EL PASO COMMUNITY COLLEGE

The Best Place to Start *and Finish!*

CATALOG
2024-2025

EL PASO COMMUNITY COLLEGE

"Welcome to El Paso Community College!"

William Serrata, Ph.D.
El Paso Community College President

Congratulations, you have chosen *The Best Place to Start & Finish* your education. By investing in yourself and enrolling at EPCC you will be able to achieve your dreams. Not only does EPCC provide high-quality and affordable education, we offer many opportunities for you. From interacting with our highly qualified faculty to participating in innovative learning experiences, EPCC will successfully prepare you for your future.

EPCC makes learning convenient with five campuses located throughout El Paso County, all of which offer state-of-the-art facilities and learning spaces. The college offers classes at times that fit your schedule, including night, online, and weekend courses. EPCC has over 150 programs of study where you can earn an Associates of Applied Science (AAS), Associates of Science (AS), Associates of Arts (AA) degree, or certificates of completion as well as more than 350 personal enrichment/continuing education courses. We have programs that will get you ready for university transfer, prepare you to enter the workforce, or advance your career.

Besides a great academic experience, EPCC also has a vibrant campus life. I encourage and invite you to participate in the many activities we offer, such as student clubs, student government, and campus events. Use this catalog as well as our website www.epcc.edu for additional online resources to assist you.

Our faculty and staff are also here to provide guidance along the way to help you reach your educational and professional goals. We are committed to your success!
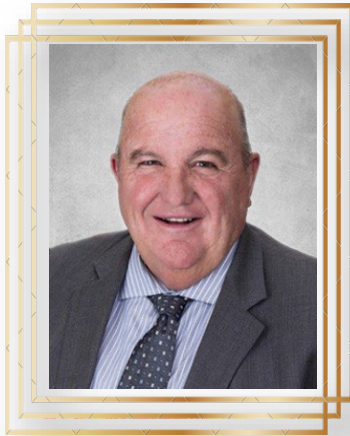
Sincerely,

William Serrata, Ph.D.
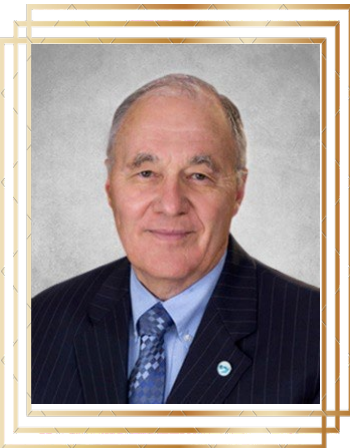
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The 2024-2025 Catalog

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El Paso County Community College District,
P.O. Box 20500, El Paso, Texas 79998-0500.
915-831-2648 - www.epcc.edu

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This catalog is a general information publication only. It is not intended to, nor does it contain, all regulations that relate to students. The provisions of this catalog do not constitute a contract, expressed or implied, between any applicant, student or faculty member and El Paso County Community College. The College reserves the right to withdraw courses at any time, to change fees and tuition, calendar, curriculum, degree requirements, graduation procedures, and any other requirements affecting students. Changes will become effective whenever enacted by the College's administration and will apply to both prospective students and those already enrolled.

To obtain the most updated catalog information, please visit epcc.edu/Academics/Catalog. For corrections or inquiries, please contact the Office of Curriculum and Instructional Development at curriculum@epcc.edu or call 915-831-2648.

El Paso County Community College District does not discriminate on the basis of race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation, or gender identity.

El Paso County Community College District Strategic Plan

Strategic Plan 2021-2025

Mission - The mission of El Paso Community College is to ensure affordable, high quality education and career pathways from start to finish.

Vision - EPCC will be a progressive educational leader transforming our future.

Strategic Goals and Outcomes:

1. **Provide Quality Education to meet Students' Diverse Needs**
   a. Facilitate College Transitions
   b. Prepare Students with Marketable Skills for Gainful Employment
   c. Promote Co-Curricular Learning
   d. Provide State-of-the-Art Infrastructure, Technology, and Services
   e. Provide Relevant Professional Development Opportunities

2. **Drive Student Success**
   a. Engage Students Inside and Outside the Classroom
   b. Promote a College-Going Culture
   c. Increase Student Retention and Graduation Rates
   d. Optimize Support Services
   e. Close Equity Gaps in Student Outcomes

3. **Foster Engagement and Increase Partnerships**
   a. Retain Qualified Employees
   b. Promote Innovation and Accountability
   c. Empower Employees to Take Responsibility for Student Recruitment, Engagement, and Success
   d. Align Partnerships with Regional Educational, Economic and Workforce Needs
   e. Increase EPCC Visibility

4. **Sustainability**
   a. Maintain Fiscal Strength and Accountability
   b. Prioritize Individual, Campus and Workplace Safety
   c. Integrate Data in Decision-Making and Planning
   d. Ensure Quality and Effectiveness in All College Operations
   e. Prioritize Emergency and Crisis Preparedness

Accreditation

El Paso County Community College District is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate degrees. El Paso County Community College District also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of El Paso County Community College District may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website (www.sacscoc.org).

Texas Higher Education Coordinating Board (THECB)
1801 Congress Ave. Suite 12.200
Austin, Texas 78701
Phone: 512-427-6101 | Fax: 512-427-6127
Website: highered.texas.gov

Texas Education Agency (TEA)
1701 N. Congress Avenue
Austin, Texas 78701
Phone: 512-463-9734
Website: tea.texas.gov

EPCC Academic Calendar 2024-2025

FALL SEMESTER 2024

April 2 – August 9...........................*Online Registration/All Fall Sessions*
August 9..................................*Payment Deadline for Online Registration*
August 10 – 25................................. *LATE Online REGISTRATION**
August 19 – 23...*Faculty Development*
August 26.. *CLASSES BEGIN*
August 25 – October 20..........................*(Late Registration continues for Late Start Classes and for Fall MMII. Registration must be completed and payment arrangements made prior to the 1st day of class.)*
August 30...........................*Last Day to Submit Notification of Intent to be Absent for Observation of Religious Holy Days*
September 2 ....**Institutional Holiday (No Classes)**
September 11.............................. ....*Census Date*
September 19 .... *Professional & Organizational Development Day***
September 20...................**Last Day to DROP with a "W" (1st Minimester)**
October 11...**Payment deadline for MMII**
October 21..*2nd Minimester Begins*
November 11................................. **Institutional Holiday**
November 12..................................... Classes Resume
November 15.. **Last Day to DROP with a "W"**
(Fall Semester, 2nd Minimester and Late Start)
November 28 – 29 ....**Institutional Holiday (No Classes)**
November 30.....................................*(Saturday) Classes Resume*
December 9 –13.. **FINALS**
December 13 ....*Commencement*
December 18 ....*Grades Available Online Only*
December 16 – January 20, 2025............................**Student Winter Break**
December 23 – January 5, 2025................................**Staff Winter Break**

SPRING SEMESTER 2025

September 30 – January 10.........*Online Registration/All Spring Sessions*
January 10...............................*Payment Deadline for Online Registration*
January 11– 20.. **LATE Online REGISTRATION***
January 13 – 17..*Faculty Development*
January 20..**Institutional Holiday (No Classes)**
January 21... **CLASSES BEGIN**
January 11 – March 23............................. *(Late Registration Continues for Late Start Classes and for Fall MMII. Registration must be completed and payment arrangements made prior to the 1st day of class.)*
January 24.........................*Last Day to Submit Notification of Intent to be Absent for Observation of Religious Holy Days*
February 5 .... *Census Date*
February 6.......... *Professional and Organizational Development Day****
February 14.................... **Last Day to DROP with a "W" (1st Minimester)**
March 10 – 14............... ....**Institutional Holiday (Spring Break)**
March 21...**Payment Deadline for MMII**
March 24 ....*2nd Minimester Begins*
March 31 ....**Institutional Holiday (No Classes)**
April 17...................................... **Last Day to DROP with a "W"**
(Spring Semester, 2nd Minimester and Late Start)
April 18.......................................**Institutional Holiday (No Classes)**
May 12 – 16...................................... .... **FINALS**
May 16 .... *Commencement*
May 21 ....*Grades Available Online Only*

SUMMER 2025 (5 weeks)

March 3 – May 23 .... *Online Registration/All Summer Sessions*
May 23 .... *Payment Deadline for Online Registration*
May 24 – June 8 ....*LATE Online REGISTRATION**
May 26 .... **Institutional Holiday (No Classes)**
June 9.. **CLASSES BEGIN**
June 12... *Census Date*
June 13...............................*Last Day to Submit Notification of Intent to be Absent For Observation of Religious Holy Days*
June 25 ....**Last Day to DROP with a "W"**
July 4..**Institutional Holiday (No Classes)**
July 5... **Classes Resume**
July 10-11... **FINALS**
July 16.......................................*Grades Available Online Only*

JUMP START 2025 (5 weeks)

March 3 – June 6... *Online Registration*
June 6 ....*Payment Deadline for Online Registration Only if enrolled in this term. If you have various terms of enrollment that include Summer I and any other summer term, the payment deadline remains May 23rd.*
June 7 – June 15......................................*LATE Online REGISTRATION**
June 16.. **CLASSES BEGIN**
June 19... *Census Date*
June 20..............................*Last Day to Submit Notification of Intent to be Absent For Observation of Religious Holy Days*
July 2... ....**Last Day to DROP with a "W"**
July 4... *Institutional Holiday (No Classes)*
July 5..*Classes Resume*
July 17–18... **FINALS**
July 23.......................................*Grades Available Online Only*

SUMMER II 2025 (5 weeks)

March 3 – July 3 .... *Online Registration*
July 3....................................... *Payment Deadline for Online Registration Only if enrolled in this term. If you have various terms of enrollment that include Summer I and any other summer term, the payment deadline remains May 23rd.*
July 4 – July 13......................................*LATE Online REGISTRATION**
July 14.. **CLASSES BEGIN**
July 17... *Census Date*
July 18..............................*Last Day to Submit Notification of Intent to be Absent For Observation of Religious Holy Days*
July 30.......................................**Last Day to DROP with a "W"**
August 14 – 15 .... **FINALS**
August 20 ....*Grades Available Online Only*

SUMMER 2025 (10 weeks)

March 3 – May 23 .... *Online Registration*
May 23....................................... *Payment Deadline for Online Registration*
May 24 – June 8 ....*LATE Online REGISTRATION**
May 26................................... **Institutional Holiday (No Classes)**
June 9.. **CLASSES BEGIN**
June 13...............................*Last Day to Submit Notification of Intent to be Absent For Observation of Religious Holy Days*
June 17... *Census Date*
July 4....................................... *Institutional Holiday (No Classes)*
July 5..*Classes Resume*
July 18.......................................**Last Day to DROP with a "W"**
August 14 – 15 .... **FINALS**
August 20 ....*Grades Available Online Only*

*Payment Deadline is 5:00 pm on the day of registration. If registration is completed online after hours, payment must be made by the next business day.
**Only Evening Classes will meet as scheduled. All Administrative and Student Support Services Offices will be closed. (All College staff and faculty report to work for training).
***(All classes will meet as scheduled.) (Administrative and Student Support Services Offices will be closed for training.)

Dates are subject to change. Visit epcc.edu/Admissions/academic-calendar for the latest events.

Our History

El Paso Community College (EPCC) was established in 1969 when individuals in El Paso County voted to form a junior college district and elected a board of seven trustees to administer the college. By 1971, the Board of Trustees and citizens of the community requested state financial assistance to start its first classes. The 62nd Texas Legislature appropriated funds and El Paso Community College became a reality, enrolling 901 students in September of that year.

Since then, EPCC has offered high quality, affordable education and has been transforming the lives of our students for more than 50 years. With more than one million students served and more than 100,000 degrees and certificates awarded, EPCC makes a positive impact on students, their families, and our community.

EPCC is the largest two-year post-secondary institution in the Paso Del Norte Region. The college offers a variety of academic programs, continuing education classes and workforce training. These successful programs support our community and give students an opportunity to achieve their dreams.

The college is nationally recognized for excellence in programs and support services. EPCC was named as one of the Top 10 Community Colleges in the nation by the Aspen Institute in 2015 and has also been the recipient of the prestigious Student Success Award by the American Association of Community Colleges (AACC) among numerous other national accolades. EPCC has been consistently nationally among the top colleges for the number of associate degrees awarded to Hispanic students.

EPCC continues to strengthen our region. The college serves as a leader in training the emerging workforce and provides expertise to area business and industry. EPCC has established partnerships with K-12 and 4-year institutions creating strong educational pathways for our region. As a result, EPCC has improved educational attainment and economic mobility for our community.

Today, EPCC serves nearly 25,000 students and offers more than 154 programs. The college remains focused on engaging students, growing community partnerships, and fostering excellence. By creating a college-going culture and implementing innovative student success initiatives, EPCC is transforming the pathway to higher education and developing a better prepared workforce for our region.

For a timeline of EPCC's history, visit:
https://www.epcc.edu/About/Anniversary/history

EPCC Pathways

AACC Pathways & Texas Pathways is the approach that EPCC has taken to manage and sustain large-scale transformational change. The goal is to improve students' rates of college completion, transfer, and attainment of jobs with value in the labor market and to achieve equity in those outcomes.

To provide more consistent information to help students, EPCC has mapped programs to obtain transfer and career information, identifying course sequences, and ensuring that coursework aligns to programs of study. All of this is done with keeping student learning as the focus by supporting learning outcomes, project-based learning, applied learning, outcome mastery, and other innovative engagement strategies.

Aspen Award

In 2015, Aspen Institute announced that EPCC was named one of the Top 10 Colleges in the Nation by the Aspen Institute for the college's impact on student success. This distinguished recognition is for having high achievement and performance in community colleges recognizes excellence in four areas: Learning, Degree Completion, Employment and Earnings, and Success for Minority and Low-Income Students. "EPCC is honored to be named a finalist for the 2015 Aspen Prize," Dr. William Serrata, EPCC President said. "This is a tribute to the long history of commitment to student success at El Paso Community College. From the Board of Trustees, to our faculty, staff and administrators there is a passion and commitment to facilitating student success."

Achieving the Dream: Community Colleges Count

Achieving the Dream is a data-driven national initiative created to help close the gaps in educational achievement and success for community college students by fulfilling four key objectives: guiding evidence-based institutional change; influencing public policy; generating knowledge; and engaging the public. Many community college students face significant barriers to educational success, and for many El Paso Community College (EPCC) students, these often are minority or low-income population struggles. Because of this initiative, EPCC has developed several programs and services such as PREP, TSI Boot Camps, College Readiness, Early College High School, and the Teachership Academy to aid students along their educational journey

El Paso Community College Campuses

Meeting the Educational Needs of Our Community

In 1975, EPCC purchased just a single building on Rio Grande Street using funds and equipment donated by Project Hope. From its humble start, EPCC grew into five campuses strategically located throughout El Paso. These campuses offer a range of credit courses that can help you obtain either an Associate of Arts or Science, an Associate of Applied Science, Certificate of Completion, Enhanced Skills Certificate, or Advanced Technical Certificate.

You can also obtain additional education by enrolling in our non-credit courses given by the Workforce and Continuing Education Program. All the campuses offer full services, including admissions and registration, financial aid and counseling, libraries, bookstores, cafeterias, and child care at two campuses. We also offer literacy and basic skills classes, as well as non-credit classes throughout El Paso County at community centers and public schools. Read below to learn more about our campus locations and their special programs.

For EPCC maps visit epcc.edu/Contact/Maps

Rio Grande Campus
100 W. Rio Grande Ave.
El Paso, Texas 79902

The Rio Grande Campus was the first permanent facility for El Paso Community College. The campus focused on education for health careers and expanded its courses in 1980 to include the arts, sciences, and other workforce education programs. It provides a top-quality educational environment for its diverse population of over 5,000 students.

For more information visit, epcc.edu/Contact

Valle Verde Campus
919 Hunter Dr.
El Paso, Texas 79915

Valle Verde is the largest and most centrally located facility in the college district. It is the main location for all student service functions and includes a child care center. This campus houses the Advanced Technology Center, the Language Institute, and the Intercollegiate Athletic Program. It serves nearly 18,000 students each semester.

For more information visit, epcc.edu/Contact

Transmountain Campus
9570 Gateway N. Blvd.
El Paso, Texas 79924

The Transmountain Campus was designed to complement the visual angles of the Franklin Mountains and the surrounding desert. It houses the college's only performance/lecture facility for concerts, films, large meetings and community events. The facility serves over 4,000 students each semester.

For more information visit, epcc.edu/Contact

EPCC Fort Bliss Center
Building 639 & 641,
Taylor Rd.
El Paso, Texas 79906

EPCC began its operations within Fort Bliss, and today we still offer educational programs on base. Services are provided to active duty military personnel, their family members and civilians. Call 915-831-5511 for more information.

Northwest Campus
6701 S. Desert Blvd.
El Paso, Texas 79932

The Northwest Campus opened in 1994 to serve the expanding population of far West El Paso. Unique to this location is the Northwest Campus Library that serves the area as a "Community Library" in partnership with the City of El Paso and the El Paso Public Library. The Northwest Campus offers a full range of academic, technical, and non-credit classes to over 3,000 students.

For more information visit, epcc.edu/Contact

Administrative Services Center
9050 Viscount Blvd.
El Paso, Texas 79925

Building 'A' of the Administrative Services Center houses support services, including the Board of Trustees, Office of the President, the Foundation for EPCC, KCOS EPCC-TV, Personnel, Payroll, Purchasing, and Information Technology. Building 'B' is home to an array of career and technical programs, as well as GED, Workforce/Economic Development, Continuing Education, Literacy Programs, and the Senior Adult Program. Business services are offered by the Small Business Development Center and the Contract Opportunities Center.

For more information visit, epcc.edu/Contact

Mission Del Paso Campus
10700 Gateway Blvd. E.
El Paso, Texas 79927

In 1998 EPCC opened Mission del Paso, a major educational facility in the east El Paso/Mission Valley area that serves nearly 5,000 students. The facility offers a range of classes, including a state-of-the-art Law Enforcement Training Academy that provides a spectrum of training programs for the private security profession and peace officers.

For more information visit, epcc.edu/Contact

Early College High School/P-TECHS

The College and Career Readiness School Models (CCRSM), including Early College High School (ECHS) and Pathways in Technology Early College High School (P-TECH), are designed to allow students to simultaneously earn a high school diploma and a post-secondary credential, such as an associate degree or certificate of completion in four years. Students in this program take a combination of high school and College courses and receive academic and social support services to ensure their success, and it's free!

All Early College High School/P-TECH students must meet the following EPCC Early Admission requirements:

- Be a high school student in grades 9-12
- Complete and apply onapplytexas.org/
- Meet College readiness standards
- Complete an Early Admission Form
- Attend New Student Orientation
- Meningitis Vaccine or Waiver

*Acceptance to ECHS/P-TECH is determined by the high school.

The ECHS and P-TECHS must target and enroll students who are historically underrepresented in higher education, including economically disadvantaged, first-generation, at risk, English Language Learners, and minority students. Tuition waivers for College attendance are granted to each student.

The key to the success of these school models is a strong partnership between the independent school districts (ISDs) and higher education institutions. El Paso Community College has partnered with Canutillo ISD, Clint ISD, El Paso ISD, Fabens ISD, San Elizario ISD, Socorro ISD, Tornillo ISD, and Ysleta ISD to provide eighteen ECHS and nineteen P-TECHS. We are currently serving over 6,000 students through this exciting and innovative educational experience.

El Paso Community College is committed to the success of the CCRSM mission and is adding new schools every year. For more information visit,
epcc.edu/Academics/DualCredit/early-college-high-school

Dual Credit Program

Tuition Free College Credits
El Paso Community College (EPCC) offers courses to qualified high school students at the high school campuses. Students receive both high school credit and college credit for the courses they take in the Dual Credit program. College credentialed instructors teach the courses either on-site or through distance learning (online).

All Dual Credit students must meet the following EPCC Early Admission requirements:

- Be a high school student in grades 9-12.
- Complete and apply on applytexas.org/
- Meet College readiness standards.
- Complete an Early Admission Form.
- Attend New Student Orientation.

Courses
College courses for Dual Credit are identified as academic courses in the Academic Course Guide Manual (ACGM) or as technical courses in the Workforce Education Course Manual (WECM). Dual Credit and ECHS students may register for a maximum of 16 credit hours during a semester. A maximum load of 18 credit hours requires a 3.0 GPA or better and approval by the Dean of Dual Credit and Early College High Schools and the Vice President of Instruction and Workforce Education. Dual Credit students cannot enroll in developmental or continuing education courses.

Tuition and Fees Waived
Tuition and fees are waived for college courses for Dual Credit. The Dual Credit program will benefit those who want to save money and earn college credit before graduating high school.

Student Services
Students enrolled in the Dual Credit Program will have access and be entitled to all student services, facilities, and academic support services at all El Paso Community College campuses.

Students will need a valid EPCC Best Start (ID) card. For more information, contact the Dual Credit Office at 915-831-6677, ASC Dean. Office DC@epcc.edu or visit epcc.edu/Academics/DualCredit

Our Future

EPCC has awarded more than 100,00 degrees to students since being established in 1969. EPCC has a laser-focus on student success which is making an impact for our graduates and our entire region. By providing accessible education and workforce development, EPCC is improving social and economic mobility for students and their families which has a generational impact in our community. EPCC will continue to play a crucial role in upskilling and reskilling individuals for rapidly changing job markets, fostering regional economic growth, and promoting success for all students in education. Additionally, EPCC is a hub for lifelong learning, providing opportunities for individuals to acquire new skills at any stage of their careers. By ensuring affordability and flexibility in higher education, EPCC remains vital for addressing the educational needs of our community and creating a promising future.

El Paso Community College Foundation

EPCC has advanced economic and social mobility for more than 100,000 graduates and has strengthened our region. The El Paso Community College Foundation promotes student success, college degree completion, and raises funds for scholarships to help local students achieve their dreams. The EPCC Foundation strives, with the generosity of donors and sponsors, to provide resources for students to enroll in college so they can pursue degrees and certificates and graduate and be competitive in the workforce and to transfer to four-year universities. If you would like to find out more about scholarships, the work of the EPCC Foundation, or wish to donate for EPCC students, contact the EPCC Foundation at 915-831-6483, or visit epcc.edu/Administration/Foundation

EPCC Provides Students Clear Paths to Higher Education & Graduation

By participating in the American Association of Community Colleges (AACC) Pathways & Texas Pathways initiatives EPCC has created large-scale transformational change that helps students succeed. As a result, students are able to enroll, have the resources and support to stay enrolled and graduate with a certificate or a degree. To provide more consistent information to help students, EPCC has mapped program paths and degree plans, has expanded ways for students to obtain transfer and career information, identified the best course sequences, and ensuring that coursework aligns to programs of study. All of this is done to provide the highest quality learning experiences for students by supporting measurable outcomes, project-based learning, applied learning, outcome mastery, and other innovative engagement strategies.

Workforce & Continuing Education

The jobs of the future are going to require some sort of degree or certificate. EPCC provides the programs that are needed to support the workforce in our region and provide tailored programs to meet evolving industry demands. Whether seeking a degree or certificate or wanting to upskill or reskill, the college offers a variety of programs at the Workforce and Continuing Education Center located at 9050 Viscount Blvd., ASC Building B, including:

- Contract Opportunities Center
- Workforce Strategic Initiatives
- Literacy Programs Department
- Senior Adult Program
- Small Business Development Center
- Workforce/Economic Development and Continuing Education

Looking Ahead

EPCC will continue to play a pivotal role in strengthening our community, increasing educational attainment, facilitating career advancement, fostering innovation, advancing the city's economic growth and preparing today's students for the jobs of tomorrow.

Important Notice to All Students

All questions concerning the following District Policies should be referred to the Vice President for Student and Enrollment Services.

Information Security
Every student of El Paso Community College (EPCC) has a role in keeping personally identifiable information (PII) confidential, and each is a stakeholder in protecting the computers, networks and databases which process and store student information. It is important to follow the "best practices for protecting information" and not abuse EPCC computer and network resources. El Paso Community College procedure CS-4, "Acceptable Use of Information Technology Resources" is the primary guidance for best practices and proper use of EPCC resources. For any questions regarding information technology best practices and maintaining the confidentiality of one's personally identifiable information, both on and off campus, please contact the Information Security (InfoSec) program at epcc.edu/Services/ITServiceCatalog/information-security

Equal Opportunity Statement
El Paso Community College does not discriminate on the basis of race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation, or gender identity, in providing educational programs and services or in employment opportunities and benefits. The College is committed to compliance in all of its activities and services with the requirements of Title VI and Title VII of the Civil Rights Act of 1964, as amended, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990.

Students have the right to pursue their education in an environment free from sexual harassment. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment. El Paso Community College does not tolerate the sexual harassment of students or employees. Additional information or assistance with filing a complaint may be obtained by calling the Employee Relations Department at 915-831-6630.

Inquiries concerning educational programs and services under Title VI, Title IX, Section 504, and the Americans with Disabilities Act should be directed to Student Services at 915-831-2655. Inquiries regarding compliance in employment should be directed to the Employee Relations Department at 915-831-6630.

Rights of Individuals with Disabilities
El Paso Community College complies with Section 504 of the Rehabilitation Act of 1973 and with the Americans with Disabilities Act of 1990 and does not discriminate on the basis of a disability in the operation of its educational programs or in its admission and employment practices. Special emphasis will continue to be placed on correcting conditions which may inadvertently discriminate against any individual with a disability. Please contact the Center for Students with Disabilities at 915-831-2426.

HIV/AIDS Information for Students
The El Paso Community College policy on HIV infection and AIDS is available in the Counseling Center at each campus. The College adopted and implemented the HIV/AIDS Model Workplace Guidelines as approved by the Texas Board of Health in 1990. A copy of the complete guidelines is available in the Human Resources Office.

Religious Holy Days
In compliance with Texas Education Code, Section 51.911, El Paso Community College allows a student who is absent from class for the observance of a religious holy day to make up the class work for that day within a reasonable time after the absence. Students who intend to be absent for religious holy days must notify each instructor in writing by the 15th calendar day of the semester.

Drug-Free Policy for EPCC Students
The unlawful manufacture, possession, consumption, distribution, sale, dispensation, or use of controlled substances, including marijuana or alcohol, or the appearance of a student under the influence of drugs or alcohol on campus grounds, at school-sponsored functions, or while students are representing the College is prohibited at all times and is a violation of State law. In addition to criminal prosecution, student offenders will be subject to disciplinary action by the College as outlined by the Student Code of Conduct.

Student Conduct and Discipline
El Paso County Community College District assumes that students entering college are familiar with the rules governing proper conduct. The Board of Trustees of the District declares all general and criminal laws of the State to be in full force and effect at the College. Dishonesty, disruption, or disorderly conduct is subject to disciplinary action as outlined in the Student Code of Conduct.

Weapons on Campus
On August 1, 2017, a Texas bill known as "Campus Carry" was passed. This bill allows individuals who hold a concealed handgun license to carry a concealed handgun on EPCC campuses. EPCC has identified a number of exclusion areas or "gun free zones" where handguns will not be permitted, including but not limited to: ECHS, head start, child care facilities, art classrooms, chemistry labs, and culinary arts spaces. Please visit epcc.edu/Services/Police/campus-carry for additional information.

Undergraduate Credit Hour Limits
Students working toward a bachelor's degree who plan to attend a four-year college or university in Texas should be aware of the 30-hour rule, which went into effect with the Fall 2005 semester. Students can take 30 semester credit hours above the credit-hour requirements of their degree. Credit hours in excess of the limit will not be funded by the state and could result in higher tuition being assessed. This does not include credit hours for remedial, developmental, workforce education, technical courses or hours earned through testing. El Paso Community College will notify students when they complete 70 credit hours toward the limit.

Your Privacy Rights

Directory Information

In compliance with the Family Educational Rights and Privacy Act (FERPA) of 1974, El Paso County Community College District gives notice that an information directory may be released to the general public without the written consent of the student. Directory information includes:

- Student name
- Student address
- EPCC student email address
- Telephone listing
- Dates of attendance
- Major field of study, awards, and degrees received
- Most recent/previous institution attended
- Date of Birth
- Participation in officially recognized activities/sports
- Weight and height (for members of athletic teams)
- Academic level
- Enrollment status

Students currently enrolled may request that their directory information be withheld from the public by filing a written request at the Admissions and Registration Office. Such a request will remain in effect until the student authorizes its removal in writing.

Release of any additional information pertaining to student records must be authorized, in writing, by the student, except as authorized under the law. Students have a right to inspect, review, request copies of, and challenge the contents of their educational records. A fee will be charged for copies provided.

The Registrar's Office is the repository of all students' educational records and will supply students with information related to their educational records and refer those students requiring additional assistance to the proper College official or office. For more information on FERPA visit, epcc.edu/Administration/InstitutionalResearch/faqs.

Records and the Annual FERPA Notifications to the Students

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their educational records:

(1) The right to inspect and review the educational records within 45 days of the day the College receives a request for access.

Students should submit to the registrar, dean, or other appropriate official written requests that identify the record(s) they wish to inspect. Access to the educational records of a student who is or has attended EPCC shall be granted to the student. The College official will arrange for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the College official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

(2) The right to request the amendment of the educational records that the student believes are inaccurate or misleading. Students may ask the College to amend a record that they believe is inaccurate or misleading. They should write to the College official responsible for the record, clearly identify the part of the record they want changed and specify why it is inaccurate or misleading.

If the College decides not to amend the record as requested by the student, the College will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

(3) The right to consent to disclosures of personally identifiable information contained in the educational records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests.

A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the College has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her professional responsibility.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

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

Admissions & Registration

El Paso Community College's "Open Door" policy accepts all applicants to attend the college. You can attend EPCC if you fall under any of the following categories:

Attendance Eligibility

High School Graduate
Obtained a high school diploma from an accredited public high school, private school, or homeschool.

Transfer Student
Previously attended other colleges or universities.

Dual Credit/Early College High School
High School student that is enrolled in college courses for dual credit or is currently attending an Early College High School.

Early Admissions
High School student that is enrolled in college courses prior to high school graduation who is not a Dual Credit or Early College High School student.

International Student
International student who has college or high school level transcripts, along with proof of proficiency in the English language.

Military & Veteran Student
Active duty or reserve Military.

Individual Approval
If the student has not graduated from high school, or has not received a high school equivalency exam and is over the age of 18, student may still be admitted to EPCC.

High School Equivalency Exams
Prospective student has successfully completed one of the following exams: GED (General Education Development), HiSet (High School Equivalency Test), or TASC (Testing Assessing Secondary Completion).

Admissions & Registration Process

Apply for Admissions
To apply, visit goapplytexas.org. Once your application is processed you will receive an email from the Office of Admissions and Registration with your EPCC ID number and PIN, as well as information on next steps to take.

Specialized Admissions for Health Careers
Health programs acceptance is determined by individual academic performance based on a competitive ranking. For more information please visit, epcc.edu/Admissions/health-programs

Apply for Financial Aid
Complete the Free Application for Federal Student Aid (FAFSA) online. FAFSA is required for almost all financial aid programs, and most of the EPCC Financial Aid Offices provide computers and help with completing a FAFSA application. Financial Aid requires a social security number for FAFSA. Apply at studentaid.gov/fafsa

Submit Official Transcripts
EPCC students must have their official high school, GED, or college transcripts sent to the EPCC Admissions and Registration Office. To be considered "official", transcripts must be sent directly to EPCC from the previous school/schools to the Admissions and Registration Office. epcc.edu/Admissions/transcripts

Get Vaccinated
Texas state law requires entering students under the age of twenty-two (22) show evidence of receiving a bacterial meningitis vaccination or booster dose during the five-year period prior to enrollment. The Meningitis Vaccine required must be administered at least 10 DAYS before the semester begins. Submit documents to the Admissions and Registration Office. More information can be found at, epcc.edu/Admissions/immunization-law

Assessment Test
New students must complete a placement test in order to take college-level courses. Testing must be done before attending New Student Orientation. For more information on assessment calendars, testing fees and more visit, epcc.edu/services/testingservices

Meet with a Counselor
Counselors can assist students with career choices, personal issues, or any academic struggles a student might encounter. To schedule an advising session with a counselor, visit an EPCC campus, email counseling@epcc.edu, or go to, epcc.edu/Services/Counseling for online advising or assistance.

Register for Classes
To register for credit courses, navigate to EPCC's Online Registration website, epcc.edu/Admissions/Registration

Pay for Classes
Access your student account and make payments online through Touchnet. You will need your EPCC student ID number and PIN. If you do not know your password, contact the IT Help Desk at 915-831-6440 or, ithelpdesk@epcc.edu. To pay online go to, epcc.edu/ admissions/tuition

A student of this institution is not under any obligation to purchase a textbook from a college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer. Students can use alternative sources that may or may not be less expensive, such as independent retailers, including online retailers.

Attend New Student Orientation
After admission into El Paso Community College and placement requirements are completed, all students must participate in a New Student Orientation (NSO). Orientation is an opportunity to get off to a good start and become familiar with the many programs and services at EPCC. epcc.edu/Admissions/Orientation

Residency Status, State Tuition and Fees
Tuition rates for credit courses are established on the basis of your residence status as defined by the Texas Education Code and Rules and Regulations of the Texas Higher Education Coordinating Board.

If you are in one of the non-Texas resident classifications and wish to appeal your classification, please contact the Admissions and Registration Office. For more information on, Resident and Non-Resident fees, In-State Tuition Residency Requirements, Refunds, or Additional Fees visit, epcc.edu/admissions/tuition

Changes of Name and/or Address

At the time of admission to the College, you provide us with your legal name as it will appear on your official student

record. If you change your name after that, you need to provide notification in writing to the Admissions and Registration Office, accompanied by legal documentation (example: marriage certificate, copy of a court order, along with a valid driver's license or valid state ID) to identify the new name under which your records will be maintained.

The address you provide us at the time of registration is used for all correspondence with the College, such as financial aid checks, refund checks, and general correspondence. If your address changes, you need to notify the Admissions and Registration Office by submitting a

Student Record Update form. This form can be found at epcc.edu/Admissions/forms

Evaluation of Prior Credit

There are a variety of ways available to record additional credit hours on your transcript at El Paso Community College. Those who have attended another college or university will have those credits evaluated by EPCC for transfer. Through articulation agreements with area high schools, the College may award credit for some high school classes. Perhaps you have earned credit by examination through national testing programs, or your life experiences may gain you college credit. If you are already working in the profession for which you are seeking a degree, you may achieve advanced standing through the Credit for Learning by Experience Option (CLEO) program. Military experience and training may earn course credits. In some cases, you can take challenge exams to move through your coursework more quickly.

It is each student's responsibility to seek evaluation of credits and provide all the transcripts and documents needed to evaluate any prior educational experience.

Resolution of Transfer Disputes for Lower-Division Courses

(A) The following procedures shall be followed by institutions of higher education in the resolution of credit transfer disputes involving lower division courses:

(1) If an institution of higher education does not accept course credit earned by a student at another institution of higher education, the receiving institution shall give written notice to the student and to the sending institution that transfer of the course credit is denied, and shall include in that notice the reasons for denying the credit. Attached to the written notice shall be the procedures for resolution of transfer disputes for lower-division courses as outlined in this section, accompanied by clear instructions outlining the procedure for appealing the decision to the Commissioner.

(2) A student who receives notice as specified in paragraph one (1) of this subsection may dispute the denial of credit by contacting a designated official by either the sending or the receiving institution.

(3) The two institutions and the student shall attempt to resolve the transfer of the course credit in accordance with Board rules and guidelines.

(4) If the transfer dispute is not resolved to the satisfaction of the student or the sending institution within 45 days after the date the student received written notice of denial, the sending institution may notify the Commissioner in writing of the request for transfer dispute resolution, and the institution that denies the course credit for transfer shall notify the Commissioner in writing of its denial and the reasons for the denial.

(B) The Commissioner or the Commissioner's designee shall make the final determination about a dispute concerning the transfer of course credit and give written notice of the determination to the involved student and institutions.

(C) Each institution of higher education shall publish in its course catalogs the procedures specified in subsections (A), (B), (D) and (E) of this section.

(D) The Board shall collect data on the types of transfer disputes that are reported and the disposition of each case that is considered by the Commissioner or the Commissioner's designee.

(E) If a receiving institution has cause to believe that a course being presented by a student for transfer from another school is not of an acceptable level of quality, it should first contact the sending institution and attempt to resolve the problem. In the event that the two institutions are unable to come to a satisfactory resolution, the receiving institution may notify the Commissioner, who may investigate the course. If its quality is found to be unacceptable, the Board may discontinue funding for the course.

International Students

Application Information and Assistance

EPCC has dedicated staff at various campuses who assist with the needs of international students from the admission application process to transferring and graduation. We understand that the Department of Homeland Security (DHS) regulations can be difficult to understand, but we are here to help international students stay in compliance with DHS requirements while attending EPCC.

Visit a Designated School Official (DSO) for admission information epcc.edu/Admissions/international-students.

Apply for Admissions

To apply, visit goapplytexas.org. Once your application is processed you will receive an email with your EPCC ID number and PIN.

SEVIS I-20/F-1 Visa

To apply for a SEVIS, I-20 Form you must:

- Complete an EPCC Admissions Application Form
- Have a valid passport from your home country
- Pay a $25.00 (USD) admission fee
- Provide official transcripts from previous institutions

Additionally, students wishing to reside in the US while attending school full-time must submit a completed Financial Responsibility Statement, to include a current bank statement, indicating sufficient funds to pay living expenses and cost of school.

Transcripts

All transcripts from previously attended institutions, both U.S. and foreign, must be received by the International Students Office prior to an I-20 being issued.

Foreign post-high school (college and university level) transcripts from all institutions previously attended, including those in English and Spanish, must have a course-by-course evaluation from the National Association of Credential Evaluation Services (NACES) agency sent directly to EPCC.

Foreign high school transcripts must have a general evaluation from the National Association of Credential Evaluation Services (NACES) agency sent directly to EPCC. A list of NACES agencies can be found at NACES.org.

English Proficiency

Proof of proficiency in the English language is required for enrollment into academic programs. The following may be used as proof of proficiency:

- Official transcripts reflecting graduation from a US high school.
- Official transcripts from an accredited US college or university showing completion of 12 semester credit hours with a cumulative GPA of at least 2.0 on a 4.0 scale.
- Official report on the Test of English as a Foreign Language (TOEFL) with a minimum score of 450 (paper-based), or 133 (computerized), or 45 (Internet) on the international version.
- Completion of the English Language program at EPCC.

Students not proficient in the English language must enroll in the English Language Program.

Other Requirements

After receiving the SEVIS, I-20 form and F-1 Visa, the following requirements pertain to both full-time and Border Commuter students:

- You must report to the EPCC International Students Office within 10 days of entering the US for the first time on your F-1 Visa.
- You must report all changes to your address and phone number to the International Students Office within ten (10) days.
- You must check with the International Students Office before you make any changes to your schedule in order to ensure that it does not adversely affect your status as an F-1 student.
- To extend your I-20 Form, you must report to the International Students Office for an extension four (4) weeks prior to the expiration date. If the I-20 is not extended or renewed prior to the expiration date, it will be terminated, and the student will not be allowed to continue to study after the expiration date. The student will have to leave the US and re-apply for a new I-20 and get a new F-1 Visa.
- Contact the International Students Office immediately if you plan to transfer to another college or university. Another school will not be able to issue an I-20 to you unless EPCC first releases your SEVIS record.

Non-U.S. Citizens Enrollment Requirements and Conditions

International students (F-1) will be subject to the following requirements and conditions:

- International Students are subject to all policies and procedures of the College on the same basis as the general student population.
- International Students admitted to the Language Institute will be required to complete an appropriate placement test administered in English prior to initial enrollment in the academic program.
- F-1 students who are Living in the United States (LINUS) must register as full-time students with at least twelve (12) credit hours in each fall and spring semester. Of those twelve (12) credit hours, at least nine (9) credits must consist of traditional face-to-face classes. Intensive English Program (IEP) LINUS students must be enrolled in the 200 Hour Fast-Track Program.
- F-1 Border Commuter students must be enrolled in at least six (6) credit hours each semester, including the summers. Of these six (6) credit hours, at least three (3) credit hours must be taken as traditional face-to-face classes. Border Commuter students are not allowed to work in the United States either on-campus or off-campus unless it is part of their Post-Completion Optional Practical Training (OPT). Border Commuter students may not reside in the United States.
- All F-1 students (both LINUS and Border Commuters) are required to remain eligible to re-enroll in order to maintain their I-20.
  It is the sole responsibility of the student to maintain their status as an F-1 student. Failure to maintain status for any reason can result in the immediate termination of the student's I-20 and the loss of their legal status as an F-1 student.

Work Permits

Approval from the Department of Homeland Security is required prior to acceptance of off-campus employment by an F-1 student. Employment, whether off or on-campus, is limited to no more than twenty (20) hours per week; full time work is permitted during the student's vacation or break period.

Border Commuter students are not authorized for employment until after one year; then only curricular practical training or post completion practical training employment is authorized.

On-Campus Employment

On-campus employment means employment performed on the College premises for the College and is limited to no more than 20 hours per week while school is in session. Full-time work is permitted during the student's vacation period if the student is eligible and intends to enroll for the subsequent academic term.

The following criteria must be satisfied:

- Must be in good academic standing.
- Must be enrolled full time for a full course of study.

- Must be in F-1 Visa status.

Off-Campus Employment

The International Students Office will assist students who meet Department of Homeland Security's requirements for off-campus employment in completing the I-538 and I-765 Forms requesting employment authorization.

Students who apply for off campus employment must meet the following criteria:

- The student must be in Good Standing academically and enrolled for a full course of study.
- The F-1 student must have been enrolled for more than one year in full time status prior to making application for off-campus employment due to undue economic necessity.
- The student must demonstrate economic necessity due to unforeseen circumstances arising subsequent to entry or subsequent to change in student classification.
- Requests for practical training should be submitted prior to beginning employment. Requests must be submitted during the semester prior to when employment is to begin.
- The student must demonstrate that accepting employment will not interfere with the full course of study for which they are enrolled.

Military & Veteran Students

*EPCC does not prohibit attendance or impose penalties while waiting on VA Payments per 38 U.S.C. § 3679€(1)A&B

The El Paso Community College would like to thank you for your service and for making us your choice in your pursuit toward higher education.

Benefits Application Process

Our mission is to serve our students in the most effective and efficient way possible so they may achieve their educational goals.

We welcome you and thank you for your service and your support of our current and former service members. The following link will help you decide what educational benefit best fits your situation. va.gov/education/how-to -apply.

New Students

New students at EPCC must complete the standard steps for admission to the college (epcc.edu/Admissions/enrollment-checklist) and an Application for the Department of Veterans Affairs Benefits.

At the Student Services (Admissions/Intake) area, you must:

- Complete the college admissions steps (including testing.)
- See an Academic Counselor and obtain a degree plan.
- At the Veterans Affair Office (VAO), you must speak to a VA Certifying Official.

Military Guest Students

First Time Guest Students

First Time Guest Students will have to do the following:

- Complete and submit EPCC admissions application.
- Students under the age of 22 must provide evidence that they have received a bacterial meningitis vaccination or booster dose within the five-year period prior to the start of the semester in which they plan to enroll.
- Register for courses.
- Provide a Parent Institution Letter (PIL) from your home school to the EPCC VA Office. PIL must include the following information:
  - Name and address of Primary School
  - Name and address of Secondary School
  - Student Name, ID#, SS#, or Claim #
  - Chapter and percent eligibility
  - Program of Study
  - Term

Only courses listed on PIL will be processed for VA Education Benefits. Allow 48 hours for processing.

Returning Guest Students

Returning Guest Students will have to do the following:

- Submit a reapplication if they have not been enrolled for more than a consecutive fall and spring semester.
- Provide a Parent Institution Letter from your home school to the EPCC VA Office. PIL must include the following information:
  - Name and address of Primary School
  - Name and address of Secondary School
  - Student Name, ID#, SS#, or Claim #
  - Chapter and percent eligibility
  - Program of Study
  - Term

Only courses listed on PIL will be processed for VA Education Benefits. Allow 48 hours for processing.

Academic & Military Transcripts

The Department of Veteran Affairs (DVA) requires that all previous education and training be evaluated for possible credit. If you previously attended another college or university, including non-accredited colleges and technical schools, you must request official transcripts be sent to EPCC.

You may request a Joint Service Transcript at the following website, jst.doded.mil/jst/. All veteran students must request the Joint Service Transcript be sent by email to sendtranscripts2@epcc.edu or by mail to:

> Admissions & Registration Office
> El Paso Community College
> PO Box 20500
> El Paso, TX 79998

Advance Payment

Advance payment of benefits is available for Ch 30, 31, 35, and 1606 EXCEPT Ch 33.

- Must have an Advance Payment Request form on file at school.
- Must be attending school at least half-time.
- Must have a break of at least 30 days before the start of the term.
- VA must receive enrollment certification at least 30 days before classes start.

If student is eligible, they will receive an advance payment for the first partial month plus the first full month of enrollment.

For example, if enrollment starts on August 25th, the first payment will be for the period August 25th through September 30th. VA will send the advance payment check to (EPCC) for the student to pick up. Since GE Bill benefits are paid at the end of the month, the next payment for October 1st through October 31st will be issued in early November. In this example, the student will need to verify attendance by October 31st.

If student reduces enrollment or withdraws from all courses during the period covered by an advance payment, the student will have an overpayment. This means the student is responsible to repay the amount to the VA. If the advance paycheck amount is incorrect, the student must contact VA before cashing the check.

Military Experience

Active duty military personnel and veterans may receive college credit for education and occupational training received through the military. Veterans or Active duty service members should request Community College of the Air Force or Joint Services Transcript to be sent directly to the Admissions and Registration Office.

* Credit awarded based on military training must apply to the student's declared degree and major.

Testing Services

Assessment/Placement Testing

Unless placed by transfer coursework or National Examination. First-time students at EPCC are required to take course placement tests to assess current skill levels in ELAR (English Language Arts and Reading) and Math. An Advanced Math Placement test is available for students that

qualify. Please check with your Counselor for qualifications. Some students may be required to take additional course placement tests depending on their program of study.

If English is your second language, and you need to improve reading, writing, or speaking in English, you may take the Accuplacer ESL test prior to taking the TSIA2.

The Counseling department will determine which tests you need to take and refer you to the Testing Center to schedule your test appointment.

Visit epcc.edu/Services/TestingServices for the latest information regarding testing.

Developmental and College Readiness Education

In keeping with the state-mandated Texas Success Initiative Assessment (TSIA2), entering students must take an academic placement test in English Language Arts and Reading (ELAR) and Mathematics (MATH). Students who do not test into college-level course work will have to enroll in developmental coursework. Please be aware that all portions of the TSIA2 (college readiness classification and diagnostic test (as applicable)) are required for each student, even for dual credit and dual enrollment purposes. Students are strongly encouraged to participate in academic test preparation to assure best results on the TSIA2. Contact the PREP program's main office at 915-831-2325 for Testing Services, Tutorial Support Services, or an academic counselor for more information at any of our campuses.

