contact lenses after long-term wear due to corneal changes and sensitivity to solutions. Advanced over-refraction and contact lens fitting procedures are practiced. Prerequisites: OPT2830, OPT2460, OPT2420L. Corequisites: OPT2421L, OPT2461, OPT2876.
Lecture Hours=0 Lab Hours=0 Other Hours=80 Fees=22.50

OPT2875 OPHTHALMIC DISPENSING PRACTICUM I (3)
In this laboratory course students will fabricate eyewear for the patients of the Vision Care Clinic using advanced techniques in measurement, fabrication and verification of single vision and multifocal lenses. Advanced techniques in the operation and maintenance of manual and computerized equipment. Prerequisites: OPT2500, OPT2800, OPT2375, OPT2879. Corequisites: OPT2420, OPT2420L, OPT2830.
Lecture Hours=0 Lab Hours=0 Other Hours=120 Fees=22.50

OPT2876 OPHTHALMIC DISPENSING PRACTICUM II (3)
This is an externship in an approved retail ophthalmic dispensing establishment involving frame styling, ordering of appropriately designed lenses, adjustment, repair and dispensing of eyewear. The student will gain a working knowledge of administrative management procedures of the practice. Prerequisites: OPT2875, OPT2420, OPT2830. Corequisites: OPT2060, OPT2461, OPT2421.
Lecture Hours=0 Lab Hours=0 Other Hours=120 Fees=22.50

OPT2879 REFRACTOMETRY PRACTICUM (2)
Practicum for OPT2375. Practical procedures used in determining the powers of corrective lenses in relation to a patient's refractive error. The student will learn to use the Phoroptor, retinoscope, and automated refraction instruments in determining the patient's subjective and objective refraction. Problems associated with the change in refractive powers will be demonstrated. Prerequisites: OPT1110, OPT1110L, OPT1210, OPT1330. Corequisites: OPT1150, OPT1150L, OPT1330, OPT2375.
Lecture Hours=0 Lab Hours=0 Other Hours=96 Fees=22.50

OPT2900 OPHTHALMIC MEDICAL PRACTICUM (4)
Externship is an approved ophthalmological practice. The student will gain a working knowledge of the basic duties and responsibilities of a technician in a medical office. Emphasis will be placed on the development of skills in tonometry, visual fields, A and B scan ultrasound, and photo-documentation. Prerequisites: OPT2500, OPT2800, OPT2879. Corequisites: OPT2222, OPT2350, OPT2801.
Lecture Hours=0 Lab Hours=0 Other Hours=160 Fees=22.50

OPT2901 OPHTHALMIC MEDICAL PRACTICUM II (5)
Externship is an approved ophthalmological practice: The student will gain a working knowledge of advanced and more complete duties and responsibilities of a technician in an ophthalmic medical office. Emphasis will be placed on continuing the development of skills in tonometry, visual fields, A and B scan ultrasound, and photo-documentation. Skills in assisting in triage and laboratory diagnosis of eye disease, and outpatient surgical assisting will be obtained. Prerequisites: OPT2222, OPT2350, OPT2801, OPT2900. Corequisites: OPT2223, OPT2351, OPT2802.
Lecture Hours=0 Lab Hours=0 Other Hours=200 Fees=22.50

OPT2910 DIRECTED RESEARCH (2)
Students will be introduced to the theory and terminology of medical research. Under the direct supervision of the clinical staff the student will select an area to do extended research. The areas may include but are not limited to, assisting, and other advanced ophthalmic medical topics. Prerequisites: OPT2350, OPT2801, OPT2900, OPT2223.
Lecture Hours=16 Lab Hours=0 Other Hours=40 Fees=0.00

WAGES

WAG0100 COMPUTER LITERACY WAGES (0)
This course provides an introduction to the computer terminology, functions and applications.
Lecture Hrs=0 Lab Hours=20 Other Hrs=0 Fees=0.00

WAG0101 GENERAL OFFICE SKILLS WAGES (0)
This course is designed to provide the student with the basic requirements and competence to meet the qualifications of a variety of career paths. The class is divided into four basic components. The focus of the components include key areas such as filing, telephone techniques, mail and consumer education.
Lecture Hrs=50 Lab Hours=20 Other Hrs=0 Fees=0.00

WAG0102 KEYBOARDING (0)
This is an introductory course designed to master fundamental techniques in computer keyboarding. No prior experience necessary.
Lec Hrs=0 Lab Hours=20 Other Hrs=0 Fees=0.00

WAG0103 SPEED BUILDING (0)
This keyboarding class includes skills development, with emphasis in speed building. Exposure to manuscript typing, alpha, numeric drills. Prerequisite: Keyboarding (WAG0102).
Lecture Hrs=0 Lab Hours=20 Other Hrs=0 Fees=0.00

WAG0104 INTRODUCTION TO WORD PROCESSING (0)
An introductory course designed to teach the basic word skills. The students will learn how to design, create, edit and enhance a word document; how to do formatting and arrange text; how to merge documents, create tables and proofread a document. Student will be exposed to use and create graphics. Students will exposed to letter and memorandum formatting. Pre-requisite: Keyboarding (WAG0102) and Computer Literacy (WAG0100).
Lecture Hrs=10 Lab Hours=20 Other Hrs=0 Fees=0.00

WAG0105 DOCUMENT PROCESSING (0)
A course designed to develop formatting skills with emphasis on computer based knowledge. Concept application and editing are covered. Pre-requisite: Speedbuilding (WAG0103).
Lecture Hrs=20 Lab Hours=20 Other Hrs=0 Fees=0.00