English as a Second Language (ESL)

If English is your second language and you took the Accuplacer ESL exam, you may be placed in English as a Second Language (ESOL) courses according to your test scores. Reading/Vocabulary, Speaking/Listening, and Writing/Grammar courses start at a high beginning level and prepare students for academic courses at the advanced level. At the top level of the ESOL levels, students can take credit academic courses.

ESOL Courses

The English as a Second Language (ESOL) sequence of courses includes listening, speaking, reading, grammar, vocabulary and writing. The courses offer non-native English speakers essential English language training as a pathway for college readiness. All classes are taught in English. The courses include lab activities to reinforce classwork.

Reading and Vocabulary: ESOL 0344, ESOL 0345

Listening and Speaking: ESOL 0325, ESOL 0326, ESOL 0327

Writing and Grammar: ESOL 0354, ESOL 0355

Integrated Reading and Writing: INRW 0313

Texas Success Initiative Assessment, Version 2.0 (TSIA2)

Become TSIA Complete; Prepare for College Success

You have begun a path that leads to college success and great career options. Meeting Texas Success Initiative (TSI) requirements is the next step. Depending on your TSI Assessment 2.0 (TSIA2) placement scores, you may register for a corequisite pairing of English support course/credit math support course/credit math or reading support course/credit c1ontent. For additional information on TSI placement preparation, contact PREP at 915-831-2325. Students who register for and complete a college corequisite pairing

simultaneously earn college credit and satisfy TSI requirements for college ready designation. Corequisite models in Math, Reading, and Writing help you improve your academic skills in these areas. College support co-requisite courses in Math, Reading and Writing provide:

- accelerate earning college credit hours;
- integrated and individualized support that offers additional learning opportunities, supplements course content, and helps build the skills needed to master course objectives;
- flexible assignments and relevant to the credit course and your overall area of study.

What is TSIA2?

The Texas State Legislature mandates institutions assess all entering undergraduate students for readiness to enroll into college-level course work in the academic areas of English language arts, reading (ELAR) and mathematics to provide individualized developmental education programs to those students not demonstrating readiness. The Texas Higher

Education Coordinating Board (THECB) requires the reporting of developmental progression and outcomes for all students engaged in developmental education.

Students will satisfy TSI requirements and be eligible for college-level course work when they have scored college ready in the English Language Arts Reading and Mathematics sections of TSI Assessment 2.0 (TSIA2) or when they have received a passing grade in the last level of developmental education or a college-level course in reading, writing, and math.

If I am exempt from TSIA2, do I still take the academic placement tests?

All students must meet the College's course prerequisites. Depending on the course prerequisites, students might need to take a placement test, have transcripts evaluated for placement, or be exempt from TSIA2. Students may be exempt from TSIA2 by taking the ACT, SAT, TAAS, or the STAAR (EOC). Existing TSIA scores from completed tests will remain valid for up to 5 years after the test date; students may use these scores in place of TSIA2 scores.

What if English is not my first language?

If English is your second language, and you need to improve reading, writing, or speaking in English, please take the ACCUPLACER ESL test before taking the TSIA2. At the end of the ESL levels, you have the option to take the academic courses without taking developmental courses.

What if I do not place into college-level courses?

If you do not place into college-level course work and have not completed course work at a previous institution, you may need to take a corequisite course in addition to the college-level course to comply with course requirements. You may retake the placement test to try to place into college level course work or into a higher developmental education sequence.

How can I prepare or retest for the TSIA2?

New students are strongly encouraged to participate in academic test preparation to assure best results on the TSIA2. You may also request a reassessment to opt-out of the corequisite course and into college-level course work or to place into a more advanced level allowing for earlier satisfaction of academic prerequisites. EPCC academic support services at each campus help students improve their college placement test scores through the PREP Program. PREP offers computer assisted tutorials in math, reading, and writing. Help is also available in the form of a two- to three-day TSI Boot Camp that provides a review of TSIA2 Math, Reading and/or Writing subject content and then you retest. For more information, visit the Pretesting Retesting Education Program at any campus or call 915-831-2325.

Testing

For more information on TSIA2 Cut Scores and Course placement, visit epcc.edu/Services/TestingServices/placement-testing-services.

Credit by Examination

EPCC offers college credit based on successful completion of the nationally recognized examinations listed below.

CEEB - Advanced Placement Program Examinations (APP)

Credit Awarded	Test Title	Min. Score
ARTS 1303, ARTS 1304	History of Art	3
BIOL 1306, BIOL 1106	General Biology	3
CHEM 1311, CHEM 1111	General Chemistry	3
ECON 2301	Macroeconomics	3
ECON 2302	Microeconomics	3
ENGL 1301	English Lang & Composition	3
FREN 1411	French Language	3

CEEB - Advanced Placement Program Examinations (APP) *(continued)*

Credit Awarded	Test Title	Min. Score
FREN 1411, FREN 1412	French Language	5
GERM 1411, GERM 1412	German Language	4
ITSE 1329	Computer Science (AB)	3
MATH 1314	Calculus (AB **or** BC)	2
MATH 1314, MATH 2412	Calculus (AB)	3
MATH 2413	Calculus (AB)	4
MATH 2413	Calculus (BC)	4
MATH 2413, MATH 2314	Calculus (BC)	4

MUSI 1311	Music Theory	3
PHYS 1301, PHYS 1101	Physics (B)	4
PHYS 1302, PHYS 1102	Physics (B)	4
PHYS 2325, PHYS 2125	Physics (C)	4
PHYS 2326, PHYS 2126	Physics (C)	4
SPAN 1411	Spanish Language	3
SPAN 1411, SPAN 1412	Spanish Language	4
SPAN 2311	Spanish Literature	4

CEEB – College Level Examination Program (CLEP)

Credit Awarded	Test Title	Min. Score
BIOL 1306, BIOL 1106	Biology	50
BCIS 1305 **or** COSC 1301	Information Systems & Computer Applications	50
BUSG 2305	Introductory Business Law	50
CHEM 1311, CHEM 1111	Chemistry	50
ECON 2301	Principles of Macroeconomics	50
ECON 2302	Principles of Microeconomics	50
ENGL 1301	College Composition	50
ENGL 2322, ENGL 2323	English Literature	50
FREN 1411, FREN 1412	College French	62
GERM 1411, GERM 1412	College German	50
GOVT 2305	American Government	50
*HIST 1301	History of U.S. I: Early Colonization To 1877	50
*HIST 1302	History of U.S. II: 1865 to The Present	50
MATH 1314	Algebra	54
MATH 2413	Calculus w/Elementary Functions	55
MRKG 1311	Principals of Marketing	50
SOCI 1301	Introductory Sociology	50
SPAN 1411, SPAN 1412	College Spanish	66
PSYC 2301	Introductory Psychology	50
PSYC 2314	Human Growth & Development	50

*Note: Credit in U.S. History is allowed only for one course. The other course must be taken in a classroom as required by Texas Legislative requirements for degrees. Courses deleted by the College are not eligible for award of credit and are subject to change without notice.

DANTES – Subject Standardized Tests (DSST)

Credit Awarded	Test Title	Min. Score
ACCT 2301	Principles of Financial Accounting	49
ARTS 1303, ARTS 1304	Art of the Western World	48
BIOL 2406	Environment & Humanity: The Race to Save the Planet	46
BUSG 1301	Intro to Business	46
COSC 1301 **or** ITSC 1301	Introduction to Computing	45
EDUC 1301	Foundation of Education	46
HRPO 2301	Human Resource Management	46
MATH 1314	Fund of College Algebra	47
MATH 1342	Principles of Statistics	48
PHIL 2306	Ethics in America	46
ASTR 1304	Astronomy	52
PSYC 2314	Lifespan Developmental Psychology	50

Credit by Examination

EPCC recognizes academic achievement obtained from non-traditional sources. There are alternative ways in which course credit may be earned. These include the College Entrance Examination's Board (CEEB), the CEEB Advanced Placement Program (APP), the College Level Examination Program (CLEP), the DANTES Subject Examinations, and Departmental Examinations prepared, administered, and scored by EPCC faculty members who teach the course. Official score reports must be sent directly to the Admissions and Registration Office from the testing agency. Credit earned by examination is recorded on the official EPCC academic record after the student enrolls and completes all admissions requirements.

Credit by Examination Procedures:

1. Credit earned by examination will be awarded only to enrolled and formerly enrolled EPCC students who meet credit by examination eligibility requirements.

2. Credit by examination may be earned for any subject listed in the table charts unless the student has (a) earned credit for the equivalent course by transfer, or (b) has enrolled in the course and received a grade other than "W" or "F".

3. Credit earned by examination satisfies degree requirements in the same way as credit earned by instruction. There is no limit to the amount of credit that may be earned by examination and be used to meet prerequisites for higher level courses.

4. Credit earned at regionally accredited colleges will be considered for award before credit by examination.

5. Credit earned by examination may not be applied to residency requirements for degree.

6. Credit earned by examination is recorded as a grade of CR and is not included in grade point average calculation.

7. All decisions regarding specific examinations for credit, cut-off scores, and equivalencies are made by the appropriate faculty with the concurrence of the Instructional Dean.

International Baccalaureate
1. Credit (CR) will be awarded to students with IB Diploma and IB Exam Scores of 4-7.

2. Students must petition for their course credit after academic advising regarding the following factors:

- Impact of accepting credit upon their tuition rebate eligibility.
- Impact of accepting credit upon additional tuition charges for excessive total hours.
- Impact of accepting credit upon a Texas Be-On-Time student loan forgiveness.
- Academic preparation for sequent course based on IB test score.

3. A complete listing of IB examinations and EPCC course credit equivalencies is available at:
epcc.edu/Admissions/transfer-students

Proficiency Examinations
Proficiency exams offer the opportunity to demonstrate your knowledge or mastery of skills in order to earn credit for a course. Proficiency exams are usually course specific to EPCC and are non-transferable. Contact Testing Services for information about which courses have proficiency exams available and the process for applying to take these exams.

Things to Consider:

- Check with an academic counselor before applying for a proficiency exam. Proficiency exams are not transferable to other institutions.

- You should take proficiency exams before registering for classes to avoid late registration and add/drop fees. If you enroll for a course and then decide to challenge it so you can enroll in a higher-level course in the same semester, the proficiency exam process must be completed before the census date.

- A course may be challenged only one time. If you attempt to challenge a course and do not receive credit, you have to enroll in that course to receive credit. You cannot take a proficiency exam for a course that you enrolled in but did not complete.

- The fees for proficiency exams vary, and the fee is non-refundable.

Contact Testing Center at epcc.edu/Services/TestingServices , for information about proficiency examinations.

Credit for Special Certification (Non-Traditional Credit)
Students with state or national certification and/or training in the following areas may be eligible for college credits:

- Criminal Justice

- Dental Assisting
- Dental Hygiene
- Diagnostic Medical Sonography
- Emergency Medical Services/Paramedic
- Fire Technology
- Health Information Management
- Information Technology Systems
- Medical Assisting Technology
- Medical Imaging Technology-Radiography
- Medical Coding and Billing
- Medical Laboratory Technology
- Pharmacy Technology
- Physical Therapist Assistant
- Respiratory Care Technology
- Surgical Technology

Check with an academic counselor or advisor for specific information about Non-Traditional Credit.

High School Articulation
EPCC has articulation agreements with area school districts in many different occupational/technical courses of study. This means you can receive college credit for some occupational/technical classes taken in high school. After you graduate from high school and enroll at EPCC, you may enroll in higher level course work that applies to your program of study through the Admissions and Registration office. You have 28 months from the day of high school graduation to apply for the credit.

Articulation agreements exist for a variety of programs. For detailed information about high school articulation, meet with your high school counselor or an EPCC academic counselor or advisor.

Options for Learning

Traditional Classes
EPCC offers the Associate of Arts Degree (AA), Associate of Arts in Teaching (AAT), and the Associate of Science Degree (AS) for students who plan to transfer to a four-year or upper-level college or university. The Associate of Applied Science Degree (AAS) is another option for those students seeking to obtain technical skills. Many of the technical programs offer Certificates of Completion which allow you to demonstrate mastery of advanced skills in the technical field. The AAS and the certificates usually do not transfer to four-year institutions, check with the transfer institution.

Continuing Education and Workforce/Economic Development
The Continuing Education and Workforce/Economic Development areas offer programs and courses in areas of life-long-learning; to retain or advance career skills; or for those interested in transitioning careers. Workforce/Economic Development courses are designed to provide practical skills and hands-on, targeted and time- limited training. These programs provide students with the skills to adapt to today's new workplace.

Credit for Learning by Experience Option (CLEO)

Currently enrolled students who have at least five years of post-high school experience in a non-classroom, non-academic setting can receive college credits on the basis of their experience and training. The student must be enrolled in El Paso Community College and be able to demonstrate achievement of all learning outcomes for a specific course or courses in an approved EPCC degree plan. Contact the college's Credit for Learning by Experience Option (CLEO) program at the Curriculum and Instructional Development Office to find out how to obtain college credit for previous experience. Visit epcc.edu/Admissions/cleo for more information.

Continuing Education Certificate Programs

El Paso Community College offers Continuing Education Workforce Education Certificate Programs. These programs range between 360 and 779 contact hours, including required and/or recommended prerequisites or co-requisites. These programs lead to an external credential, such as license, certification, or registration and are taken by a majority of students in a sequence to meet occupational qualification standards. Students successfully completing these programs are eligible to attend the graduation ceremony.

Distance Learning

EPCC provides flexibility to fit every student's needs by offering online, hybrid and synchronous courses. El Paso Community College charges a $55 fee for each online and hybrid course, however, there are no additional costs associated with verification of student identity for online courses. Students may register for EPCC distance learning courses online or on campus. Before you register for online courses, access your readiness by taking the SmarterMeasure online learning readiness assessment available on the Distance Learning Support Services (DLSS) website. SmarterMeasure will indicate the degree to which distance learning and/or learning in a technology-rich environment is a good fit for you. Be advised that you may be required to take proctored online tests using Respondus LockDown Browser and Monitor to ensure a level playing field. Monitor requires the use of a webcam to confirm your identity and ensure you are not using unauthorized testing materials. Rest assured that no one, except your instructor, will review the video and your video will remain safe on the Respondus server. Watch an introduction to Respondus LockDown Browser to learn more. For information on eligibility requirements or courses, contact an EPCC counselor. For more information regarding online learning visit,
epcc.edu/Services/DistanceLearningSupportServices

Tejano Flex Learning

Tejano Flex Learning offers Competency-Based Education (CBE) courses at El Paso Community College. CBE courses provide a flexible way for students to earn course credit by focusing on mastering competencies. CBE courses are taught online and offered as 8-week courses. The student is in control of their schedule as CBE focuses on developing and demonstrating competencies, not on the amount of time spent in the virtual classroom. This learning modality allows students to accelerate on course material they already know based on their knowledge and skills of the subject and focus on content they need extra time on. This means students can finish courses sooner than 8 weeks, but it also means they need to be proactive, responsible, and manage their time wisely. Tejano Flex

Learning can be highly beneficial for students with work, life, and family responsibilities as CBE can flex around their schedule.

CBE courses are delivered through the D2L Brightspace Learning Management System. Tejano Flex Learning is working to develop additional CBE courses every semester. To view the available courses in our CBE course inventory, please visit our website at https://www.epcc.edu/Admissions/tejano-flex-learning
For additional information, please contact Tejano Flex Learning at 915-831-2211/915-831-2651 or visit our website at https://www.epcc.edu/Admissions/tejano-flex-learning

OER Degree Initiative

The Open Educational Resources (OER) Degree Initiative seeks to boost college access and completion, particularly for financially disadvantaged students, by engaging faculty in the redesign of courses and degree programs through the replacement of proprietary textbooks with openly licensed educational content. EPCC is one of the many community colleges involved - all committed to help remove financial roadblocks that can derail a student's progress and to spur other changes in teaching, learning, and course design that will increase the likelihood of degree and certificate completion. OER include full courses, course materials, modules, textbooks, streaming videos, tests, software materials, and other tools and techniques used to support access to knowledge.

Tuition Rates

Tuition rates and fees are subject to change. Please visit epcc.edu/Admissions/Tuition for up-to-date rates. **Resident tuition rates** are $116.00 per credit hour. Those who qualify to pay resident tuition rates include:

- Residents of Texas.
- Residents of Dona Aña and Otero Counties in New Mexico.
- Active duty military personnel, their spouses and dependents who are stationed at Fort Bliss.
- Permanent resident aliens who can prove Texas residency for the previous 12-month period.
- Foreign nationals who are permitted by Congress to adopt the United States as their domicile and can prove Texas residency for the previous 12 months.
- Full-time or part-time faculty, research assistants and teaching assistants, of a public institution of higher education in Texas, their spouses, and dependents.
- Non-resident students who are awarded academic scholarships of $1,000 or more by El Paso Community College.

Non-resident rates are $201.00 per credit hour. Students with non-immigrant F-1 student visas are also charged the non-resident tuition rate.

The Texas Education Code and EPCC Board Policies identify several groups of students who do not have to pay tuition and fees. By showing proof of eligibility, the following are exempt from tuition payment:

- Highest ranking graduates (within the past two years) of any accredited Texas high school.
- Veterans who were Texas residents at the time of entry into military service and who were honorably discharged or generally discharged under honorable conditions and are no longer eligible for VA educational benefits.
- Children of disabled Texas firemen and peace officers.
- Texas residents who are blind or deaf.
- Firemen employed in Texas who enroll in Fire Technology courses.
- Dependent children of any Texas resident on active military duty who is classified by the Department of Defense as a prisoner of war, or as missing in action.
- Students concurrently enrolled for high school and college classes.

For more information, check with the Student Financial Office.

Senior Adult Tuition Rates

El Paso Community College offers senior citizens, age 55 and over, a wide variety of free classes through the Senior Adult Program. Check the Senior Adult Program section of the Continuing Education Class Schedule, for dates, times and locations of available classes. Students must provide copies of driver's license, birth certificate or other documents showing proof of age to qualify. In addition, students must purchase required textbooks and supplies at their own expense. Parking policies apply to all students taking classes on the College campuses.

Senior adults age 65 and over, who register for courses outside the Senior Adult Program may get up to six credit hours of tuition waived. Check with the
Student Financial Services Office for more information.

Fees

El Paso Community College has the lowest fee rates among the area's colleges and universities. Some are refundable fees, which means if you should withdraw from classes within the stated guidelines, some of the fee payment, as well as some of the tuition payment, may be returned to you. Since the State of Texas and/or the College can change the fees as needed, it's a good idea to check the EPCC website epcc.edu/Admissions/Tuition for accurate tuition rates.

The following is a list of fees charged by the College:

Add/Drop Fee – **$5** for each add and each drop action; non-refundable. If you change your schedule of classes after you have registered, you will be charged $5 for each class you add and $5 for each class you drop. If you withdraw completely from EPCC, your financial aid award will not cover this cost.

Allied Health/Nursing Testing Fees – Students enrolling in selected health career programs will be assessed a standardized testing fee. The amount varies depending upon the program. See the course descriptions and the Health Sciences section in the catalog for more information.

Assessment Technologies Institute Fee (ATI) – Nursing students are assessed Assessment Technology Institute (ATI) fees each semester. This fee covers the cost of ATI products that offer a wide variety of standardized learning resources used in the nursing programs. These fees are charged each semester and will vary depending on the student's schedule.

Credit for Learning by Experience Option (CLEO) Fee – **$95**; per course; nonrefundable. This fee is charged to students who want to receive credit for experiential learning (CLEO) by portfolio.

Distance Learning Online Fee – **$55** assessed on students registered for online and hybrid courses.

Emergency Loan Processing Fee – **$10**; non-refundable. If you receive this loan, you will be charged a processing fee.

Emergency Loan Late Payment Fee – **$25**; non-refundable. If you are late in making a payment on your emergency loan, this fee will be assessed.

First Day Adoption Course Textbook Fee; The course materials adopted by the faculty for your course are electronic course materials which are accessible to you starting on the first day of class. These are at a reduced rate compared to the cost of a printed textbook. Please refer to individual course descriptions for related costs. There is an opt-out clause which you can select prior to census date.

General Property Deposit Fee – **$10**; refundable upon request if you graduate or withdraw. (Within four years of charge.) You will be charged this fee the first time you register for credit courses at the College. It is a deposit against loss, damage and breakage on campus. When you graduate or withdraw, you should request the refund, which will be mailed to you if you have not caused any loss, damage or breakage. If you re-enroll at EPCC after requesting a refund of this fee, you will have to pay the fee again. Any deposit fee that remains unclaimed after four years will be forfeited to the College's scholarship fund. This fee is assessed after your first registration.

General Use Fee – **$20** per credit hour; refundable according to Tuition Refund Schedule. All students pay this fee based on the number of credit hours or contact hours for which they have registered.

Health Careers Admission Application – **$10** one time, non-refundable. Assessed when you submit your initial application for admission to a Health Careers discipline. Financial Aid does not cover this cost.

ID Card – First ID is free. Replacement card costs $5.

Individual Instruction Fee – **$35** per two credit hour course; not to exceed $75; refundable. If you enroll in a course that typically involves one-on-one instruction time, such as art, drama, music or speech, you will pay this fee. The fee varies for each course so be sure to check the website for Tuition and Fees.

Installment Payment Plan Processing Fee – **$10**; non-refundable. If you make arrangements to pay your tuition in installments, this fee will be added to your total installment loan.

Installment Payment Plan Late Payment Fee – **$25**; non-refundable. You'll be charged $25 if you are late in making your installment payments.

International Student Admission Application Fee – **$25** for F-1 students; non-refundable. All students who apply for admission as an international student will be charged.

Laboratory Fee – **$20**; refundable, not applicable to open labs. Many of the credit courses offered have requirements for laboratory work.

Late Registration Fee – **$25**; non-refundable. All students will be charged this fee after regular registration is over. See epcc.edu/Admissions/academic-calendar for registration times.

Open Educational Resource Fee – **$ 0 - $50**; refundable. Course materials that are low/no cost open-source materials. These materials are electronically accessible.

Professional Practice Insurance Fee/Malpractice Fee – **$8.50 to $35.50**; non-refundable. The insurance fee applies to students who are enrolling in Health Careers, Social Work, Child Development or Cooperative Education courses, both credit and non-credit. The fee is subject to change, so be sure to check the website when you register. If you enroll in two or more courses in the same category, such as Nursing, you only pay the fee once per semester for all those classes. If you enroll in Nursing and Emergency Medical Services, for example, you'll need to pay two separate fees.

Proficiency Exam Fee – **$20**; non-refundable. If you want to "test-out" of a course and choose to take an institutional proficiency exam, you will be charged $20 per exam. These fees are subject to change and there may be additional fees for exams which cannot be administered at one of the College testing centers.

Returned Check Fee – Prevailing rate; non-refundable. If you write a "hot check" to El Paso Community College, you will pay the returned check fee equivalent to the rate charged by our bank. Each student has an obligation to promptly redeem a returned unpaid check. All records will be withheld until the debt is paid. No postdated checks will be accepted by the College.

Testing Fees – Testing fees are normally charged before you receive a test appointment. Test fees are forfeited if you miss your test appointment.

Three-Peat-Fee – **$60** per credit hour, refundable. Students repeating certain courses more than two times will be assessed this fee.

Vehicle Registration – Any vehicle that will park on College property must be registered with the EPCC Vehicle Registration Department. For current rates, follow the payment link to Vehicle Registration at: secure.touchnet.com

How to Pay Your Tuition and Fees

Once the amount of your tuition and fees is set, there are several payment methods available to you. You may pay online or at any Campus Cashier Office. Payments accepted are VISA, American Express, MasterCard, Discover, and electronic funds transfer. Be aware of the payment deadlines listed in the EPCC Academic Calendar (epcc.edu/Admissions/academic-calendar). If you miss that deadline, your registration will be cancelled, and you'll have to start over during open registration.

We also offer payment plans during the full-term semesters. If you choose this option, you must enroll before the first day of classes.

Payment Plan

1. A payment plan must be obtained prior to the first day of class of a full-term semester.

2. Payment of either 50% or 40% of total tuition and fees plus a $10 processing fee is required when enrolling in a payment plan.

3. Pay half of the remaining amount by the sixth week of classes.

4. Pay the final amount by the eleventh week of classes.

5. The Emergency Loan cannot be used in conjunction with this payment option.

6. The payment plan can only be used one time per semester. Any additional add-on courses must be paid by the student upfront.

7. A $25 fee is added on to late payments.

8. A $50 fee will be added to all plans that have any unpaid balance prior to the end of the semester.

Refunds

You may be eligible for a refund of tuition and eligible fees if you drop one or all of your courses.

Refunds are determined and calculated according to the Tuition Refund Schedule.

See epcc.edu/Admissions/Tuition/refunds for the Tuition Refund Schedule.

Refunds will be issued directly to the student unless tuition and fees are paid for by third-party-agencies such as, Federal Aid, grants, scholarships, GI/Veterans benefits, exemptions, awards, and state.

Federal law requires that you return a percentage of any federal grant or loan received if you drop one or all of your courses before completing at least 60% of the term. Federal financial aid students are liable for the full amount of all tu- ition and fees if they never attend classes or for the difference of any prorated refund.

If you qualify for a tuition refund, checks will be mailed to your address currently on file with the college within 30 days from the date the courses were dropped. Be sure the college has your current mailing address. If you are eligible for a refund and have a direct deposit account on file, please ensure your account information is current. Cancellations or changes

to your direct deposit bank account information must be made in writing on a direct deposit authorization form. This form can be obtained at any EPCC Campus Cashier Office or on the EPCC web page at epcc.edu/ Admissions/Tuition Completed forms must be returned to any EPCC Campus Cashier Office.

Financial Aid

General Information

The Financial Aid Office at El Paso Community College is available to assist qualified students in meeting the costs of attending college.

The FAFSA Simplification Act will expand the Federal Pell Grant to more students and will link eligibility to family size and the federal poverty level (starting with the 2024–25 award year). The amounts and types of financial assistance are provided through funds received from the federal and state governments as well as private donors who provide scholarship monies to the college. All of these funds will be awarded in keeping with existing laws and regulations governing financial aid programs that are subject to change.

Visit   epcc.edu/Admissions/FinancialAid   for additional information.

The Application Process

Information obtained through the completion of the Free Application for Federal Student Aid (FAFSA) is used to determine the student's calculated financial need and the types of awards for which the student may qualify. March 15th is the priority date for each school year. Application received after this date will be considered on the basis of available funds.

Once documented need is established, the Financial Aid Office will make every effort to meet this need. The financial aid awards will be packaged from a variety of sources and will be based on the student's financial need, program eligibility and available funds.

Eligibility

To receive financial assistance, you need to:

- Have a high school diploma or GED certificate, or have been home schooled. Ability to Benefit only applies to students approved and enrolled in eligible programs prior to July 1, 2012.
- Be enrolled or accepted for enrollment as a regular student working towards a degree or certificate in an eligible program. For any certificate program that does not lead to an Associate Degree at EPCC, we are required to calculate your enrollment based on a formula provided by the U.S. Department of Education. Most programs at EPCC are considered "eligible," but it is recommended that a student

- verify program eligibility with an academic counselor or advisor.
- Be a U.S. citizen or an eligible non-citizen.
- Have a valid Social Security number.
- Register with Selective Service, if male. (Applicable for State Funding only)
- Maintain Satisfactory Academic Progress.
- Not receive financial aid at two schools during the same semester.

Transient and Consortium Agreement students taking classes at EPCC, but earning their degree from another institution, are considered transient students for financial aid purposes. Financial aid must be awarded by the institution awarding the degree. The institution awarding the financial aid can include EPCC enrollment hours through a Consortium Agreement issued and approved by the degree granting institution.

Satisfactory Academic Progress

Federal regulations mandate minimum "Satisfactory Academic Progress (SAP)" standards for students receiving financial assistance. This requirement applies to a student's entire academic history, whether financial aid was received or not, including college courses for Dual Credit taken at El Paso Community College. The standards for determining progress at El Paso Community College are

1. Calculated Cumulative Grade Point Average (GPA)
Students are required to maintain a 2.0 (equivalent to "C" grade) calculated cum GPA, which includes all developmental course work.

2. Cumulative Completion Rate: Students are required to successfully complete 67% of overall attempted hours at EPCC to remain eligible. The Financial Aid Office calculates the completion rate of overall hours at the end of each academic year. and end of the summer semester.

The following are not considered credit hours successfully completed: F, W, I, NC, I*, F*

3. Length of Eligibility: A student may receive financial aid for a certificate or degree program for no longer than 150% of the published length of the educational program. Associate degree programs at EPCC requires a minimum of 60 semester credit hours for completion. Therefore, a student working towards an associate degree that requires 60 hours must complete that program within 90 attempted semester credit hours (60 hrs. x 150%).

The maximum timeframe for a certificate program would be similarly calculated. A student's entire enrollment history is considered when evaluating academic progress within the established timeframe, whether or not aid has ever been received. Transfer hours are also considered within the 150% limit.

Repeated courses will be counted toward all hours attempted and will affect the 150% timeframe.

4. Academic Standing: A student on Academic Suspension, Returning Probation, or Continuing Probation does not meet

satisfactory progress requirements and is therefore not eligible for financial aid.

Repeated Courses
All Federal programs pay once for a class previously passed with a grade of D or better.

Students should meet with a counselor to determine how a repeated course(s) may impact their academic progress, prerequisite, specialized admissions or transferability of courses. It is the student's responsibility to check with the Financial Aid Office to inquire how a repeat course(s) may impact their Financial Aid or Veterans Assistance.

Remedial/ESOL Courses
Eligible students may receive financial aid for a maximum of 30 attempted credit hours in developmental/remedial coursework. Once the 30-credit hour maximum is reached, additional remedial credit hours will not be used to calculate the award amount but will continue to count toward the overall maximum timeframe.

There is an hour limit to complete a program of study in addition to any remedial coursework needed.

For example, if a student has completed 30 remedial hours and is in a 60-hour associate degree program, the credit hour limit is 120 attempted hours (60 x 150% = 90 + 30 = 120).

Dual Credit
Students that were under Dual Credit at El Paso Community College must have completed at least 67% of the overall courses taken and with at least a 2.0 cumulative grade point average (equivalent to a "C" grade). Courses finished with a grade of F, W, I, NC, I*, or F* are not counted as completed.

Students who do not meet the above criteria are placed on Financial Aid Suspension and are not eligible to receive financial aid.

Financial Aid Degree Evaluation
The Degree Evaluation is available to any student who has been determined ineligible due to exceeding the 150% timeframe to complete a degree or has already been awarded a degree.

Financial Aid Suspension
The College has the right to revoke financial aid awards to any student who does not satisfy the requirements and conditions of the program. If a student fails to meet any of the satisfactory academic progress requirements, the student will be placed on financial aid suspension.

Regaining Financial Aid Eligibility
Students under financial aid suspension can regain financial aid eligibility through a suspension appeal approval or attending classes without receiving Title IV aid.

Suspension Appeal
An appeal process is available to any student who has been determined ineligible for continued aid. This appeal is available to students with mitigating circumstances that prevented them from maintaining Satisfactory Academic Progress.

Mitigating circumstances is defined as a significant life event beyond the student's control. This event must have occurred during the period of enrollment before the Financial Aid Suspension. It must have been resolved, allowing the student the ability to complete coursework successfully.

The Financial Aid Suspension Appeal is initiated by the student and needs to include appropriate documentation describing in full detail the circumstances preventing them from maintaining Satisfactory Academic Progress.

The submission of the appeal does not guarantee automatic approval. Decisions are final, and the student will be notified no later than ten business days.

Consideration for re-evaluation is only granted when new supporting documentation supports mitigating circumstances. Students should be prepared to pay their registration fees in the event the appeal is not approved or approved after the payment deadline.

Attending Classes without Receiving Title IV Aid
Students can regain financial aid eligibility without mitigating circumstances by meeting the following requirements and financial aid review of progress. The student must enroll and complete a minimum of six credit hours in a semester, successfully complete 67% of all hours attempted, and attain a 2.0 calculated cumulative GPA. A student on Academic Suspension does not meet satisfactory progress requirements and, therefore, is not eligible for financial aid.

Financial Aid Programs

Federal and State Grants
Grants are a form of financial aid and do not have to be repaid. Students who are in default or overpayment with any federal financial aid program are not eligible to receive any federal, state grants or federal direct loans until the default/overpayment is resolved.

Federal Pell Grant
This program is funded by the federal government to assist students in pursuing their first undergraduate degree. The purpose of the Federal Pell Grant is to provide eligible students with a "foundation" of financial aid to help defray the cost of post-secondary education. Students must meet EPCC's Financial Aid Satisfactory Academic Progress Criteria. The U.S. Department of Education uses a standard formula established by Congress to evaluate the financial information reported on the FAFSA to determine eligibility.

Awards range from $924.50 to $7.395 annually for full-time enrollment. Reduced awards may be given to students carrying less than twelve hours.

To apply for Federal Aid, complete the Free Application for Federal Student Aid (FAFSA) available at studentaid.gov/fsfsa.

All students receiving Federal Aid, grants, scholarships, awards, GI/Veterans benefits, exemptions, state, and award

funds must submit a Student Direct Deposit form. epcc.edu/Admissions/FinancialAid/financial--forms

Federal Supplemental Educational Opportunity Grant (SEOG)

This grant is funded by the federal government. SEOG funds are limited, and priority for the award is given to students who receive a Federal Pell Grant Eligibility for SEOG is determined by the data reported on the Free Application for Federal Student Aid (FAFSA). Grants range from $100 to $2,000 annually.

Texas Public Education Grant (TPEG)

This grant is funded through tuition payments. Eligibility for TPEG is determined by the data reported on the Free Application for Federal Student Aid (FAFSA). The student must: enroll for a minimum of six credit hours and be a Texas resident. Grants range from $100 to $2,000 annually.

Texas Educational Opportunity Grant

This state grant program was created in 2000 by the Texas Legislature and administered by the Texas Higher Education Coordinating Board (THECB). Eligibility for TEOG is determined by the data reported on the Free Application for Federal Student Aid (FAFSA). The student must: enroll for a minimum of six credit hours, be in the first 30 hours, be a Texas resident, males must be registered with Selective Service, and have not been convicted of a felony. The THECB determines annual amounts. For more information, please go to collegeforalltexans.com

Student Loans

Unlike scholarships and grants, loans must be repaid. Educational loans have more favorable terms than consumer loans. However, you should borrow no more than necessary because they must be repaid.

William D. Ford Direct Loan Program

The William D. Ford Direct Loan Program allows students to borrow loan funds directly from the Federal Government.

All Direct Loans are either subsidized (the government pays the interest while you're in school) or unsubsidized (the student pays all the interest). To receive a Direct Loan, students must: complete a FAFSA, enroll for a minimum of six credit hours, and attend a pre-loan counseling session each academic year.

Private Alternative Loans

Private Alternative Loans are available based on students' financial credit history. EPCC students must complete their FAFSA application and contact Financial Aid Office for further instructions.

Tuition Emergency Loans

El Paso Community College has limited funds available for short term, interest-free loans. There is a non-refundable $10 processing fee. For the fall and spring semesters, half of the loan proceeds are due the seventh week of the semester and the remaining half by the eleventh week of the semester. For the summer session payment is required in one total sum by the third week of each session. A $25 fee is added on to late payments. The Installment Payment Plan cannot be used in conjunction with the Tuition Emergency Loan.

Student Employment

The College Work-Study Program (CWS) can be federal, or state-funded. CWS is designed to provide employment opportunities for students who wish to earn part of their educational expenses while attending school. CWS jobs range from clerical worker to research assistant to community service. Generally, work hours are flexible enough to accommodate students' academic schedules.

Students must: complete a FAFSA, enroll for a minimum of six credit hours, the current pay rate is at ten dollars an hour. Students working in the College Work-Study program should be aware that they are paid monthly. The first paycheck is available after the student has worked for one month. Students may work up to 15 hours per week while attending classes and up to 25 hours per week during vacation periods.

For more information on work-study, visit epcc.edu/Admissions/FinancialAid/work-study

Scholarships

Scholarships are a form of financial assistance that does not require repayment or employment and are usually awarded to students who demonstrate or show potential for distinction in areas of academic performance. Several scholarships are available to qualified students attending El Paso Community College. Some scholarships have specific requirements related to the field of study, academic achievement, financial need or other criteria. For more information on scholarship opportunities at EPCC, please go to: epcc.edu/Admissions/FinancialAid/Scholarships

Tuition Aid Exemptions

Exemptions are a type of financial assistance allowing some Texas residents to attend a public college or university in Texas without paying tuition or, in some cases, tuition and fees. For more information, go to: collegeforalltexans.com

Veteran Benefits

All students receiving Federal Aid, grants, scholarships, awards, GI/Veterans benefits, exemptions, state, and award funds must submit a Student Direct Deposit form epcc.edu/Admissions/FinancialAid/financial-aid-forms

Veteran's Affairs Educational Benefits

The Department of Veterans Affairs (DVA) determines your eligibility for educational assistance to possibly help with the Selective Reserve cost of books, tuition, and housing. You can read more information regarding VA educational benefits and their eligibility requirements at va.gov/education. You can read more about our EPCC VA office's VA resources and office forms at epcc c.edu/Service/Military/veterans- affairs.

VA Chapters

Service members, Veterans, Reservists, spouses, and dependents can apply for the following VA education benefit chapter at va.gov/education/how-to-apply/

- Chapter 30 Montgomery GI Bill ® Active Duty (MGIB-AD).
- Chapter 31 Veteran Readiness and Employment (VR&E)

- Chapter 33 Post 9-11 GI Bill ® & Transfer of Education Benefits (TEB)
- Chapter 35 Survivors' and Dependents' Educational Assistance (DEA) & Marine Gunnery Sergeant John David Fry Scholarship
- Chapter 1606 Montgomery GI Bill® Selected Reserve (MGIB-SR).

"GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at https://www.benfefits.va.gov/gbill."

ArmyIgnitED

The Tuition Assistance program through GoArmyEd provides financial assistance for soldiers to realize self- development goals through education. All active duty service members are authorized to participate in the TA program. For more information, call 915-831-5511 or contact the Fort Bliss Center located at Fort Bliss 639 & 641 Taylor Road Buildings. For additional information, visit: armyignited.com

The Military Spouse Career Advancement Account (MyCAA) Scholarship

A workforce development program that provides up to $4,000 of tuition assistance to eligible military spouses. The scholarship helps military spouses pursue licenses, certificates, certifications or associate degrees necessary to gain employment in high demand, high growth portable career fields and occupations. Contact the EPCC Accounts Receivable Dept. at Valle Verde at 915-831-2316 or visit the MyCAA website, mycaa.militaryonesource.mil/mycaa/get-started

Hazlewood Act

A State of Texas education benefit that can possibly exempt eligible veterans, spouses, and up to 150 hours of tuition exemption.

A Veteran must:
- At the time of entry into active duty of the U.S. Armed Forces, (DD Form 214-member 4 Copy required) designated.
- Texas as Home of Record; or entered the service in Texas; or was a
- Texas resident;
- Have received an honorable discharge or separation or a general discharge under honorable conditions as indicated on the Veteran's Certificate of Release or Discharge from Active Duty;
- Served at least 181 days of active duty service (excluding training);
- Currently reside in Texas;
- Have no federal Veteran's education benefits, or have no federal Veterans education benefits dedicated to the payment of tuition and fees only such as Chapter 33 or 31; for term or semester enrolled that do not exceed the value of Hazlewood benefits;
- Not be in default on a student loan made or guaranteed by the State of Texas;

- Enroll in classes for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its cost), unless the college's governing board has ruled to let Veterans receive the benefit while taking non- funded courses; and
- Meet the GPA requirement of the institution's satisfactory academic progress policy in a degree or certificate program as determined by the institution's financial aid policy and, as an undergraduate student, not be considered to have attempted an excessive amount of credit hours;

Legacy Act (Child)

A Child (Legacy Act) must:
- Be classified by the institution as a Texas resident;
- Be the biological child, stepchild, adopted child, or claimed as a dependent in the current or previous tax year;
- Be 25years old or younger on the first day of the semester or term for which the exemption is claimed (unless granted an extension due to a qualifying illness or debilitating condition); and
- Have no federal Veteran's education benefits, or have no federal Veterans education benefits dedicated to the payment of tuition and fees only (such as Chapter 33 or 31; for term or semester enrolled that do not exceed the value of Hazlewood benefits;
- Not be in default on a student loan made or guaranteed by the State of Texas;
- Enroll in classes for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its cost), unless the college's governing board has ruled to let Veterans receive the benefit while taking non- funded courses; and
- Meet the GPA requirement of the institution's satisfactory academic progress policy in a degree or certificate program as determined by the institution's financial aid policy and, as an undergraduate student, not be considered to have attempted an excessive amount of credit hours.

Hazlewood Act for Spouse/Child (DS & DC)

A spouse/Dependent must:

Be the Spouses /dependent of an eligible veteran who is determined by the VA to be 100%, total and permanent, service connected veteran or one who became totally disabled for purposes of employability as a result of a service-related injury or illness. The spouse/dependent(s) of an eligible veteran who meets the requirements below are entitled to receive a 150 credit hours exemption.

- Be a spouse/child of a Veteran who, at the time of entry into the U.S. Armed Forces, (DD Form 214 Member 4 Copy required),
- designated Texas as Home of Record,
- or entered the service in Texas;

- or was a Texas resident;
- Be a spouse/child of a Veteran of the U.S. Armed Forces or the Texas National Guard who died as a result of service-related injuries or
- became totally and permanently disabled or meets the eligibility requirements for individual unemployability according to the disability ratings of the Department of Veterans Affairs (VA) as a result of a service-related injury;
- Killed in action (KIA).
- Have no federal Veterans education benefits, or have no federal Veterans education benefits dedicated to the payment of tuition and fees only (such as Chapter 33 or 31) for term or semester enrolled that do not exceed the value of Hazelwood benefits;
- Be classified by the institution as a Texas resident;
- Not be in default on a student loan made or guaranteed by the State of Texas;
- Enroll in classes for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its cost), unless the college's governing board has ruled to let Veterans receive the benefit while taking non- funded courses; and
- Meet the GPA requirement of the institution's satisfactory academic progress policy in a degree or certificate program as determined by the institution's financial aid policy and, as an undergraduate student, not be considered to have attempted an excessive amount of credit hours. This requirement does not apply to the spouse/child of a MIA, KIA, or service-connected deceased Veteran.

Other Eligible Individuals

For the Hazelwood Act Exemption information and forms go to   tvc.texas.gov/education/hazelwood-act

Grading & Academic Policies

Regulations, as listed in this Catalog and the current Registration Guide are binding to every student enrolled at El Paso Community College. Students are required to know the following academic requirements:

- El Paso Community College policies.
- Your specific degree/certificate requirements.
- Academic regulations.
- Your academic status (e.g., good standing, academic probation, etc.).
- Official deadlines are listed in the academic calendar.

With the exception of degree requirements for graduation, you are held accountable by the academic regulations in effect at the time of each registration. The EPCC website provides this information.

El Paso Community College reserves the right to cancel courses or change their mode of instruction as needed in the event of insufficient enrollment or other circumstances beyond the control of the College; therefore, it is essential for students to keep their phone numbers current and view their schedules online prior to the first day of class.

Attendance & Course Pursuit

While you are a student at El Paso Community College, it is your responsibility to attend classes and complete the coursework to earn a grade. Each instructor will provide you with a course syllabus which identifies and outlines the topics, test dates, and assignments. The syllabus also includes the instructor's requirements for attendance, the grading criteria for the class, and the course objectives. It gives you the instructor's office location and phone number, as well as scheduled office hours, so you can contact the instructor if you have any questions or problems.

In determining course pursuit by the student, the instructor will consider class attendance; the failure of the student to appear for examinations, presentations, or other required class activities identified in the course syllabus; and the failure of the student to submit required papers, projects and/or reports. When on the basis of a combination of these benchmarks, the instructor determines the student has ceased to pursue the objectives of the course they can perform a Faculty Initiated Drop.

The faculty is authorized to drop students up to the twelfth week (long-semester), who are not in pursuit of the course objectives. Instructors may issue an F or failing grade per EPCC Board Policies and College Procedures which will affect your grade point average. Low-grade point averages and "W" grades may also affect any financial aid award you have received, depending on how many weeks you have remained on the class roster.

Absence for Observation of Religious Holy Days

Under Section 51.911 of the Texas Education Code, a student who is a member of a religion whose place of worship is exempt from property taxation under Section 11.20 of the Tax Code will be granted excused absences from class for the purpose of observing religious holy days. To receive an excused absence(s), you must submit a **Notification of Intent to be Absent for the Observation of Religious Holy Days Form** to the instructor for each missed class.

This form may be obtained from epcc.edu/Admissions/forms or at any Admissions and Registration Office. You must submit this form to the instructors no later than fifteen (15) calendar days from the beginning date of the semester in which the absence(s) will occur. If the **Notification of Intent** is submitted to the instructor after this deadline, the absence may be treated as either excused or unexcused at the discretion of the instructor.

In the instances when the **Notification of Intent** is submitted prior to the deadline, you will be permitted to complete examinations or other class work missed as a result of such absences. At the time the form is submitted, the instructor will indicate the types of assignments to be completed by you on the **Notification of Intent Form** and will establish reasonable deadlines for the completion of any work missed.

Each instructor will determine appropriate penalties to be imposed if you fail to complete the assigned class work by the established deadline. This information is to be noted on the **Notification of Intent Form** at the time the form is submitted. After signing the form, the instructor will return one copy to you and retain one copy for their files.

Where the student perceives the conditions of this procedure have not been fulfilled, you will have the right to appeal. The appeal is to be initiated, in writing, using a **Student Petition Form** with a copy of the **Notification of Intent Form** attached. The **Student Petition Form** must be submitted to the appropriate dean(s) within five (5) calendar days from the date the **Notification of Intent** is signed by the instructor.

Dropping from Classes

It is the student's responsibility to officially drop any classes that they are not attending. Failure to officially drop a course may result in a failing grade on your transcript. This may affect your GPA and academic standing and may make it more difficult for you to return to school in the future, or to transfer to another college or university.

We understand that circumstances change for students, and you may need to drop a class or withdraw from the College.

After completing registration, you may withdraw through the Admissions and Registration Office from any or all classes as mandated by Texas State law and College District procedures.

1. Complete a student drop form at and get the required counselor signatures (epcc.edu/Admissions/forms).

2. Submit the completed form to the Admissions and Registration Office. Refer to the Academic Calendar at epcc.edu/Admissions/academic-calendar or Table of Contents for the last day to drop with a "W."