WAG0106 COMMUNICATION SKILLS (0)
An introduction to techniques for effective verbal and nonverbal communications are explored, as well as effective business writing, and identification of critical reading skills. Emphasis is given to how reading, writing, listening, and speaking affect human relations in an office environment.
Lecture Hrs=20 Lab Hours=0 Other Hrs=0 Fees=0.00

WAG0107 EMPLOYABILITY SKILLS I (0)
A course designed to teach students job search and selection strategies. Students will utilize the Internet and other modes of job search.
Lecture Hrs=10 Lab Hours=0 Other Hrs=0 Fees=0.00

WAG0108 SPREADSHEETS (0)
This is a course designed to introduce you to working with spreadsheets. Students will learn how to design, create, edit and enhance worksheets, how to work with formulas, mail merge, graphics, and introduction to Macros. Pre-requisite: Computer Literacy (WAG0100).
Lec Hrs=0 Lab Hours=40 Other Hrs=0 Fees=0.00

WAG0109 BUSINESS MATH I (0)
This course is designed for those who will need a general knowledge of mathematics on the job. Instruction and practice is geared toward giving the students practical experience through the use of worksheet. Exposure to electronics and printing calculators. Pre-requisite: Basic Math functions.
Lecture Hrs=40 Lab Hours=0 Other Hrs=0 Fees=0.00

WAG0110 CUSTOMER SERVICES I (0)
This course is designed as an overview of Customer Service. Topics such as who is your customer, product knowledge, customer service concepts, handling difficult customers, and customer satisfaction will be discussed. Emphasis and practice will be placed on problem solving and role-play. Computer assisted instruction will be introduced.
Lecture Hrs=10 Lab Hours=10 Other Hrs=0 Fees=0.00

WAG0111 CUSTOMER SERVICES II (0)
A course developed to emphasize the basic skills of customer services in retail and non-retailing organizations. Direct application of skills through the use of computer assisted skills will be emphasized.
Lecture Hrs=20 Lab Hours=20 Other Hrs=0 Fees=0.00

WAG0112 BOOKKEEPING I (0)
An introductory course with emphasis in the accounting fundamentals, including the balance sheet, journal and ledgers. Pre-requisite: Basic Math Skills or Business Math.
Lecture Hrs=15 Lab Hours=15 Other Hrs=0 Fees=0.00

WAG0113 BOOKKEEPING II (0)
The accounting system with emphasis on sole proprietorship and corporate accounting will be explored. Computer assisted programs will be utilized. Pre-requisite: Bookkeeping I
Lecture Hrs=15 Lab Hours=15 Other Hrs=0 Fees=0.00

WAG0114 PROFESIONAL DEVELOPMENT SEMINAR (0)
This course is designed to help participants decide their employment suitability. Emphasis is placed on the assessment of needs, skills, level, and knowledge. Professional and life goals are explored and a career path is determined through the use of an individualized plan. Focus I placed on resume writing and interviewing skills, and life skills.
Lecture Hrs=20 Lab Hours=0 Other Hrs=0 Fees=0.00

WAG0115 EMPLOYABILITY SKILLS II (0)
A follow-up course designed to emphasize computer assisted job search strategies. Hands on experience in resume, cover letter, and faxing will be utilized. Pre-requisite: Employability Skills I.
Lecture Hrs=0 Lab Hours=10 Other Hrs=0 Fees=0.00

WELLNESS EDUCATION

HLP1081 HEALTH FITNESS (2)
A course primarily designed and organized so that students of all ages can maintain and/or improve their physical health, through pre-testing procedures and individual assessment of strength, flexibility and cardiovascular endurance. From the data collected, and health/fitness information obtained in the course, individual fitness and health plans will be described and carried out.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=2.00

HLP1082 WELLNESS WORKOUT (1)
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. Prerequisites: (any of the following): HLP1081, PEM1116, PEM1131, PEM1141, PEM1146, PEN1171, or instructor's approval. 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. Prerequisites: (any of the following): HLP1081, PEM1116, PEM1131, PEM1141 PEM1146, PEN1171, or instructor's approval.
Lecture Hours=0 Lab Hours=32 Other Hours=0 Fees=2.00

HSC1101C INTRODUCTION TO HEALTHFUL LIVING (1)
This course provides a personalized introduction to wellness; wellness components of flexibility, muscular strength/endurance, cardiovascular wellness, and body composition; nutrition, weight management, stress management, and how students can apply this information to ensure healthful living. Opportunities are provided to learn updated information on HIV/AIDS and to assess one's personal wellness status through health related fitness and nutrition assessments. Meets Area 4C general education requirements for the A.A. degree. Meets Area 5 general education requirements for the A.S. degree.
Lecture Hours=16 Lab Hours=16 Other Hours=0 Fees=15.00

PEM1116 SLIMNASTICS (2)
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.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=2.00

PEM1131 WEIGHT TRAINING (2)
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.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=2.00

PEM1141 AEROBIC MOVEMENT (2)
Students will improve cardiorespiratory fitness through activity that combines exercise and rhythmical movement and increases wellness knowledge.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=2.00

PEM1181 WALK/JOG/RUN (2)
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.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=2.00

PEN1171 AQUATIC FITNESS **(2)**
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.
Lecture Hours=16 Lab Hours=32 Other Hours=0 Fees=2.00

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ZIGLER, TOPEKA, *Enrollment Services Officer.* A.A. Broward Community College; B.A., Florida Atlantic University.

BROWARD COMMUNITY COLLEGE FOUNDATION

The Broward Community College Foundation, Inc was established in 1971 to receive all private contributions to the college. These contributions allow the foundation to provide support for academic programs, scholarships and capital projects, which enhance the quality of education for Broward Community College students. The Foundation is a 50(c)(3) not for profit organization whose resources are managed by a Board of Directors comprised of outstanding Broward County business and civic leaders who serve the college and the community as volunteers to foster support for the college.