3. If you are a Financial Aid recipient,

- You may be required to repay all or a portion of the financial aid you received for the semester if you drop or are dropped from a class.
- Dropping a class may affect eligibility for receiving financial aid in the following semester.
- Dropping a class may also place you back into repayment status on any previous student loans in deferment.
- Dropping completely from all classes before completing 60% of the semester will require you to repay a prorated portion of the federal aid that you received for the semester.

4. Drop requests may be submitted to the Admissions and Registration office in person, by email, or by fax.

- You may drop in person at the Admissions and Registration office at any campus. You may also speak live with an Admissions and Registration assistant at: go.epcc.edu/AdmissionsLive
- Emailed drop requests must be sent from your EPCC email to admissions@epcc.edu.
- Faxed drop requests can be sent to 915-831-2161. Drop requests must contain your name, EPCC ID number, the Course Reference Number (CRN), subject and course number, last date attended and your signature.

Drops will be effective as of the date the email or fax is postmarked.

Please refer to the Academic Calendar online for the drop deadlines for the main part of term (Full Term, Late Start, Minimester 1, Minimester 2). Refer to your course syllabus or instructor for drop deadlines for other part of terms. Drops processed prior to census date will not reflect on your transcripts. Drops processed after census date will reflect as a "W" on your transcripts.

Visit epcc.edu/Admissions/academic-calendar for the current academic calendar.

Course Corequisites

Corequisites mean that certain courses or lecture/lab combinations of the same course must be taken together in the same semester. Information on corequisites is provided in the College Catalog and it is your responsibility to ensure that you satisfy the corequisite requirements. Failure to comply may result in being dropped without refund from the course(s) for which the corequisite was identified.

Six Drop Rule

By state law, all students enrolling for the first time at any Texas public college or university after the Fall of 2007 will be limited to six course withdrawals (drops) during their academic career.

Drops include those initiated by students or faculty and withdrawals from courses at other Texas public institutions. This policy does not apply to courses dropped prior to census day or to complete withdrawals from the college.

Developmental, ESOL, Dual Credit and Early College High School classes are exempt from this rule. You should consult with your instructor to discuss your options prior to dropping a class. Academic tutoring is available.

Student Exceptions

You may petition to drop more than the six (6) course limit, or to drop a course and not have the drop count against the 6-drop limit. These petitions will be reviewed by an academic counselor or advisor. Documentation must be provided in support of any of the circumstances noted below. The following circumstance will be considered:

- A severe illness or other debilitating condition that affects the student's ability to complete the course satisfactorily.
- The student's responsibility to provide the care of a sick, injured, or needy person such that providing the care affects the student's ability to complete the course satisfactorily.
- The death of a person considered to be a member of the student's family or someone who is otherwise considered to have a sufficiently close relationship to the student.
- The student's active duty service as a member of the military or of a person considered to be a member of the student's family or someone who is

otherwise considered to have a sufficiently close relationship to the student.

- A change of the student's work schedule that is beyond the control of the student and that affects the student's ability to complete the course satisfactorily.
- Other good causes as determined by the College on an individual basis.

Administrative Withdrawal

A designated member of the College administrative staff may withdraw a student under the following conditions:

1. Student has an outstanding financial obligation to the College.

2. Student has been placed on Academic Suspension.

3. Student has not fulfilled the prerequisites needed for the course enrolled.

4. Student has been placed on Disciplinary Suspension.

During any withdrawal process, you have the right to appeal the action and request **reinstatement to class** *(see below).*

Reinstatement to Classes

Students who drop from courses are not eligible for reinstatement. For other types of drop or withdrawal actions, you may appeal for reinstatement as follows:

Faculty Initiated Drops

If you were dropped in this manner, you may be reinstated only upon appeal to the appropriate instructor and by the approval of the dean. Such appeals must be initiated, in writing, within ten (10) days from the date the drop was processed by the Admissions and Registration Office. If the instructor denies reinstatement, appeals may be submitted to the appropriate dean. The decision of the dean is final.

Administrative Initiated Drops

If you were withdrawn or dropped by administrative action, you may appeal for reinstatement to the administrator initiating the action. Such appeals must be initiated in writing within ten (10) days from the date the withdrawal/drop authorization was processed by the Admissions and Registration Office, except as follows:

- Students may not be administratively reinstated to courses for which final exams have begun.
- Students may not be administratively reinstated to courses dropped before the census date.

Student Classification/Status

Academic Classification	
Freshman	Successfully completed 30 credit hours or fewer.
Sophomore	Successfully completed 31 or more credit hours.
Student Status	
Full-Time	Enrolled in 12 or more credit hours in a semester.
Part-Time	Enrolled in fewer than 12 credit hours in a semester.
Non-Credit	Enrolled in courses/programs for which no semester credit hours are awarded.

Grading System

Semester Credit-Hour Courses Grade Structure

A = Excellent	**4** grade points
B = Above Average	**3** grade points
C = Average	**2** grade points
D = Below Average	**1** grade point
F = Failing	**0** grade points
I = Incomplete	**0** grade points

The following grades are not computed in your grade point average (GPA).

W = Approved Withdrawal

CR = Credit

NC = No Credit

AU = Approved Audit

A* = Credit (Grade entered for a developmental course)

B* = Credit (Grade entered for a developmental course)

C* = Credit (Grade entered for a developmental course)

D* = Credit (Grade entered for a developmental course)

F* = No Credit (Grade entered for a developmental course)

E* = Repeated course that is excluded from the Cumulative GPA

When you enroll in college credit courses, you will earn a letter grade in each class based on the quality of the work you do.

Developmental courses issued the letter grades A*, B*, C*, D*, or F* are not used to calculate your grade point average but are used to determine academic standing and Financial Aid eligibility.

It is important for students to maintain at least a "**C**" average in their credit classes. A grade of "**D**" may allow you to receive credit for having completed the class, but you may not fulfill necessary prerequisites. Many colleges and universities will not accept a "**D**" in transfer, and you will need to retake the class.

Calculate your Grade Point Average				
Course	**Grade**	**Grade Points**	**Credit Hours**	
ENGL 1301	B	(3)	3	3x3= 9
HIST 1301	C	(2)	3	2x3 = 6

MATH 1324	B	(3)	3	3x3 = 9
BIOL 2401	D	(1)	4	1x4 = 4
			13	28

Multiply the number of grade points for each grade by the number of credit hours for the course. Add the totals. Divide the total number of grade points by the total number of credit hours completed (including "I" grades). In the example above, you would divide 28 by 13 to get a grade point average of 2.153. You can also use the GPA calculator feature in the Degree Works Audit tool to estimate your GPA.

It is important to calculate your grade point average because as a student, you are responsible for knowing when it affects your academic status.

Remember that a 2.0 grade point average keeps you in "good standing" academically and for financial aid eligibility.

Grades are released through the web at the end of each full term. If you were enrolled in a minimester or different part of term, your grades will not be posted and GPA and academic standing will not be calculated until the end of the full term.

NOTE: Some developmental courses may require a grade of "C*" or higher to advance into the next course sequence. Developmental courses will not be used in the calculation of the student's cumulative GPA but may be used to determine financial aid status and/or tuition.

Credit courses can be repeated for a higher grade. It is advisable that credit course(s) in which you receive a "D" or "F" grade be repeated to improve your cumulative grade point average and academic standing. Only the higher grade will be used in calculating the cumulative GPA. An "I" will be posted on your transcript next to the course(s) that will be included in the cumulative GPA, and an "E" will be posted next to the course(s) that will be excluded from the cumulative GPA.

You should meet with a counselor to determine how a repeat course(s) may impact your academic standing, prerequisite fulfillment, eligibility for specialized admissions, or the transferability of courses. It is your responsibility to check with the Financial Aid Office to inquire how a repeat course(s) may impact your eligibility for financial aid or veterans' assistance.

Incomplete Grades

If circumstances beyond your control make it impossible for you to complete all of the requirements for a course, you and the instructor may agree to a grade of "I." To be eligible for an incomplete grade you must be passing the course. The instructor will determine what work must be completed; you have four months from the end of the term to complete the assignments. Once assignments are complete, a change of grade form must be submitted to the Registrar's office. If you do not complete the assignments agreed upon within the four months, you grade will be converted to the alternate grade submitted by your instructor.

The "I" will then be converted on your transcript to the letter grade assigned. Until that time, the "I" is calculated as if the final grade were an "F."

Auditing a Class

To audit a class means to attend and participate in the class, but without taking any tests, receiving grades or earning credit for the course. If you wish to enroll for a course on an audit basis, you must:

1. Complete the admissions process, including proof of residency.

2. Complete a Student Petition Form to request the course on an audit basis and have it signed by the appropriate Dean.

3. Bring the signed Petition to the Admissions and Registration Office before the course census date.

4. Pay tuition and fees and other applicable fees for enrollment in the course.

If you audit a class, you may not later receive credit for the course unless you re-enroll in the course as a regular student in a later term and retake the course. The audit course will not be reflected on your transcript.

Change from Audit to Regular Status

If you initially enrolled on an audit basis, you may subsequently change your status before the census date. To initiate this action, you'll need to submit a completed **Student Petition Form** to the appropriate dean(s). The dean(s) will review the current level of enrollment in the course and, where space is available, may approve the student request.

Once you obtain approval in writing, you must submit the documents to the Admissions and Registration Office before the class's official census date. When such requests are approved, the Admissions and Registration Office will modify the student's enrollment status to indicate enrollment for credit.

Change from Regular to Audit Status

If you initially enrolled to receive credit for a course, you may subsequently change the status to audit by petitioning to the appropriate dean before official census date. The dean will review the student's request and issue approvals in those cases deemed appropriate.

Where such approvals are granted, the dean will forward the approved petition to the Admissions and Registration Office. The Admissions and Registration Office will then modify the student's enrollment status to indicate the audit status.

Scholastic Standards (Academic Standing)

There are three levels of academic standing used to define scholastic standards on the EPCC transcript: Good Standing, Academic Probation, and Academic Suspension.

Students' academic standings are calculated at the end of each full-term (Fall, Spring, and Summer). All enrolled coursework in a term is considered in determining the academic standing for that term, even if the grades for courses are not calculated into the grade point average (see Grading System in this section of the catalog). When enrollment during the term includes a combination of courses with grades calculated into the numerical GPA and courses using either a CR/NC or *grades, if at least 50% of the semester credit hours taken that term count in the calculation of a numerical GPA,

then the numerical GPA will be used to establish the academic standing for that term.

The following are the definitions for the Academic Standings which are indicated on EPCC transcripts:

A. No Standing: A student has no academic standing during the first term of enrollment at EPCC. The initial academic standing for scholastics standards will be determined upon completion of the first term. "No Standing" will appear on transcripts produced before completion of the first term. "No Standing" is not a scholastic standard.

B. Good Standing: Students who maintain at least a minimum term grade point average of 2.0 (CR or C*) and a minimum cumulative grade point average of 2.0 (CR, C*) will be considered in "Good Standing."

C. Academic Probation: Students will be placed on "Academic Probation" when the term GPA and/or cumulative GPA is less than 2.0 (or less than CR, C*). Students on Academic Probation may return to Good Standing only if during their next enrolled term both their term and cumulative GPA's are a minimum of 2.0 (CR, C*).

D. Academic Suspension: Students on Academic Probation who do not maintain a minimum term GPA and cumulative GPA of 2.0 (CR, C*) will be placed on "Academic Suspension."

Students on Academic Suspension may return to Good Standing only when both the term and cumulative GPA's are a minimum of 2.0 (CR, C*).

Following the college's procedures on Scholastic Standards and Academic Progress, EGA-7, any student placed on academic suspension may not be eligible to enroll for one semester. The student will remain on academic suspension until a minimum of 2.0 term and cumulative GPA are met. A student may apply to re-enroll under the following conditions:

A student must submit a Petition for Reinstatement and receive approval from an academic counselor.

- An academic suspension hold will be placed on the student and can only be removed by an academic counselor.
- The student will only be eligible to re-enroll for 6-8 credit hours.
- The student will be required to meet certain conditions as recommended by the academic counselor, such as repeating a course, tutoring, Students Success Workshops, or other college services.
- Students on academic suspension currently enrolled will not be allowed to register for the upcoming semester until a counselor reviews their academic progress report(s) from the professor(s) submitted by the student or by email.
- To register, the student will submit the Petition for Academic Suspension to the Admissions and Registration Office for processing. If there is no petition on file for the future term once the end-of-term process is completed, the student will be administratively dropped from their courses.

- Without exception, a student placed on a second successive suspension will not be allowed to enroll for two full terms.
- Without exception, a student placed on a third successive suspension will not be allowed to enroll for one calendar year.
- Without exception, all students on suspension are subject to these conditions.
- The same conditions for academic progress apply to developmental courses.

Students on academic suspension who earn grades of "C" or higher, but whose cumulative GPA remains below a 2.0, may petition for re-enrollment.

Academic Honors
Full-time students (12 or more graded semester credit hours) in good standing and who earn a 4.0 GPA for the semester are added to the President's Honor List. For the Dean's Honor List, you must have a 3.25 semester GPA. For part-time students, you must maintain a 3.0 semester GPA, complete at least 12 graded semester credit hours and have a cumulative GPA of 4.0 on the President's Honor List and a 3.25 for the Dean's Honor List. These honors are posted on your transcript.

Graduation/Commencement
Commencement ceremonies are exceptional occasions at El Paso Community College where graduates are recognized and celebrated for their achievement. The ceremonies are conducted at the end of each Spring and Fall semester to honor students who have completed their degree plan requirements. Students can keep track of their graduation progress by running a Degree Works Degree Audit through the EPCC Web Banner.

Under no circumstances may a student who is not scheduled to have completed their graduation requirements by the end of the term in question participate in commencement ceremonies. In compliance with College Policies and Procedures, a student must have a cumulative grade point average (GPA) of at least 2.0; the average of courses within the degree plan must also be a minimum of 2.0, and the student cannot be on academic suspension during the semester of graduation.

Potential graduates are not required to apply for graduation. Approximately four weeks after the semester has begun the Admissions and Registration Office will audit all enrolled student records then notify those candidates who are eligible to graduate and invite them to the commencement ceremony. The notification of eligibility to graduate will be sent to the students' official EPCC email account. Students can keep track of their graduation progress by running a Degree Works Degree Audit through the EPCC Web Banner.

Graduates will receive their EPCC commemorative diploma covers during the graduation ceremony, but their actual diplomas will be mailed to them within a few weeks of the semester's end. Summer graduates will be invited to attend and "walk" during the following December commencement ceremony to celebrate their achievement.

Graduates are expected to RSVP their attendance to the ceremony. The wearing of caps and gowns is required during

the graduation ceremony. Caps and gowns are available for purchase from the College Bookstore. Additional information concerning graduation ceremonies is available epcc.edu/Academics/Commencement.

Transfer of Credit to Other Colleges & Universities

For many students, El Paso Community College is the first step to completing a bachelor's degree. If you want to transfer your college credits to another college or university, you should consider the following:

1. Declare a major that transfers, AA or AS, as soon as possible so you can take courses directly related to your degree plan.

2. Contact the college or university to which you plan to transfer and find out the requirements for a bachelor's degree and the policies on transfer of credit. For example, some schools will not accept transfer credit for a course in which you earned a "D," and you will have to retake the course. Some do not accept institutional challenge exams. Many do not receive courses you may have taken in the occupational/technical areas (e.g., AAS or Certificates).

3. Find out the admissions requirements. Some colleges and universities require a 2.0 GPA or higher to be admitted.

4. Request your official EPCC transcripts from the Admissions and Registration Office to be sent directly to the other college or university.

El Paso Community College works closely with staff from different universities to make as many courses and programs transferable as possible. For the latest information on transfer contact the Career and Transfer Services Department.

Requests for Official Transcripts

All requests must be made by the student will not be released to a third party without written authorization from you. Requests by telephone will not be honored. The College will generally issue transcripts within forty-eight (48) hours of the request being received. However, transcripts being sent to campus sites (Transmountain, Rio Grande, Northwest, Mission del Paso, or Ft. Bliss) for pickup by the student may require up to four working days for processing and return to that campus.

Request for Enrollment Verification

El Paso Community College has authorized the National Student Clearinghouse to provide degree and enrollment verification to include loan deferments. National Student Clearinghouse may be contacted at: Customer Service: 703-742-4200 or studentclearinghouse.org

In a documented emergency, enrollment verifications and deferments for previous semesters may be issued within two working days for a request received at the Admissions and Registration Office. Enrollment verifications or deferments for previous semesters will not be processed during late and add/drop registration, final exams or during processing of grades.

Services for Students

Open Computer Labs

There are multiple Open Computer Labs (OCL) conveniently located at all campuses district-wide. The labs are equipped with desktop computers, printers, and collaborative spaces. Students can comfortably work on course assignments, access email and internet, or utilize other EPCC online services

The Open Computer Labs (OCL) offer mobile device checkouts to eligible students while equipment is available for the current semester. Students must agree to the terms and conditions outlined in the mobile device checkout policy. For program details or lab locations visit epcc.edu/services/itservicecatalog/computer-labs.

Athletics

The Department of Intercollegiate Athletics offers opportunities for the student-athlete to participate in Intercollegiate Athletics.

EPCC is a member of the Western Junior College Athletic Conference (WJCAC) and competes at the Division I level in Region V of the National Junior College Athletic Association (NJCAA). Men are offered these sports: Baseball, Cross Country, and Half Marathon. Sports offered for women are Fast-Pitch Softball, Cross Country, and Half Marathon. Scholarships are available for students who participate in Intercollegiate Athletics based on the Head Coach's discretion. For more information on our athletic programs visit epcc.edu/Services/Athletics

NJCAA Eligibility Criteria

In order to participate in intercollegiate athletics, the student athlete must be a full-time student and meet the academic requirements of NJCAA as follows:

1. Maintain enrollment in twelve or more credit hours of college work.

2. Before the second full-time semester and subsequent semesters, a student must have passed twelve semester hours times the number of full-time semesters with a 2.25 GPA or higher.

3. Other eligibility criteria may be required.

Bookstore

The EPCC Bookstore is managed by Barnes & Noble College under contract with El Paso Community College, playing a direct role in supporting EPCC's strategic objectives, enhancing recruitment, retention and academic success. With 2 physical campus store locations at Valle Verde and Rio Grande and 3 virtual campuses stores, Transountin, Mission del Paso and Northwest it is the one-stop-shop for textbooks (new/used/rentals/digital), spirit gear, supplies, convenience and more. For more information, visit us at epcc.bncollege.com or contact us at:(915) 831-3269.

Campus Life

Students have the opportunity to participate in an active campus life through a variety of group activities and programs. Activities include programs of cultural, social, and educational awareness, the opportunity to meet new friends,

work together in groups, offer service to the college and the community, and enjoying social and recreational activities, all of which are benefits to the college student's experience. For further information, please visit us at epcc.edu/Services/CampusLife

Campus Life Provides:

- Student ID cards.
- A variety of programs that increase cultural awareness.
- Activities that educate students on local, state, and national government opportunities for students to demonstrate their skills in a variety of ways.
- Activities simply for enjoyment.
- Opportunities for community involvement.

Additional Activities Include:

- EPCC's Got Talent
- Halloween Costume Contest
- Final Prep
- Cultural Celebrations
- Health Fairs

Student Unions

The Student Unions at Valle Verde and Transmountain Campuses provide an environment for relaxation and social interaction with opportunities for education and exchange of thought and service for El Paso Community College students, staff, and faculty. The Student Union provides an opportunity for clubs, organizations, gaming activities and students to meet in its leadership room. For more information visit epcc.edu/Services/CampusLife/student-government-association

Tejano Mercado

Founded in 2017, the El Paso Community College Tejano Mercado offers support and assistance to EPCC students who are dealing with food insecurity. Food insecurity refers to having limited food available, including a reduction in the quality, safety or variety of food or ability to acquire food. Researchers have suggested that food insecurity is an issue that an estimated half of all college students struggle with. The Tejano Mercado recognizes that food insecurity is an obstacle to student success and think it's crucial that students' basic needs are being met. We know students can struggle academically when they're worried about their next meal or bill. That's why we're here to help. The Tejano Mercado is open to all currently enrolled EPCC students that present a valid EPCC student ID card and fill out an information sheet.

For further information, please visit us at epcc.edu/Services/CampusLife/student-government-association.

Veterans Resource Center

The Kharisma James Veterans Resource Center (VRC) at El Paso Community College (EPCC) is your designated starting point if you wish to pursue a college degree. EPCC offers the lowest out of pocket tuition cost. VRC is located at Valle Verde Campus, Room 139.

The Veterans Resource Center (VRC) operates as a "one stop" service for students who are military veterans, active duty, retired, National Guard, and reservists. In addition to serving veterans, the VRC extends services to their spouses and dependents. The Veterans Resource Center is an actively involved liaison between EPCC's military-affiliated students and the educational institution. The friendly and knowledgeable staff are equipped with the skills to assist Veterans and their family members with inquiries, concerns, or services offered, including educational benefits.

Services Offered:

- ApplyTexas college application assistance.
- for GI Bill®, Hazelwood Act All other VA Benefit application assistance.
- Class registration assistance.
- Veteran related EPCC and community resource information.
- Computers with internet access on site.
- Telephone for local calls, fax machines, printers.
- Microwave and refrigerator.
- Laptop and textbook lending program.
- Comfortable seating.
- Free coffee, water and snacks.
- Bring your own Lunch socials.
- Veterans New Student Orientations.
- Veterans Day Activities.
- Military affiliated Job Fairs
- Military Affiliated Events
- Periodic academic advising/counseling services
- Periodic mental health counseling services
- Other special activities

The Veterans Lounge is located at the Transmountain. The lounge is available exclusively for student Veterans and military-affiliated students, including dependents. Veterans and military-affiliated students can go there to engage in leisure or study in a quiet, safe, and accepting environment as well as seek additional support. For more information visit EPCC - Military & Veterans - Veterans Resource Center

Career and Transfer Services

The Career and Transfer Services Department promotes career options and career management awareness. Career and Transfer Services values and serves the needs of a diverse community seeking career-related information. We are committed to providing exceptional service in a welcoming, respectful environment.

Career and Transfer Services assists students in the areas of career self-assessment, career exploration, job search/placement, transfer services, and cooperative education. We provide career resources for our students such as:

- Explore and plan career and educational goals;
- Learn the skills necessary to become successful when seeking employment opportunities;
- Develop the confidence to pursue their career aspirations;
- Explore and choose academic majors and career options;
- Obtain career-related experience;
- Explore options to continue their higher education.

The Career and Transfer Services Department collaborates with employers through interactive and educational partnerships, connecting them to our high-quality student candidates from various academic fields. We work with faculty members to tap into resources and provide classroom presentations, special projects, and/or schedule industry guest speakers.

Career and Transfer Services can assist in the following areas:

- Career Exploration and Planning.
- Scholarship Information.
- Job Search.
- Career Services Workshops/Presentations.
- Transfer Services – research and resources for students seeking to continue their studies at a four-year college/university.
- Cooperative Education Program.

We provide our services in all campuses district-wide; for more information visit us at epcc.edu/Services/careerservices

Center for Students with Disabilities

El Paso Community College recognizes that people with disabilities wish to pursue the full range of educational opportunities. (Optimum accessibility to all programs is provided through the center). If you are a person with a disability, you may request accommodations through the Center for Students with Disabilities at each campus.

Support services provided may include academic counseling, registration assistant, test taking assistance, reading, scribe, sign language interpreting, tutoring, and adaptive technology. Documentation of disability will be required. All information is kept confidential. To view all locations and hours visit, epcc.edu/Services/csd.

Project HIGHER (PH) is an innovative program that assists individuals with intellectual and developmental disabilities (ages 18-25) to complete a level-one certificate (15 to 42 semester credit-hours) after completing a level-one certificate (i.e., 14 to 42 SCH) at EPCC and find employment in their area of study. It is a unique supported educational model based upon supported employment models. An educational coach works one-on-one with the student in a post-secondary training setting and gradually reduces the time spent with the student as they become better adjusted and more independent.

All PH participants must be consumers of the Texas Workforce Solutions Vocational Rehabilitation Service (VRS). Interested students must complete an application, interview, and be selected to participate. The application process begins in March.

College Readiness Consortium

The College Readiness Consortium is a partnership with the University of Texas at El Paso, all 12 school districts in Region 19, and El Paso Community College. This partnership identifies ways to increase the number of students coming to higher education prepared to enter college-level courses. For more information, contact 915-831-2816.

Counseling Services

El Paso Community College counselors assist students with academic advising, goal setting, career exploration, program selection, vocational/academic choices, specialized health/specialized program admissions requirements and transfer advising. Services also provided by counselors include degree planning, transfer information, testing requirements, student petitions, academic progress, retention, graduations, registration, and assistance for students with institutional conflicts and other student-related matters.

Counselors also participate in the development of New Student Orientations to inform new students about the college, programs, and services provided. Additionally, counselors teach classes and conduct workshops and seminars to assist students with academic success, self-development, and adjustment to college life, life skills, testing, and other topics of interest or concern to students.

Counselors also refer students to appropriate community agencies and provide "outreach" assistance to local agencies and schools by conducting presentations about EPCC services and programs.

Every student is encouraged to meet with a counselor/advisor each semester to review academic progress and graduation requirements. A student's enrollment is based on academic standing determined each semester by semester and cumulative grade point average. Students who have not met state requirements for the Texas Success Initiative Assessment (TSIA) or TSIA2 are required to be advised by a counselor/advisor each semester until exiting the required remediation.

For more information visit epcc.edu/Services/Counseling

EPCC Cares

El Paso Community College recognizes that student success involves assisting the students holistically. Student persistence and success depend on the student's well-being. EPCC Cares addresses the student's mental well-being by providing high-quality mental health individual and group therapeutic services in an environment that supports their unique individual, cultural, and demographic needs. The services include short-term focused therapy, group therapy, support groups, family therapy, social services referrals to community resources, and opportunities for those students interested in the social sciences.

For more information visit epcc.edu/Services/csd/mental-health-resources

First-Year Experience

First-Year Experience (FYE) department comprehensively guides students through their first year of college and beyond. FYE offers students timely interventions through faculty referrals (through its Early Alert retention system), individualized academic advising, personalized academic coaching and nonacademic supports. Students can obtain services in-person at FYE Centers or virtually. FYE provides a safety net for students transitioning to college through an integrated system of communication, support, and intervention to solidify student success.

For more information, contact visit epcc.edu/Services/first-year-experience

Fort Bliss Programs

Credit and non-credit programs are offered at Fort Bliss for the civilian and military population. Special programs are available to service members and their family members through the Air Defense School and the Army Education Center.

Students attending EPCC at the Fort Bliss Center can enroll in their coursework online and on site during the regular registration periods.

For more information, please contact the EPCC Fort Bliss Center at 915-831-5511/5512.

Honors Program

Students looking for an "academic challenge" should consider the Honors Program. The Honors Program provides an avenue for challenging academic opportunities and is open to all students enrolled in college-level academic or technical/vocational credit courses. To qualify for the Honors Program, the student must meet one of the following criteria:

- Current EPCC students must have a minimum cumulative grade point average (GPA) of 3.25.
- Transfer students applying to the Honors Program should have a cumulative GPA of 3.25 from another accredited institution.
- New students are admitted based on SAT or ACT scores.
- New students who have graduated in the top 15% of their high school class.
- New students who have submitted a high school transcript verifying the completion of a recommended advanced high school curriculum.

Interested students must apply for acceptance into the Honors Program purposes. Once accepted into the Honors Program, the students who want to receive Honors credit for each course(s) must contact an instructor(s) to establish the objectives the student must meet to be awarded the Honors credit.

Students receive a designation of "H" on their transcript next to the course(s) in which Honors credit was awarded. Students in the program completing a minimum of 15 Honors credits in three different subject areas can graduate with the academic distinction of "with College Honors" on their diploma.

Benefits of the Honors Program include designing individualized projects with your instructor(s), honors credit designation on your transcript, recognition at the annual Honors Program Convocation, transfer of honors credit to the University of Texas at El Paso (UTEP), and enhanced opportunities for advanced study and scholarships.

For more information, please visit epcc.edu/Services/Honors

Intramural Sports

El Paso Community College Intramural Sports Program provides an opportunity for EPCC students, faculty, and staff to participate in a variety of sports and physical activities. The main goal of the program is to meet the needs and abilities of all participants to facilitate a total educational experience. Students have the opportunity for recreation as an outlet from academic endeavors.

Activities include:

- Co-Ed Indoor Soccer
- Volleyball
- Basketball
- Weightlifting and Fitness Competition
- Turkey Trot
- Wilderness Hikes
- Competition between faculty vs. students

For more information visit
epcc.edu/Services/CampusLife/intramural-sports

International Student Services

Students from over 30 countries study at El Paso Community College. In order to meet the diverse needs of these F-1 students, the Office of International Student Services provides specialized counseling, orientation, academic advising, liaison with sponsoring agencies, and transfer services to four-year institutions.

Libraries

The EPCC libraries provide research materials and instruction for the College's academic programs. Librarians are available to assist faculty and students with their research assignments and other reference questions. Libraries are located at the five campuses.

Services include:

1. Library Instruction Classes
    • Virtual

2. Reference Services
    • Virtual

3. Online Library Catalog
    • Books
    • DVD's
    • Electronic Books

4. Print Periodicals
    • Magazines
    • Journals
    • Newspapers

5. Online Databases
    • Magazines
    • Journals
    • Newspapers
    • Videos

6. Internet-Searching Instruction
    • Access

7. Equipment
    • Copiers
    • Printers
    • Scanners
    • Microfilm readers-printers
    • Audio and video players
    • Adaptive equipment

8. Resource Sharing (Interlibrary Loan)

9. Other campus-based services

Or visit epcc.edu/Services/Libraries for more information.

Phi Theta Kappa

Phi Theta Kappa International Honor Society is the oldest and most prestigious two-year college honor society.

Membership provides a multitude of benefits and honors. Membership is by invitation and requires a 3.5 cumulative grade point average, and minimum completed 12 credit hours. Benefits of membership include transcript mention, diploma recognition, gold embossed membership certificate, Golden Key lapel pin, transfer scholarship opportunities, qualification for the All USA Academic Team and special graduation recognition and regalia. Payment of membership fees as required.

For more information contact PTK advisor: epcc.edu/Services/CampusLife/Lists/StudentClubListing

Recruitment Services

Recruitment Services facilitates enrollment and serves the global community by promoting EPCC programs through presentations, workshops, and fairs in the following areas:

- Admission Application Workshops
- High School Faculty and Administrator Workshops
- Campus Tours
- College and Education Fairs
- Information Booths & Table Setups

Services are offered to high schools' students, the community and local government organizations and agencies. The nontraditional students served include military, prison and probation populations to include outreach into New Mexico. For more information and to customize your service requests, please call 915-831-3373.

Service Learning Program

Service Learning Program (SLP) at El Paso Community College encourages civic responsibility among students through community service. We provide resources and support for students and faculty who are currently using or would like to integrate service learning into their course and for community agencies who are interested in partnering with El Paso Community College.

The program facilitates placement and documents academic credit for service work in the community. Interested students contact their instructor to verify if they are engaged with SLP and ask to participate in the program. All students must do a Service Learning Program orientation session online at the beginning of each semester. Form due dates are online. After attending the orientation session, the student and faculty member agree on a minimum of 20 hours of specific volunteer work in a non-profit community service agency that students will perform in exchange for academic credit in the course. Academic credit is at the discretion of the course instructor. If the student completes the designated assignment, they will receive credit for the course. Once 20+ hours of service are completed, students will participate in the Service Learning Program Reflection Session about their experience and gain recognition by El Paso Community College through a

Certificate of Recognition. Student hours are documented on banner.

Through Service Learning, students can apply newly-acquired academic skills and knowledge to address real-life needs in their communities and reflect on the meaning of this service. For more information, please check the EPCC Service Learning website at epcc.edu/services/SLP

Student Ambassador Program

The Student Ambassador program is a two-semester program that allows students to assist EPCC with recruitment, retention, and public relations. Student Ambassadors reach out to both prospective and current students, making them aware of the programs and services on campus. Their mission is to assist with EPCC events and day-to-day activities. They represent EPCC at community events that promote the growth and expansion of the college. As distinguished official student delegates, they instill spirit, pride, and the overall mission of EPCC by educating the college community and encouraging participation in campus activities. Benefits to participating are an enhanced resume, leadership skill development, and six hours of tuition waivers. For additional information, please visit epcc.edu/Services/CampusLife/student-ambassadors

Student Government Association

The Student Government Association (SGA) is a vital force in the lives of all EPCC members and community. It strives to instill a feeling of collective work and responsibility to reiterate that achievement of common objectives depends on a cohesive attitude among students. The College encourages students to appreciate the privileges of and to assume the responsibilities of self-government. The SGA is the official student governing body and voice of students at EPCC. The EPCC association has won state and national awards for its governance participation and involvement in national issues.

Responsibilities of SGA include:
- A student relief fund.
- Recognition of student clubs.
- Serving on College committees.
- Funding of student clubs and campus organizations like Leadership EPCC.
- Financially Aid Campus Life and Intramural Sports programs.
- Presentation of student needs and concerns to the College administration.

For additional information, please visit epcc.edu/Services/CampusLife/student-government-association

Student Technology Services (STS)

Student Technology Services is the student employment arm of the Instructional area of El Paso Community College. STS is overlooked by a full-time manager but on a daily basis it is managed by students in a program that empowers decision making, budget management, and customer service. The program hires and trains students in the real work environment for future reference related to their major. Students are placed throughout the college district to support various departments and events. STS is open to all academic majors, international students, and degree plans. Requirements for this program include a 3.0 cumulative GPA

and enrolled in a total of six (6) credit hour courses during the Fall and Spring Semesters.

When applying include the following:
- Resume
- Letter of Interest
- Current transcript
- Detailed schedule

The STS Lab is located in the Administrative Service Center (ASC), A Building, Room 601. For additional information, please contact us at 915-831-6406 or visit epcc.edu/services/STS

Guided Pathways to Success (GPS)

Guiding Pathways to Success (GPS) provides academic support for students who place into Developmental Education (DE). GPS brings together faculty and academic support staff to develop activities and identify resources that help students successfully stay on the path to higher education."

Contact the Office of Student Success for more information 915-831-3377

Tutorial Support Services

Students may avail themselves of a variety of tutoring opportunities as listed below.

Testing Services

Testing Services provides a range of services to support new and enrolled students. Testing services are located throughout EPCC campuses, and a professional, helpful, and courteous staff are available to assist you.

Our services include:
- College placement tests (District-wide)
- Advance Math Placement tests (District-wide)
- Make-up/re-tests (District-wide)
- Pearson Vue exams (ASC B-156)
- Proficiency exams (District-wide)
- Proctor tests from other colleges (VV C 212 only)
- HSE tests (ASC B156 only)
- CLEP and DSST tests (VV C212 only)

For detailed information, visit our web page: epcc.edu/Services/TestingServices

Test Preparation Services

Pretesting Retesting Educational Program (PREP) program offers free help in Texas Success Initiative (TSIA) assessment test preparation. PREP offers 3-5-day TSI Boot Camps that are interactive and engaging and proven to be quite successful for students who want to place college ready. Students looking for flexibility or additional preparation can inquire about our online resources for TSIA Assessment preparation. To enroll or learn more about our TSIA Boot Camps, visit our web page: epcc.edu/ services/PREP:

Student Support Services Program

The U.S. Department of Education TRIO Project funds the Student Support Services Program (S.S.S.P.).

The S.S.S.P program provides support services for first-generation, low-income students and for individuals with disabilities to help them remain in college, make progress toward academic objectives, graduate with an associate degree, and transfer to a four-year institution. S.S.S.P. provides face-to-face and online tutoring in all English, Reading, Math, ESOL and credit level courses.

Study skills development workshops in time management, textbook skills, note-taking, test-taking, and math anxiety are provided, as well as academic and personal advising, peer advising, career planning, financial aid assistance, financial literacy, and transfer advisement. For additional information, please visit: epcc.edu/services/SSSP

PREP Program

The PREP Program assists students currently enrolled and those planning to enter college for the first time by helping them prepare for their college placement tests. Students meet with an advisor to develop a plan to improve their math, reading, and writing skills. Free diagnostics testing is available to help students and our team of advisors better identify specific content areas that need reinforcing for placement preparation. PREP also assists ranking students in the health careers programs interested in retesting to improve their placement scores.

PREP also offers TSIA Boot Camps, intense subject refreshers to prepare before retesting, and offers access to online supplemental resources and diagnostics testing, call or come by the PREP office at any EPCC campus. Visit our website at epcc.edu/services/PREP

The Pasos Program

The Pasos Program brings together motivated educators and a community that view our location, population, and stories as assets to student success. Pasos is dedicated to advancing our US/Mexico border community through family engagement, equity in the classroom, inclusion, and social justice. We increase civic engagement through educational, creative projects, service learning, and community activism.

- Cariño In the Classroom-Embracing Cariño In the Classroom is a half-day interactive faculty training that takes place each semester. It features Pasos faculty and community guest speakers. The topics often focus on active student engagement, creating a supportive classroom, and connecting what students are learning to relevant community issues.
- Thrive - Thrive provides students with monthly success workshops during the Fall and Spring semesters. Thrive workshops target themes that impact students outside of the classroom and provide students with skills for college, career, and life.
- Pasos Journal - In this publication the wonderful work of our students is showcased. Through their

words, art and photos we catch a glimpse into the talent that is our community's pride.

- High School Outreach - In partnership with EPCC's Dual Credit Program, Faculty engage Pasos high school students in writing workshops to submit their work in the Pasos Journal an annual publication of students' poems, short stories and artwork.

- College of the Community - Pasos members work together to organize events that engage students with the community.
- Student and Family Engagement - Family friendly engaging events outside of the classroom, including community service, enrichment workshops, and/or community events.
- Community Caring - partner with a local non-profit for the academic year and organize volunteer opportunities including a Faculty-Students Day of Caring.
- Pasos Scholarship - team members work together to raise funds for student scholarships.
- Oral History Project - team members identify stories that we must preserve and share, that celebrate our location and population Contact the Office of Student Success for more information: 915 831-3377. For more information visit epcc.edu/Services/pasos

Retention Action Program (RAP)

RAP provides services which help students complete an Associate of Applied Sciences or a Certificate of Completion in the Career & Technical Education (CTE) fields of study or taking a CTE course.

RAP introduces students to learning strategies that can be applied to all courses across the curriculum. RAP provides services that support, motivate, and focus on goal setting. RAP uses one-on-one or small groups for cooperative learning to facilitate the learning process, teamwork and communication skills necessary for students to succeed.

RAP offers face-to-face tutoring.

- Valle Verde campus in room A-1401
- 915-831-2601
- Monday -Friday from 8AM-5PM
- If you would like more information on which courses are offered for tutoring and to check if you are a CTE major or taking a CTE course feel free to reach out to us.

RAP offers Online Tutoring.

- Online Tutoring room link: https://us.bbcollab.com/guest/971ca0febb774259a9dd853441712373
- If you would like to find a tutor for a specific course, please utilize the Tutor Finder below to find a tutor for your course.

Tutor Finder link: https://my.epcc.edu/sites/Resources/StudentSuccess/SitePages/Tutor%20Finder.aspx

For additional information, please visit our website at epcc.edu/Services/RAP

Tutoring Services

Tutoring is a free valuable instructional service provided by trained tutors from EPCC Tutoring Centers. EPCC students are encouraged to seek tutoring services for various subjects early in the semester and attend sessions regularly. Through tutoring, students are able to reap the benefits of achieving higher test scores, earning better grades, and developing effective study skills to continue their success throughout their college years towards graduation. All campuses provide services to accommodate the various academic needs of the students. Students can receive face-to-face academic assistance one-to-one or in small groups. Through our own Online tutoring services for EPCC students via Blackboard Class Collaborate, students are also able to receive free online tutoring during the day, evening and weekend by the same friendly and trained tutors in our District-wide Tutoring Centers. For more information on Tutoring and Academic Support, call one of the Tutoring Centers for additional information or visit epcc.edu/Services/Tutoring

Workforce and Continuing Education

El Paso Community College Continuing Education provides a wide range of non-credit workforce education and community service courses, seminars, conferences, and workshops. The five campuses of the College, the Administrative Service Center 'B' Building, and a variety of locations throughout the county hold these activities to meet the lifelong learning needs of the community.

Many Continuing Education courses award Continuing Education Units (CEUs). One CEU is officially defined as 10 contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction, and qualified instruction. The CEU should not be interpreted as a substitute for college credit. Its primary purpose is to provide a record of the educational accomplishments of an individual who has completed one or more non-credit educational experiences. Request transcripts of earned CEUs from the Admissions and Registration Office.

Registration for Continuing Education courses/services is a continuous process and may be accomplished either in person or by mail. In both cases, students must complete a CE registration application. Students registering in person are encouraged to register at any of our five campuses, Fort Bliss, or the Administrative Service Center, 'B' Building, at least one week before the first-class day. Payment is required at the time of registration.

Students registering by mail should submit the mail-in registration form found in the Continuing Education Schedule, along with payment in full of all obligations, at least two weeks before the first-class meeting to allow time for processing. A receipt will be mailed to the student upon completion of the mail-in registration process.

The Continuing Education Schedule contains information regarding the tuition, fees, and refunds for CE courses. Enrollment in Continuing Education courses is on a first-come, first-served basis, and sections close when maximum enrollment levels are reached. Additionally, the College reserves the right to cancel classes in the event of insufficient enrollment or other circumstances beyond the College's control.

Because of the nature of instruction, age limitations may be imposed on selected courses. Also, enrollment in certain classes may be limited to individuals with specific prior training and/or skills. Some language programs may require placement testing to determine a student's English level before enrollment. Please visit the Workforce and Continuing Education website for more information epcc.edu/Academics/ContinuingEducation

Advanced Technology Center

The El Paso Community College Advanced Technology Center (ATC), located at the Valle Verde Campus provides training in Career Technical Education programs. Flexible schedules are offered during the day and in the evenings to accommodate students and industry needs. ATC programs include, Computer Aided Design (CAD), Diesel Mechanics Technology, Electrical Technology, Energy Efficiency & Renewable Energy, Heating, Ventilation & Air Conditioning (HVAC), Industrial Manufacturing Option, Industrial Maintenance Option, Robotics & Automation, and Welding.

Some of the programs include advanced technology courses such as EDM Wire, Programmable Logic Controllers (PLC), Plastic Injection Molding, Pipe Welding, Electronic Systems, Weatherization, Photovoltaic Energy Auditor and LEED. Additionally, embedded into several degree plans are national certifications such as, OSHA 10 for Construction in HVAC and Welding programs. HVAC faculty encourage students to test for EPA and 410A certifications. The welding program offers the American Welding Society (AWS) Level 1 Sense Certification. Electrical Technology has the OSHA 30 embedded into the program. The Renewable Energy program offers testing for the NABCEP certification.

Quality education helps enhance a variety of opportunities to compete in regional and global job markets. A skilled workforce will support the specialized labor demands of industries across the nation and facilitate their expansion into the local and regional economies of the El Paso Borderplex region.

Language Institute

The Language Institute, housed at the Valle Verde campus, offers the Intensive English Program, the Conversation ESL Program, and the Conversation Spanish program. All classes are full immersion; only the targeted language is spoken. For more information visit our website at, epcc.edu/Academics/LanguageInstitute

Intensive English Program (IEP)

The mission of the Intensive English Program is to successfully prepare students and professionals to acquire English proficiency to meet their personal, academic, and career goals. We are committed to offering classes in a dynamic, multicultural and effective environment with the most innovative supportive resources imparted by highly qualified and competent faculty members.

The intermediate levels of IEP utilize terminology applicable to technical and business writing to develop proofreading and editing skills relevant to job-related contexts required for further advancement in the labor force. The emphasis is on enhancing effective written and oral communication skills for business applications in the workforce.

Intensive English Program-Fast Track

The program has six levels that can be completed within a year. Each level includes three courses: Reading/Writing, Listening/Speaking, and Grammar. Classes meet Monday to Friday from 8:00 am to 2:30 pm for seven weeks; 200 hours of instruction per-level.

Intensive English Program has twelve levels. Classes are offered during the day or Saturdays; 100 hours of instruction in Reading/Writing, Listening/Speaking, and Grammar.

Conversation ESL Program is a 50-hour Conversation ESL course of study designed to advance the oral English skills of students in the workplace. Conversation ESL classes aim at improving pronunciation and the use of idiomatic expressions with emphasis on communication and formal presentations. There are six levels, and each level is approximately 4 months. The classes are on Saturdays from 9:00 am to 1:00 pm. 50 Hours/5.0 CEUs.

Spanish Classes

The 48-hour Spanish courses are offered in two levels: beginning and intermediate. Both levels of Spanish classes emphasize instruction on job-related technical vocabulary and fluency in general business applications. These classes are usually offered on Saturdays from 9:00 am to 1:00 p.m. 48 Hours/4.8 CEUs.

Children's College

The Children's College is designed to offer a broad spectrum of courses to encourage children and young adults to develop and apply critical and creative thinking skills to areas of study in which they have an interest. The objective of this program is to provide children and young adults the opportunity to take classes in a college environment and to increase their awareness of the importance of a college education. Children's College offers courses for children and young adults between the ages of 5-17 years to help improve their academic skills and explore a personal interest.

Business/Computers/Technical Education

If you are working towards that promotion or a better career, then this area provides opportunities for the employed worker to update or upgrade existing skills or to acquire new skills leading to certification in many areas of study. Vast opportunities in Technical Education and Professional courses include the following areas of study: Computer Business Applications, Computer Skills, CISCO Academy, Business Management/Technical Education, Real Estate, Professional Floral Design Certificate, and Online Courses.

Business Entrepreneurship Grasp the principles of entrepreneurship. Identify potential business opportunities, self-growth and more. Upon completion, students will have a

real world understanding of the entrepreneurial process and issues faced by entrepreneurs.

Preparation for Texas Landscape Irrigation Exam This course prepares the student for the Texas Landscape Irrigation License Exam.

Real Estate Our courses enable students to obtain their real estate license. Students can complete their real estate courses within one year.

Customs Brokers Our courses prepare students for careers in international trade and assist them to pass the customs brokers' exam.

Computer Business Applications The focus of these computer courses is on business productivity software applications and professional behavior in computing, including spreadsheets, databases, presentations graphics, and business-orientated utilization of the Internet. Computer courses provide refresher training for on-the-go professionals.

Online Courses- New Career Training Programs Our New Career Training Program online courses focus on the mastery knowledge of business, computer skills, and computer applications to acquire Certifications that reinforce workplace competencies necessary to be successful in business and in life.

Professional Floral Design Certificate If you are of a creative nature and have a strong desire to own your business or work in a floral shop, this program is designed to meet your needs.

Academic Enrichment/STEM
Academic courses include Math, Reading, Spanish, Lego Mindstorms, Video Game Maker and Graphic Design. These courses help students to improve their academic and social skills.

Arts
These courses are for children and young adults who are interested in the performing arts which include Pre-Ballet, Ballet I, and Hip-Hop Dance. The Arts include courses that are instrument-related such as guitar and piano. Art instruction helps students with the development of motor skills, language skills, decision-making, and imagination.