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Alan B. Levan , *Past Chair*
Eugene K. Pettis, *Vice Chair*
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Mary Wood, *Treasurer*
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Gene A. Whiddon, Chairman Emeritus (deceased)

ENDOWED TEACHING CHAIR PROGRAM

In celebration of Broward Community College's thirtieth anniversary, the BCC Foundation Board of Directors endorsed an exciting and ambitious program to establish thirty Endowed Teaching Chairs. Envisioned as a two-and-a-half year campaign, this program had two major goals. The first was to enhance the linkage between the College and community leaders who wished to support higher education in Broward County. The second goal was to provide a tangible way of recognizing excellence in the classroom.

Each Endowed Chair represents a $50,000 donor contribution, matched with $33,333 in State lottery proceeds. The interest generated from this permanent $83,333 endowment will provide a stipend to a professor who has been recognized for excellence in the classroom and funding for an academic endeavor designed by the Chair recipient.

In an extraordinary show of support from corporate and individual donors, the Foundation has been able not only to meet, but to exceed this goal! Listed below are the thirty-four Endowed Teaching Chair contributors who have made BCC's "Margin of Excellence" possible.

CORPORATE AND FOUNDATION DONOR CHAIRS

1. **BellSouth Telecommunications, Inc.**
2. **NationsBank I**
3. **SunBank**
4. **Emil Buehler Trust**
5. **NationsBank II**
6. **John S. and James L. Knight Foundation**
7. **Barnett Bank of Broward County**
8. **Blockbuster Entertainment Group**
9. **Waste Management, Inc. - Florida**
10. **Southeast Banking Corporation Foundation**
11. **Causeway Lumber Company**
12. **Sun-Sentinel**
13. **Children's Opportunity Group**
14. **Rotary Clubs**
15. **Gaddis Corporation**
16. **Motorola, Inc.**
17. **First Union Foundation**
18. **Sensormatic Electronics Corporation**
19. **Cleveland Clinic Florida**

INDIVIDUAL DONOR CHAIRS

20. **Gene A. Whiddon**
    Donors: Robert Clark, Bill Dover, Robert Elmore, James Farquhar, Hy Indowsky, William Leonard, Ralph Marrinson, Fred Millsaps, David Rush, Terry Stiles, Gene Whiddon, Donald Works

21. **A. Hugh Adams**
Donor: Elmer Rasmuson

22. **Robert Elmore Family**

23. **Estate of Otto M. Burkhardt**

24. **Stephen C. Barker**
Donors: Family and Friends of Dr. Stephen Barker

25 **R. Irene Craney Fischley**

26 **Sheldon J. Schlesinger, P.A.**

27 **International Education**

28 **Margaret and Cato Roach**
Donors: Sun-Sentinel, Family and Friends of the Roaches

29. **William D. Horvitz**

30. **Second Generation Community Leaders**
Donors: James D. Camp III, Michael Curran, David Darnell, Linda Gill, Richard Kip, Christine Lambertus, Wayne Lee, George Platt, Lloyd Rhodes, Barry Somerstein, Richard Wessel, Mary Wood

31. **George and Wilma Elmore**

32. **Jan R. Cummings Chair in Critical Thinking**
Donor: James A. Cummings, Inc.

33. **Wanda Thomas**
Donor: R. Irene Craney Fischley

34. **Dr. Donald Schaffer**

MERITORIOUS SERVICE AWARDS

Periodically, Broward Community College and the Broward Community College Foundation recognize individuals for their outstanding leadership and service to the College. These awards may take the form of a Distinguished Service Award, the Seahawk Award, or the Distinguished Alumni Award. Recipients for these awards have included:

DISTINGUISHED SERVICE AWARD

Mr. Gene A. Whiddon, 1973
Mr. James D. Camp, Jr., 1977
Mr. Elmer E. Rasmuson, 1977
The Honorable James E. Minnet, 1977

SEAHAWK AWARD

Mr. Stephen F. Snyder, 1988
Mr. Gene A. Whiddon, 1988
Mr. Robert Elmore, 1989
Mr. Daniel S. Goodrum, 1990
Mr. Richard S. Kip, 1995
Mr. William F. Leonard, 1999

DISTINGUISHED ALUMNI AWARD

Mr. Al Rantel, 1983
George Platt, Esq., 1983
Mr. Larry Ellis, 1984
Mr. Donald Harvey, 1984
Representative Deborah Sanderson, 1984
Teresa Sjogren, Esq., 1984
Lt. Col. Thomas Taylor, 1985
Dr. Betty V. Adkins, 1987
Mr. Robert Alexander, 1987
Ms. Bonnie Flynn, 1987
Dr. William E. Greene, 1987
Mr. Richard C. Hanauer, 1987
Mr. Stephen J. McDonald, 1987
The Honorable James T. Naugle, 1987
Mr. Aldanzo L. Pratt, 1987
Dr. Timothy Adkins, 1988
The Honorable Parris Glendening, 1988
Ms. Sandra McCray, 1988
Commissioner Carlton Moore, 1988
Dr. Irmgard Bocchino, 1989
Dr. William Proctor, 1989
Ms. Jasmine Shirley-Moore, 1989
Mr. Robert Ferrigno, 1990
Ms. Evelyn Hardy, 1990
Dr. Betty Brady, 1991
Ms. Barbara Jane Ellis, 1991
Mr. Dominick Calabro, 1991
Mr. Gabriel Grasso, 1991
Ms. Varen Black, 1992
Sheriff Ronald Cochran, 1992 (deceased)
Ms. Donna Wallace, 1992
Ms. Deborah Hazelton, 1993
Ms. Cynthia Lodge, 1993
Mr. Ray Recchi, 1993
Ms. Winifred Warnet, 1993
Dr. Deborah Sloan, 1994
Mr. William Milano, 1994
Mr. Cherokee Paul McDonald, 1995
Mr. Wil Trower, 1995
Mr. Terry Glatt, 1996
Dr. Rita Mae Brown, 1996
Dr. Seth Kalichman, 1996
Ms. Sharon Robb, 1996
Mr. Steve Berrard, 1997
Judge Gary M. Farmer, 1998
Mr. Michael Rudolph, 1999
Dr. Michael David Bartberger, 2000

GLOSSARY
DEFINITION OF TERMS

A.A. - Associate in Arts Degree. A two-year degree designed for students to transfer to another college to complete a four-year degree. (See complete description in Catalog).