Sports and Fitness
Sports and Fitness courses are for children and young adults who want to learn Gymnastics, Tennis, Golf, and Martial Arts. These courses will not only help improve their skills but will build their self-esteem.

Community Education Program
The Community Education Program (CEP) operates a variety of programs across El Paso County, ranging from basic adult literacy, family literacy, and vocational literacy to services for deaf, public housing residents, and welfare recipients.

CEP serves educationally disadvantaged adults with limited reading skills in their primary language. Participants typically develop literacy skills while studying pre-vocational topics, health, home ownership, community and survival topics. Free classes, including supplemental computer-assisted instruction, are offered at sites throughout the city and county of El Paso. CEP also provides the STEP project for

transitional instruction and assistance to educationally disadvantaged adults who wish to enter mainstream college courses.

Additional projects include specialized instruction for deaf/hearing impaired adults and their families through Literacy Education Action for the Deaf (LEAD) and instruction for isolated colonias residents, public housing residents, and Enterprise community residents.

Driver Training
Motorcycle Rider courses are designed to train the student in the safe handling and operation of motorcycles. The course prepares the student to satisfy the state requirements for a motorcycle license in Texas. Our courses include Basic and Advanced 2-wheeled motorcycle training and basic 3-wheeled motorcycle training.

Massage Therapy
This 525-hour program prepares students to sit for a national exam to become licensed in the State of Texas. Courses include Massage Therapy Fundamentals I, Anatomy and Physiology, Health and Hygiene, Hydrotherapy, Business Practices and Professional Ethics, Massage Therapy Fundamentals II, Kinesiology, Pathology, and an Internship. Also, courses are offered to assist massage therapists in maintaining their licensure and developing advanced skills.

Nail Technology
A 624-hour program that prepares students for the State Licensing Written and Practical Exams. Nail Technology includes instruction in professional development, bacteriology, sanitation and disinfection, nail structure, diseases and disorders, natural nails, artificial nails, pedicures, business principles, product knowledge, and other selected topics.

Law Enforcement Training Academy
The El Paso County Community College District is an approved training site for Law Enforcement, Correctional Officer, Security and Special Officers, and Motorcycle Rider Training Courses.

The Law Enforcement Training Academy (LETA) is licensed by the Texas Commission on Law Enforcement (TCOLE) and is authorized to conduct pre-service and in-service training programs and courses. The Texas Peace Officer Course is divided into five training phases. The entire Program is 768 classroom (contact) hours and exceeds the state minimum requirement. Successful completion of this program will enable the student to sit for the State Licensing Examination required for all Texas Peace Officers.

Law Enforcement In-Service Training Classes cover the training requirements and specialized training classes as determined by local agency and community needs. The Academy facility contains an indoor, state-of-the-art shooting range. The Academy also utilizes the Advanced Interactive-shooting System (AIS) that challenges students with decision-making scenarios in deadly force situations.

The Security and Special Officers Course is licensed by the Texas Department of Public Safety, Private Security Bureau. The Academy offers Level II, III and IV Classes, which certifies unarmed, armed and bodyguards respectively. The

Academy is also licensed as a Continuing Education School for Owners, Private Investigators, Locksmiths and Alarm Installers.

The Academy is open to the public for civilian shooters and offers basic, intermediate and advanced firearms safety classes as well as License to Carry Certification Classes for Texas residents.

The Academy also provides Motorcycle Rider Training Courses through the Motorcycle Safety Foundation (MSF) along with 3-Wheel Motorcycles, sponsored by Can-AM/BRP.

Health Studies

Continuing Education for Health offers entry-level health courses which lead directly to the job market such as:

Nursing Home Activity Director provides the basic knowledge used by activity professionals to provide and promote quality of life for residents in long-term care settings. Courses are offered to help current health professionals upgrade present skills or develop new skills.

CPR, ACLS, PALS, and First Aid courses are several of the courses offered to meet certification and CEU requirements for health professionals.

Nursing Assistant prepares students for State certification. Presents the concepts and skills required to provide basic patient care in a healthcare facility or a person's home.

Re-Entry Nursing offered for RNs and LVNs who need to update skills before returning to work. The theory portion of the course is online. Students must demonstrate clinical skills before completing an 80-hour preceptor clinical.

Health Unit Coordinator performs clerical, reception, communication, and coordination tasks for the nursing unit.

Phlebotomy Technician presents principles and procedures, both theoretical and practical, associated with the collection of clinical blood specimens.

Medication Aide approved by the Texas Health and Human Services Commission (THHSC). Course prepares certified nurse aides to administer routine medications to individuals in a Skilled Nursing Facility, MHMR facility, correctional institution, or personal care facility.

Personal Enrichment

Explore new interests, develop skills, and further your passion with one of our Personal Enrichment course offerings listed below:

Home and Garden

Interested in arts, crafts, and hobbies? There is a wide range of courses from which to choose. Courses include Floral Arts, Interior Design 101, Sewing, Dog Behavior, Home Gardening, and Backyard Fruits and Vegetables. Sewing classes start with the very basic to the advanced courses such as surging or pattern alterations, quilting and crochet.

Creative Arts

Interested in photography? You can learn the basics of camera operation, to the professional level. Art classes include Watercolors, Drawing, Painting with Acrylics, and Painting in Oil, and 3D printing.

Dance and Music

Enjoy music in your life either through dancing or playing a musical instrument. Dance and music courses include Salsa Bachata, Party Line Dancing, Argentine Tango, Latin, Guitar, Piano, and Voice. Guitar and Piano courses start with the very basic and continue with the advanced.

Culinary Arts

Take your love of cooking and baking to the next level. There is a wide selection of courses to select from. Courses include Mexican Cuisine, Asian Cuisine, Healthy Cooking, and Mediterranean cosine. Cooking with Various Cuisines, Grilling and Barbecuing, Beginner's Cake Decorating, Baking from Scratch, New Age Coffee, Beginning to Advanced French and Italian Classical Cuisine. Want to learn to pair food with wine? Well we also offer Wine Appreciation course. If you are seeking learning to mix your own drinks, we also offer Mixology/Basic Bartending course.

Online Enrichment

Accessible, affordable courses through the web are available in conjunction with ed2go: Everyday Math, Grammar Refresher, Writing Essentials, GED Preparation, GMAT Preparations, GRE Preparations Part 1 & 2. Introduction to Interior Design, SAT/ACT Preparation Part 1 & 2. Learn to Buy and Sell on eBay, Discover Digital Photography, Start your Own Edible Garden, and Speed Spanish. In addition, also available are Effective Business Writing, Fundamentals of Supervision and Management, How to Get Started in Game Development, Introduction to Microsoft (Access, Excel, Word) 2019, Project Management Fundamentals, and Real Estate Investing. Young Adult Courses are available for ages 17 and up, such as Creating Web Pages, Photoshop Elements for the Digital Photographer, and Resume Writing Workshop, etc.

Center for College Access and Development

The Center for College Access and Development is the place where students become college ready by addressing their academic and personal challenges. We seek to develop or strengthen foundational skills that facilitate transition, persistence and completion of postsecondary education.

Courses include Intensive College readiness for students to acquire the foundational academic skills in math, reading and writing (TSI Academy); ESL Bridge for second language learners considering enrolling at the college; GED to College preparation classes to acquire the high school equivalency certificate, and customized services offered by a variety of funding sources including government grants, community-based organizations and corporate sponsorships.

For more information call visit our website at epcc.edu/Academics/ContinuingEducation

Contract Opportunities Center (COC) Apex Accelerator

The Contract Opportunities Center Apex Accelerator, formerly known as a Procurement Technical Assistance Center (PTAC), is operated under a cooperative agreement with the Department of Defense. The COC Apex Accelerator is the primary local provider of technical assistance in the area

of government procurement. The mission of the COC Apex Accelerator is to promote business development by providing bidding/contracting opportunities and technical support throughout the County of El Paso. The Center assists businesses' efforts in expansion and job creation through active pursuit of the federal government, state, county, city, educational, and commercial contracting opportunities.

The COC Apex Accelerator accomplishes its mission by providing services and support functions which include outreach, confidential one-on-one counseling, marketing, bid-matching, technical reference, electronic commerce/data interchange, conferences, and workshops that provide information and education about facets of government procurement and electronic commerce.

Counseling and technical assistance are provided free of charge. Seminars and workshops will occasionally require a nominal registration fee. For assistance, please visit the COC Apex Accelerator's website at elpasococ.org

Workforce Strategic Initiatives (WSI)

The Workforce Strategic Initiatives (WSI) Department of El Paso Community College (EPCC) helps companies build a world-class workforce to remain competitive in a global economy. WSI strengthens community partnerships and promotes economic development by working with area businesses to develop programs for industry-related training. The training upgrades skills and prepares new and incumbent employees for industry-recognized certifications.

WSI seeks out, applies for, and manages state and federal grant funding to access public funds to offset the cost of training. Texas Workforce Commission grants include Apprenticeship Training Program, Skills Development Fund, Skills for Small Business, and Self-Sufficiency Fund, and others. Additional funding may be available from other public and private sources. For more information visit epcc.edu/Academics/ContinuingEducation/WorkforceStrategicInitiatives

Small Business Development Center (SBDC)

The Small Business Development Center (SBDC), is the most extensive management and technical assistance program for small businesses in the United States. Administered by the U.S. Small Business Administration (SBA) and supported by Congressional Appropriations, the SBDC is operated by state governments and hosted by universities and colleges under a cooperative agreement.

El Paso County Community College District became a member of the Texas South-West SBDC Network in August 1985. The college district signed a cooperative agreement with the University of Texas at San Antonio (UTSA) and the SBA to serve eight counties in the Big Bend Region of Texas, including El Paso County. In 1992, El Paso Community College, in collaboration with Sul Ross State University, moved to establish an SBDC satellite office in Alpine, Texas, to serve the adjacent rural communities, including Van Horn, Pecos, Ft. Stockton, Marathon, Fort Davis, Alpine, Marfa, and Presidio. In 1994, Sul Ross State University arranged to apply for a full-service SBDC and became a member of the TXSW SBDC Network. The SBDC program supports the growth and development of the Texas economy by assisting in job creation, economic diversification, and business expansion. The EPCC Scoffers no-cost, confidential business advising, technical assistance, training programs, and research services.

Information and training seminars are offered throughout the year to help small business owners enhance their knowledge and skills in all the essential areas of owning and operating a small business.

The EPCC SBDC service delivery area consists of El Paso and Hudspeth counties, offices are located at the EPCC Administrative Services Center (ASC) Campus, 9050 Viscount Blvd., Building B, #B520, El Paso, TX.
Visit elpasosbdc.net for more information and upcoming training programs.

Senior Adult Program

With our growing older population, programs and activities for seniors are in great demand. Our vision is to change the perception of aging by providing lifelong learning opportunities and inspiring seniors to adopt a vibrant lifestyle. The Senior Adult Program offers specialized courses and events for individuals who are 55 years of age and over.

The curriculum includes non-credit classes in music, art, exercise, dance, nutrition and wellness, computers, creative writing, and language development. These courses are held at city/county senior centers, elderly housing, retirement communities, recreation centers, and college sites.

Check the Senior Adult Program section of the Continuing Education Class Schedule for dates, times, and locations of the non-tuition classes, tuition seminars and workshops. To qualify for these classes, students must provide proof of age with a driver's license, birth certificate, or other official document showing date of birth. If students are required to purchase textbooks and supplies, it will be at their own expense.

Seniors may qualify for a parking pass if enrolled in no more than 60 hours per semester. Parking policies apply to all El Paso Community College students and campuses. Senior adults who register for courses outside of the Senior Adult Program must pay all tuition and fees that apply to the course.

Other program activities include social, cultural, recreational events, and a weekly television show called "Mature Living." Seniors in the community enjoy attending the annual Seniors' Love Conference, Christmas Navidad on the Border Celebration, EPCC Arts Festival Exhibition, Grandparents Day Celebration, and Music Concerts held throughout the year in collaboration with, and support from, our community partners.

Our mission is to promote community partnerships and provide educational and social opportunities for our multicultural senior population.

Center for Corporate and Workforce Training

The Center for Corporate and Workforce Training (CCWT) develops and delivers up-to-date and convenient innovative and accessible programs to meet the vocational and professional needs of individuals and businesses in the El Paso region. CCWT can customize curriculum that can be delivered on-site or off-site to your employees, with flexible schedules. For more information visit us at epcc.edu/Academics/ContinuingEducation/CorporateAndWorkforceTraining

Auto Collision Repair

The program will prepare the student with the basic technical knowledge and skills for the auto collision and repair industry. You will receive hands-on training from instructors credited by (I-CAR). The courses offered by the program are:

- Vehicle and Structural Analysis
- Auto Body Repair and Painting
- Collision Repair Estimating
- Basic Metal Repair
- Basic Refinishing

You may also earn your Pro Level 1 Platinum credential from the Inter-Industry Conference on Auto Collision Repair (I-CAR).

Building Trades Academy

The Building Trades Academy is an industry-driven academy for students interested and ready to work in the building trade and construction fields. Electrical and construction trade programs provide in-depth practical information and integrated hands-on training using the industry. Students will have the opportunity to build skills, select a career, and be job-ready. Certifications are available upon completion of the program. Below are courses available through the academy:

- Electrical Technology (Concurrent with Credit)
- Construction Cost Estimating
- Introduction to Home Electrical
- Welding Art

Institute for Customer Service Excellence-Southwest Region

The institute will offer the participants the opportunity to test for the NRF Foundation RISEUP Certifications. These certifications will provide the students with skills required for the Retail Industry. Below are the different certifications the NRF Foundation RISEUP provides:

- Retail Industry Fundamentals
- Customer Service & Sales
- Business of Retail: Operations & Profit

The institute can also customize customer service workshops tailored to meet business and industry needs. The following courses are available by the institute:

- Introduction to Customer Service
- Corporate Communication
- Enhancing Your Customer Service Skills

For more information on the certifications or courses, please contact us at 915-831-7824.

Corporate and Workforce Training

Maintaining a talented and productive workforce in a growing local economy requires a commitment to employee development. The CCWT develops and delivers up-to-date and convenient innovative and accessible programs to meet the vocational and professional development needs of individuals and businesses in the El Paso region. CCWT can customize the curriculum to be delivered through on-site or off-site to your employees, with flexible schedules.

Workplace Competencies

The spectrum of core business skills is required to function effectively within any twenty-first-century work environment. CCWT has organized course work around these core requirements and creates a custom curriculum to ensure that your workforce is prepared with the ever-evolving skillsets required by these important industries in the El Paso region.

Personal Effectiveness

The impact of a single employee has on efficiency of the total workforce can be difficult to measure. However, you can ensure that productivity is positively impacted by increasing the personal effectiveness of each team member. This is accomplished through a series of customized courses specifically designed to shape employee performance.

Technical Skills

The curriculum incorporates the development of industry-wide core skills as well as industry sector specific competencies to participants. CCWT is helping meet new corporate challenges for the various industries in our region by designing customized training programs based on local market needs.

JER Online

CCWT has partnered with JER online which provides 100% online self-paced and instructor-led certificate courses. All courses are easy to use and highly interactive. For more information and to see an extensive list of offerings, visit epcc.coursecatalog.com .

Student Rights and Responsibilities and Code of Conduct

Student Rights

I. Generally

All students of the El Paso Community College are entitled to enjoy the basic rights of citizenship which are recognized and protected by the laws of this country and state. Each student is obligated to respect the rights of others. Such environment will enhance the educational purpose for which the College exists and the educational programs designed to achieve that purpose.

I.   Equal Education Opportunity

No student or prospective student of the College shall be discriminated against because of race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation, or gender identity. Students who feel aggrieved on the basis of race, gender, color, national origin, disability, creed, or age, disability, veteran status, sexual orientation, or gender identity, may file a written grievance with the Vice President of Student and Enrollment Services.

II.   Academic Related Grievances

Academic-related grievances should be submitted in writing beginning with the faculty member and then to the Instructional Dean/Director. Appeals may then be directed to the Vice-President of Instruction and Workforce Education.

III.   Student Grade Appeals

The responsibility for determining all grades and for judging the quality of academic performance in a course rests with the instructor assigned to the course. A grade can be formally appealed only when there is demonstrable evidence that discriminatory, arbitrary, or capricious action on the part of the instructor has influenced the grade. Failing grade received due to unsafe practice in a nursing or health career program may not be appealed. Students who wish to appeal an unsafe practice decision must appeal to the Dean of Nursing or the Dean of Health Careers, Math & Science, who have authority to determine the final decision.

The burden of proof that such an unfair influence has affected a grade rests with the student who appeals the grade. Only final course grades may be formally appealed to the appropriate Instructional Dean/Director.

The processing of formal grade appeals is the responsibility of the Instructional Dean/Director who administers the course. The decision on a grade appeal is the responsibility of the Vice-President of Instruction & Workforce Education that is responsible for the course.

Student Grade Appeal Process - To appropriately address the grade appeal, the following process will be followed,

Step 1. A student who believes that the grade received is incorrect should first discuss the grade with his/her instructor. The instructor and student should make every effort to resolve the issue.

Step 2. The student who is not satisfied with the outcome of the discussions with the instructor may contact the Instructional Dean/Director who is responsible for the course. This contact, like the discussion with the instructor, is informal. The Instructional Dean/Director may take what action is deemed necessary to resolve the issue at this level.

Step 3. If the student is not satisfied with the decision rendered by the Instructional Dean/Director, he/she may make a formal grade appeal to the office of the Vice President of the division administering the course. This appeal must be filed with the office of the Vice President using the Grade Appeal Petition Form. The student has 45 days from the end of the semester, term, or quarter, in which

the action occurred, to present his/her appeal. The appeal must include supporting information. After the appeal is filed, a copy will be sent to the student, the instructor, and the Instructional Dean/Director.

Step 4. The Vice President will request written information about the case from the instructor involved and will present the grade appeal and this information to the campus Grade Appeals Committee, the student, the instructor, and the Instructional Dean.

Step 5. The Grade Appeals Committee will examine the evidence and conduct the necessary hearings and meetings to make a recommendation in the case. It is not necessary for the parties to appear unless requested by the Grade Appeals Committee. Parties have the right to appear if they wish to do so.

Step 6. The Grade Appeals Committee will give the Vice President a written recommendation as follows:

    a.   Whether or not the grade should be changed. If so, what should the final grade be.

    b.   Make other recommendations that it deems advisable in the disposition of each specific case.

    c.   Committee members who voted in favor of the Committee's decision must sign recommendation. The dissenting members may also sign and state the reason for their dissenting vote.

Step 7. Taking into account the recommendation(s) of the Grade Appeals Committee, the Vice President will make a final decision on the grade appeal and send it in writing to the student, the instructor, the Instructional Dean/Director, and the College President. If the decision is that the grade should be changed, the Vice President will take action to revise the student's record and notify the instructor.

Step 8. Either the student or the instructor may appeal the Vice President's decision to the President. The President's review shall be limited to whether the review procedures described herein were properly observed.

Step 9. A District Grade Appeals Committee consisting of a voting faculty chairperson, two other faculty members, and two voting students will be appointed by the Vice President to consider all grade appeals occurring during the academic year.

    a.   Any member of the committee who believes that the professional or personal relationship with either party in a grade dispute would create a hindrance to objective judgment, or a conflict of interest must be disqualified and a replacement for that party will be chosen by the Vice President.

    b.   The Vice President or a designee may attend meetings of the appeals committee. The Vice President may request presentation of evidence but must not be present during the committee's deliberation on its final recommendation.

IV.   Student Program and Student Activity-Related Grievances

Student-related grievances should be submitted in writing to the Vice President of Student & Enrollment Services. Appeals may be directed to the Vice President of Student and Enrollment Services for final disposition.

V.   Appeals of Non-Academic Student Grievances

Non-Academic Student Grievance Process - To resolve issues and actions of a non-academic nature, the following process will be followed.

Step 1. The student will seek resolution of the action by contacting the supervisor of the department that initiated the action. Initial contact may be verbal or written. The supervisor has ten (10) working days from the date of initial contact to respond to the student's request/inquiry. If resolution is not reached, the student has ten (10) working days in which to appeal and proceed to the next step.

Step 2. The student will submit in writing to the administrator (Instructional Dean/Director) in charge of the division/department that initiated the action in question. The administrator has ten (10) working days from receipt of the request/inquiry in which to respond. If resolution is not reached, the student has ten (10) working days in which to proceed to the next step.

Step 3. The student's request/inquiry with comments and back-up documentation from the appropriate administrator, as outlined in Step 2, will be forwarded to the appropriate administrator's direct supervisor (Associate Vice President or Vice President). The administrator has ten (10) working days from receipt of the petition in which to respond. If resolution is not reached, the student has ten (10) working days in which to proceed as follows:

a.   If the administrator's direct supervisor is an Associate Vice President, proceed to Step 4.

b.   If the administrator's direct supervisor is a Vice President, proceed to the President.

Step 4. The Student's request/inquiry with comments and back-up documentation from the Associate Vice President will be forwarded to the Vice President. The Vice President will respond within (10) working days from receipt of the request/inquiry.

Step 5. The student may appeal the Vice President's decision to the President.

VI.   Intellectual Property Rights

Students shall retain their intellectual property rights on projects produced as a result of their individual initiative with incidental use of College facilities and resources. If the student is working on a project initiated and funded by El Paso Community College, ownership resides with the College.

Student Responsibilities

I.   General Statement

In all aspects of student life, the student body collectively and individually has the responsibility of participation as citizens of the academic community in a mature fashion. Students must not confuse liberty with license. In voluntarily

enrolling at the College, students have the responsibility to comply with all state and college regulations governing student conduct and academic affairs. Students assume responsibility for their behavior and acknowledge and share the following responsibilities.

II.   Conditions of Enrollment

1. All students are responsible for showing respect and for accepting the authority of the faculty and District officials.

2. All students are required to report any change in their legal address and/or legal name at the beginning of each enrollment period to the Admissions and Registration Office.

3. All students are responsible for knowing and obeying all College policies and regulations, this applies to students attending classes or participating in educational activities on District Property and at all College-sponsored events on or off campus to include but not limited to clinical sites, distance learning activities, and College sponsored trips.

4. All students are responsible for the consequences of their behavior.

5. All students will be held responsible for all fees, textbooks, fines or other financial obligations which they have incurred. Failure to comply may result in termination of enrollment and/or a hold being placed against future registration and the release of grades, diploma, and transcripts.

6. Students must assume responsibility for their own personal safety and the security of their personal belongings by taking simple, common-sense precautions.

7. Students are responsible for reviewing, understanding, and abiding by the Colleges regulations, procedures, requirements, and deadlines as described in official publications, including the College catalog/schedule, EPCC websites, and official College e-mail communications.

8. Students must understand that while education is a shared activity, the ultimate responsibility for learning rests with the students' motivation and abilities.

9. Students are responsible, collectively and individually, for allowing other students to continue their pursuit of education. Students must refrain from interfering with the rights of other student in their educational pursuit or with employees in the exercise of their duties.

10. When approaching the administration about any matter, students must go through established channel of communication and authority.

III.   Retained Rights and Responsibilities

The enumeration of the above rights and responsibilities shall in no way be interpreted as being all-inclusive and denying the existence of other rights and responsibilities which a student holds as a student or citizen.

Student Code of Conduct as stated in College Procedure FLB-1

I.   Appropriate Student Behavior

1. All students shall demonstrate academic integrity, observe standards of conduct appropriate for the College's function as an educational institution, obey the law, comply with EPCC policies and procedures, follow class rules, and comply with directives issued by an administrative official in the course of his or her authorized duties.

2. Acts That Constitute Misconduct: The following behaviors are examples of actions or activities that violate the El Paso Community College Student Code of Conduct with respect to Acts of Misconduct. This list is not meant to be all inclusive, but rather to serve as an aid in determining appropriate behavior. Examples of Acts of Misconduct include, but are not limited to, the following:

    A.   Academic Dishonesty

Academic dishonesty shall constitute a violation of rules and regulations and is punishable as prescribed by Board Policies. Academic dishonesty shall include but is not limited to: cheating on a test, plagiarism, making false statements and collusion.

1. Students may not cheat: Cheating is defined as: Students not adhering to the guidelines provided by their instructors for completing academic work. Students may not claim as their own work any portion of academic work that was completed by another student. Students may only use materials approved by their instructor when completing an assignment or exam. Students may not present the same work for more than one course without obtaining approval from the instructor of each course. Students must adhere to all course regulations. Violations of this standard constitute cheating.

2. Students may not plagiarize: Plagiarism is defined as: All ideas, arguments, and phrases, submitted without attribution to other sources, must be the creative product of the student. Thus, all text passages taken from the works of other authors (published or unpublished) must be properly cited. The same applies to paraphrased text, opinions, data, examples, illustrations, and all other creative work. Violations of this standard constitute plagiarism.

3. Students may not fabricate: Fabrication is defined as: All experimental data, observations, interviews, statistical surveys, and other information collected and reported as part of academic work must be authentic. Any alteration, e.g., the removal of statistical outliers, must be clearly documented. Data must not be falsified in any way. Violations of this standard constitute fabrication.

4. Collusion is prohibited: Collusion is defined as: Students providing, seeking or accepting information about any academic work to or from another student without the authorization of the instructor. Students may only collaborate on academic work within the limits prescribed by their instructors. Violations of this standard constitute collusion.

    B.   Offenses Against Persons

1. Violations of the penal statutes of the State of Texas or of the United States occurring on District property or in connection with District-sponsored activities constitute violations of the District's rules and regulations when, such violations interfere with the educational process and goals of the District.

2. Possession or use of firearms on District-controlled property except as stated in College Procedure CHF-1. Concealed handguns/Illegal weapons.

3. Threatening or causing physical harm or abuse to one's self or another person. Physical abuse includes, but is not limited to, personal injury, physical restraint against a person's will, and holding or transporting an individual against the individual's will.

4. Verbal Abuse in the form of "fighting words," abusive messages either written, verbal or by email, or words directed at an individual, which tend to incite an immediate breach of peace.

5. Harassing conduct of any kind including acts based on race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation, or gender identity.

6. Stalking, that is, the repeated following or harassing of another person accompanied by the making of a credible threat with the intent to place that person in reasonable fear of death or serious injury.

7. Possessing or using weapons, ammunition, explosives, flammable substances, or other dangerous devices. "Weapons" means any object or substance designed or used to inflict a wound, cause injury, or incapacitate, including, but not limited to, all firearms, pellet guns, air pistols, air rifles, any dirk, bowie knife, switchblade knife, ballistic knife, or any other knife having a blade of three or more inches, black-jacks, metal knuckles, nunchaku, fireworks, explosives and biological agents. Replicas and facsimiles of weapons are also considered weapons and are therefore prohibited. The use of implements or substances not commonly used as a weapon or not expressly prohibited by this section may be a violation of this code if used as a weapon. The use of mace or tear gas will not be a violation of this code if used solely for self-defense.

8. Bullying, that is, severe or repeated use by one or more individuals of written, verbal or electronic communication, or a physical act or gesture or exclusion directed at an another individual. Bullying may cause physical or emotional harm, may create a hostile environment, and may infringe on a person's rights, and/or may disrupt the campus environment.

9. Gambling, this includes bookmaking, pool setting for profit, promoting or setting up a lottery for money or property, or winning or losing money or other valuables by play or hazard at any game.

10. Unauthorized or illegal possession, use, distribution, sale or transportation of narcotics, stimulants, depressants, hallucinogenic drugs, marijuana, intoxicating beverage or any other illegal drug(s) not prescribed by a physician on campus or while on a College-sponsored event or trip is a violation of this code.

11. Interference with teaching, research, administration, or the District's subsidiary responsibilities through "disorderly conduct" or "disruptive behavior."

12. Hazing with or without the consent of a student. A violation renders both the person inflicting the hazing and the person submitting to the hazing subject to appropriate discipline.

13. Endangering the health or safety of members of the District, community or visitors to the College's facilities.

14. Classroom Disruption Offenses. Students who engage in behavior that disrupts a classroom, laboratory, or other environment in which educational or research activity takes place may be subject to action under this Code. Disruptive classroom conduct means engaging in behavior that substantially or repeatedly interrupts either the instructor's ability to teach or student learning. For purposes of this provision, the classroom extends to any setting where a student is involved in work toward satisfaction of academic credit or continuing education course/program-based requirements or related activities.

C. Property Offenses

1. Violation of traffic regulations: All individuals will comply with the Texas Motor Vehicle Laws and any other regulations established by the El Paso County Community College District.

2. Vandalism, malicious destruction, damage, defacing, misuse, or abuse of College's public, or private, property, including library materials, computer equipment, software, vending machines and vehicles.

3. Destroying or vandalizing property, or intending to destroy or vandalize property, including but not limited to, EPCC owned or leased property, fire alarms, extinguishers, and other safety devices.

4. Trespassing upon, forcibly entering, or otherwise proceeding into unauthorized areas of EPCC owned or leased buildings, facilities or their roofs.

5. Unauthorized or inappropriate use of EPCC property or the property of others.

6. Unauthorized or inappropriate use, duplication, or possession of keys, computer access codes, long distance caller identity codes, or other security mechanisms.

7. Theft or unauthorized possession of property or services.

8. Embezzling, defrauding, or using false pretenses to procure money, property, or services.

9. Knowingly purchasing or possessing stolen or embezzled property, money, or services.

10. Any willful or malicious burning of any property of another.

D. Public/College Order Offenses

1. Creating a fire, safety, or health hazard.

2. Falsely reporting a fire or other emergency situation by actions such as activating a fire alarm or pre-alarm cover when there is no reasonably perceived emergency.

3. Impeding or obstructing an investigation, or failing to identify oneself or to comply with the directions of EPCC officials, their authorized agents, EPCC or local police agencies acting in the performance and scope of their duties.

4. Having an animal on campus, except as permitted by EPCC policies and procedures.

5. Littering.

6. Causing any object to be ejected from windows, roofs, or balconies of EPCC owned or leased buildings.

7. Conveying information that the student knows or should know to be false, by actions such as lying or being dishonest, forging, altering, or causing any false information to be entered into an EPCC record or to be presented at an EPCC proceeding or to an EPCC official.

8. Possessing, providing, distributing, selling, or manufacturing any form of false EPCC, federal, or state-issued identification.

9. Impersonating any EPCC official.

10. Elimination of bodily fluids or waste, such as urine or feces in places or receptacles not designed for receipt of such substances.

11. Indecent exposure, including but not limited to "flashing." Indecent exposure is defined as, revealing one's genitals under circumstances likely to offend or shock others or in a public place.

12. Tampering with or misuse of any fire safety equipment, such as fire extinguishers, smoke detectors, carbon monoxide detectors, and fire alarms.

13. Failure to evacuate any building during a fire alarm.

E. Misuse of Computing Resources and Technology

1. Unauthorized access or entry into a computer, computer system, networks, software, or data.

2. Unauthorized alteration of computer equipment, software, network, or data.

3. Unauthorized copying or distribution of computer software or data.

4. Use of computing facilities and resources that interferes with the work of another student, faculty member, or College official.

5. Viewing, downloading, or printing pornographic materials, photographs or video are strictly prohibited on College premises.

6. Use of computing facilities and resources to send obscene or defamatory messages.

7. Unauthorized accessing of College telephones to change a voice mail greeting.

8. Sending an email or text message using an email address or phone number belonging to another person with the intent to cause a recipient to reasonably believe that the other person sent or authorized the communication.

9. Cyber stalking, that is, use in electronic mail or electronic communication any words or language threatening to inflict bodily harm, physical injury to the property of, or extortion of money or other things of value to any person or the person's family or dependents; use of electronic mail or electronic communication for the purpose of threatening, terrifying, or harassing any person; or use of electronic mail or electronic communication to make false statements to any person or the person's family or dependents with the intent to threaten, terrify, or harass.

III. Emergency Suspension

If a student's actions pose an immediate danger to any member of the EPCC community, the Vice President or a designee may immediately suspend the student pending a meeting. Except in extraordinary circumstances, that meeting will be scheduled within two academic calendar days. At this meeting, the student will be informed of the nature of the alleged violation, presented with available evidence, and given the opportunity to make a statement and present evidence. If the emergency suspension is continued, the student will be offered a hearing option. If the student elects this option, the Vice President shall notify the student concerned by certified letter or personal delivery of the date, time and place of the hearing, which shall take place no fewer than ten class days after the date of notification.

IV. Disciplinary Sanctions

Sanctions serve to promote safety or to deter students from behavior which harms or threatens people or property. Some behavior is so harmful to the El Paso Community College community or so detrimental to the educational process that it may require more serious sanctions, such as removal from specific courses or activities, suspension from El Paso Community College, or expulsion.

Disciplinary sanctions will be based upon the seriousness of the offense, the student's attitude, the impact of the misconduct on the College environment, the student's overall record at the College (including prior discipline, if any) and the statutory or other legal requirements, if any:

1. Written warning: A formal notice that the Code has been violated and that future violations will be dealt with more severely.

2. Disciplinary probation: A sanction that indicates that the individual's standing with the College is in jeopardy and that further violations may result in suspension or expulsion.

3. Restitution: A sanction that requires the student to compensate an injured party for loss, damage or injury in the form of money, service, or material replacement.

4. Community service: Performance of a specified number of hours or tasks designed to benefit the College community and/or to help the student understand why his or her behavior was inappropriate.

5. Class or workshop attendance: Enrollment and completion of a class or workshop designed to help the student understand why his or her behavior was inappropriate.

6. Educational project: Completion of a project specifically designed to help the student understand why his or her behavior was inappropriate.

7. Suspension of privileges: Loss of privileges, such as loss of library privileges, or the privilege to attend athletic or other extracurricular events.

8. Removal from courses or activities: Removal from specific courses or activities, including revocation of eligibility to represent the College in athletic or other extracurricular activities.

9. Counseling referral to pursue assistance in helping the student understand why his/her behavior is inappropriate and to obtain the skills necessary to avoid repeated offenses.

10. Failing grade for a test, assignment, or course.

11. Restrictions on access: Restriction from entering specific College areas and/or all forms of contact with certain persons.

12. Suspension: Separation from the College for a specified period of time or until certain conditions are met.

13. Expulsion: Permanent separation from the College whereby the student is not eligible for re-admission.

14. Revocation of Degree and withdrawal of diploma. These sanctions do not diminish or replace the penalties available under generally applicable civil or criminal laws. Students are reminded that many violations of the *Code*, including harassment and other discriminatory behavior, also may violate local, state and federal laws and may subject the student to additional penalties.

V. Records

A. Records of Disciplinary Actions

Records of present or former students of El Paso Community College are confidential and are not public information. Therefore, the following regulations regarding student disciplinary records shall apply:

1. Disciplinary records are considered educational records under the Family Educational Rights and Privacy Act (FERPA). As a result, these records are kept confidential in accordance with this law.

2. Disciplinary records will be filed in the student's or student organizations disciplinary file in the office of the Vice President. The file will consist of the following: a statement of charges, summary of the information presented at the disciplinary hearing as outlined in College Procedure FMA-1, findings and sanctions of the hearing body, records of appeals and rationale for the decisions.

3. Student disciplinary records are normally maintained in the office of the Vice President for a period of seven years, after which the file records may be purged. Records may be maintained for a longer time at the discretion of El Paso

Community College except that the tape recording of any discipline hearings as per College Procedure FMA-1, may be destroyed one semester following exhaustion of all appeals. Records of students who were suspended or expelled from El Paso Community College are retained permanently.

4. If a student is suspended or expelled, a notation will be made on the student's academic record. The notation of suspension will be removed at the time the student is readmitted to El Paso Community College.

5. Individual student disciplinary records are confidential; nothing from them appears on a student's academic transcript.

B.   Request to Review a Disciplinary Record

Because the Family Educational Rights and Privacy Act (FERPA) defines the records of a student engaged in a disciplinary process as confidential, information about the disciplinary process may only be shared with the student found responsible, his/her parents if a dependent, his/her academic College dean or adviser and school officials with a legitimate educational interest.

Other persons desiring access to disciplinary records may do so by securing a written waiver from the student whose record is requested unless otherwise permitted by federal or state law.

C.   Other College Records

A disciplinary file is only one form of information maintained by El Paso Community College related to student records. The College Catalog contains more information related to student records and other confidential information.

D.   Obtaining a Copy of your Student Records

The office of the Vice President of Student and Enrollment Services does not give copies of student files. Students can view their file by scheduling an appointment to do so, under the supervision of the Vice President of Student and Enrollment Services or his/her designee.

Student Disciplinary Procedure as stated in College Procedure FMA-1.

    I.   Authority of Vice President

      A.   All Non-Academic Student related issues should be forwarded to the Vice President of Student and Enrollment Services.

      B.   All Academic Student related issues should be forwarded to the Vice President of Instruction and Workforce Education.

    II.   Discipline Process

When the Vice President receives information that a student has allegedly violated a District policy, or the Student Code of Conduct, the Vice President shall investigate the alleged violation of student misconduct. Alleged violations of student misconduct may be submitted by any member of the campus community, including faculty, staff or students, or

from a third-party, such as the Police Department. The information should be submitted in writing with supporting documentation that supports the allegation.

Students shall be given a fair opportunity to demonstrate innocence before College officials, as outlined in Section III of this procedure. Students are entitled to a disciplinary hearing, including being given adequate notice of the hearing and allegations in advance.

Students with disabilities may request special accommodations, such as sign language interpreting services and visual aids, during the student discipline process.

After completing a preliminary investigation, the Vice President may:

      A.   Dismiss the allegation.
      B.   Summon the student for a conference. After conferring with the student, the Vice President may:

1.   Dismiss the allegation.
2.   Proceed with the disposition of the violation described herein;
3.   Impose the appropriate sanction(s). In any case, where the accused student does not dispute the allegations and that student executes a written waiver of the hearing procedure, the Vice President shall assess a sanction, and shall inform the student of such action in writing. The disciplinary records and proceedings shall be kept separate from the student's academic record and shall be treated as confidential. The decision of the Vice President shall be final; OR
4.   Prepare a complaint and proceed with a discipline hearing when the facts of the allegation(s) are disputed.

    C.   Interim Suspension

Interim Suspension - The Vice President may take immediate disciplinary action and suspend a student, pending a hearing for policy violations. If the continuing presence of the student poses a danger to persons or property, or an on-going threat of disrupting the academic process, a student who has been suspended from the District for disciplinary reasons shall not be permitted on any of the College properties, or other facilities of the District during the period of suspension without the prior written approval of the Vice President.

    D.   Definition of Disciplinary Action — Penalties shall be Defined as Follows:

1.   A written reprimand from the Vice President or President shall be sent to the student.
2.   Warning probation shall indicate that further violations of regulations will result in more severe disciplinary action. The Vice President shall impose warning probation for a period of not more than one (1) calendar year, and the student shall be removed automatically from probation when the imposed period expires.
3.   Disciplinary probation shall indicate that further

violations may result in suspension. Disciplinary probation may not be imposed for more than one calendar year.

4. A hold on a student's records occurs when a student has failed to make an appointment by his/her allotted time, has failed to keep his/her appointment or has failed to pay restitution. The hold will be lifted once the student has complied with the directives from the office of the Vice President.

5. Restitution shall be reimbursement for damages to, or misappropriation of, property. Reimbursement may take the form of service to repair or otherwise compensate for damage.

6. Suspension of rights and privileges is an elastic penalty. The Vice President or President may impose limitations on rights and privileges to fit the particular case.

E. Actions may be imposed upon the student as follows:

1. Failing grade or a grade of W (Withdrawal) may be assigned to a student for a course in which the student was found guilty of scholastic dishonesty.

2. A student found guilty of scholastic dishonesty may be denied a degree, certificate, or course credit.

3. Suspension from the District prohibits, during the period of suspension, the suspended student from entering a District campus or facility under the control or jurisdiction of the District without prior written approval of the Vice President (charges of criminal trespass may be filed).

4. A student may be denied initiation into an honorary or service organization.

5. A student may be denied from receiving credit at a component of the District system for scholastic work done in residence or by correspondence or extension.

6. Except when suspension is imposed for scholastic dishonesty, the Vice President may permit the receipt of credit for scholastic work done during the period of suspension.

7. The decision of the Vice President is final.

F. Procedural Appeal:

1. The decision of the Vice President may be appealed to the President, but only on the basis that Procedures described herein were not properly observed.

2. The decision of the President is final.

III. Discipline Hearings Procedure

Hearings will be conducted for offensives related to behavior misconduct identified in Procedure FLB-1, Student Code of Conduct.

A. Hearing Committee

In cases where the accused student disputes the facts upon which the charge(s) are based, such charge(s) shall be heard and determined by a Hearing Committee appointed by the Vice President. The Hearing Committee shall be composed

of six members who are not directly or indirectly involved with the charge(s) against the student.

1. Three students chosen by the Student Government Association (when the SGA member is the "accused" student, the Vice President shall recommend the students).

2. A counselor (recommended by a Dean who supervises counselors).

3. A faculty member (recommended by the Vice President).

4. An administrative officer, non-voting hearing officer (recommended by the Vice President).

B. Notice

1. The Vice President shall notify the student concerned by certified letter and regular mail or personal delivery, of the date, time, and place for the hearing, which shall take place no fewer than ten (10) working days after the date of notification.

2. If, however, the student has been suspended, the hearing shall take place as soon as possible. If after a reasonable amount of time has passed and a hearing has not taken place, the student has the right to return to class.

3. An extension of time may be granted by the hearing officer "upon request for reasonable cause" by either the student or by the representative of the College.

C. Contents of Notice – The notice shall:

1. Direct the student, by certified letter and regular mail or personal delivery sent to the student's address of record, to appear on the date, time, and place specified.

2. Advise the student of his/her rights as outlined below:
    a. To a private hearing.
    b. To appear in person and to have a representative the hearing. The student shall present his or her defense. The student may elect to have a representative present who is not an Attorney or legal representative. The representative may not actively participate in the process by posing questions or responding to information presented. The Hearing Officer may request that the representative leave if the representative does not abide by the rules of the process.
    c. An exchange of evidence and a list of witnesses expected to testify will be made available by both parties, five (5) working days prior to the hearing.
    d. To call witnesses, to receive copies of evidence in the District's possession, and to argue in his or her own behalf.
    e. To have the hearing electronically recorded and receive a copy of the tape.
    f. To cross-examine each witness who testifies against the student.
    g. To appeal.

3. Contain the names of witnesses who will testify against the student and a description of documentary and other evidence that will be offered against the student.

4. Include a copy of the complaint.

5. Notify the student that the District may be represented by counsel, who may cross-examine any witness testifying on the student defendant's behalf or the student defendant if the student testifies in his/her own behalf.

D. Failure to Comply with Notice

The Vice President may suspend or impose other appropriate penalties upon a student who fails, without good cause, to comply with a letter of notice, or, at the discretion of the Vice President, may proceed with the hearing in the student's absence.

E. Hearing Procedure

The hearing shall be held according to the following:
1. The non-voting administrator shall serve as the Chairperson of the Hearing Committee.
2. The hearing shall be informal, and the Hearing Committee shall provide reasonable opportunities for witnesses to be heard. The hearing shall be closed unless the student requests an open hearing.
3. The hearing shall proceed as follows:
   a. The Vice President shall read the complaint.
   b. The Administrator shall inform the student of his/her rights.
   c. The Vice President shall present the District's case.
   d. The student shall present his or her defense.
   e. The Vice President shall present rebuttal evidence.
   f. The Vice President shall summarize and argue the District's case.
   g. The student shall summarize and argue his or her case.
   h. The Vice President shall have an opportunity for rebuttal argument.
   i. On the question of guilt and punishment, the Hearing Committee shall decide by majority vote.
   j. If the Hearing Committee finds the student guilty, the Vice President and the student defendant may present evidence and argument for a penalty.
   k. The Chairperson of the Hearing Committee shall inform the Vice President and the student in writing of the decision and penalty, if any.
   l. If less than a majority finds the student guilty, the complaint shall be dismissed with no further action taken against the student.

F. Evidence

Evidence shall be handled according to the following:

1. Legal rules of evidence do not apply in a hearing under this policy. The hearing officer may admit evidence that is commonly accepted by reasonable persons in the conduct of their affairs. The hearing officer shall exclude irrelevant, immaterial, and unduly repetitious evidence. The hearing officer shall give effect to the rules of privilege recognized by law and custom.
2. At the hearing, the District shall prove that the evidence supports the charges.

3. A student may not be compelled to testify.
4. The Hearing Committee shall decide the issue of guilt or innocence and a penalty solely on the basis of admitted evidence.
5. A student defendant may have a stenographer present at the hearing to make a stenographic transcript of the hearing at the student's expense.

G. Decision

The Hearing Committee shall render a written decision as to the accused student's guilt or innocence of the charge(s) and shall set forth findings of facts in support of the charge(s). The penalty shall also be stated in the decision. The Vice President shall administer the penalty, if any.

H. Appeal

The decision of the Hearing Committee may be appealed to the President, but only on the basis that procedures described herein were not properly observed.

I. Hearing Records

The disciplinary records and proceedings shall be kept separate from the student's academic record and shall be treated as confidential.

J. Types of Penalties

The Vice President and/or Hearing Committee may impose one or more of the penalties for offenses listed in the Student Code of Conduct, for violation of District rules and regulations:
1. Reprimand
2. Warning Probation
3. Disciplinary Probation
4. Placing an administrative hold and/or dropping current enrollment
5. Restitution
6. Suspension of rights and privileges
7. Assignment of failing grade (s)
8. Denial of degree
9. Suspension from the District for less than one (1) calendar year
10. Permanent Expulsion

Permanent Expulsion from the District prohibits the student from entering a District campus or facilities under the control or jurisdiction of the District without prior written approval of the Vice President (charges of criminal trespass may be filed).

IV. Disposition of Academic Dishonesty

When there is sufficient evidence of academic misconduct, the instructor should meet with the student to present the evidence and get an explanation/response to the allegation from the student. After presenting the evidence to the student, then the faculty member may take corrective action.

A. If the student does not deny the allegation, the instructor should get the admission of the violation in writing from the student and can then take any or all of the following actions:
1. Provide a warning to the student and explain the consequence of another infraction.

2. Take any corrective action as deemed appropriate. For example, in the case of plagiarism, the student could be given an opportunity to redo the paper in question, but receive a lower grade.

3. Give the student a zero/failing grade for the test/quiz/paper in question.

4. In addition to the above, the instructor can give the student an "I" (Incomplete) for the course and refer the issue through the responsible Instructional Dean/Director to the Vice President for administrative disposition. The instructor should include his/her recommendation of the administrative disposition to be taken. A list of sanctions that can be imposed can be found in the Student Code of Conduct. However, it is advised that instructors not give an "F" for the course to the alleged student, since this places any challenges to the allegations directly on the instructor and bypasses the student's right to due process. If, upon notification by the instructor of the allegation of academic misconduct, the student drops the class, the instructor's final course failing grade does not override the drop. Nevertheless, if the issue is referred to the Vice President, the student will go through the administrative process and, if found responsible, can be administratively reinstated and receive the failing grade for the course, if that is the administrative disposition of the case.

B. Examples of Administrative Disposition

Following is the administrative disposition (penalty) normally applied in cases of academic misconduct. The following examples represent the "normal" administrative disposition of cases; however, each case is reviewed on an individual basis. Mitigating circumstances are taken into account, and the outcome may vary case by case.

1. First Offense: Receive a failing grade for the course and be placed on Disciplinary Probation. Record of disciplinary action becomes a permanent record of the student.

2. Second Offense: Receive a failing grade for the course, and administrative withdrawal from all current semester courses (without refund), and suspension.

3. Third Offense: Receive a failing grade for the course, administrative withdrawal from all current semester courses (without refund), and suspension for one (1) year or expulsion.

V. Non-Academic Misconduct in the Classroom

A. The faculty member must use his/her own judgment as to what constitutes disruptive behavior, which is any activity that interrupts or causes the faculty member or a student to stop a class activity to respond to another student who is behaving in an unacceptable manner.

B. These disciplinary actions do not diminish or replace the penalties available under generally applicable civil or criminal laws. Students are reminded that many violations of the Student Code of Conduct, including harassment and other discriminatory behavior, also

may violate local, state, and federal laws and may subject the student to additional penalties.

VI. Disciplinary Sanctions

Sanctions serve to promote safety or to deter students from behavior which harms or threatens people or property. Some behavior is so harmful to the El Paso Community College community or so detrimental to the educational process that it may require more serious sanctions such as removal from specific courses or activities, suspension from El Paso Community College, or expulsion.

A. Disciplinary sanctions will be based upon the seriousness of the offense, the student's attitude, the impact of the misconduct on the College environment, the student's overall record at the College (including prior discipline, if any) and the statutory or other legal requirements, if any.

1. Written warning: A formal notice that the Code has been violated and that future violations will be dealt with more severely.

2. Disciplinary probation: A sanction that indicates that the individual's standing with the College is in jeopardy and that further violations may result in suspension or expulsion.

3. Restitution: A sanction that requires the student to compensate an injured party for loss, damage or injury in the form of money, service, or material replacement.

4. Community service: Performance of a specified number of hours or tasks designed to benefit the College community and/or to help the student understand why his or her behavior was inappropriate.

5. Class or workshop attendance: Enrollment and completion of a class or workshop designed to help the student understand why his or her behavior was inappropriate.

6. Educational project: Completion of a project specifically designed to help the student understand why his or her behavior was inappropriate.

7. Suspension of privileges: Loss of privileges, such as loss of library privileges, or the privilege to attend athletic or other extracurricular events.

8. Removal from courses or activities: Removal from specific courses or activities, including revocation of eligibility to represent the College in athletic or other extracurricular activities.

9. Counseling

10. Failing grade for a test, assignment, or course.

11. Restrictions on access: Restriction from entering specific College areas and/or all forms of contact with certain persons.

12. Suspension: Separation from the College for a specified period of time or until certain conditions are met.

13. Expulsion: Permanent separation from the College whereby the student is not eligible for re-admission.

14. Revocation of Degree and withdrawal of diploma.

B. These sanctions do not diminish or replace the penalties available under generally applicable civil or criminal laws. Students are reminded that many violations of the Code, including harassment and other discriminatory

behavior, also may violate local, state and federal laws and may subject the student to additional penalties.

VII.   Records

A.   Records of Disciplinary Actions: as stated in College Procedure FFDA-1 Sexual Assault, Dating Violence, Domestic Violence, and Stalking.

Records of present or former students of El Paso Community College are confidential and are not public information. Therefore, the following regulations regarding student disciplinary records shall apply.

1.   Disciplinary records are considered educational records under the Family Educational Rights and Privacy Act (FERPA). As a result, these records are kept confidential in accordance with this law.
2.   Disciplinary records will be filed in the student's or student organization's disciplinary file maintained through Banner. The file will consist of the following: a statement of charges, a summary of the information presented at the disciplinary hearing as outlined in College Procedure FMA-1, and findings and sanctions of the hearing body, records of appeals and rationale for the decisions.
3.   Student disciplinary records are normally maintained in the office of the Vice President for a period of seven years, after which the file records may be purged. Records may be maintained for a longer time at the discretion of El Paso Community College except that the tape recording of any discipline hearings as per College Procedure FMA-1, may be destroyed one semester following exhaustion of all appeals. Records of students who were suspended or expelled from El Paso Community College are retained permanently.
4.   If a student is suspended or expelled, a notation will be made on the student's academic record. The notation of suspension will be removed at the time the student is readmitted to El Paso Community College.

5.   Individual student disciplinary records are confidential; nothing from them appears on a student's academic transcript.

B.   Request to Review a Disciplinary Record:

Because the Family Educational Rights and Privacy Act (FERPA) defines the records of a student engaged in a disciplinary process as confidential, information about the disciplinary process may only be shared wit the student found responsible, his/her parents if a dependent, his/her academic College dean or adviser and school officials with a legitimate educational interest.

Other persons desiring access to disciplinary records may do so by securing a written waiver from the student whose record is requested unless otherwise permitted by federal or state law.

C.   Other College Records:

A disciplinary file is only one form of information maintained by El Paso Community College related to student records. The College Catalog contains more information related to student records and other confidential information.

D.   Obtaining a copy of your Student Records:

The office of the Vice President of Student and Enrollment Services does not give copies of student files. Students can view their file by scheduling an appointment to do so, under the supervision of the Vice President of Student and Enrollment Services or his/her designee.

As per Senate Bill 17 Sec. 51.9318. El Paso Community College affirms the following:

(1)   "We affirm that El Paso Community College will educate students by means of free, open, and rigorous intellectual inquiry to seek the truth.";
(2)   "We affirm our duty to equip students with the intellectual skills they need to reach their own informed conclusions on matters of social and political importance.";
(3)   "We affirm the value of viewpoint diversity in campus intellectual life, including in faculty recruitment and hiring.";
(4)   "We affirm our duty to ensure that no aspects of El Paso Community College life, in or outside the classroom, require, favor, disfavor, or prohibit speech or action that supports any political, social, or religious belief.";
(5)   "We affirm our commitment to create a community dedicated to civil and free inquiry that respects the intellectual freedom of each member, supports individual capacities for growth, and tolerates the differences in opinion that naturally occur in a public university community.";
(6)   "We affirm the value of institutional neutrality: that institutions of higher education should not take collective positions on political and social controversies of the day."; and
(7)   "These values take priority over any other value we may also adopt."

Core Curriculum

Core Curriculum for Associate of Arts & Science Degrees

The Core Curriculum is designed to provide students with the foundational intellectual competencies that will enable them to meet the demands of college education and to facilitate transfer between colleges and universities. The Texas Core Curriculum is required for undergraduate students in public Texas colleges and universities. Students pursuing Associate of Arts or Science degrees are required to complete a total of **42 Semester Credit Hours** (SCH) of Core Curriculum, with few exceptions. The curriculum is based on a wide range of college-level, general education coursework that will enable individuals to contribute economically, politically, and socially to our border community and ever-changing world.

General Education for Career & Technical Degrees/Certificates

Associate of Applied Science degrees require students to complete a minimum of 15 credit hours of General Education courses. Additional information may be found in the "Associate Degree Requirements" section of the catalog. Students are encouraged to follow the degree plans in the catalog. General Education courses are Core Curriculum courses in the academic areas of Humanities/Fine Arts, Social/Behavioral Sciences, and Natural Sciences/Mathematics. Students pursuing Career & Technical Certificates may not have a General Education course requirement. Students should follow the Certificate degree plans published in the catalog.

Core Curriculum Requirements

The Core Curriculum consists of nine components that provide a solid foundation of a college education and facilitate transfer between college and university. Courses chosen must satisfy at least the minimum required credit hours for each component. Students should consult the particular degree requirements for their major before selecting the courses to be used to meet the Core Curriculum requirements.

For more information on the Texas Core Curriculum, go to: thecb.state.tx.us and search "Texas Core Curriculum (TCC)."

Core Curriculum Requirements

FCA Transcript Code	Component Area	Required SCH
010	Communication	6 SCH
020	Mathematics	3 SCH
030	Life and Physical Sciences	6 SCH
040	Language, Philosophy and Culture	3 SCH
050	Creative Arts	3 SCH
060	American History	6 SCH
070	Government/Political Science	6 SCH
080	Social and Behavioral Sciences	3 SCH
090	Component Area Option	6 SCH
Total Core Curriculum Hours		**42 SCH**

Communication (Code 010)

Complete	
ENGL 1301	Composition I
Complete one from	
SPCH 1315	Public Speaking
SPCH 1321	Business & Professional Communication
Total Semester Credit Hours: 6	

Mathematics (Code 020)

Complete one from	
MATH 1314	College Algebra
MATH 1324	Mathematics for Business & Social Sciences
MATH 1332	Contemporary Mathematics (Quantitative Reasoning)
MATH 1342	Elementary Statistical Methods
MATH 2314	Calculus II
MATH 2412	Pre-Calculus Math
MATH 2413	Calculus I
Total Semester Credit Hours: 3	

*For MATH 2412 and MATH 2413, one credit hour will be counted in the discipline degree requirement.

Life and Physical Science (Code 030)

Complete two from	
ASTR 1303	Stars and Galaxies (Lecture)
ASTR 1304	Solar System (Lecture)
BIOL 1306	Biology for Science Majors I (Lecture)
BIOL 1307	Biology for Science Majors II (Lecture)
BIOL 1308	Biology for Non-Science Majors I (Lecture)
BIOL 1309	Biology for Non-Science Majors II (Lecture)
BIOL 2401	Anatomy & Physiology I (Lecture + Lab)
BIOL 2402	Anatomy & Physiology II (Lecture + Lab)
BIOL 2404	Anatomy & Physiology (Specialized, Single-Semester Course, Lecture + Lab)
CHEM 1306	Introductory Chemistry I (Lecture, Allied Health Emphasis)
CHEM 1307	Introductory Chemistry II (Lecture)
CHEM 1311	General Chemistry I (Lecture)
CHEM 1312	General Chemistry II (Lecture)
GEOL 1301	Earth Sciences for Non-Science Majors I (Lecture + Lab)
GEOL 1302	Earth Sciences for Non-Science Majors II (Lecture)
GEOL 1303	Physical Geology (Lecture)
GEOL 1304	Historical Geology (Lecture)
PHYS 1301	College Physics I (Lecture)
PHYS 1302	College Physics II (Lecture)
PHYS 1315	Physical Science I (Lecture)
PHYS 2325	University Physics I (Lecture)
PHYS 2326	University Physics II (Lecture)
Total Semester Credit Hours: 6	

*Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.

Language, Philosophy, & Culture (Code 040)
Complete one from

ARCH 1301	Architectural History I
ARTS 1303	Art History I (Prehistoric to the 14th Century)
ARTS 1304	Art History II (14th Century to the Present)
COMM 1307	Introduction to Mass Communication
ENGL 2322	British Literature I
ENGL 2323	British Literature II
ENGL 2332	World Literature I
ENGL 2333	World Literature II
ENGL 2341	Forms of Literature
ENGL 2351	Mexican American Literature
HIST 2321	World Civilizations I
HIST 2322	World Civilizations II
PHIL 1301	Introduction to Philosophy
PHIL 2303	Introduction to Formal Logic
PHIL 2306	Introduction to Ethics
SPAN 2311	Intermediate Spanish I
SPAN 2313	Spanish for Native/Heritage Speakers I
SPAN 2315	Spanish for Native/Heritage Speakers II
	Total Semester Credit Hours: 3

Creative Arts (Code 050)
Complete one from

ARTS 1301	Art Appreciation
COMM 2366	Film Appreciation
DANC 2303	Dance Appreciation
DRAM 1310	Theater Appreciation
MUSI 1306	Music Appreciation
MUSI 1310	American Music
	Total Semester Credit Hours: 3

History (Code 060)
Complete

HIST 1301	United States History I
HIST 1302	United States History II
	Total Semester Credit Hours: 6

Government/Political Science (Code 070)
Complete

GOVT 2305	Federal Government (Federal Constitution & Topics)
GOVT 2306	Texas Government (Texas Constitution & Topics)
	Total Semester Credit Hours: 6

Social and Behavioral Sciences (Code 080)
Complete one from

CRIJ 1301	Introduction to Criminal Justice
ECON 1301	Introduction to Economics
ECON 2301	Principles of Macroeconomics
ECON 2302	Principles of Microeconomics
PSYC 2301	General Psychology
PSYC 2306	Human Sexuality
PSYC 2314	Lifespan Growth & Development
SOCI 1301	Introduction to Sociology
SOCI 2301	Marriage & the Family
SPCH 1318	Interpersonal Communication
	Total Semester Credit Hours: 3

Component Area Option (Code 090)
Complete

EDUC 1300	Learning Framework
ENGL 1302	Composition II
	Total Semester Credit Hours: 6

Associate Degree Requirements

(AA, AAT, AS, AAS)

Areas of Study

El Paso Community College offers Associate degrees and Certificates of Completion in eight Areas of Study based on the student's declared major and interest:

1. Arts, Humanities, Communication, & Design
2. Business
3. Education
4. Health Sciences
5. Industry, Manufacturing & Construction
6. Public Service
7. Science, Technology, Engineering & Math
8. Social & Behavioral Sciences

See the Areas of Study section located before the degree plans in this catalog for a full listing of degrees and certificates available within EPCC's Areas of Study.

It is important to consider transfer and career goals when selecting an Area of Study and major. Students interested in transferring to a four-year institution to obtain a Bachelor's degree or higher, should pursue an Associate of Arts (AA), Associate of Arts in Teaching (AAT), or Associate of Science (AS) degree because these degrees are designed to transfer. Alternatively, students interested in developing skills for immediate employment and/or career advancement should pursue an Associate of Applied Science (AAS) degree and/or Certificate of Completion; these degrees typically do not transfer to four-year institutions.

Students can choose to declare their major when they first enroll at EPCC or they may choose to follow a degree plan from a subsequent Catalog year. The student's selected major and Catalog year must be on record with the Admissions and Registration Office. Students have five years from the date of the Catalog year selected to complete their declared major; if degree completion takes longer than five years, the student must adopt the degree plan of the current Catalog year or select and declare a new major.

Each major has Degree Plans available to help students understand their program's requirements. Degree Plans are available in this Catalog, on the EPCC website in the form of Program Maps, and through the Degree Works tool which is accessed through Web Banner. Counselors and Academic Advisors are also available to help students determine their options.

Awards

EPCC offers 29 Associate of Arts or Science degrees that are transferable to four-year institutions and 52 Associate of Applied Science degrees that are designed to prepare students for direct employment in specialized industries. EPCC also offers numerous Certificates of Completion that are focused on building workforce skills.

The Associate of Arts (AA), Associate of Arts in Teaching (AAT), and Associate of Science (AS) degrees require 60 credit hours and take approximately two years to complete if you attend full-time. These degrees are composed of the Texas Core Curriculum and additional hours in a major selected by the student. The Texas Core Curriculum includes courses such as English, mathematics, history, and government, which are considered to be core requirements for most baccalaureate degree programs.

The Associate of Applied Science (AAS) degrees require 60 credit hours (unless otherwise indicated) and take approximately two years to complete if you attend full-time. These degrees are composed of a minimum of 15 credit hours of General Education courses (primarily from the Texas Core Curriculum) as well as additional Workforce Education courses in the student's chosen major.

Students are encouraged to complete the requirements of an Associate degree at EPCC even if they plan to transfer to another college or university. Completing an Associate degree reflects commitment to a specific educational goal and opens doors to numerous employment opportunities. Students that complete an AA, AAT, or AS at EPCC, could potentially transfer into a Texas public college or university with junior (third-year) status. Students are advised to check the degree requirements of the receiving institution to verify transferability of credits.

Associate of Arts (AA) Prepares students to transfer to a Texas public university as a junior with the intention of declaring a major in the liberal or fine arts.
Associate of Arts in Teaching (AAT) Prepares students to transfer to a Texas public university as a junior with the intention of pursuing a baccalaureate program that leads to initial Texas teacher certification.
Associate of Science (AS) Prepares students to transfer to a Texas public university as a junior with the intention of declaring a major in science, technology, engineering, or math.
Associate of Applied Science (AAS) Designed to lead the recipient to immediate employment and/or aid in career advancement. This degree typically does not transfer to four-year institutions, but EPCC has formal agreements with certain partner universities that may allow transferability, students must check with the receiving institution to verify applicability of credits.
Level 1 Certificate (CERT 1) Can be completed by a student in one year or less and consists of between 15 and 42 semester credit hours. Students pursing this certificate are exempt from TSIA/TSIA2 requirements, but programs may perform local assessment and remediation of students, provided that these activities do not exclude the student from enrollment in the level one certificate program.

> ### *Level 2 Certificate (CERT 2)*
> Requires that students meet certain eligibility requirements prior to entry into the program and consists of between 30 and 51 semester credit hours. Students enrolling in this certificate are subject to TSIA/TSIA2 requirements.
>
> ### *Enhanced Skills Certificate (ESC/CERT 3)*
> Accompanies an AAS degree program and is intended to provide advanced skills which are not part of the AAS degree. It consists of between 6 and 12 semester credit hours and is awarded concurrently with an AAS degree. Few programs offer an ESC, check the degree plans in this catalog or see a Counselor/Academic Advisor for more information.
>
> ### *Advanced Technical Certificate (ATC/CERT 4)*
> Requires a defined associate or baccalaureate degree as a prerequisite. It consists of between 16 and 45 semester credit hours and must be in the same program area as the completed associate or baccalaureate degree. Few programs offer an ATC, check the degree plans in this catalog or see a Counselor/Academic Advisor for more information.

Graduation Requirements for an Associate Degree

To graduate with an Associate Degree (AA, AAT, AS, or AAS), students must:

- Complete a minimum of sixty (60) semester credit hours in college-level courses. Students pursuing an AA, AAT, AS may not apply any Workforce Education courses to their degree.
- Meet EPCC's institutional residency requirement that 25% of courses toward the degree must be taken at EPCC, with at least six (6) credit hours in the student's declared major.
- Have a cumulative grade point average of 2.0 and be in good academic standing. An average of at least a "C" or better is also required for all courses within the degree plan.
- **For AA, AAT, AS degrees:** Complete all blocks of the Core Curriculum which total 42 credit hours (unless otherwise noted). **For AAS degrees:** Complete a minimum of 15 credit hours of General Education courses, with at least three credit hours in each area: Humanities/Fine Arts, Social/ Behavioral Sciences, and Mathematics/Natural Sciences.

To confirm the Certificate of Completion graduation requirements, please contact the Admissions & Registration Office. For more information on graduation/ commencement requirements visit epcc.edu/Academics/ Commencement

Transferability

Not all majors available at four-year or upper-level colleges and universities are offered at El Paso Community College; however, students may prepare to transfer to a particular program at an upper-level institution by:

- Completing the core requirements of the Associate of Arts or Associate of Science Degree at EPCC and selecting other courses in their major, or
- Selecting courses as specified in the transfer plans developed by EPCC in cooperation with senior institutions to which students transfer. These plans are available in the Counseling Center at each campus and are designed to prepare students to transfer to a particular four-year or upper-level college or university.

The Texas Legislature has mandated that each public Texas college and university create a Texas Core Curriculum and follow the Field of Study requirements (see below). These are designed to ensure smooth transferability between colleges and universities. If a student has problems transferring a course from the Texas Core Curriculum or a Field of Study, the appeal procedure is outlined in the Admissions section of this Catalog.

All of the courses in the Field of Study are guaranteed to transfer across all public institutions of higher education in Texas, and they are required to apply toward a baccalaureate degree program in the discipline.

Fields of Study

Transferring made easy! If you are planning to transfer to any public university in Texas, a Field of Study might be right for you.

What is a Field of Study?

A Field of Study is a set of courses designed to satisfy the lower-division requirements of a corresponding Bachelor's degree. This means that if a student is interested in pursuing a Bachelor's degree in Criminal Justice, for example, they may complete the Criminal Justice Field of Study at EPCC and directly transfer those courses into a Criminal Justice Bachelor's degree at any Texas public university. Completing a Field of Study provides students with the peace of mind that their credits will undoubtedly transfer into their desired degree and major.

Additionally, by completing both the Core Curriculum and Field of Study at EPCC, students increase the likelihood that they will be able to meet the full requirements of the first two years of a four-year degree and enter into a Texas public university as a junior.

It is important to note that a Field of Study is not a degree; you will not receive a diploma for a Field of Study. However, some Fields of Study are incorporated into Associate of Arts or Science degree plans. Refer to the following pages or check with an EPCC Counselor/Advisor for more information.

All Texas public colleges and universities are required to accept Texas Higher Education Coordinating Board-approved Field of Study and Texas Core Curriculum courses. If any Texas public college or university does not accept Core Curriculum or Field of Study courses, students are able to dispute the decision with the institution and/or the Commissioner of Higher Education. See the Admissions and Registration section for details on the Resolution of Transfer

Disputes process. EPCC currently offers the following Fields of Study, with more coming soon!

Architecture

The Architecture Field of Study courses are intended to fulfill all or part of various National Architectural Accrediting Board (NAAB) Student Performance Criteria. The Architecture Field of Study courses are incorporated into an Associate of Science (AS) degree; with 36 credits of Field of Study courses and 24 credits of Texas Core Curriculum courses. Completion of these courses plus EPCC graduation requirements will result in an AS in Architecture; however, students will not be considered Core complete and will need to finish the remaining Core Curriculum at the receiving institution or prior to transfer.

Architecture Field of Study Courses	
ARCH 1301	Architectural History I
ARCH 1302	Architectural History II
ARCH 1303	Architectural Design I
ARCH 1304	Architectural Design II
ARCH 1307	Architectural Graphics I
ARCH 1308	Architectural Graphics II
ARCH 1311	Introduction to Architecture
ARCH 2312	Architectural Technology
ARCH 2603	Architectural Design III
ARCH 2604	Architectural Design IV

*Note: Architecture students may be subject to satisfying competency and proficiency requirements at the receiving institution. Completion of the Architecture Field of Study shall not prevent a receiving institution from requiring additional lower-division courses needed for specific Bachelor's degree programs. However, these courses may not be duplicative in content of any course already completed within the Field of Study.

Business Administration & Management

The Business Administration and Management Field of Study is designed to apply to any undergraduate Business-related major (other than Economics) such as Accounting, Finance, Marketing, Business/Commerce, or Management Information Systems. The Field of Study courses are incorporated into the Associate of Arts in Accounting, Business, and Economics degree. Students are encouraged to work closely with an EPCC Counselor/Advisor to select the necessary courses to complete both the Field of Study and Texas Core Curriculum at EPCC.

Business Administration & Management Field of Study Courses	
ACCT 2301	Principles of Financial Accounting
ACCT 2302	Principles of Managerial Accounting
BCIS 1305	Business Computer Applications
BUSI 1301	Business Principles

Business Administration & Management Field of Study Courses (continued)	
BUSI 2305	Business Statistics
ECON 2301	Principles of Macroeconomics
ECON 2302	Principles of Microeconomics
MATH 1324	Mathematics for Business & Social Sciences

*Note: Students interested in pursuing a Bachelor's degree in Economics are encouraged to check the degree requirements at the receiving institution as this Field of Study may not apply to Economics baccalaureate degree programs.

Criminal Justice

The Criminal Justice Field of Study courses are a set of lower-division courses that can be applied to a Bachelor's degree with a major in Criminal Justice, regardless of Bachelor degree designation (B.A., B.S.). The Field of Study also applies to related programs such as Criminology, Law Enforcement Administration, Corrections, and Juvenile Corrections. The Field of Study courses are incorporated into the Associate of Arts degree in Criminal Justice; with 15 credits of Field of Study courses and the remaining credits made up of Texas Core Curriculum and other major-specific courses.

Criminal Justice Field of Study Courses	
CRIJ 1301	Introduction to Criminal Justice
CRIJ 1306	Court Systems & Practices
CRIJ 1310	Fundamentals of Criminal Law
CRIJ 2313	Correctional Systems & Practices
CRIJ 2328	Police Systems & Practices

*Note: Although the Field of Study courses are also incorporated into the Associate of Applied Science degrees in Criminal Justice Option and Homeland Security, students intending to transfer are encouraged to pursue the Associate of Arts in order to fulfill the Texas Core Curriculum requirements required at 4-year institutions.

English Language & Literature

The English Language and Literature Field of Study courses are designed to meet the lower-division requirements of a Bachelor's degree in English Language & Literature, Writing, or Rhetoric and Composition. With careful planning, these Field of Study courses can be incorporated into the Associate of Arts in English.

English Language & Literature Field of Study Courses	
ENGL 1301	Composition I
ENGL 1302	Composition II

Select two courses from the following:
ENGL 2322	British Literature I
ENGL 2323	British Literature II
ENGL 2332	World Literature I
ENGL 2333	World Literature II
ENGL 2341	Forms of Literature
ENGL 2351	Mexican American Literature

Mexican American Studies

The Mexican American Studies Field of Study courses are designed to meet the lower-division requirements of a Bachelor's degree in Mexican American Studies. The Field of

Study courses are incorporated into the Associate of Arts degree in Chicanx Studies; with 18 credits of Field of Study courses and the remaining credits made up of Texas Core Curriculum and other major-specific courses.

Mexican American Studies Field of Study Courses	
ENGL 2351	Mexican American Literature
GOVT 2311	Mexican American Politics
HIST 2327 OR HIST 2328	Mexican American History I Mexican American History II
HUMA 1305	Introduction to Mexican American Studies
HUMA 1311	Mexican American Fine Arts Appreciation
SPAN	Any Spanish Course

Music

The Music Field of Study is comprised of 31 credits of Music-focused courses. Students will develop skills and knowledge to prepare for a Bachelor's degree in Music. The Music Field of Study courses are incorporated into an Associate of Arts (AA) degree; with 31 credits of Field of Study courses, 27 credits of Texas Core Curriculum courses, and two credits of piano proficiency courses (recommended by the Texas Higher Education Coordinating Board for all Music majors). Completion of these courses plus EPCC graduation requirements will result in an AA in Music; however, students will not be considered Core complete and will need to finish the remaining Texas Core Curriculum at the receiving institution. Contact the Music Program Coordinator for more information.

Music Field of Study Courses	
MUAP 11XX, 21XX, AND/OR 22XX	Applied Music (8 credits total)
MUEN 11XX, AND/OR 21XX	Instrumental Ensembles and/or Vocal Ensembles (4 credits total)
MUSI 1116, 1117, 2116, AND 2117	Sight Singing & Ear Training I, II, III, IV (4 credits total)
MUSI 1307	Music Literature
MUSI 1311, 1312, 2311, AND 2312	Music Theory I, II, III, IV (12 credits total)

*Note: Music students may be subject to satisfying competency and proficiency requirements at the receiving institution. Should a transferring student fail to demonstrate proficiency, the student may be encouraged, but not required, to retake relevant courses to gain proficiency. Courses selected for inclusion in the Field of Study Curriculum for Music are considered common to lower-division study for most music degrees.

Receiving institutions may require transfer students in specialized programs (e.g., jazz studies, performance, composition, music therapy, etc.) to take additional degree-specific, lower-division courses that are not included in the Field of Study Curriculum. These additional courses may not be duplicative in content of any course already completed within the Field of Study.

Nursing

The Nursing Field of Study is intended for baccalaureate degree-seeking nursing students who plan to take their prerequisite and Texas Core Curriculum courses at community college and transfer the block of courses to a general academic teaching institution, or health-related institution in Texas. Courses are designed to meet the lower-division requirements of a Bachelor's degree in Nursing/Registered Nursing.

Students interested in obtaining an Associate degree at EPCC may want to inquire about how the Nursing Field of Study courses can apply to the Associate of Arts in Multidisciplinary Studies. These Field of Study courses are NOT incorporated into the Associate of Applied Science (AAS) degree in Nursing and do not provide the appropriate preparation for the AAS in Nursing. Students interested in pursuing the AAS in Nursing should refer to the degree plan in the Health Sciences section of the catalog or see an EPCC Counselor for more information on program requirements.

Nursing Field of Study Courses	
BIOL 2401	Anatomy and Physiology I (Lecture + Lab)
BIOL 2402	Anatomy and Physiology II (Lecture + Lab)
BIOL 2421	Microbiology for Science Majors (Lecture + Lab)
CHEM	Any Chemistry course, including Lab (4 credits total)
ENGL 1301	Composition I
ENGL 1302 OR ENGL 2311	Composition II Technical and Business Writing
HECO 1322	Nutrition & Diet Therapy
MATH 1342	Elementary Statistical Methods
PSYC 2301	General Psychology
PSYC 2314	Lifespan Growth & Development

Political Science

The Political Science Field of Study is new to EPCC and facilitates transfer into General Political Science and Government Bachelor's degree programs at Texas public universities. This Field of Study does not apply to International Relations, Political Economy, National Security Policy Studies, or other related specialized undergraduate programs. EPCC does not currently offer an Associate degree in Political Science; however, students may apply these courses to the Associate of Arts in Multidisciplinary Studies.

Political Science Field of Study Courses	
GOVT 2304	Introduction to Political Science
GOVT 2305	Federal Government (Federal Constitution & Topics)
GOVT 2306	Texas Government (Texas Constitution & Topics)
MATH 1342	Elementary Statistical Methods

Psychology

The Psychology Field of Study facilitates transfer into Psychology Bachelor's degree programs at Texas public universities, regardless of Bachelor degree designation (B.A., B.S.). These Field of Study courses can be incorporated into either the Associate of Arts or Associate of Science degrees in Psychology; students can apply these Field of Study courses to the degree plans' Elective Options.

Psychology Field of Study Courses	
PSYC 2301	General Psychology
PSYC 2314	Lifespan Growth & Development
PSYC 2317	Statistical Methods in Psychology
PSYC 2319	Social Psychology
PSYC 2320	Abnormal Psychology
PSYC 2330	Biological Psychology

Sociology

The Sociology Field of Study applies to baccalaureate programs in Sociology. EPCC does not currently offer an Associate degree in Sociology; however, students may apply these courses to the Associate of Arts in Multidisciplinary Studies.

Sociology Field of Study Courses	
SOCI 1301	Introduction to Sociology
SOCI 1306	Social Problems
SOCI 2301	Marriage & the Family
SOCI 2319	Minority Studies

Teaching

Similar to a Field of Study, the Associate of Arts in Teaching (AAT) is a Board-approved, specialized lower-division academic degree program designed to transfer in its entirety to a baccalaureate program that leads to initial Texas teacher certification. See the Education section of the catalog for more information about the AAT EC-6, 4-8, EC-12 Special Education program.

For more information on Fields of Study, go to, thecb.state.tx.us and search for "Field of Study Curricula."

El Paso Community College
Areas of Study

Areas of Study are career-focused categories designed to help students make connections between their academic and career interests. EPCC offers degrees and certificates that fall within eight Areas of Study.

Arts, Humanities, Communication & Design

AAS-ARTC	Advertising Graphics & Design	pg 69
C1-ARCC	Advertising Graphics & Design	pg 69
AA-ARTS	Art	pg 69
AA-CHIX	Chicanx Studies *	pg 70
AA-COAP	Communication- Advertising & Public Relations	pg 71
AA-COMM	Communication- Journalism & Mass Communication	pg 72
AA-CORT	Communication-Radio & Television Broadcasting- Cinematic Production	pg 73
AA-DANC	Dance	pg 73
AA-ENGL	English *	pg 74
AAS-FSHD	Fashion Technology- Design Option	pg 75
C1-FSHC	Fashion Technology- Industrial Patternmaking	pg 75
AAS-FSHN	Fashion Technology- Illustration Option	pg 76
AAS-FSHM	Fashion Technology- Merchandising Option	pg 76
AA-AAMS	Multidisciplinary Studies	pg 77
AA-MUSI	Music *	pg 77
AA-PHIL	Philosophy	pg 78
AA-SPCH	Speech Communication	pg 79
AA-THEA	Theater	pg 80

Business

AAS-ACNT	Accounting	pg 82
C2-ACCC	Computerized Accounting Applications	pg 82
AA-BUSI	Accounting, Business, and Economics *	pg 82
AAS-POFT	Business Management- Office Administration Option	pg 83
C1-POFC	Business Management- Office Administrative Assistant	pg 84
AAS-RELE	Business Management- Real Estate Option	pg 84
C1-RELC	Business Management- Real Estate	pg 85
AAS-BMGT	Business Management- Small Business Management Option	pg 85
C2-BMGC	Business Management- Small Business Management	pg 86
AAS-MUSB	Music-Business Specialization	pg 86

Education

AAS-TEAC	Child Development	pg 88
C1-CDIT	Infants and Toddlers	pg 88
C1-CDTA	Teacher Assistant	pg 88
AAT-EDUC	EC-6, 4-8, EC-12 Special Education	pg 89
AA-TEED	Teacher Preparation (All Grade Levels)	pg 90

Health Sciences

AA-PHED	Kinesiology	pg 92
C3-HLTH	Border Health Issues	pg 99
C1-HPRS	Border Health Issues	pg 99
C1-DPHP	Diabetes Prevention for Health Professions	pg 99
AAS-DNTA	Dental Assisting	pg 99
C2-DNTC	Dental Assisting	pg 100
AAS-DHYG	Dental Hygiene	pg 101
AAS-DMSO	Diagnostic Medical Sonography	pg 101
C4-DMSB	Diagnostic Medical Sonography	pg 102
AAS-ECHO	Echocardiography (Adult)	pg 103
C4-ECHC	Echocardiography (Adult)	pg 104
AAS-EMSP	Emergency Medical Services-Paramedic	pg 105
C1-PCTC	Patient Care Technician	Pg 105
C2-EMSC	EMS-Paramedic	pg 106
C1-EMTC	EMS-Emergency Medical Technician (EMT)	pg 107
C2-EMAD	EMS-Advanced EMT	pg 107
C3-EMCP	EMS-Community Paramedic	pg 108
C3-EMFP	EMS-Critical Care/Flight Paramedic	pg 108
AAS-HIMA	Health Info Mgmt.	pg 109
C2-HIMC	Medical Coding & Billing	pg 109
C4-HIDM	Health Informatics & Data Mgmt.	pg 110
C2-MRMT	Medical Transcription	pg 110
AAS-MDCA	Medical Assisting Tech.	pg 111
C1-MDMA	Administrative Medical Assistant	pg 112
C2-MDCC	Medical Assisting Tech.	pg 112
AAS-MITR	Medical Imaging Technology-Radiography	pg 113
AAS-MLAB	Medical Laboratory Tech.	pg 113
AAS-RNSG	Nursing	pg 114
C2-RNVN	Fundamentals of Nursing	pg 115
AAS-LVRN	LVN to RN Transition Option	pg 115
AAS-PHRA	Pharmacy Technology	pg 116
C2-PHRC	Pharmacy Technology	pg 117
AAS-PTHA	Physical Therapist Assistant	pg 118
C1-PBHL	Public Health	pg 119
AAS-RSPT	Respiratory Care Tech.	pg 119
AAS-SRGT	Surgical Technology	pg 120
C2-VNSG	Vocational Nursing	pg 120
C2-VCNA	Fundamentals of Vocational Nursing	pg 121
CE-NAIL	Nail Technology	pg 167
CE-MSSG	Massage Therapy	pg 167

Field of Study Available

AA, AAT, and AS degrees transfer to four-year institutions; AAS degrees and Certificates are work-ready programs and typically do not transfer.

El Paso Community College
Areas of Study *Continued...*

Industry, Manufacturing & Construction

AAS-AUMT	Automotive Technology	pg 123
C1-AUMC	Automotive Technology-One Year	pg 123
C2-AITY	Automotive Technology-Two Year	pg 124
C1-AUDT	Driveability Technician	pg 124
AAS-DFTG	Computer-Aided Design	pg 124
C1-DFCS	Construction Specialization	pg 125
C1-DFMS	Mechanical Specialization	pg 125
C1-CSME	Cosmetology	pg 125
AAS-CHEF	Culinary Arts	pg 126
C1-CHEC	Culinary Arts	pg 126
AAS-PSTR	Culinary Arts - Pastry	pg 127
C1-PSTC	Pastry	pg 127
AAS-RSTO	Culinary Arts - Restaurant Management	pg 128
C1-RSTC	Restaurant Management	pg 128
AAS-DEMA	Diesel Technology	pg 129
C1-DMAC	Diesel Mechanic Assistant	pg 129
C2-DEMR	Diesel Mechanics	pg 130
C1-ELPT	Electrical Technology	pg 130
AAS-HART	Heating, Ventilation, and Air Conditioning	pg 130
C1-HVAC	Residential HVAC Technician	pg 131
C2-HARC	Heating, Ventilation, and Air Conditioning	pg 131
AAS-HTEL	Hotel Operations	pg 132
C1-HTEC	Front Desk Operations	pg 132
AAS-MAIN	Industrial Maintenance Option	pg 132
C1-IMMT	Mechanic Technician	pg 133
C2-RBTC	Robotics and Automation	pg 133
AAS-MANU	Industrial Manufacturing Option	pg 134
AAS-INDS	Interior Design Technology	pg 134
C1-INDC	Personal Design	pg 135
C2-INKB	Kitchen and Bath Design	pg 135
C1-MCHN	Machining Technology-CNC Machinist	pg 135
AAS-RETS	Renewable Energy Technology Systems	pg 136
C1-REPV	Photovoltaic (PV) Installer	pg 136
C2-RETC	Renewable Energy Technology Systems	pg 137
AAS-TRVM	Travel and Tourism	pg 137
C1-TRVC	Travel Counselor/Airline Reservationist	pg 138
C1-WELD	Welding	pg 138

Public Service

AAS-CRTR	Court Reporting	pg 141
C2-CRCC	Court Reporting	pg 141
C1-CMSS	Machine Shorthand Scopist	pg 142
C2-CART	Realtime Closed Captioning/CART	pg 142
AA-CRIJ	Criminal Justice *	pg 142
AAS-CJCR	Criminal Justice Option	pg 143
C2-LAWE	Law Enforcement	pg 144
AAS-HMSY	Homeland Security Option	pg 144
C1-HMSC	Homeland Security	pg 145
AAS-FIRS	Basic Firefighter Option	pg 145
C2-FIRC	Basic Firefighter	pg 145
AAS-FIRT	Fire Science Option	pg 146
AAS-FIRE	Fire Management	pg 146
C3-FICC	Fire Inspector	pg 147
AAS-LGLA	Paralegal	pg 147
C4-LGLB	Paralegal	pg 148
CE-CJLE	Basic Peace Officer	pg 167

STEM (Science, Technology, Engineering & Math)

AS-ARCH	Architecture *	pg 150
AS-BIOL	Biological Sciences	pg 150
AS-CHEM	Chemistry	pg 151
AA-COSC	Computer Science	pg 151
AAS-ITSC	Computer Programming	pg 152
C1-DATA	Data Analytics	pg 153
C1-ITEL	Entry-Level Computer Programming	pg 153
AAS-CYBE	Cyber Security	pg 153
C1-ITCS	Computer Support Technician A+	pg 154
AAS-ITIB	Information Technology in Business	pg 154
C1-ITBC	Information Technology in Business	pg 155
C1-DSSC	Data Support Specialist	pg 155
AAS-NETW	Information Networking	pg 155
C2-CNTC	Cisco Networking Training	pg 156
C3-ITNC	Networking and Security Technologies	pg 156
AS-ENGI	Engineering	pg 156
AS-ECEP	Electrical and Computer Engineering Principles	pg 156
AS-GEOL	Geological Sciences	pg 157
AS-MATH	Mathematics	pg 157
AS-ASMS	Multidisciplinary Studies in Sciences	pg 158
AAS-MUSC	Music-Audio Engineering Specialization	pg 159
C2-MUST	Music Technology	pg 159
AS-PHYS	Physics	pg 160
AS-PSYS	Psychology *	pg 160

Social & Behavioral Sciences

AA-PSYC	Psychology *	pg 163
AAS-SLNG	Sign Language/Interpreter Preparation	pg 163
C1-SLNC	American Sign Language-Deaf Studies	pg 164
AAS-SCWK	Social Work	pg 164
C1-DAAC	Drug/Alcohol Abuse Counseling	pg 165

Field of Study Available
AA, AAT, and AS degrees transfer to four-year institutions; AAS degrees and Certificates are work-ready programs and typically do not transfer.

ARTS, HUMANITIES, COMMUNICATION & DESIGN

ARTS, HUMANITIES, COMMUNICATION & DESIGN

Advertising Graphics & Design

Associate of Applied Science Degree (AAS-ARTC)

The Associate of Applied Science Degree in Advertising Graphics & Design program follows the professional industry standards of advertising agencies, print shops, and freelance graphic designers. Students prepare for a variety of employment opportunities in Advertising Graphics & Design including advertising agencies, media/entertainment, publishing, printing, and as in-house graphic designers. Students will develop their visual communication and computer graphic skills necessary to move on to the next level. The capstone course for the AAS is ARTC 2335, Portfolio Development for Graphic Design; students will need to contact the Program Coordinator prior to registering for this course.

For more information visit:
epcc.edu/Academics/AdvertisingandGraphicDesign

First Semester			Credit Hours
ARTC	1325	Introduction to Computer Graphics	3
ARTC	1327	Typography	3
ARTC	2311	History of Communication Graphics	3
ARTS	1311	Design I (2-Dimensional)	3
ARTS	1316	Drawing I	3
			15

Second Semester			Credit Hours
ARTC	1353	Computer Illustration	3
ARTS	1317	Drawing II	3
ENGL	1301	Composition I (C)	3
		Mathematics Elective[1] (C) (MNS)	3
		Social and Behavioral Sciences Elective[2] (C) (SBS)	3
			15

Third Semester			Credit Hours
ARTC	1302	Digital Imaging I	3
ARTC	1321	Illustration Techniques I	3
ARTV	1303	Basic Animation	3
COMM	2327	Introduction to Advertising	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			15

Fourth Semester			Credit Hours
ARTC	1349	Art Direction I	3
ARTC	2301	Illustration Techniques II	3
ARTC	2335	Portfolio Development for Graphic Design	3
ARTC	2340	Computer Illustration II	3
ARTS	1301	Art Appreciation (C) (HFA)	3
			15

Total Credit Hours **60**

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

[2]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, GOVT 2305, 2306, HIST 1301, 1302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

Advertising Graphics & Design Certificate

Certificate of Completion (C1-ARCC)

The Certificate of Completion in Advertising Graphics & Design program follows the professional industry standards of advertising agencies, print shops, and freelance graphic designers. Students prepare for a variety of employment opportunities in Advertising Graphics & Design including advertising agencies, media/entertainment, publishing, printing, and as in-house graphic designers. Students will develop their visual communication and computer graphic skills necessary to move on to the next level. The capstone course for the Certificate of Completion is ARTC 2335, Portfolio Development for Graphic Design; students will need to contact the Program Coordinator prior to registering for this course.

For more information visit:
epcc.edu/Academics/AdvertisingandGraphicDesign

First Semester			Credit Hours
ARTC	1302	Digital Imaging I	3
ARTC	1321	Illustration Techniques I	3
ARTC	1325	Introduction to Computer Graphics	3
ARTC	1327	Typography	3
ARTC	1353	Computer Illustration I	3
			15

Second Semester			Credit Hours
ARTC	1349	Art Direction I	3
ARTC	2301	Illustration Techniques II	3
ARTC	2335	Portfolio Development for Graphic Design	3
ARTC	2340	Computer Illustration II	3
ARTS	1311	Design I (2-Dimensional)	3
			15

Total Credit Hours **30**

Art

Associate of Arts Degree (AA-ARTS)

The two-year Associate of Arts Degree in Art program is designed for individuals interested in pursuing a career in the field of art and/or for expressive personal endeavors by providing fundamental training in the visual arts. Studio coursework provides the opportunity to develop skills in drawing, design, painting, ceramics, sculpture, life drawing, metals, printmaking, and photography. Lecture courses include art history and art appreciation. Upon completion of this degree, students will gain knowledge, skills, and confidence in their abilities to express themselves through the visual arts.

For more information visit: epcc.edu/Academics/Arts

First Semester			Credit Hours
ARTS	1311	Design I (2-Dimensional)	3
ARTS	1316	Drawing I	3
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
			15

Second Semester			Credit Hours
ARTS	1303	Art History I (Prehistoric to the 14th Century) (C) **or**	
ARTS	1304	Art History II (14th Century to the Present) (C)	3
ARTS	1317	Drawing II	3
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
			12

Third Semester (Summer)			Credit Hours
ARTS	1301	Art Appreciation (C)	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			6

Fourth Semester			Credit Hours
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
		Mathematics[1] (C)	3
		Life and Physical Sciences[2] (C)	3
		Laboratory[3]	1
		Art Elective[4]	3
		Elective Option[5]	1
			14

Fifth Semester			Credit Hours
ARTS	1312	Design II (3-Dimensional)	3
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Social and Behavioral Sciences[6] (C)	3
		Life and Physical Sciences[2] (C)	3
		Life and Physical Sciences Laboratory[3]	1
			13

Total Credit Hours 60

[1]**Mathematics:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

[2]**Life and Physical Sciences:** Complete two courses from ASTR 1303, 1304, BIOL 1306, 1307, 1308, 1309, 2401, 2402, 2404, CHEM 1306, 1307, 1311, 1312, GEOL 1301, 1302, 1303, 1304, PHYS 1301, 1302, 1315, 2325, or 2326. Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.

[3]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be counted in the discipline degree requirements for a total of two credit hours.

[4]**Art Elective:** Complete one course from ARTS 1303, 1304, 2313, 2316, 2317, 2323, 2326, 2333, 2341, 2346, 2347, 2348, 2356, or 2357. Courses may only apply once within the degree plan.

[5]**Elective Option:** Complete a one-hour credit course. See the Course Descriptions section for courses with a "**T**." Courses may only apply once within the degree plan.

[6]**Social and Behavioral Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

Chicanx Studies

Associate of Arts Degree (AA-CHIX)

FIELD OF STUDY IN MEXICAN AMERICAN STUDIES

The Associate of Arts Degree program in Chicanx Studies aims to promote critical understanding of the history, politics, and culture of the Chicanx population in the United States. It encourages and advances the discourse of Chicanx expression and thought as it intersects with a diversity of cultures in contemporary society. The program utilizes an interdisciplinary approach that promotes cultural affirmation, social justice, and community leadership/service.