A.S. - Associate in Science Degree. A two-year technical occupational degree for students pursuing career training or possible transfer into the State University System. (See complete description in Catalog).

A.A.S. – Associate in Applied Science – A two-year technical occupational degree for students to work in that area or possibly transfer to special areas. (See complete description in Catalog).

Academic Average - Total of grades on all college courses attempted, exclusive of repeats.

Academic Dismissal - An academic status lasting twelve months which prohibits a student from attending classes. This status occurs when a student has returned from suspension and has failed to maintain an academic average of 2.0 or higher (2.0 = "C").

Academic Probation - A notice sent to a student after Academic Warning, if the student has attempted more than 12 credit hours and has earned less than a 2.0 GPA.

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.

Academic Warning - A notice sent to a student the first term the GPA drops below a 2.0 at the end of the term. Advising is recommended.

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.

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 that is removed from the schedule because of insufficient enrollment or other reasons.

Career Programs - Two-year Associate in Science Degree programs with courses designed to prepare students for specialized occupations.

Cashier - The office where students pay all tuition, fees and obligations.

Class Period - Normally one 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 Examination Program - 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 that must be taken concurrently with another course.

Counseling - A service offered through experienced counselors to assist the student in decision making and problem solving both academic and personal.

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.

Drop Date - The last date on which a class may be dropped to receive a "W" (withdrawal) on a transcript. After this date a student will receive an "XF" (withdrawal/failing).

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 in 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. A computerized graduation evaluation may be obtained in any term from an advisor and is recommended.

Grant - Funds awarded for college expenses to qualified students in financial need.

Independent Study - Capable students may acquire course credit at their own rate through non-classroom student-faculty interaction.

Learning Resources - The department designed to aid in student studies. Learning Resources provides such services as learning labs, media production, closed circuit television, audio-visual services and tutoring.

Major - The academic program a student chooses to pursue based on their personal and career goals for the future. Students who are undecided about a major should consult an academic advisement counselor or a career counselor for guidance.

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 for 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.

Self-Advisement - A student chooses which classes to take without consulting an academic advisor. **STUDENTS CHOOSING THIS OPTION ASSUME FULL RESPONSIBILITY FOR ANY ERRORS.**

Semester - Half of a normal school year; the usual college year has two semesters, Fall and Winter, 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.

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 in Arts and advanced degrees requiring general education and, usually, certain pre-professional subjects.

VC – Vocational Credit

Withdrawal - Removal from a class and or college via completion of proper forms in the Registrar's Office.

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NOTES

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 any time pursuant to appropriate policies and procedures. The College 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 that may have been completed at the College.

Broward Community College

Opening doors to a brighter future

CENTRAL CAMPUS
3501 S.W. Davie Rd.
Fort Lauderdale, FL 33314
(954) 475-6865

NORTH CAMPUS
1000 Coconut Creek Blvd.
Pompano Beach, FL 33063
(954) 973-2240

SOUTH CAMPUS
7200 Hollywood/Pines Blvd.
Pembroke Pines, FL 33024
(954) 963-8835

DOWNTOWN CENTER
225 East Las Olas Blvd.
Fort Lauderdale, FL 33301
(954) 761-7465

PINES CENTER
16957 Sheridan St.
Pembroke Pines, FL 33331
(954) 538-3601

Admissions Application

College Information and Application Instructions

Welcome to Broward Community College. We are delighted you have decided to apply for admission. Please read the following instructions carefully, as they will assist you in filling out the application correctly.

All items must be completed before the application will be processed. ***Type or print*** in ink. Please be sure to complete all sides of the application. Your acceptance letter will be mailed to the local address on the application. If you need to change your address, please contact the campus registration office.

A non-refundable $35 application fee (check or money order) is required from all new credit students. This fee is charged ***only once*** with this application. Please make your check payable to ***Broward Community College*** and please indicate your social security number.

If you plan to mail your application, please mail it to the campus you plan to attend at the address listed above.

TRANSCRIPTS:

Degree-Seeking Students – please request your final high school and/or college transcript(s) and have them forwarded to Broward Community College to the campus you plan to attend prior to enrollment. Failure to do so will jeopardize future enrollment at the college. Please be sure you request the transcripts from all the institutions you previously attended. Your transcripts will be evaluated only if you are a degree-seeking student.

First-Time-in-College Students – your high school transcript reflecting the graduation date must be submitted prior to, or during the term you plan to attend. For immediate results, please request that your final high school transcript be sent electronically by the Florida Automated System for Transferring Educational Records (FASTER).

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, please see an academic advisor.

RETURNING STUDENTS:

If you are returning to Broward Community College after an absence of two major terms, please complete a re-entry application instead of this initial application.

HEALTH SCIENCE APPLICANTS:

Please understand that admission to the College does not constitute acceptance into any of the Health Science Programs. A second Health Science application is required upon completion of specific admission criteria. Please refer to the College Catalog for additional information.

ACADEMIC STATUS FOR TRANSFER STUDENTS:

Broward Community College adheres to the Dismissal/Suspension policy of your prior college. Please see the College Catalog and refer to the Transfer Student Section.

ADDITIONAL SERVICES:

If you are interested in Student Financial Services (financial aid), Veteran's Benefits, or Disability Services, please contact those offices for information, forms or special services.

COUNSELING:

If you would like to change your major, you must see an academic advisor on your campus.

Information for Residence Classification

A Florida "resident for tuition purposes" is a person who has, or a dependent person whose parent or legal guardian has established and maintained legal residence in Florida for at least twelve (12) months. Residence in Florida must be a bona fide domiciliary rather than for the purpose of maintaining a residence incident to enrollment at an institution of higher education. Other persons not meeting the twelve-month legal residence requirement may be classified as Florida residents for tuition purposes only if they fall within one of the limited special categories authorized by the Florida Legislature. **All other persons are ineligible for classification as a Florida "resident for tuition purposes"** and will be charged non-resident tuition.

To qualify as a Florida resident for tuition purposes you must be a U.S. citizen, permanent resident alien, or a legal alien granted indefinite stay by the Immigration and Naturalization Service. Living in or attending school in Florida will not, in itself, establish legal residence. Students who depend on out-of-state parents for support are presumed to be legal residents of the same state as their parents. Residence in Florida must be for the purpose of establishing a permanent home and not merely incident to enrollment at an institution of higher education. Documents supporting the establishment of legal residence must be dated, issued, or filed 12 months before the first day of classes of the term for which a Florida resident classification is sought.

DEFINITIONS

Dependent: A person for whom 50% or more of his/her support is provided by another as defined by the Internal Revenue Service. A copy of your (or parent's) most recent tax return or other documentation may be requested to establish dependence/independence.

Independent: A person who provides more than 50% of his/her own support.

DISTRICT BOARD OF TRUSTEES
Georgette Sosa Douglass, chair ◆ Paul Anderson, vice chair
Lourdes Garrido ◆ Cheryl Krause ◆ Levi Williams
BROWARD COMMUNITY COLLEGE
Willis Holcombe, president
AN EQUAL ACCESS/EQUAL OPPORTUNITY INSTITUTION

4/01

REG-10 (Rev.4/01)

Broward Community College

Opening doors to a brighter future

FOR OFFICE USE ONLY BCC Staff Initials _____
Permanent Resident Aliens must have their Alien Registration Card verified by College Personnel

I.D. No. | Issue Date | Expiration Date

BCC employee	Term
Date	

TERM

SOCIAL SECURITY NUMBER

NAME

General Information

❑ College Credit (first-time student) ❑ Vocational Credit (PSAV) ❑ Returning BCC Student (complete re-entry application)

Social Security No. _____

Legal Name _____ **Former Name** _____
Last First Middle/Salutation

Local Address (Street/City/State/Zip/Country) _____

Emergency Contact (Name/Relationship/Phone) _____

(Street/City/State/Zip/Country) _____

Phone (home) _____ **(work)** _____ **(E-mail)** _____

Birth Country _____ **Country of Citizenship** _____

Immigration Status: ❑ U.S. Citizen ❑ Permanent Resident Alien (copy required) ❑ Refugee (copy required) ❑ Visa Type (copy required)_____

Birth date _____ **Gender** ❑ Male ❑ Female

Race/Ethnic Data: ❑ American Indian or Alaskan Native ❑ Cuban National (Hispanic) ❑ Asian or Pacific Islander ❑ White (non-Hispanic)
❑ Black (not of Hispanic Origin) ❑ Hispanic ❑ Middle Eastern ❑ Other_____

Primary Language (please check the item which applies to your status):
❑ Was born in the U.S. and whose native language is other than English/ or
❑ Was born in the U.S. but who comes from a home in which a language other than English is most relied upon for communication; or
❑ Is an American Indian or Alaskan Native and comes from a home in which a language other than English has had a significant impact on his or her level of English language proficiency, or
❑ Was not born in U.S. and whose native language is other than English, and who as a result of the above, has sufficient difficulty speaking, reading, writing or understanding the English language to deny him or her the opportunity to learn successfully in classrooms in which the language of instruction is English.

Applied Term: *(please check one)*

Note: Session 1 is a FULL Term. Sessions 2 through 4 are considered Mini-Terms ONLY

Fall Term: Year_____	Winter Term: Year_____	Summer Term: Year _____
❑ Session 1: August-December	❑ Session 1: January-May	❑ Session 1: May-August
❑ Session 2: August-October	❑ Session 2: January-March	❑ Session 2: May-June
❑ Session 3: September-December	❑ Session 3: February-May	❑ Session 3: June-August
❑ Session 4: October-December	❑ Session 4: March-May	

I will attend *(Check one)* ❑ Central Campus ❑ North Campus ❑ South Campus ❑ Health Sciences ❑ Downtown Center ❑ Pines Center

Basis of Admission *(PLEASE check box that applies)*

❑ Graduated (High School)
❑ Graduated (College-Ready Diploma)
❑ Anticipated Date of Graduation from High School (mo/year_____)
❑ Completed GED
❑ Anticipated Date of completion of GED (mo/year_____)
❑ Received Certificate of Attendance
❑ Received Special Diploma
❑ None of the above (did not complete high school or GED)
❑ Dual Enrollment
❑ Early Admissions
❑ Credit in Escrow
❑ Transfer from an accredited college or university
❑ Non H.S. graduate who has completed 8th grade
❑ Non H.S. graduate who has **not** completed 8th grade