For more information visit: epcc.edu/Academics/ChicanxStudies

First Semester			Credit Hours
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
HUMA	1305	Introduction to Mexican American Studies (F)	3
		Life and Physical Sciences[1] (C)	3
		Laboratory[2]	1
			13

Second Semester			Credit Hours
ENGL	1302	Composition II (C)	3
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
		Mathematics[3] (C)	3
		Life and Physical Sciences[1] (C)	3
		Life and Physical Sciences Laboratory[2]	1
			13

Third Semester (Summer)			Credit Hours
HIST	1301	United States History I (C)	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			6

Fourth Semester			Credit Hours
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
HIST	1302	United States History II (C)	3
		Creative Arts[4] (C)	3
		Social and Behavioral Sciences[5] (C)	3
		Elective Option[6]	1
			13

Fifth Semester			Credit Hours
ENGL	2351	Mexican American Literature (CF)	3
GOVT	2311	Mexican American & Latinx Politics (F)	3
HIST	2327	Mexican American History I (to the United States-Mexico War Era) (F) **or**	
HIST	2328	Mexican American History II (from the United States-Mexico War Era) (F)	3
HUMA	1311	Mexican American Fine Arts Appreciation (F)	3
		Spanish Language Elective[7]	3
			15

Total Credit Hours   **60**

[1]**Life and Physical Sciences:** Complete two courses from ASTR 1303, 1304, BIOL 1306, 1307, 1308, 1309, 2401, 2402, 2404, CHEM 1306, 1307, 1311, 1312, GEOL 1301, 1302, 1303, 1304, PHYS 1301, 1302, 1315, 2325, or 2326. Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.

[2]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be counted in the discipline degree requirements for a total of two credit hours.

[3]**Mathematics:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

[4]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.

[5]**Social and Behavioral Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

[6]**Elective Option:** Complete any academic course. See the Course Descriptions section for courses with a "**T**." Courses may only apply once within the degree plan.

[7]**Spanish Language Elective:** Complete one course from SPAN 2311, 2312, 2313, or 2315.

Communication - Advertising & Public Relations

Associate of Arts Degree (AA-COAP)

The two-year Associate of Arts Degree in Communication-Advertising & Public Relations teaches students the ins-and-outs of crafting effective messages in the advertising and public relations fields. Throughout the program, students learn to write concisely to grab media attention using images; draft clear press releases; create/edit commercials and print advertisements; develop marketing and promotional campaigns for specialized clients; and speaking in an honest manner that provides information to the public, while protecting and representing potential clients. Upon successful completion of this area, students may begin careers as entry-level advertising representatives and public relations associates, or continue on to a Bachelor's degree in Advertising/PR or General Communication.

COMM 2389: Students must secure an internship before the first day of class. Please contact EPCC Career and Transfer Services to discuss Mass Communication related internships at 915-831-2636 or in room S16 of the Student Services Center at the Valle Verde Campus. Because internship opportunities change each semester, students are encouraged to speak to the instructor assigned or contact Mass Communication advisor Lisa Elliott at lelliot5@epcc.edu.

For more information visit:
epcc.edu/Academics/MassCommunication

First Semester			Credit Hours
COMM	1307	Introduction to Mass Communication (C)	3
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
		Mathematics[1] (C)	3
			15

Second Semester			Credit Hours
COMM	1336	Digital Video Production I	3
COMM	2311	Media Writing	3
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
			12

Third Semester (Summer)			Credit Hours
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Communication Elective[2]	3
		Social and Behavioral Sciences[3] (C)	3
			9

Fourth Semester			Credit Hours
COMM	2315	News Reporting **or**	
COMM	2339	Writing for Radio, Television, & Film	3
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
		Creative Arts[4] (C)	3
		Life and Physical Sciences[5] (C)	3
		Life and Physical Sciences Laboratory[6]	1
			13

Fifth Semester			Credit Hours
COMM	2327	Introduction to Advertising **or**	
COMM	2330	Introduction to Public Relations	3
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Life and Physical Sciences[5] (C)	3
		Life and Physical Sciences Laboratory[6]	1
		Elective Option[7]	1
			11

Total Credit Hours   **60**

[1]**Mathematics:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

[2]**Communication Elective:** Complete one course from COMM 1316, 2315, 2324, 2327, 2330, 2339, or 2389.

[3]**Social and Behavioral Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

[4]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.

[5]**Life and Physical Sciences:** Complete two courses from ASTR 1303, 1304, BIOL 1306, 1307, 1308, 1309, 2401, 2402, 2404, CHEM 1306, 1307, 1311, 1312, GEOL 1301, 1302, 1303, 1304, PHYS 1301, 1302, 1315, 2325, or 2326. Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and

laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.

[6]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be counted in the discipline degree requirements for a total of two credit hours.

[7]**Elective Option:** Complete a one-hour credit course. See Course Descriptions section of catalog for courses with a "**T**." Courses may only apply once within the degree plan.

Students who plan to transfer to the NMSU Journalism and Mass Communication Program are encouraged to enroll in COMM 2315 because it fulfills a core course requirement in the program.

Communication - Journalism & Mass Communication

Associate of Arts Degree (AA-COMM)

The two-year Associate of Arts Degree in Communication-Journalism & Mass Communication teaches students how to write and cover breaking news events. Students learn how to collect accurate facts, information, and images to write informative, concise, and engaging news stories. In addition, students will learn how to present their information and news stories honestly and effectively to the public. This program builds a solid foundation in journalistic skills, terms, and processes that will benefit students who choose to further their education at universities.

COMM 2389: Students must secure an internship before the first day of class. Please contact EPCC Career and Transfer Services to discuss Mass Communication related internships at 915-831-2636 or in room S16 of the Student Services Center at the Valle Verde Campus. Because internship opportunities change each semester, students are encouraged to speak to the instructor assigned or contact Mass Communication advisor Lisa Elliott at lelliot5@epcc.edu.

For more information visit:
epcc.edu/Academics/MassCommunication

First Semester			Credit Hours
COMM	1307	Introduction to Mass Communication (C)	3
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
		Mathematics[1] (C)	3
			15

Second Semester			Credit Hours
COMM	1316	News Photography I	3
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
		Creative Arts[2] (C)	3
		Communication Elective[3]	3
			15

Third Semester (Summer)			Credit Hours
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Elective Option[4]	1
			4

Fourth Semester			Credit Hours
COMM	2311	Media Writing	3

			Credit Hours
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
		Social and Behavioral Sciences[5] (C)	3
		Life and Physical Sciences[6] (C)	3
		Life and Physical Sciences Laboratory[7]	1
			13

Fifth Semester			Credit Hours
COMM	2315	News Reporting **or**	
COMM	2339	Writing for Radio, Television, & Film	3
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Life and Physical Sciences[6] (C)	3
		Life and Physical Sciences Laboratory[7]	1
		Communication Elective[3]	3
			13

Total Credit Hours 60

[1]**Mathematics:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.
[2]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.
[3]**Communication Elective:** Complete two courses from COMM 1336, 2303, 2315, 2327, 2330, 2339, or 2389.
[4]**Elective Option:** Complete a one-hour credit course. See Course Descriptions section of catalog for courses with a "**T**." Courses may only apply once within the degree plan.
Students who plan to transfer to the NMSU Journalism and Mass Communication Program are encouraged to enroll in COMM 2315 because it fulfills a core course requirement in the program.
[5]**Social and Behavioral Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.
[6]**Life and Physical Sciences:** Complete two courses from ASTR 1303, 1304, BIOL 1306, 1307, 1308, 1309, 2401, 2402, 2404, CHEM 1306, 1307, 1311, 1312, GEOL 1301, 1302, 1303, 1304, PHYS 1301, 1302, 1315, 2325, or 2326. Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.
[7]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be counted in the discipline degree requirements for a total of two credit hours.

Communication - Radio & Television Broadcasting/Cinematic Production

Associate of Arts Degree (AA-CORT)

The Associate of Arts Degree in Communication-Radio & Television Broadcasting-Cinematic Production seeks students who thrive in a fast-paced work environment that draws on their creative writing and audio/video talents. Students gain hands-on experience using the tools of their desired trade such as editing software like Photoshop, Adobe Premiere, and Audition; film equipment; and recording equipment. This degree prepares students for careers in journalism and/or entertainment programming.

COMM 2389: Students must secure an internship before the first day of class. Please contact EPCC Career and Transfer Services to discuss Mass Communication related internships at 915-831-2636 or in room S16 of the Student Services Center at the Valle Verde Campus. Because internship opportunities change each semester, students are encouraged to speak to the instructor assigned or contact Mass Communication advisor Lisa Elliott at lelliot5@epcc.edu.

For more information visit:
epcc.edu/Academics/MassCommunication

First Semester			Credit Hours
COMM	1307	Introduction to Mass Communication (C)	3
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
		Mathematics[1] (C)	3
			15

Second Semester			Credit Hours
COMM	2303	Audio Production	3
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
		Focus Area Option[2]	3
		Elective Option[3]	1
			13

Third Semester (Summer)			Credit Hours
COMM	2366	Film Appreciation (C)	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			6

Fourth Semester			Credit Hours
COMM	1336	Digital Video Production I	3
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
		Social and Behavioral Sciences[4] (C)	3
		Life and Physical Sciences[5] (C)	3
		Life and Physical Sciences Laboratory[6]	1
			13

Fifth Semester			Credit Hours
COMM	1337	Digital Video Production II	3
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Life and Physical Sciences[5] (C)	3
		Life and Physical Sciences Laboratory[6]	1
		Communication Elective[7]	3
			13

Total Credit Hours   **60**

[1]**Mathematics:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

[2]**Focus Area Option:** Complete one course from
Radio-Broadcast Students: COMM 2311
OR
Cinematic Production Students: COMM 2339

[3]**Elective Option:** Complete a one-hour credit course. See Course Descriptions section of catalog for courses with a "**T**." Courses may only apply once within the degree plan.
Students who plan to transfer to the NMSU Journalism and Mass Communication Program are encouraged to enroll in COMM 2315 because it fulfills a core course requirement in the program.

[4]**Social and Behavioral Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

[5]**Life and Physical Sciences:** Complete two courses from ASTR 1303, 1304, BIOL 1306, 1307, 1308, 1309, 2401, 2402, 2404, CHEM 1306, 1307, 1311, 1312, GEOL 1301, 1302, 1303, 1304, PHYS 1301, 1302, 1315, 2325, or 2326. Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.

[6]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be counted in the discipline degree requirements for a total of two credit hours.

[7]**Communication Elective:** Complete one course from COMM 1316, 2311, 2315, 2324, 2327, 2330, or 2389.

Dance

Associate of Arts Degree (AA-DANC)

The Associate of Arts in Dance encompasses the first two years of a 4-year Bachelor's degree in Dance. The Dance program exposes students to a well-rounded curriculum of ballet, modern, ballroom, and jazz dance techniques. It also introduces students to skills in performance, composition, choreography, concert production, and improvisation as well as cultural, historical, and aesthetic aspects of dance. Students have the opportunity to teach and choreograph as well as attend regional, national, and international conferences through the student dance club, Canvas Dance. Professional guest artists from the various career paths are brought in regularly to set choreography and advise students about careers in dance.

For more information visit: epcc.edu/Academics/Dance

First Semester			Credit Hours
DANC	1241	Beginning Ballet	2
DANC	1247	Beginning Jazz Dance	2
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
		Mathematics[1] (C)	3
			16

Second Semester			Credit Hours
DANC	1151	Freshman Dance Performance	1
DANC	2241	Intermediate Ballet **or**	
DANC	2247	Intermediate Jazz Dance	2
DANC	2303	Dance Appreciation (C)	3
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
		Language, Philosophy and Culture[2] (C)	3
			15

Third Semester			Credit Hours
DANC	1110	Tap Dance **or**	
DANC	1128	Ballroom & Social Dance	1
DANC	1201	Dance Composition-Improvisation	2
DANC	2151	Sophomore Dance Performance	1
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
		Life and Physical Sciences[3] (C)	3
		Life and Physical Sciences Laboratory[4]	1
		Social and Behavioral Sciences[5] (C)	3
			14

Fourth Semester			Credit Hours
DANC	1245	Beginning Modern Dance	2
DANC	1301	Dance Composition-Choreography	3
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Life and Physical Sciences[3] (C)	3
		Life and Physical Sciences Laboratory[4]	1
			15

Total Credit Hours   **60**

[1]**Mathematics:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

[2]**Language, Philosophy, and Culture:** Complete one course from ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, 2306, SPAN 2311, 2313, or 2315.

[3]**Life and Physical Sciences:** Complete two courses from ASTR 1303, 1304, BIOL 1306, 1307, 1308, 1309, 2401, 2402, 2404, CHEM 1306, 1307, 1311, 1312, GEOL 1301, 1302, 1303, 1304, PHYS 1301, 1302, 1315, 2325, or 2326. Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.

[4]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be counted in the discipline degree requirements for a total of two credit hours.

[5]**Social and Behavioral Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

English

Associate of Arts Degree (AA-ENGL)

FIELD OF STUDY IN ENGLISH LANGUAGE & LITERATURE

The Associate of Arts Degree in English provides students with useful skills in written communication and basic skills in the understanding and analysis of literature. Students learn to think, write, and read critically and analytically in our 21st-century society. This is accomplished through rigorous study in Composition, Rhetoric, Literature, and the Humanities. Completing the required core courses and concentrating in courses beyond the core offered through the English discipline will prepare the student for a seamless transfer into a bachelor's degree program at a four-year college or university.

For more information visit: epcc.edu/Academics/English

First Semester			Credit Hours
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (CF)	3
HIST	1301	United States History I (C)	3
		Life and Physical Sciences[1] (C)	3
		Life and Physical Sciences Laboratory[2]	1
			13

Second Semester			Credit Hours
ENGL	1302	Composition II (CF)	3
HIST	1302	United States History II (C)	3
		Mathematics[3] (C)	3
		Life and Physical Sciences[1] (C)	3
		Life and Physical Sciences Laboratory[2]	1
			13

Third Semester (Summer)			Credit Hours
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		English Option[4]	3
		Elective Option[5]	1
			7

Fourth Semester			Credit Hours
ENGL	2322	British Literature I (CF) **or**	
ENGL	2323	British Literature II (CF)	3
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
		Creative Arts[6] (C)	3
		English Option[4]	3
		English Option[4]	3
			15

Fifth Semester			Credit Hours
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Social and Behavioral Sciences[7] (C)	3
		English Option[4]	3
		English Option[4]	3
			12

Total Credit Hours   **60**

[1]**Life and Physical Sciences:** Complete two courses from ASTR 1303, 1304, BIOL 1306, 1307, 1308, 1309, 2401, 2402, 2404, CHEM 1306, 1307, 1311, 1312, GEOL 1301, 1302, 1303, 1304, PHYS 1301, 1302, 1315, 2325, or 2326. Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.

[2]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be counted in the discipline degree requirements for a total of two credit hours.

[3]**Mathematics:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

[4]**English Options:** Complete five courses from ENGL 2307, 2311, 2322, 2323, 2332, 2333, 2341, or 2351. ENGL 2322 or 2323 can only be counted once to fulfill the Language, Philosophy, and Culture Block of the Core Curriculum; however, students can complete the other British Literature course not taken to fulfill one of the English Options.

[5]**Elective Option:** Complete any academic course. See the Course Descriptions section for courses with a "**T**." Courses may only apply once within the degree plan.

[6]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.

[7]**Social and Behavioral Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

Fashion Technology - Design Option

Associate of Applied Science Degree (AAS-FSHD)

The Associate of Applied Science Degree in Fashion Technology-Fashion Design Option prepares students to work in the fashion industry as it relates to the design and manufacture of apparel, garment construction, techniques of pattern development, mid-management, and wholesale promotion. This two-year program includes the art of pattern design and draping, computer-aided apparel design, clothing construction, manufacturing techniques, advertising and promotion techniques, and illustration techniques. The capstone experience for the AAS Degree for Fashion Design Option is FSHD 2344, Fashion Collection Production and FSHD 2371, Apparel Product Development.

For more information visit: epcc.edu/Academics/FashionTechnology

First Semester			Credit Hours
ENGL	1301	Composition I (C)	3
FSHD	1311	Fashion History	3
FSHN	1301	Textiles	3
FSHN	2305	Fashion Retailing	3
MATH	1324	Mathematics for Business & Social Sciences (C) (MNS) **or**	
MATH	1332	Contemporary Mathematics (Quantitative Reasoning) (C) (MNS)	3
			15

Second Semester			Credit	ours
ARTS	1301	Art Appreciation (C) (HFA) **or**		
DRAM	1310	Theater Appreciation (C) (HFA)		3
FSHN	1311	Garment Construction		3
FSHN	2303	Fashion Buying		3
SPCH	1321	Business & Professional Communication (C)		3
		Social and Behavioral Sciences Elective[1] (C) (SBS)		3
				15

Third Semester			Credit	ours
FSHD	1322	Fashion Sketching		3
FSHD	1328	Flat Pattern Design I		3
FSHD	2343	Fashion Collection Design		3
FSHN	1315	Draping (Apparel and Textile Marketing Management)		3
				12

Fourth Semester			Credit	ours
FSHD	1346	Fashion Illustration Media		3
FSHD	2305	Computer Aided Apparel Design		3
FSHD	2306	Draping (Fashion/Apparel Design)		3
FSHD	2344	Fashion Collection Production		3
FSHD	2371	Apparel Product Development		3
FSHN	2301	Fashion Promotion		3
				18

Total Credit Hours   **60**

[1]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, ECON 1301, GOVT 2305, PSYC 2301, 2306, or SPCH 1318.

Industrial Patternmaking Certificate

Certificate of Completion (C1-FSHC)

The Certificate of Completion in Industrial Patternmaking provides students with a practical study of the fashion industry as it relates to the creation and production of commercial patterns for apparel manufacturing. The capstone course for the Certificate of Completion is FSHD 2371, Apparel Product Development.

For more information visit: epcc.edu/Academics/FashionTechnology

First Semester			Credit Hours
FSHD	1322	Fashion Sketching	3
FSHD	1328	Flat Pattern Design I	3
FSHD	2343	Fashion Collection Design	3
FSHN	1301	Textiles	3
FSHN	1315	Draping (Apparel and Textile Marketing Management)	3
			15

Second Semester			Credit Hours
FSHD	1346	Fashion Illustration Media	3
FSHD	2305	Computer Aided Apparel Design	3
FSHD	2306	Draping (Fashion/Apparel Design)	3
FSHD	2344	Fashion Collection Production	3
FSHD	2371	Apparel Product Development	3
FSHN	1311	Garment Construction	3
			18

Total Credit Hours   **33**

Fashion Technology - Illustration Option

Associate of Applied Science Degree (AAS-FSHN)

The Associate of Applied Science Degree in Fashion Technology-Illustration Option prepares students to work in the fashion industry as it relates to the design and drawing of fashion figures/accessories for advertising, creative design, textile design, product display, and sales promotion. This two-year program includes the study of drawing, layout, advertising and promotion techniques, and fashion illustration techniques. The capstone course for the AAS Degree in Illustration Option is FSHD 1346, Fashion Illustration Media.

For more information visit: epcc.edu/Academics/FashionTechnology

First Semester			Credit Hours
ENGL	1301	Composition I (C)	3
FSHD	1311	Fashion History	3
FSHN	1301	Textiles	3
FSHN	2305	Fashion Retailing	3
MATH	1324	Mathematics for Business & Social Sciences (C) (MNS) **or**	
MATH	1332	Contemporary Mathematics (Quantitative Reasoning) (C) (MNS)	3
			15

Second Semester			Credit Hours
ARTS	1301	Art Appreciation (C) (HFA) **or**	
DRAM	1310	Theater Appreciation (C) (HFA)	3
FSHN	1311	Garment Construction	3
FSHN	2303	Fashion Buying	3
SPCH	1321	Business & Professional Communication (C)	3
		Social and Behavioral Sciences Elective[1] (C) (SBS)	3
			15

Third Semester (Summer)			Credit Hours
MRKG	2349	Advertising and Sales Promotion	3
			3

Fourth Semester			Credit Hours
ARTC	1327	Typography **or**	
ARTC	2311	History of Communication Graphics	3
ARTS	1311	Design I (2-Dimensional)	3
ARTS	1316	Drawing I	3
FSHD	1322	Fashion Sketching	3
FSHD	2343	Fashion Collection Design	3
			15

Fifth Semester			Credit Hours
ARTS	1312	Design II (3-Dimensional)	3
FSHD	1346	Fashion Illustration Media	3
FSHN	2301	Fashion Promotion	3
FSHN	2380	Cooperative Education-Apparel and Textile Manufacture **or** Elective Option[2]	3
			12

Total Credit Hours   **60**

[1]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, ECON 1301, GOVT 2305, PSYC 2301, 2306, or SPCH 1318.
[2]**Elective Option:** Complete one course from BMGT 1305, BUSG 1301, ITSC 1301, MRKG 1311, or POFT 1329.

Fashion Technology - Merchandising Option

Associate of Applied Science Degree (AAS-FSHM)

The Associate of Applied Science Degree in Fashion Technology-Merchandising Option prepares students to work in the fashion industry as it relates to buying and vending merchandise. This two-year program includes the art of product display, retail store windows, and counter arrangement, advertising and promotion techniques; and mid-management techniques involving wholesaling, retailing, sales promotion and dollar unit planning using merchandising mathematics. The capstone course for the AAS Degree in Merchandising Option is FSHN 2301, Fashion Promotion.

For more information visit: epcc.edu/Academics/FashionTechnology

First Semester			Credit Hours
ENGL	1301	Composition I (C)	3
FSHD	1311	Fashion History	3
FSHN	1301	Textiles	3
FSHN	2305	Fashion Retailing	3
MATH	1324	Mathematics for Business & Social Sciences (C) (MNS) **or**	
MATH	1332	Contemporary Mathematics (Quantitative Reasoning) (C) (MNS)	3
			15

Second Semester			Credit Hours
ARTS	1301	Art Appreciation (C) (HFA) **or**	
DRAM	1310	Theater Appreciation (C) (HFA)	3
FSHN	1311	Garment Construction	3
FSHN	2303	Fashion Buying	3
SPCH	1321	Business & Professional Communication (C)	3
		Social and Behavioral Sciences Elective[1] (C) (SBS)	3
			15

Third Semester (Summer)			Credit Hours
ITSC	1301	Introduction to Computers	3
			3

Fourth Semester			Credit Hours
ACCT	2301	Principles of Financial Accounting **or**	
ACNT	1303	Introduction to Accounting I	3
ARTS	1311	Design I (2-Dimensional)	3
FSHD	2343	Fashion Collection Design	3
ITSW	2334	Advanced Spreadsheets	3
MRKG	1311	Principles of Marketing	3
			15

Fifth Semester			Credit Hours
FSHN	2301	Fashion Promotion	3
FSHN	2382	Cooperative Education-Fashion Merchandising **or** Elective Option[2]	3
IBUS	1305	Introduction to International Business and Trade	3
MRKG	2349	Advertising and Sales Promotion	3
			12

Total Credit Hours   **60**

[1]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, ECON 1301, GOVT 2305, PSYC 2301, 2306, or SPCH 1318.

[2]**Elective Option:** Complete one course from BMGT 1305, BUSG 1301, or BUSI 1301.

Multidisciplinary Studies
Associate of Arts Degree (AA-AAMS)

The Associate of Arts Degree in Multidisciplinary Studies teaches students a broad array of subjects to develop skills such as communication, critical-thinking, and research. This program prepares graduates for transfer to Bachelor's Degree programs by introducing a broad base of concepts in the humanities, social/behavioral sciences, mathematics, and natural/physical sciences. Graduates receiving the AA Degree in Multidisciplinary Studies will be prepared for further study at the university level in the performing arts, service professions, and related fields to seek entry-level jobs in various industries.

For more information visit:
epcc.edu/Academics/MultidisciplinaryStudies

First Semester			Credit Hours
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
		Life and Physical Sciences[1] (C)	3
		Life and Physical Sciences Laboratory[2]	1
			13

Second Semester			Credit Hours
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
		Mathematics[3] (C)	3
		Life and Physical Sciences[1] (C)	3
		Life and Physical Sciences Laboratory[2]	1
			13

Third Semester (Summer)			Credit Hours
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Language, Philosophy, and Culture[4] (C)	3
		Elective Option[5]	3
		Elective Option[5]	3
			12

Fourth Semester			Credit Hours
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
		Elective Option[5]	3
		Elective Option[5]	3
		Creative Arts[6] (C)	3
			12

Fifth Semester			Credit Hours
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Elective Option[5]	3
		Elective Option[5]	1
		Social and Behavioral Sciences[7] (C)	3
			10

Total Credit Hours   **60**

[1]**Life and Physical Sciences:** Complete two courses from ASTR 1303, 1304, BIOL 1306, 1307, 1308, 1309, 2401, 2402, 2404, CHEM 1306, 1307, 1311, 1312, GEOL 1301, 1302, 1303, 1304, PHYS 1301, 1302, 1315, 2325, or 2326. Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.

[2]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be counted in the discipline degree requirements for a total of two credit hours.

[3]**Mathematics:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

[4]**Language, Philosophy, and Culture:** Complete one course from ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, 2306, SPAN 2311, 2313, or 2315.

[5]**Elective Options:** Complete 16 credit hours of any academic course. See the Course Descriptions section for courses with a "**T**." Courses may only apply once within the degree plan.

[6]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.

[7]**Social and Behavioral Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

Music
Associate of Arts Degree (AA-MUSI)

FIELD OF STUDY IN MUSIC

The Associate of Arts in Music is designed for individuals interested in pursuing a career in the field of music and covers the first two years of a four-year Bachelor's Degree in Music. Students planning to transfer to a four-year institution should check the degree requirements of the institution to which they plan to transfer and see an advisor. The Field of Study provides a balanced program, including music theory, ear-training, music history (literature), applied music, and performance ensembles. The prospective music major should complete 31-credit hours in all five parts of the Field of Study. Any student interested in completing the Field of Study in Music should work closely with the Music Program Coordinator.

Due to Music program requirements, students may not complete all Core Curriculum Blocks at EPCC. If necessary, students may complete the remaining Core Curriculum Blocks at the receiving university.

Important Information for Music Students:
- Students will be evaluated for instrument proficiency by the Music Program Coordinator. Students needing remedial work with their principal instrument will be placed into MUAP 11XX, Introduction to Individual Instruction, in their first and second semesters. These two courses will be the equivalent to the first semester MUAP 12XX course.
- Students must demonstrate piano proficiency through exams that will be administered by the Music Department.

For more information visit: epcc.edu/Academics/Music

First Semester			Credit Hours
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
MUAP	12XX	Individual Instruction[1] (F)	2
MUEN	11XX	Ensemble Course[2] (F)	1
MUSI	1116	Sight Singing & Ear Training I (F)	1
MUSI	1181	Piano Class I	1
MUSI	1311	Music Theory I (F)	3
			14

Second Semester			Credit Hours
ENGL	1302	Composition II (C)	3
MUAP	12XX	Individual Instruction[1] (F)	2
MUEN	11XX	Ensemble Course[2] (F)	1
MUSI	1117	Sight Singing & Ear Training II (F)	1
MUSI	1182	Piano Class II	1
MUSI	1306	Music Appreciation (C)	3
MUSI	1312	Music Theory II (F)	3
			14

Third Semester (Summer)			Credit Hours
HIST	1301	United States History I (C)	3
HIST	1302	United States History II (C)	3
			6

Fourth Semester			Credit Hours
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
MATH	1324	Mathematics for Business & Social Sciences (C) **or**	
MATH	1332	Contemporary Mathematics (Quantitative Reasoning) (C)	3
MUAP	22XX	Individual Instruction[1] (F)	2
MUEN	21XX	Ensemble Course[2] (F)	1
MUSI	2116	Sight Singing & Ear Training III (F)	1
MUSI	2311	Music Theory III (F)	3
			13

Fifth Semester			Credit Hours
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
MUAP	22XX	Individual Instruction[1] (F)	2
MUEN	21XX	Ensemble Course[2] (F)	1
MUSI	2117	Sight Singing & Ear Training IV (F)	1
MUSI	2312	Music Theory IV (F)	3
MUSI	1307	Music Literature (F)	3
			13

| **Total Credit Hours** | | | **60** |

[1]**Individual Instruction (MUAP):** Complete 8 credit hours of MUAP courses. Students must complete these 8 credit hours in the same instrument.
Strings: MUAP (1101 and 1102 or 1201), 1202, 2201, and 2202.
Woodwind: MUAP (1117 and 1118 or 1217), 1218, 2219, and 2220.
Brass: MUAP (1137 and 1138 or 1237), 1238, 2239, and 2240.
Percussion: MUAP (1157 and 1158 or 1257), 1258, 2259, and 2260.
Guitar: MUAP (1161 and 1162 or 1261), 1262, 2261, and 2262.
Keyboard: MUAP (1165 and 1166 or 1265), 1266, 2267, and 2268.
Voice: MUAP (1181 and 1182 or 1281), 1282, 2283, and 2284.

[2]**Ensemble Courses (MUEN):** Complete 4 courses from ONE ensemble area. Students must complete these 4 courses in the same ensemble area.
Concert Band: MUEN 1121, 1122, 2121, and 2122.
Orchestra: MUEN 1123, 1124, 2123, and 2124.

Guitar Ensemble: MUEN 1133, 1134, 2133, and 2134.

Chorus: MUEN 1141, 1142, 2141, and 2142.

Philosophy
Associate of Arts Degree (AA-PHIL)

The two-year Associate of Arts Degree in Philosophy prepares students to transfer directly into a Bachelor's Degree program in Philosophy at a four-year institution. Students are responsible for completing all prerequisite courses within the program. Arts degrees (Associate of Arts, Bachelor of Arts, and Master of Arts) are generally recommended for individuals interested in theoretical applications or service-focused careers; however, these options are not restricted to the Arts degree. The Philosophy Program is designed to give individuals a solid foundation in critical thinking that can be applied to a wide variety of professions and fields of study. Regardless of the intellectual and professional interests of the student, he or she will find philosophy relevant and useful in business, technology, medicine, law, science, mathematics, and the humanities. Students planning to transfer to four-year institutions should check the degree requirements of the college or university to which they plan to transfer.

For more information visit: epcc.edu/Academics/Philosophy

First Semester			Credit Hours
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
PHIL	1301	Introduction to Philosophy (C)	3
		Life and Physical Sciences[1] (C)	3
		Life and Physical Sciences Laboratory[2]	1
			16

Second Semester			Credit Hours
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
PHIL	2306	Introduction to Ethics (C)	3
		Mathematics[3] (C)	3
		Life and Physical Sciences[1] (C)	3
		Life and Physical Sciences Laboratory[2]	1
			16

Third Semester			Credit Hours
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
PHIL	2303	Introduction to Formal Logic (C)	3
PHIL	2307	Introduction to Social & Political Philosophy	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Philosophy Elective[4]	3
			15

Fourth Semester			Credit Hours
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
PHIL	2321	Philosophy of Religion	3
		Social and Behavioral Sciences[5] (C)	3
		Creative Arts[6] (C)	3
		Elective Option[7]	1
			13

Total Credit Hours	60

[1]**Life and Physical Sciences:** Complete two courses from ASTR 1303, 1304, BIOL 1306, 1307, 1308, 1309, 2401, 2402, 2404, CHEM 1306, 1307, 1311, 1312, GEOL 1301, 1302, 1303, 1304, PHYS 1301, 1302, 1315, 2325, or 2326. Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.

[2]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be counted in the discipline degree requirements for a total of two credit hours.

[3]**Mathematics:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

[4]**Philosophy Elective:** Complete one course from PHIL 1304 or 2316.

[5]**Social and Behavioral Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

[6]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.

[7]**Elective Option:** Complete a one-hour credit course. See the Course Descriptions section for courses with a "**T**." Courses may only apply once within the degree plan.

Speech Communication

Associate of Arts Degree (AA-SPCH)

Effective Speech Communication is an art and a skill that empowers individuals to succeed in personal and professional endeavors. Oral & written communication skills are integral elements in academic, professional, technical, & personal/social facets of one's life. Coursework in the Associate of Arts in Speech Communication is intended to provide students with heightened self-awareness, dynamic presentational, persuasive, and interpersonal skills. The skills learned in this program help promote career attainment, develop/enrich personal relationships, enhance the ability to apply critical-thinking and performance skills, increase technical proficiency, and deepen sensitivity toward multiculturalism.

For more information visit:
epcc.edu/Academics/SpeechCommunication

First Semester			Credit Hours
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
SPCH	1311	Introduction to Speech Communication	3
SPCH	1315	Public Speaking (C)	3
		Mathematics[1] (C)	3
			15

Second Semester			Credit Hours
ENGL	1302	Composition II (C)	3
HIST	1301	United States History I (C)	3
SPCH	1321	Business & Professional Communication (C)	3
		Language, Philosophy, and Culture[2] (C)	3
		Life and Physical Sciences[3] (C)	3
		Life and Physical Sciences Laboratory[4]	1
			16

Third Semester			Credit Hours
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
HIST	1302	United States History II (C)	3
SPCH	2333	Discussion & Small Group Communication	3
SPCH	2341	Oral Interpretation	3
		Creative Arts[5] (C)	3
			15

Fourth Semester			Credit Hours
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
SPCH	1318	Interpersonal Communication (C)	3
SPCH	2335	Argumentation & Debate	3
		Life and Physical Sciences[3] (C)	3
		Life and Physical Sciences Laboratory[4]	1
		Elective Option[6]	1
			14

Total Credit Hours	60

[1]**Mathematics:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

[2]**Language, Philosophy, and Culture:** Complete one course from ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, 2306, SPAN 2311, 2313, or 2315.

[3]**Life and Physical Sciences:** Complete two courses from ASTR 1303, 1304, BIOL 1306, 1307, 1308, 1309, 2401, 2402, 2404, CHEM 1306, 1307, 1311, 1312, GEOL 1301, 1302, 1303, 1304, PHYS 1301, 1302, 1315, 2325, or 2326. Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.

[4]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be counted in the discipline degree requirements for a total of two credit hours.

[5]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.

[6]**Elective Option:** Complete a one-hour credit course. See the Course Descriptions section for courses with a "**T**." Courses may only apply once within the degree plan.

Theater

Associate of Arts Degree (AA-THEA)

The two-year Associate of Arts Degree in Theater prepares students to transfer directly into a Bachelor's Degree program in Drama and/or Theater Arts at a four-year institution. This program provides graduates with the necessary understanding and appreciation of the basic theories and practices associated with theatrical performance.

For more information visit: epcc.edu/Academics/Theater

First Semester			Credit Hours
DRAM	1310	Theater Appreciation (C)	3
DRAM	1351	Acting I	3
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			15

Second Semester			Credit Hours
DRAM	1120	Theater Practicum I	1
DRAM	1352	Acting II	3
ENGL	1302	Composition II (C)	3
HIST	1301	United States History I (C)	3
		Mathematics[1] (C)	3
			12

Third Semester (Summer)			Credit Hours
HIST	1302	United States History II (C)	3
		Social and Behavioral Sciences[2] (C)	3
			6

Fourth Semester			Credit Hours
DRAM	1121	Theater Practicum II	1
DRAM	1330	Stagecraft I	3
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
PHIL	1301	Introduction to Philosophy (C)	3
		Life and Physical Sciences[3] (C)	3
		Life and Physical Sciences Laboratory[4]	1
			14

Fifth Semester			Credit Hours
DRAM	2120	Theater Practicum III	1
DRAM	2121	Theater Practicum IV	1
DRAM	2331	Stagecraft II	3
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Life and Physical Sciences[3] (C)	3
		Life and Physical Sciences Laboratory[4]	1
			14

Total Credit Hours **60**

[1]**Mathematics:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

[2]**Social and Behavioral Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

[3]**Life and Physical Sciences:** Complete two courses from ASTR 1303, 1304, BIOL 1306, 1307, 1308, 1309, 2401, 2402, 2404, CHEM 1306, 1307, 1311, 1312, GEOL 1301, 1302, 1303, 1304, PHYS 1301, 1302, 1315, 2325, or 2326. Students must complete

two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.

[4]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be counted in the discipline degree requirements for a total of two credit hours.

BUSINESS

BUSINESS

Accounting
Associate of Applied Science Degree (AAS-ACNT)

The Associate of Applied Science Degree in Accounting prepares students to enter the Accounting profession at an Accounting Technician position. The two-year program emphasizes internal accounting procedures and Generally Accepted Accounting Principles (GAAP) as they apply to external reporting. The program of study allows students the option to strengthen their overall education and to select accounting electives in their area of special interest or job opportunity. The capstone course for the AAS Degree is ACNT 2302, Accounting Capstone.

For more information visit: epcc.edu/Academics/Accounting

First Semester			**Credit Hours**
ACCT	2301	Principles of Financial Accounting	3
ACNT	1303	Introduction to Accounting I	3
ACNT	1329	Payroll and Business Tax Accounting	3
BCIS	1305	Business Computer Applications	3
		Mathematics Elective[1] (C) (MNS)	3
			15

Second Semester			**Credit Hours**
ACCT	2302	Principles of Managerial Accounting	3
ACNT	1304	Introduction to Accounting II	3
ACNT	1311	Introduction to Computerized Accounting	3
ACNT	1313	Computerized Accounting Applications	3
ENGL	1301	Composition I (C)	3
			15

Third Semester			**Credit Hours**
ACNT	1331	Federal Income Tax: Individual	3
ACNT	2303	Intermediate Accounting I	3
ACNT	2380	Cooperative Education-Accounting I	3
ECON	2301	Principles of Macroeconomics (C) (SBS)	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			15

Fourth Semester			**Credit Hours**
ACNT	1305	Forensic Accounting **or**	
ACNT	2381	Cooperative Education-Accounting II	3
ACNT	2302	Accounting Capstone	3
ECON	2302	Principles of Microeconomics (C) (SBS)	3
ITSW	2334	Advanced Spreadsheets	3
		Humanities or Fine Arts Elective[2] (C) (HFA)	3
			15

Total Credit Hours   **60**

Computerized Accounting Applications Certificate
Certificate of Completion (C2-ACCC)

The Computerized Accounting Applications Certificate of Completion prepares students to enter the Accounting profession at an entry-level Bookkeeping/Accounting Technician position. The one-year program emphasizes internal accounting procedures and Generally Accepted Accounting Principles (GAAP) as they apply to external reporting. The capstone course for the Certificate of Completion is ACNT 1313, Computerized Accounting Applications.

For more information visit: epcc.edu/Academics/Accounting

First Semester			**Credit Hours**
ACCT	2301	Principles of Financial Accounting	3
ACNT	1303	Introduction to Accounting I	3
ACNT	1329	Payroll and Business Tax Accounting	3
BCIS	1305	Business Computer Applications	3
		Mathematics Elective[1] (C)	3
			15

Second Semester			**Credit Hours**
ACCT	2302	Principles of Managerial Accounting	3
ACNT	1304	Introduction to Accounting II	3
ACNT	1311	Introduction to Computerized Accounting	3
ACNT	1313	Computerized Accounting Applications	3
ENGL	1301	Composition I (C)	3
			15

Total Credit Hours   **30**

[1]**Mathematics Elective:** Complete one course from MATH 1324 (preferred), 1314, 1342, 2314, 2412, or 2413.

Accounting, Business, & Economics
Associate of Arts Degree (AA-BUSI)

FIELD OF STUDY IN BUSINESS ADMINISTRATION AND MANAGEMENT

The Associate of Arts in Accounting, Business, and Economics prepares students to transfer directly into a Bachelor's Degree program in Accounting, Business, and/or Economics and enter into a wide variety of careers in those industries.

BCIS 1305 or MATH 1325 Option:
- Students planning to transfer to a Texas public university are encouraged to enroll in BCIS 1305 to complete the Field of Study in Business Administration.
- If transferring to UTEP, students are encouraged to enroll in MATH 1325 to meet UTEP's College of Business Administration program requirements.

For more information visit:
epcc.edu/Academics/AccountingBusinessandEconomics

First Semester			Credit Hours
BUSI	1301	Business Principles (F)	3
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
MATH	1324	Mathematics for Business & Social Sciences (CF)	3
			15

Second Semester			Credit Hours
ECON	2301	Principles of Macroeconomics (CF)	3
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
		Life and Physical Sciences[1] (C)	3
		Life and Physical Sciences Laboratory[2]	1
		Creative Arts[3] (C)	3
			16

Third Semester			Credit Hours
ACCT	2301	Principles of Financial Accounting (F)	3
BCIS	1305	Business Computer Applications (F) or	
MATH	1325	Calculus for Business & Social Sciences	3
ECON	2302	Principles of Microeconomics (CF)	3
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
		Life and Physical Sciences[1] (C)	3
		Life and Physical Sciences Laboratory[2]	1
			16

Fourth Semester			Credit Hours
ACCT	2302	Principles of Managerial Accounting (F)	3
BUSI	2305	Business Statistics (F)	3
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Language, Philosophy, and Culture[4] (C)	3
		Elective Option[5]	1
			13

Total Credit Hours **60**

[1]**Life and Physical Sciences:** Complete two courses from ASTR 1303, 1304, BIOL 1306, 1307, 1308, 1309, 2401, 2402, 2404, CHEM 1306, 1307, 1311, 1312, GEOL 1301, 1302, 1303, 1304, PHYS 1301, 1302, 1315, 2325, or 2326. Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.

[2]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be counted in the discipline degree requirements for a total of two credit hours.

[3]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.

[4]**Language, Philosophy, and Culture:** Complete one course from PHIL 2306 (preferred), ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, SPAN 2311, 2313, or 2315.

[5]**Elective Option:** Complete any academic one-hour credit course. See the Course Descriptions section for courses with a "**T**." Courses may only apply once within the degree plan.

Business Management - Office Administration Option

Associate of Applied Science Degree (AAS-POFT)

The Associate of Applied Science Degree in Business Management-Office Administration Option prepares students to work in an office as an administrative assistant, executive secretary, or word processor. Students will be exposed to the latest technology and challenges affecting the profession and increased job responsibility in general office management. During their first year of study, students acquire a broad range of general business, office, and computer skills. In their second year, students develop their communication skills and enhance their knowledge of software, business practices, and the use of technology in the business environment. This program also offers a Certificate of Completion and prepares students to take Microsoft Office Specialist certification exams. These exams are global certifications that validate students' Microsoft Office program skills. To be certified, an exam must be taken from a third-party testing company. The program of study allows students the option to strengthen their overall education and to select business electives in their area of special interest of job opportunity. The Office Administration Option offers a Two-Year Associate of Applied Science Degree or a One-Year Certificate of Completion. The capstone course for the AAS Degree in Business Management-Office Administration Option is POFT 2380, Cooperative Education-Administrative Assistant and Secretarial Science, General.

This degree transfers to many institutions in Texas and New Mexico that offer Bachelor of Applied Science Technology degrees. A few of the four-year institutions are New Mexico State University, Texas A&M at Commerce, and University of North Texas. Please check with the transferring institution on the transferability and applicability of courses.

For more information visit:
epcc.edu/Academics/BusinessManagement

First Semester (Summer)			Credit Hours
POFT	1329	Beginning Keyboarding	3
		Mathematics Elective[1] (C) (MNS)	3
			6

Second Semester			Credit Hours
POFI	1104	Computer Fundamentals	1
POFI	1270	Introduction to Microsoft PowerPoint	2
POFI	1349	Spreadsheets	3
POFI	2301	Word Processing	3
POFT	1301	Business English	3
			12

Third Semester			Credit Hours
BMGT	1341	Business Ethics	3
IBUS	1305	Introduction to International Business and Trade	3
POFI	2350	Databases	3
POFT	1309	Administrative Office Procedures I	3
			12

Fourth Semester			Credit Hours
ACCT	2301	Principles of Financial Accounting (F) **or**	
ACNT	1303	Introduction to Accounting I	3
BCIS	1305	Business Computer Applications (F)	3
BUSI	1301	Business Principles (F)	3
ECON	2301	Principles of Macroeconomics (CF) (SBS)	3
PHIL	2303	Introduction to Formal Logic (C) (HFA)	3
			15

Fifth Semester			Credit Hours
ACCT	2302	Principles of Managerial Accounting (F) **or**	
ACNT	1313	Computerized Accounting Applications	3
ECON	2302	Principles of Microeconomics (CF) (SBS)	3
ENGL	1301	Composition I (C)	3
POFT	2380	Cooperative Education-Administrative Assistant and Secretarial Science, General	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			15

Total Credit Hours **60**

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

Office Administrative Assistant Certificate

Certificate of Completion (C1-POFC)

The Certificate of Completion in Office Administrative Assistant equips students with the skills needed for roles such as administrative assistant, executive secretary, or word processor within an office setting. Upon completing the first three semesters, students will be awarded the Office Administrative Assistant Certificate of Completion and have the option to pursue a Two-Year Associate of Applied Science Degree. This certificate is designed to prepare students for success in automated office environments, fostering proficiency in keyboarding, databases, spreadsheets, web page design, PowerPoint, and word processing. Additionally, it positions students to undertake Microsoft Office Specialist certification exams, recognized globally for validating proficiency in Microsoft Office program skills. To achieve certification, students must take an exam administered by a third-party testing company. The capstone course for the Certificate of Completion is POFT 2380, Cooperative Education-Administrative Assistant and Secretarial Science, General.

For more information visit:
epcc.edu/Academics/BusinessManagement

First Semester (Summer)			Credit Hours
POFT	1329	Beginning Keyboarding	3
			3

Second Semester			Credit Hours
POFI	1104	Computer Fundamentals	1
POFI	1270	Introduction to Microsoft PowerPoint	2
POFI	1349	Spreadsheets	3
POFI	2301	Word Processing	3
POFT	1301	Business English	3
			12

Third Semester			Credit Hours
BMGT	1341	Business Ethics	3
POFT	1309	Administrative Office Procedures I	3
POFT	2380	Cooperative Education-Administrative Assistant and Secretarial Science, General	3
			9

Total Credit Hours **24**

Business Management - Real Estate Option

Associate of Applied Science Degree (AAS-RELE)

The Associate of Applied Science Degree in Business Management-Real Estate Option prepares individuals to enter the job market as Real Estate Agents. Students who have completed the AAS program will be fully prepared to take the exam for a Texas Real Estate Agent License. The Two-Year program emphasizes practices in owning, operating, and working in a small real estate business. The program of study allows students the option to strengthen their overall education and to select business electives in their area of special interest. The Business Management-Real Estate Option offers a Two-Year Associate of Applied Science Degree or a One-Year Certificate of Completion. The capstone course for the AAS is BUSG 2309, Small Business Management/Entrepreneurship.