High School Attended or Site of GED: Name of School _____

Graduated or Completed GED (mo/year) _____ City/County/State _____

College or Universities Attended *(list additional schools on a separate sheet)*

Degree-Seeking Students: You are required to submit official **college/university** transcripts from all institutions attended. Failure to submit all transcripts will prevent future registration at **BCC.** Please request your final transcripts to be sent to the campus you plan to attend. **Transcripts will be evaluated only if you are a degree-seeking student.**

Name of Institution _____ City/State _____ Dates Attended _____ Degree Received _____
Name of Institution _____ City/State _____ Dates Attended _____ Degree Received _____
Name of Institution _____ City/State _____ Dates Attended _____ Degree Received _____
Name of Institution _____ City/State _____ Dates Attended _____ Degree Received _____

Academic Status at previous college/university:
❑ Eligible to return at the time I will enroll at BCC.
❑ On probation, but eligible to return at this time.
❑ On suspension/dismissal and not permitted to return.
❑ On suspension as of (mo/year) _____ eligible to return (mo/year) _____
❑ On dismissal as of (mo/year) _____ eligible to return (mo/year) _____

Degree Information *(Indicate the desired degree or certificate program from the list on page 4.)*

❑ **ASSOCIATE IN ARTS** _____
❑ **ASSOCIATE IN SCIENCE*** _____
❑ **ASSOCIATE IN APPLIED SCIENCE*** _____
❑ **APPLIED TECHNOLOGY DIPLOMA** _____
❑ **COLLEGE CERTIFICATE PROGRAM** _____
❑ **TRANSIENT STUDENT** (taking courses at BCC for only one term)
❑ **NON-DEGREE** (not interested in seeking a degree at this time)

***HEALTH SCIENCES APPLICANTS:** Admission to the College does not constitute acceptance into any of the Health Science Programs. A second Health Science application is required upon completion of specific admission criteria; see catalog for additional information.

TERM

SOCIAL SECURITY NUMBER

NAME

Good Conduct Certification

Have you ever been incarcerated, convicted of a felony, or experienced disciplinary problems at another educational institution?
❑ **YES** ❑ **NO** If yes, please submit a written statement explaining the circumstances to the Vice President for Student Affairs for review prior to admission to Broward Community College. This information will be handled confidentially

I authorize the College to obtain my Florida public school/college/university records and test scores through the use of electronic means, if my former school participates in the Florida Automated System for Transferring Educational Records (FASTER). I agree to the release of any transcripts and test scores to this institution, including any score reports that this institution may request from the College Board or ACT.

I understand that I may be **provisionally** admitted until all of my transcripts and related academic records have been received and that if my transcripts are not provided within the first 30 days of my initial term, I may not be allowed to register in a subsequent term.

I CERTIFY that all statements given in this application are true and accurate to the best of my knowledge. I agree to abide by the Academic Honesty policy and all other 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

X _____

SIGNATURE OF APPLICANT (Parent or Guardian if under 18 years of age) **(NOTE: Also sign RESIDENCY STATEMENT below)** DATE

Florida Resident for Tuition Purposes Affidavit *(Check appropriate blocks)*

(If you do not quality, simply sign the Non-Florida Resident section below.)

❑ I am an independent person and have maintained legal residence in Florida for at least 12 months.

❑ I am a dependent person and my parent or legal guardian has maintained legal residence in Florida for at least 12 months.

❑ I am a dependent person who has resided for five years with an adult relative other than my parent or legal guardian and my relative has maintained legal residence in Florida for at least 12 months.

❑ A Florida public college/university declared me a resident for tuition purposes. **Name of institution** _____

❑ I am married to a person who has maintained legal residence in Florida for at least 12 months. I have established legal residence and intend to make Florida my permanent home **(Copy of marriage certificate required.)**

❑ I was previously enrolled at a Florida State institution and classified as a Florida resident for tuition purposes. I abandoned my Florida domicile less than 12 months ago, and am now re-establishing Florida legal residence

❑ According to the United States Immigration and Naturalization Service, I am a permanent resident alien or other legal alien granted indefinite stay. I have maintained domicile in Florida for at least 12 months. **(INS documentation required.)**

❑ I am a member of the armed services of the United States and am stationed in Florida on active military duty pursuant to military orders, or whose home of record is Florida (or I am the member's spouse or dependent child). **(Copy of military orders, DD2058, or military document showing home of record required.)**

❑ I am a full-time instructional or administrative employee employed by a Florida public school, community college or institution of higher education (or I am a spouse or dependent child). **(Copy of employment verification required.)**

❑ I am part of the Latin American/Caribbean scholarship program. **(Copy of scholarship papers required.)**

❑ I am a qualified beneficiary under the terms of the Florida Pre-Paid Postsecondary Expense Program (S 240.0551, F.S.). **(Copy of card required.)**

❑ I am living on the Isthmus of Panama and have completed 12 consecutive months of college work at the F.S.U. Panama Canal Branch (or I am the student's spouse or dependent child).

❑ I am a full-time employee of a state agency or political subdivision of the state whose student fees are paid by the state agency or political subdivision for the job-related law enforcement or corrections training

❑ I am a full-time student participating in a linkage institute (S 240 137, F S)

Attach copies of documentation indicated above – Additional documentation (e g., copies of voter's registration, driver's license, tax returns, deeds, etc.) may be required by the College in some cases. **All documentation is subject to verification.** Someone other than the student (e.g., parent) should complete this affidavit if the student is dependent or seeks to be classified as a Florida resident by virtue of a relationship. Otherwise, the student should complete this affidavit. **Please print.**

Name of Student _____ **Social Security No.** _____

The **Claimant** is the person who is claiming Florida residency, e g , the student (if independent), parent, spouse, or legal guardian. **All of the questions below pertain to the claimant.**