For more information visit:
epcc.edu/Academics/BusinessManagement

First Semester			Credit Hours
ACCT	2301	Principles of Financial Accounting (F) **or**	
ACNT	1303	Introduction to Accounting I	3
BCIS	1305	Business Computer Applications (F)	3
BUSI	1301	Business Principles (F)	3
ECON	2301	Principles of Macroeconomics (CF) (SBS)	3
PHIL	2303	Introduction to Formal Logic (C) (HFA)	3
			15

Second Semester			Credit Hours
ACCT	2302	Principles of Managerial Accounting (F) **or**	
ACNT	1313	Computerized Accounting Applications	3
ECON	2302	Principles of Microeconomics (CF) (SBS)	3
ENGL	1301	Composition I (C)	3
IBUS	1305	Introduction to International Business and Trade	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			15

Third Semester			Credit Hours
BUSI	2305	Business Statistics (F)	3
RELE	1300	Contract Forms and Addenda	3
RELE	1301	Principles of Real Estate I	3
RELE	1309	Real Estate Law	3
RELE	1319	Real Estate Finance	3
			15

Fourth Semester			Credit Hours
BUSG	2309	Small Business Management/Entrepreneurship	3
RELE	1311	Law of Contracts	3
RELE	1338	Principles of Real Estate II	3
RELE	2301	Law of Agency	3
		Mathematics Elective[1] (C) (MNS)	3
			15

Total Credit Hours   **60**

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

Real Estate Certificate
Certificate of Completion (C1-RELC)

The Certificate of Completion in Business Management-Real Estate prepares students to enter the job market as Real Estate Agents. Students completing this certificate program will be fully prepared to take the exam for a Texas Real Estate Agent License. The two-year program emphasizes practices in owning, operating, and working in a small real estate business. The Business Management-Real Estate Option offers a Two-Year Associate of Applied Science Degree or a One-Year Certificate of Completion. The capstone course for the Certificate of Completion is RELE 1338, Principles of Real Estate II.

For more information visit:
epcc.edu/Academics/BusinessManagement

First Semester			Credit Hours
RELE	1300	Contract Forms and Addenda	3
RELE	1301	Principles of Real Estate I	3
RELE	1309	Real Estate Law	3
RELE	1319	Real Estate Finance	3
			12

Second Semester			Credit Hours
RELE	1311	Law of Contracts	3
RELE	1338	Principles of Real Estate II	3
RELE	2301	Law of Agency	3
			9

Total Credit Hours   **21**

Business Management - Small Business Management Option
Associate of Applied Science Degree (AAS-BMGT)

The Associate of Applied Science Degree in Business Management-Small Business Management Option trains students to enter a wide range of management fields. The program provides students with management skills needed in today's changing workplace. Students are introduced to global trade, E-Business/Commerce, labor relations, and relationships in the workplace. The program of study allows students to strengthen their overall education and select business electives in their area of special interest. The Small Business Management Option offers a Two-Year Associate of Applied Science Degree or a One-Year Certificate of Completion. The capstone course for the AAS Degree is BUSG 2309, Small Business Management/Entrepreneurship.

For more information visit:
epcc.edu/Academics/BusinessManagement

First Semester			Credit Hours
ACCT	2301	Principles of Financial Accounting (F) **or**	
ACNT	1303	Introduction to Accounting I	3
BCIS	1305	Business Computer Applications (F)	3
BUSI	1301	Business Principles (F)	3
ECON	2301	Principles of Macroeconomics (CF) (SBS)	3
PHIL	2303	Introduction to Formal Logic (C) (HFA)	3
			15

Second Semester			Credit Hours
ACCT	2302	Principles of Managerial Accounting (F) **or**	
ACNT	1313	Computerized Accounting Applications	3
ECON	2302	Principles of Microeconomics (CF) (SBS)	3
ENGL	1301	Composition I (C)	3
IBUS	1305	Introduction to International Business and Trade	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			15

Third Semester			Credit Hours
BMGT	1305	Communications in Management	3
BUSI	2305	Business Statistics (F)	3
HRPO	2301	Human Resources Management	3
MRKG	1311	Principles of Marketing	3
		Mathematics Elective[1] (C) (MNS)	3
			15

Fourth Semester			Credit Hours
BMGT	1341	Business Ethics	3
BMGT	2382	Cooperative Education-Business Administration and Management, General I	3
BUSG	2305	Business Law/Contracts	3
BUSG	2309	Small Business Management/Entrepreneurship	3
MRKG	2349	Advertising and Sales Promotion	3
			15

Total Credit Hours   **60**

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

Small Business Management Certificate
Certificate of Completion (C2-BMGC)

The Certificate of Completion in Business Management-Small Business Management prepares students to acquire skills needed as an entry-level manager. Students will be prepared and exposed to

several fields such as human resources, international business, and marketing. The program of study allows students the option to strengthen their overall education and to select business electives in their area of special interest. The Small Business Management Option offers a Two-Year Associate of Applied Science Degree or a One-Year Certificate of Completion. The capstone course for the Certificate of Completion is BUSG 2309, Small Business Management/Entrepreneurship.

For more information visit:
epcc.edu/Academics/BusinessManagement

First Semester		Credit Hours
ACCT	2301	Principles of Financial Accounting (F) **or**	
ACNT	1303	Introduction to Accounting I	3
BCIS	1305	Business Computer Applications (F)	3
BUSI	1301	Business Principles (F)	3
ECON	2301	Principles of Macroeconomics (CF)	3
PHIL	2303	Introduction to Formal Logic (C)	3
			15

Second Semester		Credit Hours
ACCT	2302	Principles of Managerial Accounting (F) **or**	
ACNT	1313	Computerized Accounting Applications	3
BUSG	2309	Small Business Management/Entrepreneurship	3
ECON	2302	Principles of Microeconomics (CF)	3
IBUS	1305	Introduction to International Business and Trade	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			15

Total Credit Hours 30

Music-Business Specialization

Associate of Applied Science Degree (AAS-MUSB)

The program is designed to equip individuals with the technical expertise and skills necessary to create high-quality sound recordings for various applications, including film/video, broadcast, live performances, and mixed media productions. The curriculum covers a wide range of topics, such as sound equipment operation and maintenance, recording music, dialogue, and sound effects, editing soundtracks, dubbing, mixing, sound engineering, tape, disk, and CD production, digital recording and transmission, as well as amplification and modulation techniques. Students will also learn to collaborate with producers, editors, directors, artists, and production managers to deliver exceptional audio products. The capstone course for the AAS in Music Business Specialization is MUSB 2386, Internship- Music Management.

For more information visit: epcc.edu/Academics/Music

First Semester		Credit Hours
MUSB	1305	Survey of the Music Business	3
MUSC	1327	Audio Engineering I	3
MUSC	1331	MIDI I	3
MUSI	1116	Sight Singing & Ear Training I	1
MUSI	1311	Music Theory I	3
			13

Second Semester		Credit Hours
ENGL	1301	Composition I (C)	3
MATH	1332	Contemporary Mathematics (Quantitative Reasoning) (C) (MNS)	3
MUEN	11xx	Music Ensemble	1
MUSC	2355	MIDI II (in catalog)	3
MUSI	1181	Piano Class I	1
MUSI	1310	American Music (C) (HFA)	3
			14

Third Semester (Summer)		Credit Hours
COMM	1307	Introduction to Mass Communication (C)	3
PSYC	2301	General Psychology (C) (SBS)	3
			15

Fourth Semester		Credit Hours
BUSG	2309	Small Business Management/Entrepreneurship	3
MUSB	1341	Concert Promotion and Venue Management	3
MUSB	2302	Performance and Promotion for Independent Artists	3
MUSB	2305	Music Publishing	3
MUSB	2345	Live Music and Talent Management	3
			15

Fifth Semester		Credit Hours
MUSB	2309	The Record Industry	3
MUSB	2350	Commercial Music Project	3
MUSB	2355	Legal Aspects of the Entertainment Industry	3
MUSB	2386	Internship-Music Management	3
			12

Total Credit Hours 60

[1]**Music Ensemble Elective:** Complete one course from MUEN 1121, 1123, 1133, 1135, 1137, or 1141.

Archived Business Programs

The following programs are no longer accepting new students as of Fall 2022. Students have up to five years from their selected Catalog year to complete any outstanding degree requirements. Please consult with the program coordinator or a counselor to develop an academic plan.

- Business Management – Insurance Option Associate of Applied Science Degree (AAS-INSR)

- Business Management – Insurance Certificate of Completion (C1-INSC)

For program coordinator contact information visit: epcc.edu/Academics/BusinessManagement

For access to past degree plans visit: epcc.edu/Academics/Catalog

EDUCATION

Education

Child Development

Associate of Applied Science Degree (AAS-TEAC)

The two-year Associate of Applied Science degree in Child Development prepares students for positions in child care facilities and Head Start programs. An Associate of Applied Science Degree is awarded upon completion of the program. A criminal background history check is required of all students in this program. Students should contact the Child Development faculty for more information. Graduates of this program are qualified to work with infants, toddlers, preschoolers, and school age children, including children with special needs. The capstone course for the AAS Degree in Child Development is CDEC 2384, Cooperative Education-Child Development I.

For more information visit: epcc.edu/Academics/ChildDevelopment

First Semester			Credit Hours
CDEC	1313	Curriculum Resources for Early Childhood Programs	3
CDEC	1356	Emergent Literacy for Early Childhood **or**	
CDEC	1370	Language and Literacy for Infants and Toddlers	3
CDEC	2307	Math and Science for Early Childhood	3
ENGL	1301	Composition I (C)	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			15

Second Semester			Credit Hours
CDEC	1319	Child Guidance	3
CDEC	1358	Creative Arts for Early Childhood	3
CDEC	2315	Diverse Cultural/Multilingual Education	3
		Child Development Elective[1]	3
		Mathematics Elective[2] (C) (MNS)	3
			15

Third Semester			Credit Hours
CDEC	1303	Families, School & Community **or**	
TECA	1303	Families, School, & Community	3
CDEC	1339	Early Childhood Development: 0-3 Years	3
CDEC	1359	Children with Special Needs **or**	
CDEC	2326	Administration of Programs for Children I	3
CDEC	2341	The School Age Child **or**	
CDEC	2374	Managing Non-Center Based Child Care Settings	3
		Social and Behavioral Sciences Elective[3] (C) (SBS)	3
			15

Fourth Semester			Credit Hours
CDEC	1321	The Infant and Toddler	3
CDEC	1323	Observation and Assessment	3
CDEC	2384	Cooperative Education-Child Development I	3
ITSC	1301	Introduction to Computers	3
		Humanities or Fine Arts Elective[4] (C) (HFA)	3
			15

Total Credit Hours   **60**

[1]**Child Development Elective:** Complete one course from TECA 1311, 1318, or CDEC 1318.
[2]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.
[3]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.
[4]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.

Infants and Toddlers Certificate

Certificate of Completion (C1-CDIT)

The Certificate of Completion in Infants and Toddlers curriculum is designed to provide knowledge and skills to individuals employed in child care and Head Start programs. The capstone course for the Certificate of Completion is CDEC 2384, Cooperative Education-Child Development I.

For more information visit: epcc.edu/Academics/ChildDevelopment

First Semester			Credit Hours
CDEC	1318	Wellness of the Young Child	3
CDEC	1339	Early Childhood Development: 0-3 Years	3
CDEC	1359	Children with Special Needs	3
CDEC	1370	Language and Literacy for Infants and Toddlers	3
			12

Second Semester			Credit Hours
CDEC	1303	Families, School & Community	3
CDEC	1319	Child Guidance	3
CDEC	1321	The Infant and Toddler	3
CDEC	1323	Observation and Assessment	3
CDEC	2384	Cooperative Education-Child Development I	3
			15

Total Credit Hours   **27**

Teacher Assistant Certificate

Certificate of Completion (C1-CDTA)

The Certificate of Completion in Teacher Assistant curriculum is designed to provide entry-level skills to individuals employed in child care facilities. The capstone course for the Certificate of Completion is CDEC 2384, Cooperative Education-Child Development I.

For more information visit: epcc.edu/Academics/ChildDevelopment

First Semester			Credit Hours
CDEC	1313	Curriculum Resources for Early Childhood Programs	3
CDEC	1339	Early Childhood Development: 0-3 Years	3
CDEC	1356	Emergent Literacy for Early Childhood	3
CDEC	2307	Math and Science for Early Childhood	3
			12

Second Semester			Credit Hours
CDEC	1319	Child Guidance	3
CDEC	1358	Creative Arts for Early Childhood	3
CDEC	2315	Diverse Cultural/Multilingual Education	3
CDEC	2384	Cooperative Education-Child Development I	3
		Child Development Elective[1]	3
			15

Total Credit Hours   27

[1]**Child Development Elective:** Complete one course from CDEC 1359, 2326, or 2341.

EC-6, 4-8, EC-12 Special Education

Associate of Arts in Teaching Degree (AAT-EDUC)

The Associate of Arts in Teaching (AAT) Degree in EC-6, 4-8, EC-12 Special Education is fully transferable to the College of Education at the University of Texas at El Paso (UTEP) where students may pursue a Bachelor of Science in Education through the certified teacher pathway. This degree is also fully transferable to all other public Texas universities. Students who complete this degree are required to meet all entrance requirements of the receiving university and the educator preparation program, including GPA and/or testing requirements. Students are encouraged to complete the requirements of the AAT Degree at EPCC before transferring to another college/university to complete a bachelor's degree.

CRIMINAL BACKGROUND CHECK REQUIRED

EDUC 1301 and EDUC 2301 require 30 field-based volunteer hours in a child setting. All students must complete and pass a criminal background check to perform the volunteer hours for courses requiring volunteer service in Pre-K to 12th grade schools. During the 2nd week of class in EDUC 1301 and EDUC 2301, students must obtain criminal background check clearance from their chosen school district to fulfill the 30-hour volunteer lab requirement. The instructor of these courses will provide more information regarding this process during the first week of class.

Student advising will be conducted by program faculty.

For more information visit: epcc.edu/Academics/TeacherPreparation

First Semester			Credit Hours
EDUC	1300	Learning Framework (C)	3
EDUC	1301	Introduction to the Teaching Profession (F)	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
			12

Second Semester			Credit Hours
EDUC	2301	Introduction to Special Populations (F)	3
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
MATH	1342	Elementary Statistical Methods (C)	3
			12

Third Semester (Summer)			Credit Hours
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Language, Philosophy, and Culture[1] (C)	3
		Creative Arts[2] (C)	3
			9

Fourth Semester			Credit Hours
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
MATH	1350	Mathematics for Teachers I (Fundamentals of Mathematics I) (F)	3
PHYS	1315	Physical Science I (Lecture) (CF)	3
PHYS	1115	Physical Science I (Lab) (F)	1
		Life and Physical Sciences[3] (C)	3
		Life and Physical Sciences Laboratory[4]	1
			14

Fifth Semester			Credit Hours
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
MATH	1351	Mathematics for Teachers II (Fundamentals of Mathematics II) (F)	3
		Social and Behavioral Sciences[5] (C)	3
		Life and Physical Sciences[3] (C)	3
		Life and Physical Sciences Laboratory[4]	1
			13

Total Credit Hours   60

[1]**Language, Philosophy, and Culture:** Complete one course from ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, 2306, SPAN 2311, 2313, or 2315.
[2]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.
[3]**Life and Physical Sciences:** Complete two courses from ASTR 1303, 1304, BIOL 1306, 1307, 1308, 1309, 2401, 2402, 2404, CHEM 1306, 1307, 1311, 1312, GEOL 1301, 1302, 1303, 1304, PHYS 1301, 1302, 2325, or 2326. Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.
[4]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be counted in the discipline degree requirements for a total of two credit hours.
[5]**Social and Behavior Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

Teacher Preparation (All Grade Levels)

Associate of Arts Degree (AA-TEED)

The Associate of Arts degree in Teacher Preparation (All Grade Levels) prepares students for multiple career opportunities in agencies providing child related services such as childcare licensing, child-care facilities, early childhood education programs, and hospitals. Courses in this program teach skills such as critical thinking, problem solving, communication, and provide opportunities to volunteer in various community activities. Students also develop and enhance their technology skills to communicate with others. Planning and organizational skills learned and applied in classes are used to develop leadership strengths.

Upon graduation, students have the option to enter the workforce or transfer as juniors to the College of Education at the University of Texas at El Paso (UTEP) to complete their Bachelor of Science in Education in one of the following two concentrations: 1. Early Childhood Care & Education ECCE (Focus on Birth to Age 5) or 2. Education and Community Studies EDCS (Focus on Youth or Adults). Alternative Teaching Certification is also available upon graduation and requires admission to the Alternative Teaching Certification Program at UTEP.

CRIMINAL BACKGROUND CHECK REQUIRED

EDUC 1301 and EDUC 2301 require 30 field-based volunteer hours in a child setting. TECA 1303, TECA 1318, TECA 1311 each require 16 field-based volunteer hours in a child setting. These field-based hours are completed in the community and qualify as Service Learning opportunities. All students must complete and pass a criminal background check in order to perform the volunteer hours for courses that require volunteer service in Pre-K to 12th grade schools. By the second week of class, students enrolled in EDUC 1301 and EDUC 2301 must obtain a criminal background check from the student's chosen school district to conduct their 30-hour volunteer lab requirement. The instructor of the course will provide more information during the first week of class.

Student advising will be conducted by program faculty.

For more information visit: epcc.edu/Academics/TeacherPreparation

First Semester			Credit Hours
EDUC	1300	Learning Framework (C)	3
EDUC	1301	Introduction to the Teaching Profession	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
TECA	1354	Child Growth & Development	3
			15

Second Semester			Credit Hours
EDUC	2301	Introduction to Special Populations	3
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
		Mathematics[1] (C)	3
		Creative Arts[2] (C)	3
			15

Third Semester			Credit Hours
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
TECA	1303	Families, School, & Community	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Life and Physical Sciences[3] (C)	3
		Life and Physical Sciences Laboratory[4]	1
		Elective Option[5]	1
			14

Fourth Semester			Credit Hours
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
TECA	1311	Educating Young Children **or**	
TECA	1318	Wellness of the Young Child	3
		Language, Philosophy, and Culture[6] (C)	3
		Social and Behavioral Sciences[7] (C)	3
		Life and Physical Sciences[3] (C)	3
		Life and Physical Sciences Laboratory[4]	1
			16

Total Credit Hours   **60**

[1]**Mathematics:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

[2]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.

[3]**Life and Physical Sciences:** Complete two courses from ASTR 1303, 1304, BIOL 1306, 1307, 1308, 1309, 2401, 2402, 2404, CHEM 1306, 1307, 1311, 1312, GEOL 1301, 1302, 1303, 1304, PHYS 1301, 1302, 1315, 2325, or 2326. Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.

[4]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be counted in the discipline degree requirements for a total of two credit hours.

[5]**Elective Option:** Complete any academic course. See the Course Descriptions section for courses with a "**T**." Courses may only apply once within the degree plan.

[6]**Language, Philosophy, and Culture:** Complete one course from ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, 2306, SPAN 2311, 2313, or 2315.

[7]**Social and Behavior Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

HEALTH SCIENCES

Health Sciences

Associate of Arts Program

Kinesiology

Associate of Arts Degree (AA-PHED)

The two-year Associate of Arts Degree in Kinesiology prepares students to transfer to a Bachelor of Arts Degree at a four-year university/college. Kinesiology is the science of human movement and physical activity. In this program, students study how people learn new motor skills, the effects of exercise on the physiology/biomechanics of the human body, how to best treat/rehabilitate sports injuries, and more. In addition to providing students with basic courses and prerequisites, classes in the Kinesiology degree program introduce them to the many sub-disciplines in the field. After completion, students may enroll in four-year degree programs focused on teaching physical education/coaching, exercise science, fitness careers, or preparation for graduate studies in physical and occupational therapy.

First Semester			Credit Hours
BIOL	1306	Biology for Science Majors I (Lecture) (C)	3
BIOL	1106	Biology for Science Majors I (Lab)	1
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
KINE	1301	Foundations of Kinesiology	3
			16

Second Semester			Credit Hours
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
KINE	1338	Concepts of Physical Fitness	3
		Mathematics[1] (C)	3
		Elective Option[2]	1
			13

Third Semester (Summer)			Credit Hours
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Creative Arts[3] (C)	3
		Language, Philosophy, and Culture[4] (C)	3
			9

Fourth Semester			Credit Hours
BIOL	2401	Anatomy & Physiology I (Lecture + Lab) (C)	4
BIOL	2402	Anatomy & Physiology II (Lecture + Lab) (C)	4
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Social and Behavioral Sciences[5] (C)	3
		Elective Option[2]	1
			11

Total Credit Hours			60

[1]**Mathematics:** Complete MATH 1324 (preferred) or one course from MATH 1314, 1332, 1342, 2314, 2412, or 2413.
[2]**Elective Option:** Complete two credits from KINE 1100, 1104, 1108, 1116, 1120, 2100, 2116, 2124, HECO 1322, or PSYC 2317.
[3]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.
[4]**Language, Philosophy, and Culture:** Complete one course from ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, 2306, SPAN 2311, 2313, or 2315.
[5]**Social and Behavioral Sciences:** Complete PSYC 2301 (preferred) or one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2306, 2314, SOCI 1301, 2301, or SPCH 131

GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
KINE	1164	Introduction to Physical Fitness & Wellness	1
KINE	1306	First Aid	3
			11

Fifth Semester			Credit Hours

Career & Technical Education Programs

Congratulations on choosing a career in healthcare! At El Paso Community College, you can choose from numerous Health Career & Technical Education majors such as:

- Border Health Issues (Health Professions & Related Sciences)
- Diabetes Prevention for Health Professions
- Dental Assisting
- Dental Hygiene
- Diagnostic Medical Sonography
- Echocardiography (Adult)
- Emergency Medical Services
- Health Information Management
- Medical Assisting Technology
- Medical Imaging Technology-Radiography
- Medical Laboratory Technology
- Nursing
- Pharmacy Technology
- Physical Therapist Assistant
- Public Health
- Respiratory Care Technology
- Surgical Technology

Many of these programs have special admissions requirements in addition to the College's standard admissions requirements. Some of these requirements are mandated by state or federal legislation. Others are based on the standards set by accrediting agencies. These requirements will either need to be completed prior to entering a program (Pre-Program Specific Requirements) or after being accepted into a program (Post-Acceptance Requirements).

Note: The Associate of Arts in Kinesiology is not considered a Health Career & Technical Education program and does not require students to fulfill any of the following Specialized Admissions criteria or procedures.

Each Health Career & Technical Education or Nursing Program's website provides a helpful Program Information Guide that details all of the Specialized Admissions requirements for each program, if applicable. To view these guides, visit epcc.edu/Academics/Health. Students will also need to complete a Health Careers Orientation (online or in person) and meet with a counselor to review the requirements for the specific program they have selected.

Specialized Admissions Procedure

If you wish to declare a major in one of the Health Career & Technical Education Programs currently requiring a Specialized Admissions procedure, you must go through the regular EPCC admissions process first.

Non-traditional credit, articulated credit, or Dual Credit from high schools may be accepted, depending on the program. Students applying for entry under the Non-Traditional Credit process must still meet Specialized Admission requirements and ranking.

To qualify to be ranked for entrance into a Health Career & Technical Education or Nursing Program, you must satisfy and submit the following requirements to the Office of Specialized Admissions, prior to the appropriate ranking deadlines for your selected program.

- Attend a mandatory Health Careers Orientation.
- Submit a Health Careers Admission Application with a $10.00, one-time, non-refundable fee.
- Request official, final transcripts from all institutions to include high school/GED scores and all prior colleges/universities and have them sent directly to: EPCC Admissions Office P.O. Box 20500 El Paso, TX 79998
- Demonstrate minimum competency levels on the current assessment test as stated on the Program Information Guide for the selected program. Nursing will use the TEAS test (Test of Essential Academic Skills) for qualification and ranking. A second qualifying exam, the ATI PN Comprehensive Predictor Exam, is required for placement and qualification into the Nursing LVN-RN Program.
- Respond to all correspondence by the date indicated, attend scheduled program orientations and complete physical examination/post-admission requirements.

- Complete any course prerequisites and mandatory courses as indicated in the Program Information Guide and course descriptions.
- All applicants must have at least a 2.0 cumulative grade point average (G.P.A.) for Health Career & Technical Education or Nursing Programs, although some programs require a higher G.P.A. See the Program Information Guide on the program's website for the minimum G.P.A. requirement for your selected program. A minimum grade of "C" is required in all specialized courses in the degree plan, unless otherwise indicated.

It is ultimately the student's responsibility to submit all required documentation to allow for normal processing. Normal processing can take place in a few days or a few months depending on document type and individual circumstances. It is reasonable to expect that the student will not be ranked if documentation is not submitted in a timely manner. For more information, contact a Health Career & Technical Education Program or Nursing Counselor or Coordinator, or you may contact the Office of Specialized Admissions at specialized.adm@epcc.edu.

Since many of the Health Career & Technical Education or Nursing Programs have limited enrollment, completion of the Specialized Admissions requirements does not guarantee acceptance into a program. Acceptance is competitive and based on individual academic performance and current assessment testing.

See the Program Information Guide on the program's website for current ranking deadlines and special course requirements. To obtain the most recent requirements please visit a Health Career & Technical Education Program Counselor or Coordinator for your selected major.

Program Requirements (Pre-Program & Post- Acceptance)

The following is a defined list of program requirements for Health Career & Technical Education or Nursing Programs. Not all programs require each item below and some programs may require additional special requirements. To see which items are required prior to, or after acceptance into your selected Health Career & Technical Education or Nursing Program, check the Program Information Guide on the program's website or visit a Health Career & Technical Education or Nursing Program Counselor for more details.

A tracking system, COMPLIO, assists students to be compliant with immunizations, CPR and First Aid, physical, etc. All students participating in Health Career & Technical Education Programs must be part of the American Databank, in order to keep their clinical data in compliance and updated. Implementation is pending for the Nursing program. Students are expected to pay all associated fees.

Degree Plan

All students must file a degree plan with the designated counselor for their selected Health Career & Technical Education or Nursing Program. View the Program

Information Guide on the program's website to find the designated Health Counselor(s) for each program.

Background Checks

The Joint Commission, which accredits healthcare facilities across the country, has set requirements mandating that students in a healthcare field must complete the same background check as hospital employees.

A background investigation must be completed prior to students' acceptance into most health programs or health courses at EPCC. Students are responsible for the cost associated with the background investigation. Only background checks from the approved vendor, American DataBank, are accepted. The background clearance will be sent directly to the dean/ director of the specific Health Career & Technical Education or Nursing program at the college.

There are two levels of background screening: Level I include all students, while Level II is specifically for students already licensed or certified in any area. Go to elpasoex.com to request a background check.

Level I Background Check Requirements:

- Social Security Number Verification
- Criminal Search (7 years or up to 5 criminal searches)
- Violent Sexual Offender and Predator Registry Search
- OIG List of Excluded Individuals/Entities
- GSA List of Parties Excluded from Federal Programs
- US Treasury, Office of Foreign Assets Control (OFAC), List of Specially Designated Nationals (SDN)
- State Exclusion List

Level II Background Check Requirements:

- All of Level I Elements
- License Verification
- Certification Verification
- Employment Verification (Include reason for separation and eligibility for rehire for each employer)

Two background checks are required for the Nursing programs: 1) American DataBank criminal background statement is completed prior to entry into the program; 2) Texas Board of Nursing (BON) background check with fingerprinting from the FBI are required prior to the end of the first semester.

Community Wide Orientation

Students are required to participate in an online Community Wide Orientation every year while in a Health Career & Technical Education or Nursing program. For more information, visit
epcc.edu/Admissions/Orientation/community-wide-orientation

CPR Certification

Programs may require students to have current, up-to-date CPR certification at a professional level. American Heart Association (AHA) CPR/BLS is the only healthcare provider training accepted. Military Training Network (AHA recognized) cards and Hybrid AHA courses with live skills demonstration may also be accepted, depending on the program's guidelines. Certain programs require that

certification remain current throughout the entirety of the program and may not be older than a year.

First Aid Certification

Students in programs that require First Aid Certification must complete an 8-hour course from the National Safety Council Course. Nursing students may also receive their First Aid Certification from the American Academy of Orthopedic Surgeons. LVN to RN Transition Nursing students may submit their current, up-to-date LVN or EMF-LP licensure in lieu of First Aid Certification.

Healthcare Insurance

Evidence of healthcare insurance is required of students participating in clinicals at healthcare facilities. Visit a Health Career & Technical Education or Nursing Program Counselor or Coordinator for a list of approved contracted health insurance companies if you need to purchase insurance.

Health Careers Orientation

The Specialized Admissions procedure requires all students to attend a Health Careers Orientation either online or in person. Visit epcc.edu/Admissions/Orientation/health- careers-orientation or contact a Health Career & Technical Education or Nursing Program Counselor for more information.

HIPAA Training

Students are required to participate in online HIPAA training yearly. To complete the HIPAA training, visit
epcc.edu/Academics/Health/hipaa

Immunizations & Titers

Acceptance and enrollment in any Health Career & Technical Education or Nursing Program requires students to submit evidence of titers and immunizations as listed below. This policy is mandated by OSHA, the Texas State Department of Health Services, and EPCC clinical affiliates to protect both students and the patients they will encounter during clinical training. The cost of titers and immunizations are the student's responsibility and at their own expense.

- POSITIVE TITER required for Hepatitis B vaccination series of three and Titer (can take 4-6 months to complete). If a student has started the Hepatitis B series by ranking deadline, they may be cleared for ranking or registration with the understanding that the series must be completed in a timely manner prior to starting clinical courses. Documentation of starting the series must be on file.
- Tuberculosis (TB) Screening required annually. NOTE: It is highly recommended to complete any and all TB skin testing prior to receiving the MMR and/or Varicella vaccines. MMR or Varicella vaccines could cause a false negative TB skin test result.
  - Individuals who previously tested negative, have never tested, or are not sure if previously tested:
    - Initial two step TB Skin Test (effective January 1, 2018, for all students/faculty new to health programs).
    - Initial TB Skin Test (TST) administered and read 48-72 hours later.
    - If initial TST is negative, the second TST must be administered no sooner than seven days and

no later than 21 days after administration of the initial TST.

- ▪ If initial TST is positive, DO NOT ADMINISTER a second TST. Individual needs Chest X-ray and annual TB Assessment/Clearance (or equivalent document) from Health Care Provider.
  - o Individuals who previously tested positive are required to complete annual TB Assessment/ Clearance form.
- POSITIVE TITER required after two doses - Measles, Mumps and Rubella Vaccinations (MMR) (completed) and Titer.
- POSITIVE TITER required after two doses - Varicella Vaccination and Titer (completed).
- Tetanus/Diphtheria and Pertussis (Tdap) vaccine (completed, expires after 10 years).
- Influenza vaccine is required; done annually. Students in the Dental Hygiene program may decline this vaccination. However, if declined, students will have to wear a mask in clinicals.
- Meningitis or Booster - (effective January 1, 2012, a Bacterial Meningitis Vaccination is required for all entering students under the age of 22. The term "entering students" includes new students to EPCC, transfer students, and returning students. Students must provide proof of an initial meningitis immunization or booster to Admissions and Registration Office at any campus. The meningitis immunization must be administered at least 10 days before the start of the semester and must have been administered within the last five years). NOTE: After vaccination is administered, you must wait 4-6 weeks for immunity to show up on the TITER.
- COVID-19 vaccine 1 or 2 shot series and covariant booster are now required by all hospitals. Medical or religious exemption is allowed but proof of either is expected.

Observation Hours
Certain programs require students to complete clinical or hospital observation hours with an approved facility prior to ranking and beginning the program. Visit the program's website for more information about possible observation requirements.

Physical Exam
All Health Career & Technical Education or Nursing Program students must undergo a physical exam completed by a physician, nurse practitioner, or physician's assistant licensed

in the United States. The submitted physical exam may not be more than one or two years old, depending on the program.

This policy is mandated by OSHA, the Texas State Department of Health Services, and EPCC clinical affiliates to protect both students and the patients they will encounter during clinical training. The cost of the physical exam is the student's responsibility and at their own expense.

Physical Technical Standards Form
Students must complete and sign the Physical Technical Standards form, which can be found on the Policies and Procedures section of the EPCC website

epcc.edu/Administration/InstitutionalEffectiveness/policies, TASB Procedure FB-8.

Program Orientation
Students may be required to attend a Program Orientation that is specific to their chosen Health Career & Technical Education or Nursing Program. Attendance is mandatory. Contact a Health Career & Technical Education or Nursing Program Counselor or Coordinator for more information.

Specialized Equipment
Many Health Career & Technical Education or Nursing Programs require students to purchase specialized equipment and/or supplies for laboratory and clinical courses. The program coordinator will provide students with detailed information regarding the program's required materials. Students are also encouraged to review the syllabus of each course they register for to view a listing of required materials.

Substance Abuse Screening
Students enrolled in Health Career & Technical Education or Nursing Programs with clinical components are required to participate in substance abuse screening at their own expense from the approved vendor, American DataBank. Students should not have the drug screen more than 90 days prior to their first clinical course; otherwise, they must retake the substance abuse test at their own expense. Visit elpasoex.com for more information.

Textbooks
All Health Career & Technical Education and Nursing Programs require students to purchase textbooks and other course materials at their own expense in accordance with each course's syllabus.

Transportation
Students in Health Career & Technical Education or Nursing Programs that require participation in clinicals and off-campus learning sites are responsible for their own transportation. Some clinicals require students to be there for up to 12 hours a day, and therefore students will need reliable transportation to and from clinical sites.

Uniforms
Some programs require students to wear uniforms in accordance with particular program specifications. Students must purchase these uniforms at their own expense. The course instructor will provide students with more details about the course/program's uniform requirements.

Additional Information

Deadlines
There are different ranking dates for each Health Career & Technical Education Program. Please check the information in the Program Information Guide as well as with your Health Career & Technical Education or Nursing Program Counselor to make sure you have completed all requirements by the deadlines.

You will receive a letter from the Office of Specialized Admissions once you are accepted into the program. Please make sure the college has your current mailing address. It is

ultimately the student's responsibility to submit all required documentation to allow for normal processing. Normal processing can take place in a few days or a few months depending on document type and individual circumstances. It is reasonable to expect that the student will not be ranked if documentation is not submitted in a timely manner.

General Education Options

Each Associate of Applied Science degree plan must contain 15 credit hours of general education courses selected from the Core Curriculum. Students must take at least three credit hours from each of the following areas:

- Humanities or Fine Arts (HFA)
- Social and Behavioral Sciences (SBS)
- Mathematics or Natural Sciences (MNS)

ENGL 1301 is required for all AAS Degrees.

Minimum Grade Requirements

In order to complete the requirements for progression and graduation, students enrolled in Health Career & Technical Education or Nursing Programs must have a grade of "C" or better in all specialized courses, unless otherwise indicated in the Program Information Guide or Catalog. The term "specialized courses" refers to all courses carrying the prefix of the program in which the student is majoring (example: "DNTA" for Dental Assisting) or the prefix of another health-related discipline.

Fees

In addition to tuition, Health Career & Technical Education or Nursing Program students enrolled in certain courses such as clinicals are required to pay for Professional Practice Insurance (PPI), also known as Liability Insurance. The PPI fee must be paid during the enrollment process. Instructors may ask for proof of payment (on your registration receipt) on the first day of class. Check the Fees section of the Catalog for the cost of the insurance premium. The premium you pay for one course will cover all other courses requiring insurance for that semester. You may also be required to pay an additional fee for each course that requires a lab.

Standardized Testing

Many Health Career & Technical Education or Nursing Programs require students to complete end-of-course and/or end-of-program standardized tests. Standardized testing is a tool that can be utilized to evaluate whether or not a particular student is likely to be successful on a national standardized licensing and/or certification exam that graduates are required to take. Many accrediting agencies for Health Career & Technical Education or Nursing Programs require standardized testing or advise the programs to use it. The standardized tests are also used as a measure of Student Learning Outcomes for the programs as required by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

Disability Resources

If you have a disability that requires special assistance, your Counselor will work with the Health Career & Technical Education or Nursing Program faculty and the Center for Students with Disabilities to meet your needs.

Health Career & Technical Education Programs Testing Fees

Program	Test Description/Name	Fee per Course(s)
Diagnostic Medical Sonography	OB/GYN Mock Exam	$40
Diagnostic Medical Sonography	ABD Mock Exam	$40
Diagnostic Medical Sonography	Physics Mock Exam	$40
Pharmacy Technology	Pharmacy Tech Mock Exam	$29

Program	Test Description/Name	Fee per Course(s)
Physical Therapist Assistant	FSBPT PEAT	$90
Physical Therapist Assistant	Score Builders Online Advantage	$50
Nursing LVN to RN Transition Vocational Nursing	Nursing students are assessed Assessment Technology Institute (ATI) fees each semester. This fee will vary depending on the student's schedule.	

Financial Aid and VA Provisional Admission

As per VA Federal Regulations and Financial Aid guidelines, students who are applying for ranking into Health Career & Technical Education or Nursing Programs under the specialized admissions procedure may be accepted provisionally into a program for the sole purpose of completing academic and program degree plan courses in the current Catalog. This provisional acceptance does not guarantee acceptance into the limited enrollment program courses which require official admission into the program.

Enhanced Skills Certificates

An Enhanced Skills Certificate accompanies an AAS degree program and is intended to provide advanced skills which may be taken concurrently with an AAS degree.

- Border Health Issues: This certificate is available following completion of, or taken alongside a Health Career & Technical Education or Nursing Program AAS. This certificate prepares graduates to work as members of a multi-disciplinary team to meet the unique health care needs of the U.S./Mexico border community.
- Community Paramedic or Critical Care/Flight Paramedic: These certificates are available following completion of, or taken alongside the Emergency Medical Services–Paramedic Associate of Applied Science Degree.

Advanced Technical Certificates

An Advanced Technical Certificate requires a defined associate or baccalaureate degree as a prerequisite and must be in the same program area as the completed associate or baccalaureate degree.

- Diagnostic Medical Sonography: This certificate is available following completion of a related associate or baccalaureate degree. This certificate provides students with the knowledge and skills necessary to perform complex diagnostic ultrasound procedures.
- Echocardiography (Adult): This certificate is available to students that already have credentials by the American Registry of Diagnostic Medical Sonographers (ARDMS). This certificate provides students with the knowledge and skills necessary to perform complex diagnostic ultrasound procedures in the category of the adult heart and great vessels.

Health Career & Technical Education Counseling

The following campuses offer specialized counseling services for students interested in pursuing Health Career & Technical Education or Nursing programs.

Emergency Medical Services and Vocational Nursing:
Mission Del Paso Campus   915-831-7094
10700 Gateway East   Room C149

All Other Health CTE Programs:
Rio Grande Campus   915-831-4036
103 Montana Ave.   Room D310

For more information on EPCC Health Career & Technical Education or Nursing Programs visit: epcc.edu/Academics/Health

EPCCCD Health Career & Technical Education Programs are accredited, approved, or recognized by the following organizations:

Health Accreditation Information

Accreditation Commission for Education in Nursing, Inc. (ACEN)
3390 Peachtree Road NE, Suite 1400
Atlanta, Georgia 30326
Phone : 404-975-5000 | Fax : 404-975-5020
Email : amariquit@acenursing.org
Website : www.acenursing.org

American Dental Association Commission on Dental Accreditation (CODA)
211 East Chicago Avenue, Suite 1900
Chicago, Illinois 60611-2678
Phone: 800-232-6108 | Fax: 312-440-4653
Website: www.ada.org/en/coda

Accreditation Review Council on Education in Surgical Technology/Surgical Assisting (ARC/STSA)
Provides recommendation to CAAHEP in accordance with their published standards.
19751 East Mainstreet, Suite #339
Parker, Colorado 80138
Phone: 303-694-9262 | Fax: 303-741-3655
Email: info@arcstsa.org | Website: www.arcstsa.org

Commission on Accreditation of Allied Health Education Programs (CAAHEP)
9355-113th St. N, #7709
Seminole, FL 33775
Phone: 727-210-2350 | Fax: 727-210-2354
Email: mail@caahep.org | Website: www.caahep.org

Committee on Accreditation for the EMS Professions (CoAEMSP)
8301 Lakeview Parkway, Suite 111-312,
Rowlett, Texas 75088
Phone: 214-703-8445 | Fax: 214-703-8992
Website: www.coaemsp.org

Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM)
200 East Randolph Street, Suite 5100
Chicago, Illinois 60601-5800
Phone: 312-235-3255 | Fax: 312-233-0063
Email: info@cahiim.org | Website: www.cahiim.org

Commission on Accreditation in Physical Therapy Education (CAPTE)
3030 Potomac Ave., Suite 100
Alexandria, Virginia 22305-3085
Phone: 703-706-3245/800-999-2782 | Fax: 703-684-7343
Email: accreditation@apta.org
Website: www.capteonline.org

Commission on Accreditation for Respiratory Care (CoARC)

264 Precision Blvd
Telford, TN 37690 USA
Phone: 817-283-2835 | Fax: 817-354-8519
Email: WEBMASTER@COARC.COM | Website: www.coarc.com

Joint Review Committee on Education in RadiologicTechnology (JRCERT)
Provides recommendations to CAAHEP in accordance with their published standards.
20 N. Wacker Drive, Suite 2850
Chicago, Illinois 60606-3182
Phone: 312-704-5300 | Fax: 312-704-5304
Email: mail@jrcert.org | Website: www.jrcert.org

Joint Review Committee on Education in Diagnostic Medical Sonography (JRC-DMS)
Provides recommendations to CAAHEP in accordance with their published standards.
6021 University Boulevard, Suite 500
Ellicott City, MD 21043
Phone: 443-973-3251 | Fax: 866-738-3444
(Primary contact: Linda Howard or Gerry Magat)
Email: mail@jrcdms.org | Website: www.jrcdms.org

Joint Review Committee on Education in Cardiovascular Technology (JRC-CVT)
Provides recommendations to CAAHEP in accordance with their published standards.
1449 Hill St.
Whitinsville, MA 001588-1032
Phone: (978) 456-5594
(Primary contact: Jackie L. Long-Goding, PhD, RRT-NPS)
Email: offuce@hrccvt.org | Website: www.jrccvt.org

*(C) Core Curriculum Course (F) Field of Study Course **T** Transferrable **W** WECM*

Medical Assisting Education Review Board (MAERB)

Provides recommendations to CAAHEP in Accordance with their published standards.

20 N. Wacker Drive, Suite 1575 Chicago, Illinois 60606-2963
Phone: 800-228-2262 | Fax: 312-899-1259
Email: maerb@maerb.org | Website: www.maerb.org

National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)

5600 N. River Rd. Suite 720 Rosemont, Illinois 60018-5119
Phone: 773-714-8880 | Fax: 773-714-8886
Email: info@naacls.org | Website: www.naacls.org

Office of EMS/Trauma Systems Texas Department of State Health Professional Licensing and Certification Division (DSHS)

8407 Wall Street, Suite N-410
Austin, TX 78754
Phone: 512-834-6700 | Fax: 512-834-6736
Email: emsinfo@dshs.texas.gov
Website: www.dshs.texas.gov/emstraumasystems

Pharmacy Technician Accreditation Commission (PTAC)

4500 East-West Highway, Suite 900
Bethesda, MD 20814
Phone: 301-664-8835 | Fax: 301-657-1251
Website: www.ashp.org

Texas Board of Nursing (BON)

George H. W. Bush State office Building
1801 Congress Avenue, Suite 10-200
Austin, Texas 78701
Phone: 512-305-7400 | Fax: 512-305-7401
Toll free complaint line: 1-800-821-3205
Email: webmaster@bon.texas.gov
Website: www.bon.texas.gov

Texas Department of State Health Services (DSHS)

1100 West 49th Street
Austin, TX 78756-3199
Phone: 512-776-7111
Email: customer.service@dshs.texas.gov
Website: www.dshs.texas.gov

Texas Health and Human Services Commission, Nurse Aide Training and Credentialing (HHS)

701 West 51st Street
Austin, Texas 78751
Phone: 512-438-2050
Website: www.hhs.texas.gov

Texas Health and Human Services Commission, Medication Aide Program (HHS)

701 West 51st Street
Austin, Texas 78751
Phone: 512-438-2025
Website: www.hhs.texas.gov

Border Health Issues Certificate
Enhanced Skills Certificate of Completion (C3-HLTH)

This one-semester Enhanced Skills Certificate of Completion in Border Health Issues prepares individuals from a variety of health occupation educational programs to work as members of a multidisciplinary team to meet the healthcare needs of the U.S./Mexico border community. Students must have completed or are currently enrolled in an AAS in a Health Program or related field (i.e. Social Work or Sign Language). Students may enroll in selected courses prior to completion of any applicable AAS programs

- Minimum grade required for specialized courses: C

Important:

This program does not require students to fulfill Specialized Admissions criteria or procedures. For more information, view the Program Information Guide at epcc.edu/Academics/Health/health-professions-and-related-science

One Semester			Credit Hours
HECO	1322	Nutrition & Diet Therapy	3
HPRS	1202	Wellness and Health Promotion	2
HPRS	1205	Essentials of Medical Law/Ethics for Health Professionals	2
HPRS	1206	Essentials of Medical Terminology	2
HPRS	1291	Special Topics in Health Professions and Related Sciences, Other	2
			11

Total Credit Hours   **11**

Border Health Issues Certificate

Certificate of Completion (C1-HPRS)

This one-semester Level 1 Certificate in Border Health Issues prepares individuals from various health occupation educational programs to work as members of a multidisciplinary team to meet the healthcare needs of the U.S./Mexico border community. The capstone course for the Certificate of Completion is HPRS 2300, Pharmacology for Health Professions.

Minimum grade required for specialized courses: C

Important:

This program does not require students to fulfill Specialized Admissions criteria or procedures. For more information, view the Program Information Guide at epcc.edu/Academics/Health/health-professions-and-related-science

One Semester			Credit Hours
HECO	1322	Nutrition & Diet Therapy	3
HPRS	1201	Introduction to Health Professions	2
HPRS	1202	Wellness and Health Promotion	2
HPRS	1205	Essentials of Medical Law/Ethics for Health Professionals	2
HPRS	1206	Essentials of Medical Terminology	2
HPRS	1291	Special Topics in Health Professions and Related Sciences, Other	2
HPRS	2300	Pharmacology for Health Professions	3
			16

Diabetes Prevention for Health Professions Certificate
Certificate of Completion (C1-DPHP)

This one-semester Level One Certificate in Diabetes Prevention for Health Professions prepares individuals from various health programs, as well as community members and professionals working in the fields of health education who are already engaged with individuals with pre-diabetes, to help prevent or delay type 2 diabetes. Each of the six classes prepares individuals to better address the behaviors (such as healthy eating, weight management, physical activity, coping with stress, and behavior modification skills) necessary to prevent the onset of diabetes. The capstone course for Certificate of Completion is PSYT 2345, Principles of Behavior Management and Modification.

- Minimum grade required for specialized courses: C

Important:

This program does not require students to fulfill Specialized Admissions criteria or procedures. For more information, view the Program Information Guide at epcc.edu/Academics/Health/health-professions-and-related-science

One Semester			Credit Hours
CHEF	1302	Principles of Healthy Cuisine	3
HECO	1322	Nutrition & Diet Therapy	3
HPRS	1202	Wellness and Health Promotion	2
HPRS	1291	Special Topics in Health Professions nd Related Sciences, Other	2
KINE	1338	Concepts of Physical Fitness	3
PSYT	2345	Principles of Behavior Management nd Modification	3
			16

Total Credit Hours   **16**

Dental Assisting
Associate of Applied Science Degree (AAS-DNTA)

The Dental Assisting program prepares students for a career that combines interpersonal and technical skills. Students learn to provide patient care, assist the dentist at chairside, take x-rays, and perform laboratory, clinical, and office management duties. Clinical applications are gained within the educational facility and/or through an internship within the local dental community.