Name of Claimant _____ **Relationship of Claimant to Student** _____

Permanent Legal Address of Claimant Street Address _____

Telephone _____ **City/State/Zip** _____

Date Claimant Began Wstablishing Legal Florida Residence and Domicile _____

Claimant's Voter Registration: _____
State County Number Original Issue Date

Claimant's Driver's License _____
State Number Original Issue Date

Claimant's Vehicle Registration: _____
State License Tag Number Issue Date

Non-U.S. Citizen ONLY: _____
Resident Alien Number Date Card Issued

ADDITIONAL DOCUMENTATION MAY BE REQUESTED BY THE INSTITUTION

I do hereby swear or affirm that the above named student meets all requirements indicated in the checked category above for classification as a Florida resident for tuition purposes. I understand that a false statement in this affidavit will subject me to penalties for making a false statement pursuant to 837.06, Florida Statutes, and that a false statement in this affidavit may subject the above named student to the penalties for making a false or fraudulent statement.

Signature in ink of person claiming Florida residency X _____

Non-Florida Residents Only

I understand that I do not qualify as a Florida resident for tuition purposes for the term for which this application is submitted and that if I should qualify for a future term, it will be necessary for me to file the required documentation prior to the beginning of the term in order to be considered for Florida residency classification.

Signature in ink X _____ Date _____

Select Major Field Under Educational Objective

ASSOCIATE IN ARTS DEGREE PROGRAMS (A.A.)

Those students who plan to earn a degree at BCC and transfer to a university or college

1057 **Liberal Arts or undecided A.A. major**
1001 Agricultural Science
1067 Anthropology
1002 Architecture
1003 Art
1060 Art/Graphic Design
1004 Astronomy
1005 Biology
1007 Business Administration
1009 Chemistry
10622 Computer Information Systems
10621 Computer Science
1065 Criminal Justice
1081 Dance
1020 Dietetics
1071 Economics
1025 Education-Biology
1027 Education-Chemistry
1012 Education-Early Childhood
1014 Education-Elementary
1022 Education-Mathematics
1030 Education-Physics
1018 Education-Social Science
1019 Education-Special Education
1016 Engineering
1017 English
1021 Foreign Language
1073 Geography
1024 Geology
1080 Health Service Administration
1026 History
1058 Hospitality Administration
1028 Interior Design
1069 International Studies
1029 Journalism
1050 Mass Communications
1033 Mathematics
1035 Medical Technology
1037 Music
1038 Music Education
1077 Music Technology
1043 Pharmacy
1066 Physical Education
1047 Physics
1048 Political Science
1011 Pre-Chiropractic
1075 Pre-Electronics Engineering Technology
1031 Pre-Law
1034 Pre-Medical/Dental
1039 Pre-Nursing
1041 Pre-Occupational Therapy
1042 Pre-Optometry
1046 Pre-Physical Therapy
1056 Pre-Veterinary Medicine
1049 Psychology
1072 Public Affairs
1082 Radio & Television
1051 Recreation
1052 Religion
1054 Social Welfare
1063 Sociology
1055 Speech
1084 Technical Theatre
1013 Theatre
1083 Theatre Performance

ASSOCIATE IN SCIENCE DEGREE PROGRAMS (A.S.)

Those students who plan to earn a two-year technical occupational degree may work in that area or possibly transfer into the State University System.

2180 A.S. Degree, undecided major
2100 Accounting Technology
2104 Architectural Design and Construction Technology

Automotive Service Management Technology
21682 Autobody Option
21683 Diesel Engine Specialization
21681 Technical Service Option

Aviation Administration
21051 Airport Operations Management
2184 Building Construction Technology
2119 Business Administration
2186 Cardiovascular Technology
2166 Child Development and Education
2109 Civil Engineering Technology

Computer Information Technology
21491 Microcomputer Systems Specialist
2182 Environmental Science Technology
2118 Fire Science Technology
2192 Graphic Design Technology
2179 Health Information Management
2129 Health Services Management
2121 Hospitality and Tourism Management
2194 Industrial Management Technology
2172 Legal Assisting
2126 Marketing Management
2139 Medical Laboratory Technology

Networking Services Technology
21931 Microsoft MCSE
21932 Networking-Novell CNE Track
2102 Nuclear Medicine Technology

Nursing
2127 Nursing (Associate Degree) RN
21271 LPN-RN Nursing Transition
2153 Physical Therapist Assistant
2107 Professional Pilot Technology
2159 Radiation Therapy Technology
2191 Recreation Technology
2132 Respiratory Care Technology
2142 Travel and Tourism Industry Management

Vision Care Technology
21892 Ophthalmic Technology
21891 Opticianry

ASSOCIATE IN APPLIED SCIENCE DEGREE PROGRAMS (A.A.S.)

Those students who plan to earn a two-year technical occupational degree may work in that area or possibly transfer into special areas

Automotive Service Management Technology
A002 Autobody Option
A003 Diesel Engine Specialization
A004 Technical Service Option
A005 Aviation Maintenance Management
A006 Biomedical Equipment Engineering Technology

Business Administration
A007 International Business Management

Computer Engineering Technology
A008 Computer Engineering Technician
A009 Computer Networking Specialist

Computer Information Technology
A010 Microcomputer Systems Specialist
A011 Oracle Database Administrator
A012 Diagnostic Medical Sonography
A013 Electronics Engineering Technology
A014 Health Services Management
A015 Hospitality and Tourism Management
A033 Industrial Management Technology
A016 Landscape Technology
A017 Marketing Management
A0171 Marketing Management E-Commerce
A018 Multimedia Technology

Networking Services Technology:
A019 Microsoft MCSE
A020 Networking-Novell CNE Track

Office Systems Technology
A021 Legal Office Systems
A022 Medical Office Systems
A023 Office Management Technology
A024 Word Processing Technology
A025 Radiography
A027 Restaurant Management
A028 Telecommunications Engineering Technology
A029 Travel and Tourism Industry Management

Vision Care Technology
A030 Ophthalmic Technology
A031 Opticianry

CERTIFICATES

62140 Accounting Applications
5279 Administrative Assistant
4265 Basic Perioperative Nursing
4268 Biomedical Equipment Engineering
5282 Broward County Correctional Probation Academy
5270 Broward County Corrections Academy
5269 Broward County Police Academy

Business Management
62671 Business Management
62672 Customer Service
62673 Sports Management

Computer Programming
62382 Computer Applications Internet Technology
62381 Microcomputer Applications
62384 Networking - Microsoft MCSE
62383 Networking - Novell CNE Track
62386 Oracle Database Administrator Track
62385 Oracle Developer Track
4263 Coronary Care Nursing
4262 Critical Care Nursing
5278 Cross-Over from Corrections to Law Enforcement
5217 Dental Assisting
6230 Diagnostic Medical Sonography
6278 Electronic Commerce
4277 Geographic Information Systems
4261 Graduate Nurse Intern
4264 Home Health Nursing
6240 Marketing Operations
5281 Massage Therapy
5215 Medical Assisting
6266 Medical Dosimetry Specialist
5280 Medical Secretarial
4278 Multimedia Web Development
4260 Multi-Skilled Health Care Professional
6224 Nuclear Medicine
6237 Office Systems Specialist
6201 Paramedic
5271 Police Service Aide Academy
4279 Project Manager–Digital/ Design Technology
6228 Radiation Therapy Specialist
4275 Vascular Sonography

APPLIED TECHNOLOGY DIPLOMAS

B005 Aircraft Airframe/Powerplant Mechanics
B001 Medical Coder/Biller
B003 Emergency Medical Technician
B002 Pest Control Operations

NON-DEGREE SEEKING

3000 **Non-Degree Students**
3001 **Transient Students**

Degrees and Majors are explained in the course catalog.

Broward Community College

Opening doors to a brighter future

A Location For Every Education

1. **DOWNTOWN CENTER**
   225 East Las Olas Boulevard
   Fort Lauderdale, Florida 33301
   761-7465

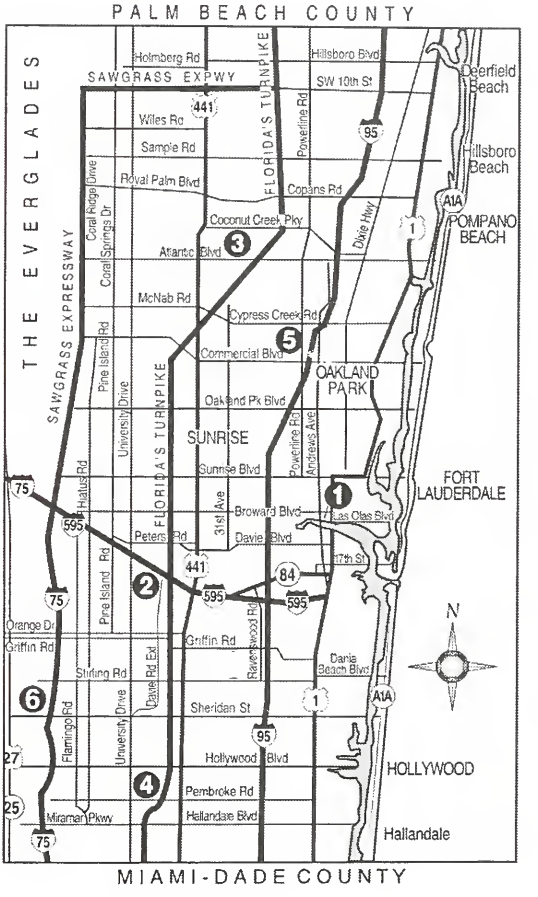
2. **CENTRAL CAMPUS**
   3501 S.W. Davie Road
   Davie, Florida 33314
   475-6865
   CENTER FOR HEALTH SCIENCE EDUCATION
   475-6770
   CRIMINAL JUSTICE INSTITUTE
   475-6790
   RALPH R. BAILEY CONCERT HALL
   475-6884
   BUEHLER PLANETARIUM
   475-6680

3. **NORTH CAMPUS**
   1000 Coconut Creek Boulevard
   Coconut Creek, Florida 33066
   973-2240
   OMNI AUDITORIUM
   973-2249

4. **SOUTH CAMPUS**
   7200 Hollywood/Pines Boulevard
   Pembroke Pines, Florida 33024
   963-8835

5. **INSTITUTE FOR ECONOMIC DEVELOPMENT AND CONTINUING EDUCATION**
   1515 W. Commercial Boulevard,
   Suite 125
   Fort Lauderdale, Florida 33309
   492-4004

6. **PINES CENTER**
   16957 Sheridan Street
   Pembroke Pines, Florida 33331
   538-3601



Broward Community College locations

A. Hugh Adams Central Campus
3501 S.W. Davie Road
Davie, Florida 33314
(954) 475-6865

Downtown Center
225 E. Las Olas Boulevard
Fort Lauderdale, Florida 33301
(954) 761-7465

North Campus
1000 Coconut Creek Boulevard
Coconut Creek, Florida 33066
(954) 973-2240

Judson A. Samuels South Campu
7200 Pines Boulevard
Pembroke Pines, Florida 33024
(954) 963-8835

Pines Center
16957 Sheridan Street
Pembroke Pines, Florida 33331
(954) 538-3601

Institute for Economic Developm
1515 W. Commercial Boulevard
Fort Lauderdale, Florida 33309
(954) 492-4004

www.broward.cc.fl.us