- Capstone experience: DNTA 2363, Clinical-Dental Assisting/Assistant II.
- Minimum grade required for specialized courses: C
- 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.

Total Credit Hours   16   Important

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined

by a competitive ranking formula which factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/dental-assisting

First Semester			Credit Hours
BIOL	1306	Biology for Science Majors I (Lecture) (C) (MNS) **and**	
BIOL	1106	Biology for Science Majors I (Lab) **or**	
BIOL	1308	Biology for Non-Science Majors I (Lecture) (C) (MNS) **and**	3
BIOL	1108	Biology for Non-Science Majors I (Lab)	1
COSC	1301	Introduction to Computing **or**	
ITSC	1301	Introduction to Computers	3
		Mathematics Elective[1] (C) (MNS)	3
			10

Second Semester			Credit Hours
		Humanities or Fine Arts Elective[2] (C) (HFA)	3
		Social and Behavioral Sciences Elective[3] (C) (SBS)	3
		Speech Communication Elective[4]	3
			9

Third Semester			Credit Hours
DNTA	1245	Preventive Dentistry	2
DNTA	1301	Dental Materials	3
DNTA	1305	Dental Radiology	3
DNTA	1311	Dental Science	3
DNTA	1315	Chairside Assisting	3
DNTA	1353	Dental Assisting Applications	3
			17

Fourth Semester			Credit Hours
DNTA	1202	Communication and Behavior in the Dental Office	2
DNTA	1447	Advanced Dental Science	4
DNTA	2252	Advanced Dental Radiology	2
DNTA	2350	Advanced Dental Assisting Applications	3
DNTA	2360	Clinical-Dental Assisting/Assistant I	3
			14

Fifth Semester (Summer)			Credit Hours
DNTA	1251	Dental Office Management	2
DNTA	2230	Seminar for the Dental Assistant	2
DNTA	2363	Clinical-Dental Assisting/Assistant II	3
ENGL	1301	Composition I (C)	3
			10

Total Credit Hours **60**

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.
[2]**Humanities or Fine Arts Elective:** Complete one course from ENGL 2322, 2323, 2341, PHIL 1301, or 2306.
[3]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, PSYC 2301, 2314, or SPCH 1318.
[4]**Speech Communication Elective:** SPCH 1315, 1318, or 1321.

Courses may not be used more than once within the degree plan.

Dental Assisting Certificate

Certificate of Completion (C2-DNTC)

The Dental Assisting program prepares students for a career that combines interpersonal and technical skills. Students learn to provide patient care, assist the dentist at chairside, take x-rays, and perform laboratory, clinical, and office management duties. Clinical applications are gained within the educational facility and/or through an internship within the local dental community.

- Capstone experience: DNTA 2363, Clinical-Dental Assisting/Assistant II.
- Minimum grade required for specialized courses: C
- 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.

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula which factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/dental-assisting

First Semester			Credit Hours
DNTA	1245	Preventive Dentistry	2
DNTA	1301	Dental Materials	3
DNTA	1305	Dental Radiology	3
DNTA	1311	Dental Science	3
DNTA	1315	Chairside Assisting	3
DNTA	1353	Dental Assisting Applications	3
			17

Second Semester			Credit Hours
DNTA	1202	Communication and Behavior in the Dental Office	2
DNTA	1447	Advanced Dental Science	4
DNTA	2252	Advanced Dental Radiology	2
DNTA	2350	Advanced Dental Assisting Applications	3
DNTA	2360	Clinical-Dental Assisting/Assistant I	3
			14

Third Semester (Summer)			Credit Hours
DNTA	1251	Dental Office Management	2
DNTA	2230	Seminar for the Dental Assistant	2
DNTA	2363	Clinical-Dental Assisting/Assistant II	3
ENGL	1301	Composition I (C)	3
			10

Total Credit Hours **41**

Dental Hygiene
Associate of Applied Science Degree (AAS-DHYG)

The Associate of Applied Science Degree in Dental Hygiene is a two-year program with competitive enrollment. Students accepted into the Dental Hygiene program attend classes in biological and dental sciences, as well as in specialized courses. This knowledge is then applied in the dental hygiene clinic where students perform dental hygiene services. Working collaboratively with dentists, dental hygienists provide oral preventive health and therapeutic services to the public. Successful completion of this program allows graduates to take the National Board, State and/or Regional Board Examinations for licensure as a Registered Dental Hygienist.

- Capstone experience: DHYG 2363, Clinical-Dental Hygiene/Hygienist IV, National Board and appropriate clinical, regional, and/or state exams.
- Minimum grade required for specialized courses: C
- The Dental Hygiene 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.

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula which factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/dental-hygiene

Prerequisite Semester			Credit Hours
BIOL	2404	Anatomy & Physiology (Specialized, Single-Semester Course, Lecture + Lab) (C) (MNS)	4
CHEM	1306	Introductory Chemistry I (Lecture, Allied Health Emphasis) (C) (MNS)	3
CHEM	1106	Introductory Chemistry I (Lab, Allied Health Emphasis)	1
DHYG	1127	Preventive Dental Hygiene Care	1
		Humanities or Fine Arts Elective[1] (C) (HFA)	3
			12

First Semester			Credit Hours
DHYG	1239	General and Oral Pathology	2
DHYG	1301	Orofacial Anatomy, Histology & Embryology	3
DHYG	1304	Dental Radiology	3
DHYG	1431	Preclinical Dental Hygiene	4
		Speech Communication Elective[2]	3
			15

Second Semester			Credit Hours
BIOL	2420	Microbiology for Non-Science Majors (Lecture + Lab) **or**	
BIOL	2421	Microbiology for Science Majors (Lecture + Lab)	4
DHYG	1235	Pharmacology for the Dental Hygienist	2
DHYG	1261	Clinical-Dental Hygiene/Hygienist I	2
DHYG	1311	Periodontology	3
DHYG	1319	Dental Materials	3
DHYG	2201	Dental Hygiene Care I	2
			16

Third Semester (Summer)			Credit Hours
DHYG	2161	Clinical-Dental Hygiene/Hygienist II	1
ENGL	1301	Composition I (C)	3
PSYC	2301	General Psychology (C) (SBS) **or**	
PSYC	2314	Lifespan Growth & Development (C) (SBS)	3
			7

Fourth Semester			Credit Hours
DHYG	1207	General and Dental Nutrition	2
DHYG	1215	Community Dentistry	2
DHYG	2231	Dental Hygiene Care II	2
DHYG	2362	Clinical-Dental Hygiene/Hygienist III	3
			9

Fifth Semester			Credit Hours
DHYG	2102	Applied Community Dentistry	1
DHYG	2253	Dental Hygiene Practice	2
DHYG	2363	Clinical-Dental Hygiene/Hygienist IV	3
SOCI	1301	Introduction to Sociology (C) **or**	
SOCI	1306	Social Problems	3
			9

Total Credit Hours **68**

[1]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.
[2]**Speech Communication Elective:** Complete one course from SPCH 1315, 1318, or 1321.

Diagnostic Medical Sonography
Associate of Applied Science Degree (AAS-DMSO)

The Associate of Applied Science Degree in Diagnostic Medical Sonography prepares individuals for careers in diagnostic ultrasound. This program provides students with the knowledge and skills necessary to perform complex diagnostic ultrasound procedures using high frequency sound waves in the category of abdomen, small parts, neurosonology, vascular, and obstetrics and gynecology. Successful completion of this program allows graduates to be eligible for the registry examination for certification by the American Registry of Diagnostic Medical Sonographers (ARDMS).

- Capstone experience: DMSO 2366, Practicum (or Field Experience)-Diagnostic Medical Sonography/Sonographer and Ultrasound Technician III.
- Minimum grade required for specialized courses: C
- Additional testing fees are required for this program. Amounts are displayed in the Health Careers & Technical Education Programs Testing Fees chart at the beginning of the Health Sciences section in this catalog.

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

- The AAS in Diagnostic Medical Sonography is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), (9355-113th St. N, #7709, Seminole, FL 33775; 727-210-2350; www.caahep.org) upon the recommendation of the Joint Review Committee on Education in Diagnostic Medical Sonography (JRC-DMS), (6021 University Boulevard, Suite 500; Ellicott City, MD 21043; 443-973-3251; www.jrcdms.org).
- Medical Advisor: Dr. Benjamin Y. Wang.

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula which factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/diagnostic-medical-sonography.

Prerequisite Semester			Credit Hours
BIOL	2404	Anatomy & Physiology (Specialized, Single-Semester Course, Lecture + Lab) (C) (MNS)	4
ENGL	1301	Composition I (C)	3
MATH	1314	College Algebra (C) (MNS)	3
PHYS	1301	College Physics I (Lecture) (C) (MNS)	3
PHYS	1101	College Physics I (Lab)	1
			14

First Semester (Summer)			Credit Hours
DMSO	1210	Introduction to Sonography	2
HPRS	1206	Essentials of Medical Terminology	2
			4

Second Semester			Credit Hours
DMSO	1260	Clinical-Diagnostic Medical Sonography/Sonographer and Ultrasound Technician I	2
DMSO	2405	Sonography of Obstetrics/Gynecology	4
			6

Third Semester			Credit Hours
DMSO	1302	Basic Ultrasound Physics	3
DMSO	1441	Abdominopelvic Sonography	4
DMSO	1460	Clinical-Diagnostic Medical Sonography/Sonographer and Ultrasound Technician II	4
			11

Fourth Semester (Summer)			Credit Hours
DMSO	1242	Intermediate Ultrasound Physics	2
DMSO	2266	Practicum (or Field Experience)-Diagnostic Medical Sonography/Sonographer and Ultrasound Technician I	2
DSVT	1200	Principles of Vascular Technology	2
PSYC	2301	General Psychology (C) (SBS)	3
			9

Fifth Semester			Credit Hours
DMSO	1355	Sonographic Pathophysiology	3
DMSO	2351	Doppler Physics	3
DMSO	2353	Sonography of Superficial Structures	3
DMSO	2367	Practicum (or Field Experience)-Diagnostic Medical Sonography/Sonographer and Ultrasound Technician II	3
			12

Sixth Semester			Credit Hours
DMSO	2345	Advanced Sonography Practices	3
DMSO	2366	Practicum (or Field Experience)-Diagnostic Medical Sonography/Sonographer and Ultrasound Technician III	3
PHIL	2306	Introduction to Ethics (C) (HFA)	3
			9

| **Total Credit Hours** | | | **65** |

Diagnostic Medical Sonography Certificate

Advanced Technical Certificate of Completion (C4-DMSB)

The Advanced Technical Certificate (ATC) in Diagnostic Medical Sonography prepares individuals for careers in diagnostic ultrasound. This program provides the students with the knowledge and skills necessary to perform complex diagnostic ultrasound procedures using high frequency sound waves in the category of abdomen, small parts, neurosonography, vascular, and obstetrics and gynecology. Students are highly recommended to have completed BIOL 2404, ENGL 1301, MATH 1314, PHYS 1301 and PHYS 1101. Successful completion of this program allows graduates to be eligible for the registry examination for certification by the American Registry of Diagnostic Medical Sonographers (ARDMS).

- Capstone experience: DMSO 2366, Practicum (or Field Experience)-Diagnostic Medical Sonography/Sonographer and Ultrasound Technician III.
- Minimum grade required for specialized courses: C
- Additional testing fees are required for this program. Amounts are displayed in the Health Careers & Technical Education Programs Testing Fees chart at the beginning of the Health Sciences section in this catalog.
- The Certificate in Diagnostic Medical Sonography is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), (9355-113th St. N, #7709, Seminole, FL 33775; 727-210-2350; www.caahep.org) upon the recommendation of the Joint Review Committee on Education in Diagnostic Medical Sonography (JRC-DMS), (6021 University Boulevard, Suite 500; Ellicott City, MD 21043; 443-973-3251; www.rcdms.org).
- Medical Advisor: Dr. Benjamin Y. Wang.

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula which factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as

applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/diagnostic-medical-sonography

First Semester (Summer)			Credit Hours
DMSO	1210	Introduction to Sonography	2
HPRS	1206	Essentials of Medical Terminology	2
			4

Second Semester			Credit Hours
DMSO	1260	Clinical-Diagnostic Medical Sonography/Sonographer and Ultrasound Technician I	2
DMSO	2405	Sonography of Obstetrics/Gynecology	4
			6

Third Semester			Credit Hours
DMSO	1302	Basic Ultrasound Physics	3
DMSO	1441	Abdominopelvic Sonography	4
DMSO	1460	Clinical-Diagnostic Medical Sonography/Sonographer and Ultrasound Technician II	4
			11

Fourth Semester (Summer)			Credit Hours
DMSO	1242	Intermediate Ultrasound Physics	2
DMSO	2266	Practicum (or Field Experience)-Diagnostic Medical Sonography/Sonographer and Ultrasound Technician, I	2
DSVT	1200	Principles of Vascular Technology	2
			6

Fifth Semester			Credit Hours
DMSO	1355	Sonographic Pathophysiology	3
DMSO	2351	Doppler Physics	3
DMSO	2353	Sonography of Superficial Structures	3
DMSO	2367	Practicum (or Field Experience)-Diagnostic Medical Sonography/Sonographer and Ultrasound Technician II	3
			12

Sixth Semester			Credit Hours
DMSO	2345	Advanced Sonography Practices	3
DMSO	2366	Practicum (or Field Experience)-Diagnostic Medical Sonography/Sonographer and Ultrasound Technician III	3
			6

| **Total Credit Hours** | | | **45** |

Echocardiography (Adult)

Associate of Applied Science Degree (AAS-ECHO)

The Echocardiography (Adult) Program prepares individuals for a career in Diagnostic Cardiac Sonography. This program provides students with the knowledge and skills necessary to perform complex diagnostic ultrasound procedures using high frequency sound waves in the category of the adult heart and great vessels. Successful completion of this program allows graduates to apply for the registry

examination for certification by the American Registry of Diagnostic Medical Sonographers (ARDMS) certification in the Adult Echocardiography and Sonography Principles & Instrumentation Examination (SPI).

- Capstone experience: DSAE 1367, Practicum (or Field Experience)-Diagnostic Medical Sonography/Sonographer and Ultrasound Technician V.
- Minimum grade required for specialized courses: C The
- AAS in Echocardiography (Adult) is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), (9355-113th St. N, #7709, Seminole, FL 33775; 727-210-2350; www.caahep.org) upon the recommendation of the Joint Review Committee on Education in Cardiovascular Technology (JRC-CVT) (1449 Hill St., Whitinsville, MA 001588); 978-456-5594; www.jrccvt.org).
- Medical Advisor: Lookman Lawal, M.D.

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula which factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as

applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/echocardiography

Prerequisite Semester			Credit Hours
BIOL	2404	Anatomy & Physiology (Specialized, Single-Semester Course, Lecture + Lab) (C) (MNS)	4
ENGL	1301	Composition I (C)	3
MATH	1314	College Algebra (C) (MNS)	3
PHYS	1301	College Physics I (Lecture) (C) (MNS)	3
PHYS	1101	College Physics I (Lab)	1
			14

First Semester (Summer)			Credit Hours
DSAE	1203	Introduction to Echocardiography Techniques	2
HPRS	1206	Essentials of Medical Terminology	2
			4

Second Semester			Credit Hours
DSAE	1264	Practicum (or Field Experience)-Diagnostic Medical Sonography/Sonographer and Ultrasound Technician I	2
DSAE	1315	Principles of Adult Echocardiography	3
DSAE	1340	Diagnostic Electrocardiography	3
			8

Third Semester			Credit Hours
DMSO	1302	Basic Ultrasound Physics	3
DSAE	1265	Practicum (or Field Experience)-Diagnostic Medical Sonography/Sonographer and Ultrasound Technician II	2
DSAE	2303	Cardiovascular Concepts	3
			8

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

Fourth Semester (Summer)			Credit Hours
DMSO	1242	Intermediate Ultrasound Physics	2
DSAE	1266	Practicum (or Field Experience)-Diagnostic Medical Sonography/ Sonographer and Ultrasound Technician III	2
DSVT	1200	Principles of Vascular Technology	2
PSYC	2301	General Psychology (C) (SBS)	3
			9

Fifth Semester			Credit Hours
DMSO	2351	Doppler Physics	3
DSAE	1267	Practicum (or Field Experience)-Diagnostic Medical Sonography/ Sonographer and Ultrasound Technician IV	2
DSAE	2304	Echocardiographic Evaluation of Pathology I	3
			8

Sixth Semester			Credit Hours
DSAE	1367	Practicum (or Field Experience)-Diagnostic Medical Sonography/ Sonographer and Ultrasound Technician V	3
DSAE	2337	Echocardiographic Evaluation of Pathology II	3
PHIL	2306	Introduction to Ethics (C) (HFA)	3
			9

| **Total Credit Hours** | | | **60** |

Echocardiography (Adult) Certificate

Advanced Technical Certificate of Completion (C4-ECHC)

The Echocardiography (Adult) Certificate Program prepares individuals for a career in Diagnostic Cardiac Sonography. This program provides students with the knowledge and skills necessary to perform complex diagnostic ultrasound procedures using high frequency sound waves in the category of the adult heart and great vessels. The Advanced Technical Certificate is a condensed version of the A.A.S. option available to students that already have credentials by the American Registry of Diagnostic Medical Sonographers (ARDMS). Successful completion of this program allows graduates to apply for the registry examination for certification by the American Registry of Diagnostic Medical Sonographers (ARDMS) certification in the Adult Echocardiography and Sonography Principles & Instrumentation Examination (SPI).

- Capstone experience: DSAE 1367, Practicum (or Field Experience)-Diagnostic Medical Sonography/ Sonographer and Ultrasound Technician V.
- Minimum grade required for specialized courses: C
- The Certificate in Echocardiography (Adult) is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), (9355-113th St. N, #7709, Seminole, FL 33775; 727-210-2350; www.caahep.org) upon the recommendation of the Joint Review Committee on Education in Cardiovascular Technology (JRC-CVT) (1449 Hill St., Whitinsville, MA 001588); 978-456-5594; www.jrccvt.org).

- Medical Advisor: Lookman Lawal, M.D.

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula which factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/echocardiography

First Semester (Summer)			Credit Hours
DSAE	1203	Introduction to Echocardiography Techniques	2
HPRS	1206	Essentials of Medical Terminology	2
			4

Second Semester			Credit Hours
DSAE	1264	Practicum (or Field Experience)-Diagnostic Medical Sonography/ Sonographer and Ultrasound Technician I	2
DSAE	1315	Principles of Adult Echocardiography	3
DSAE	1340	Diagnostic Electrocardiography	3
			8

Third Semester			Credit Hours
DMSO	1302	Basic Ultrasound Physics	3
DSAE	1265	Practicum (or Field Experience)-Diagnostic Medical Sonography/ Sonographer and Ultrasound Technician II	2
DSAE	2303	Cardiovascular Concepts	3
			8

Fourth Semester (Summer)			Credit Hours
DMSO	1242	Intermediate Ultrasound Physics	2
DSAE	1266	Practicum (or Field Experience)-Diagnostic Medical Sonography/ Sonographer and Ultrasound Technician III	2
DSVT	1200	Principles of Vascular Technology	2
			6

Fifth Semester			Credit Hours
DMSO	2351	Doppler Physics	3
DSAE	1267	Practicum (or Field Experience)-Diagnostic Medical Sonography/ Sonographer and Ultrasound Technician IV	2
DSAE	2304	Echocardiographic Evaluation of Pathology I	3
			8

Sixth Semester			Credit Hours
DSAE	1367	Practicum (or Field Experience)-Diagnostic Medical Sonography/ Sonographer and Ultrasound Technician V	3
DSAE	2337	Echocardiographic Evaluation of Pathology II	3
			6

| **Total Credit Hours** | | | **40** |

Emergency Medical Services - Paramedic

Associate of Applied Science Degree (AAS-EMSP)

The Associate of Applied Science Degree in Emergency Medical Services-Paramedic articulates classroom, clinical, and field experience to prepare students for a career in out-of-hospital emergency medical care. Emergency Medical Services (EMS) Personnel, through performance of patient assessments and initial treatment of medical emergencies of the acutely ill or injured, work to prevent and reduce mortality and morbidity. Students entering the Paramedic program must possess a current Emergency Medical Technician (EMT) certification/registration. Successful completion of this program allows graduates to take the National Registry Examination for Emergency Medical Technician-Paramedic. Enhanced Skills Certificates of Completion in Community Paramedic or Critical Care/Flight Paramedic are available following completion of, or taken alongside, this AAS degree.

- Capstone experience: EMSP 2143, Assessment Based Management.
- Minimum grade required for specialized courses: C
- This program is approved by the Texas Department of State Health Services, Division of Emergency Management.
- This program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon recommendation of the Committee on Accreditation of Education Programs for the Emergency Medical Services Professions (CoAEMSP).
- Medical Advisor: Jose Crespo, M.D.

Important:

This program does not follow the Specialized Admissions procedure but it does require students to fulfill certain program-specific criteria including (but not limited to): minimum GPA, testing scores, background check, substance abuse screening, and immunizations/titers. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including pre/post-admissions requirements and program contact information view the Program Information Guide at epcc.edu/Academics/Health/ems

Prerequisite Semester			Credit Hours
BIOL	2401	Anatomy & Physiology I (Lecture + Lab) (C) (MNS)	4
EMSP	1160	Clinical-Emergency Medical Technology/Technician (EMT Paramedic) I	1
EMSP	1501	Emergency Medical Technician	5
			10

First Semester			Credit Hours
BIOL	2402	Anatomy & Physiology II (Lecture + Lab) (C) (MNS)	4
EMSP	1161	Clinical-Emergency Medical Technology/Technician (EMT Paramedic) II	1
EMSP	1356	Patient Assessment and Airway Management	3
EMSP	1438	Introduction to Advanced Practice	4
ENGL	1301	Composition I (C)	3
			15

Second Semester			Credit Hours
EMSP	1162	Clinical-Emergency Medical Technology/Technician (EMT Paramedic) III	1
EMSP	1355	Trauma Management	3
EMSP	2305	EMS Operations	3
FIRS	1103	Firefighter Agility and Fitness Preparation **or**	
KINE	11XX	Kinesiology Elective[1] (C) (1100 Series)	1
		Humanities or Fine Arts Elective[2] (C) (HFA)	3
			11

Third Semester (Summer)			Credit Hours
EMSP	2306	Emergency Pharmacology **or**	
RNSG	1301	Pharmacology	3
EMSP	2444	Cardiology	4
			7

Fourt Semester			Credit Hours
EMSP	2160	Clinical-Emergency Medical Technology/Technician (EMT Paramedic) IV	1
EMSP	2430	Special Populations	4
EMSP	2534	Medical Emergencies	5
PSYC	2301	General Psychology (C) (SBS) **or**	
PSYC	2314	Lifespan Growth & Development (C) (SBS)	3
			13

Fifth Semester			Credit Hours
EMSP	2143	Assessment Based Management	1
EMSP	2266	Practicum (or Field Experience)-Emergency Medical Technology/Technician (EMT Paramedic)	2
		Open Elective[3]	1
			4

Total Credit Hours   **60**

[1]**Kinesiology Elective:** Complete one course from KINE 1100, 1104, 1108, 1116, or 1120.
[2]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.
[3]**Open Elective:** Complete one course from EMSP 1147, 2135, HPRS 1205, 1206, or any college-level course. Courses may not be used more than once within the degree plan.

Patient Care Technician Certificate

Certificate of Completion (C1-PCTC)

The Patient Care Technician Certificate of Completion integrates classroom instruction, laboratory practice, and clinical experience to equip students with the necessary skills for a rewarding career as a Patient Care Technician. Patient care technicians are healthcare professionals dedicated to providing daily care and support to patients. Working under the supervision of registered nurses or nursing teams, they assist in measuring vital signs and facilitating patient movement within hospitals, medical facilities, or clinics. PCTs play a crucial role in enabling doctors and nurses to deliver the highest standard of care to their patients.

Upon successful completion of the program, which includes the Certified Nursing Assistant/Aide course (Emergency Medical Technician or Medical Assisting Certifications may be substituted for CNA certification), students will concentrate on acute care and specialized patient care. Additionally, students will acquire certifications in Phlebotomy, Electrocardiography Technician, and Patient Care Technician, which are integral components of the curriculum.

- Students are encouraged to have a strong reading level to succeed in the coursework and see an academic counselor or advisor for guidance.
- Capstone experience: NUPC 1420, Patient Care Technician/Assistant
- Minimum grade required for specialized courses: C
- This program is approved and accredited by the Texas Department of State Health Services for Nursing Assistant Certification.
- Medical Advisor: Jose Crespo, M.D.

This program does not follow the Specialized Admissions procedure but it does require students to fulfill certain program-specific criteria including (but not limited to): minimum GPA, testing scores, background check, substance abuse screening, and immunizations/titers. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information and to view the Non-Specialized Admissions Program Information Guide visit: epcc.edu/Academics/Health/ems

First Semester			Credit Hours
ECRD	1111	Electrocardiography	1
HPRS	1206	Essentials of Medical Terminology	2
NURA	1160	Clinical-Nursing Assistant/Aide and Patient Care Assistant/Aide	1
NURA	1301	Nurse Aide for Health Care	3
			7

Second Semester			Credit Hours
PLAB	1160	Clinical-Phlebotomy/Phlebotomist	1
PLAB	1323	Phlebotomy	3
NUPC	1420	Patient Care Technician/Assistant	4
			8

Total Credit Hours 15

Paramedic Certificate

Certificate of Completion (C2-EMSC)

The Certificate of Completion in Emergency Medical Services-Paramedic articulates classroom, clinical, and field experience to prepare students for a career in out-of-hospital emergency medical care. Emergency Medical Services (EMS) Personnel, through performance of patient assessments and initial treatment of medical emergencies of the acutely ill or injured, work to prevent and reduce mortality and morbidity. Students entering the Paramedic program must possess a current Emergency Medical Technician (EMT) certification/registration. Successful completion of this program allows graduates to take the National Registry Examination for Emergency Medical Technician-Paramedic.

- Capstone experience: EMSP 2143, Assessment Based Management.
- Minimum grade required for specialized courses: C

- This program is approved by the Texas Department of State Health Services, Division of Emergency Management.
- This program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon recommendation of the Committee on Accreditation of Education Programs for the Emergency Medical Services Professions (CoAEMSP).
- Medical Advisor: Jose Crespo, M.D.

Important:

This program does not follow the Specialized Admissions procedure but it does require students to fulfill certain program-specific criteria including (but not limited to): minimum GPA, testing scores, background check, substance abuse screening, and immunizations/titers. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including pre/post-admissions requirements and program contact information view the Program Information Guide at epcc.edu/Academics/Health/ems

Prerequisite Semester			Credit Hours
EMSP	1160	Clinical-Emergency Medical Technology/Technician (EMT Paramedic) I	1
EMSP	1501	Emergency Medical Technician	5
			6

First Semester			Credit Hours
EMSP	1161	Clinical-Emergency Medical Technology/Technician (EMT Paramedic) II	1
EMSP	1356	Patient Assessment and Airway Management	3
EMSP	1438	Introduction to Advanced Practice	4
			8

Second Semester			Credit Hours
EMSP	1162	Clinical-Emergency Medical Technology/Technician (EMT Paramedic) III	1
EMSP	1355	Trauma Management	3
EMSP	2305	EMS Operations	3
			7

Third Semester (Summer)			Credit Hours
EMSP	2306	Emergency Pharmacology **or**	
RNSG	1301	Pharmacology	3
EMSP	2444	Cardiology	4
			7

Fourth Semester			Credit Hours
EMSP	2160	Clinical-Emergency Medical Technology/Technician (EMT Paramedic) IV	1
EMSP	2430	Special Populations	4
EMSP	2534	Medical Emergencies	5
			10

Fifth Semester			Credit Hours
EMSP	2143	Assessment Based Management	1
EMSP	2266	Practicum (or Field Experience)-Emergency Medical Technology/Technician (EMT Paramedic)	2
			3

Total Credit Hours 41

Emergency Medical Technician (EMT) Certificate

Certificate of Completion (C1-EMTC)

The Certificate of Completion in Emergency Medical Technician (EMT) articulates classroom, clinical, and field experience to prepare students for a career in out-of-hospital emergency medical care. Emergency Medical Services (EMS) Personnel, through performance of patient assessments and initial treatment of medical emergencies of the acutely ill or injured, work to prevent and reduce mortality and morbidity. Students entering the Paramedic program must possess a current Emergency Medical Technician (EMT) certification/registration. Successful completion of this program allows graduates to take the National Registry Examination for Emergency Medical Technician.

- Students are encouraged to have a strong reading level to succeed in the coursework, see an academic counselor or advisor for guidance.
- Capstone experience: EMSP 1501, Emergency Medical Technician.
- Minimum grade required for specialized courses: C
- This program is approved by the Texas Department of State Health Services, Division of Emergency Management.
- This program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon recommendation of the Committee on Accreditation of Education Programs for the Emergency Medical Services Professions (CoAEMSP).
- Medical Advisor: Jose Crespo, M.D.

Important:

This program does not follow the Specialized Admissions procedure but it does require students to fulfill certain program-specific criteria including (but not limited to): minimum GPA, testing scores, background check, substance abuse screening, and immunizations/titers. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including pre/post-admissions requirements and program contact information view the Program Information Guide at epcc.edu/Academics/Health/ems

One Semester			Credit Hours
BIOL	2401	Anatomy & Physiology I (Lecture + Lab) (C)	4
EMSP	1160	Clinical-Emergency Medical Technology/Technician (EMT Paramedic) I	1
EMSP	1501	Emergency Medical Technician	5
ENGL	1301	Composition I (C)	3
FIRS	1103	Firefighter Agility and Fitness Preparation **or**	
KINE	11XX	Kinesiology Elective[1] (1100 Series)	1
PSYC	2301	General Psychology (C) **or**	
PSYC	2314	Lifespan Growth & Development (C)	3
			17

Total Credit Hours 17

Advanced EMT Certificate

Certificate of Completion (C2-EMAD)

The Certificate of Completion in Advanced EMT articulates classroom, clinical, and field experience to prepare students for a career in out-of-hospital emergency medical care. Emergency Medical Services (EMS) Personnel, through the performance of patient assessments and initial treatment of medical emergencies of the acutely ill or injured, work to prevent and reduce mortality and morbidity. Students entering the Paramedic program must possess a current Emergency Medical Technician (EMT) certification/registration. Successful completion of this program allows graduates to take the National Registry Examination for Advanced Emergency Medical Technician. Graduates may then transfer to a university to complete a Bachelor of Science in EMS or Allied Health.

- Students are encouraged to have a strong reading level to succeed in the coursework, see an academic counselor or advisor for guidance.
- Capstone experience: EMSP 2305, EMS Operations.
- Minimum grade required for specialized courses: C
- This program is approved by the Texas Department of State Health Services, Division of Emergency Management.
- This program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon recommendation of the Committee on Accreditation of Education Programs for the Emergency Medical Services Professions (CoAEMSP).
- Medical Advisor: Jose Crespo, M.D.

Important:

This program does not follow the Specialized Admissions procedure but it does require students to fulfill certain program-specific criteria including (but not limited to): minimum GPA, testing scores, background check, substance abuse screening, and immunizations/titers. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including pre/post-admissions requirements and program contact information view the Program Information Guide at epcc.edu/Academics/Health/ems

First Semester (Summer)			Credit Hours
BIOL	2401	Anatomy & Physiology I (Lecture + Lab) (C)	4
EMSP	1160	Clinical-Emergency Medical Technology/Technician (EMT Paramedic) I	1
EMSP	1501	Emergency Medical Technician	5
			10

Second Semester			Credit Hours
BIOL	2402	Anatomy & Physiology II (Lecture + Lab) (C)	4
EMSP	1161	Clinical-Emergency Medical Technology/Technician (EMT Paramedic) II	1
EMSP	1356	Patient Assessment and Airway Management	3
EMSP	1438	Introduction to Advanced Practice	4
		Humanities or Fine Arts Elective[1] (C)	3
			1

Third Semester			Credit Hours
EMSP	1162	Clinical-Emergency Medical Technology/Technician (EMT Paramedic) III	1
EMSP	1355	Trauma Management	3
EMSP	2305	EMS Operations	3
		Open Elective[2]	1
			8

Total Credit Hours			**33**

[1]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.

[2]**Open Elective:** Complete one course from EMSP 1147, 2135, HPRS 1205, 1206, or any college-level course.

Community Paramedic Certificate

Enhanced Skills Certificate of Completion (C3-EMCP)

This one semester classroom and clinical education program provides education and training for those paramedics who respond to specific health needs in the community. The Community Paramedic program will prepare students for roles in outreach, wellness, health screening assessments, health teaching, providing immunizations, wound care, recognition of mental health issues, disease management, etc. Community paramedics function as physician extenders in providing care to patients, immigrants, impoverished families and patients with overall poor health.

Community paramedics assist with minor and chronic health problems in the patient's home rather than routinely driving patients to a hospital emergency room, therefore reducing readmissions and preventing unnecessary ambulance transports. Successful completion of this program allows graduates to be eligible for the Exam by International Board for Specialty Certification (IBSC), CP-C Examination (Certified Community Paramedics).

- Students may enroll in selected courses prior to completion of an Associate of Applied Science Degree in Emergency Medical Services-Paramedic.
- Courses may be completed as co-requisites within the same semester or HPRS 2301 and HPRS 1202 may be completed as prerequisites to EMSP 1471 and EMSP 1163.
- Minimum grade required for specialized courses: C
- This program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon recommendation of the Committee on Accreditation of Education Programs for the Emergency

    Medical Services Professions (CoAEMSP).
- Medical Advisor: Jose Crespo, M.D.

Important:

This program does not follow the Specialized Admissions procedure but it does require students to fulfill certain program-specific criteria including (but not limited to): minimum GPA, testing scores, background check, substance abuse screening, and immunizations/titers. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including pre/post-admissions requirements and program contact information view the Program Information Guide at epcc.edu/Academics/Health/ems

One Semester			Credit Hours
EMSP	1163	Clinical-Emergency Medical Technology/Technician (EMT Paramedic)	1
EMSP	1471	Community Paramedic	4
HPRS	1202	Wellness and Health Promotion	2
HPRS	2301	Pathophysiology	3
			10

Total Credit Hours			**10**

Critical Care/Flight Paramedic Certificate

Enhanced Skills Certificate of Completion (C3-EMFP)

This one semester classroom and clinical education program provides education and training for those paramedics who function as members of a critical care transport team. Successful completion of this program allows graduates to be eligible for the Exam by International Board for Specialty Certification (IBSC), Certified Flight Paramedic (FP-C) and Certified Critical Care Paramedic (CCP-C).

- Students may enroll in selected courses prior to completion of an Associate of Applied Science Degree in Emergency Medical Services-Paramedic.
- Courses may be completed as co-requisites within the same semester or HPRS 2301 may be completed as a prerequisite to EMSP 2458 and EMSP 2163.
- Minimum grade required for specialized courses: C
- This program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon recommendation of the Committee on Accreditation of Education Programs for the Emergency Medical Services Professions (CoAEMSP).
- Medical Advisor: Jose Crespo, M.D.

Important:

This program does not follow the Specialized Admissions procedure but it does require students to fulfill certain program-specific criteria including (but not limited to): minimum GPA, testing scores, background check, substance abuse screening, and immunizations/titers. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including pre/post-admissions requirements and program contact information view the Program Information Guide at epcc.edu/Academics/Health/ems

One Semester			Credit Hours
EMSP	2163	Clinical-Emergency Medical Technology/Technician (EMT Paramedic)	1
EMSP	2458	Critical Care Paramedic	4
HPRS	2301	Pathophysiology	3
			8

Total Credit Hours			**8**

Health Information Management
Associate of Applied Science Degree (AAS-HIMA)

The Associate of Applied Science Degree in Health Information Management (HIM) prepares individuals for a career as Health Information Professionals. HIM is the practice of acquiring, analyzing, and protecting digital and traditional medical information vital to providing quality patient care. HIM professionals are highly trained in the latest information management technology applications and understand the workflow in any healthcare provider organization from large hospital systems to the private physician practices. They are vital to the daily operations management of health information and electronic health records. Successful completion of this program allows graduates to sit for the Registered Health Information Technician (RHIT) Examination

- Capstone experience: HITT 2266, Practicum (or Field Experience)-Health Information/Medical Records Technology/Technician I.
- Minimum grade required for specialized courses: C
- The Health Information Management program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM).

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula which factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/health-information-management

Prerequisite Semester			Credit Hours
BCIS	1305	Business Computer Applications **or**	
COSC	1301	Introduction to Computing **or**	
ITSC	1301	Introduction to Computers	3
BIOL	2404	Anatomy & Physiology (Specialized, Single-Semester Course, Lecture + Lab) (C) (MNS)	4
ENGL	1301	Composition I (C)	3
HPRS	1206	Essentials of Medical Terminology	2
			12

First Semester			Credit Hours
HITT	1311	Health Information Systems	3
HITT	1401	Health Data Content and Structure	4
HITT	1470	Introduction to Spreadsheets and Databases	4
HITT	2430	Pathophysiology and Pharmacology	4
			15

Second Semester			Credit Hours
HITT	1341	Coding and Classification Systems	3
HITT	1353	Legal and Ethical Aspects of Health Information	3
HITT	1371	Advanced Health Informatics Spreadsheets	3
SPCH	1318	Interpersonal Communication (C) (SBS)	3
			12

Third Semester			Credit Hours
HITT	2260	Clinical-Health Information/Medical Records Technology/Technician	2
HITT	2335	Coding and Reimbursement Methodologies	3
MATH	1342	Elementary Statistical Methods (CF) (MNS)	3
PHIL	2306	Introduction to Ethics (C) (HFA)	3
			11

Fourth Semester			Credit Hours
HITT	2149	RHIT Competency Review	1
HITT	2266	Practicum (or Field Experience)-Health Information/Medical Records Technology/Technician	2
HITT	2339	Health Information Organization and Supervision	3
HITT	2443	Quality Assessment and Performance Improvement	4
			10

Total Credit Hours   **60**

Medical Coding & Billing Certificate
Certificate of Completion (C2-HIMC)

The Certificate of Completion in Health Information Management-Medical Coding and Billing is the transformation of verbal descriptions of diseases, injuries, and procedures into alphanumeric designations. The coding of health-related data permits access to medical records by diagnoses and procedures for use in clinical care, research, and education. Today, there are many demands for accurately coded data from medical records in all types of healthcare institutions. In addition to their use on claims for reimbursement, codes are included on data sets used to evaluate the processes and outcomes of health care. Successful completion of this program allows graduates to take the Certified Coding Specialist (C.C.S.) examination and/or the Certified Coding Specialist for Physician's Office (C.C.S.P.) examination. At least two years of work experience is recommended prior to taking the certification examination(s).

- Capstone experience: HITT 1267, Practicum (or Field Experience)-Health Information/Medical Records Technology/Technician II.
- Minimum grade required for specialized courses: C
- Most courses in this Certificate of Completion are also applicable to students completing the Associate of Applied Science Degree in Health Information Management.

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined

by a competitive ranking formula which factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/health-information-management

Prerequisite Semester			Credit Hours
BCIS	1305	Business Computer Applications **or**	
COSC	1301	Introduction to Computing **or**	
ITSC	1301	Introduction to Computers	3
BIOL	2404	Anatomy & Physiology (Specialized, Single-Semester Course, Lecture + Lab) (C)	4
HPRS	1206	Essentials of Medical Terminology	2
			9

First Semester			Credit Hours
HITT	1311	Health Information Systems	3
HITT	1401	Health Data Content and Structure	4
HITT	2430	Pathophysiology and Pharmacology	4
			11

Second Semester			Credit Hours
HITT	1166	Practicum (or Field Experience)- Health Information/Medical Records Technology/Technician	1
HITT	1270	Documentation Practices	2
HITT	1341	Coding and Classification Systems	3
HPRS	1209	Interpretation of Laboratory Results	2
			8

Third Semester (Summer)			Credit Hours
HITT	1342	Ambulatory Coding	3
HITT	1353	Legal and Ethical Aspects of Health Information	3
			6

Fourth Semester			Credit Hours
HITT	1267	Practicum (or Field Experience)- Health Information/Medical Records Technology/Technician	2
HITT	2245	Coding Certification Exam Review	2
HITT	2340	Advanced Medical Billing and Reimbursement	3
HITT	2346	Advanced Medical Coding	3
			10

Total Credit Hours			44

Health Informatics & Data Management Certificate

Advanced Technical Certificate of Completion (C4-HIDM)

A Certificate in Health Informatics & Data Management at El Paso Community College features a multidisciplinary approach that focuses on topics such as the foundations of health informatics, basic systems analysis, technology management, health data governance, and biostatistics.

The Certificate also emphasizes the structure and function of information, health information exchange, privacy, security and interoperability standards, and the effective use of data in problem-solving and information governance.
The Health Informatics & Data Management Advanced Technical Certificate prepares individuals to work with the technology used to record, secure, and share health data.

Upon successful completion of the Certificate, you may choose to build on your degree and choose to pursue career opportunities that include Health Informatics Specialist, Clinical Data Manager, Health Informatics Analyst, and Health Services Informaticist.

- Capstone experience: HITT 2166, Practicum (or Field Experience)- Health Information/Medical Records Technology/Technician
- Minimum grade required for specialized courses: C
- The Health Information Management program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM).

Important:
This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula which factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/health-information-management.

First Semester			Credit Hours
HITT	1311	Health Information Systems	3
HITT	1470	Introduction to Spreadsheets and Databases	4
			7

Second Semester			Credit Hours
HITT	1371	Advanced Health Informatics Spreadsheets	3
HITT	2313	Working with Health IT Systems	3
			6

Third Semester			Credit Hours
HITT	1372	Health Informatics Database Programming	3
HITT	2166	Practicum (or Field Experience)- Health Information/Medical Records Technology/Technician	1
			4

Total Credit Hours			17

Medical Transcription Certificate
Certificate of Completion (C2-MRMT)

The Certificate of Completion in Medical Transcription combines the disciplines of medicine and computer applications within the health

care industry. Medical Transcriptionists are specialists in medical language and healthcare documentation that interpret and transcribe

dictation by physicians and other healthcare professionals, editing dictated material for grammar and clarity as necessary and appropriate. Students need excellent English language skills, good hearing acuity, ability to listen, good keyboard skills, and the ability to work seated for long periods of time. The Medical Transcription Certificate of Completion program is a flexible, distance learning, internet-based program. Successful completion of this program allows graduates to take the Registered Medical Transcriptionist (R.M.T.) Examination administered by The Association for Healthcare Documentation Integrity.

- Capstone experience: MRMT 2463, Clinical-Medical Transcription/Transcriptionist II.
- Minimum grade required for specialized courses: C

Important:

This program does not follow the Specialized Admissions procedure but it does require students to fulfill certain program-specific criteria including (but not limited to): testing scores, background check, substance abuse screening, and immunizations/titers. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including pre/post-admissions requirements and program contact information view the Program Information Guide at epcc.edu/Academics/Health/medical-transcription

First Semester			Credit Hours
HITT	1205	Medical Terminology I	2
MRMT	1307	Medical Transcription I	3
MRMT	1370	Introduction to Medical Transcription	3
SCIT	1407	Applied Human Anatomy and Physiology I	4
			12

Second Semester			Credit Hours
HITT	2331	Medical Terminology-Advanced	3
HITT	2430	Pathophysiology and Pharmacology	4
MRMT	2433	Medical Transcription II	4
MRMT	2462	Clinical-Medical Transcription/Transcriptionist I	4
			15

Third Semester (Summer)			Credit Hours
MRMT	2357	Advanced Medical Transcription	3
MRMT	2463	Clinical-Medical Transcription/Transcriptionist II	4
			7

Total Credit Hours   **34**

Medical Assisting Technology

Associate of Applied Science Degree (AAS-MDCA)

The Associate of Applied Science Degree in Medical Assisting Technology prepares students to work in direct patient care, administrative clinic offices, doctor offices, or other medical facilities. Students learn about medical ethics, terminology, anatomy, physiology, pharmacology, phlebotomy, EKG's, laboratory procedures, and clinical procedures, including patient preparation and screening. Successful completion of the Medical Assisting Technology Certificate coursework allows graduates to sit for the Certified Medical Assisting (CMA) Exam offered through the

American Association of Medical Assistants organization (AAMA) or the Registered Medical Assisting (RMA) exam offered through the American Medical Technologist (AMT) organization.

- Capstone experience: MDCA 1264, Practicum (or Field Experience)-Medical/Clinical Assistant.
- Minimum grade required for specialized courses: C.
- The Medical Assisting program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), (9355-113th St. N, #7709, Seminole, FL 33775; 727-210-2350; www.caahep.org) upon the recommendation of the Medical Assisting Education Review Board (MAERB).

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula which factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/medical-assisting-technology

Fall Semester			Credit Hours
MDCA	1305	Medical Law and Ethics	3
MDCA	1313	Medical Terminology for Medical Assistants	3
MDCA	1409	Anatomy and Physiology for Medical Assistants	4
MDCA	1421	Administrative Procedures	4
MDCA	1443	Medical Insurance	4
			18

Spring Semester			Credit Hours
MDCA	1310	Medical Assistant Interpersonal and Communication Skills	3
MDCA	1417	Procedures in a Clinical Setting I	4
MDCA	1448	Pharmacology & Administration of Medications	4
MDCA	1452	Medical Assistant Laboratory Procedures	4
			15

Summer Session			Credit Hours
ENGL	1301	Composition I (C)	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Humanities or Fine Arts Elective[1] (C) (HFA)	3
		Mathematics Elective[2] (C) (MNS)	3
		Social and Behavioral Sciences[3] (C) (SBS)	3
			15

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

Fall Semester			Credit Hours
ECRD	1211	Electrocardiography	2
HPRS	1202	Wellness and Health Promotion **or**	
HPRS	1209	Interpretation of Laboratory Results	2
MDCA	1264	Practicum (or Field Experience)-Medical/Clinical Assistant	2
MDCA	1370	Procedures in a Clinical Setting II	3
MDCA	1371	Medical Assisting Credentialing Exam Review	3
			12

Total Credit Hours   **60**

[1]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.

[2]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

[3]**Social and Behavioral Sciences Elective:** CRIJ 1301, PSYC 2301, 2314, or SPCH 1318.

Administrative Medical Assistant Certificate

Certification of Completion (C1-MDMA)

The Certificate of Completion in Administrative Medical Assistant prepares students to work in the out-patient clinical setting and hospital institutions by providing clerical support to all health professionals by performing a variety of duties such as; Scheduling and confirming patients appointments, Handling Billing, Bookkeeping and Insurance Processing, Creating and Maintaining Medical Records, Handling Correspondence, Answering and Routing Telephone Calls, Arranging for Hospital Admissions. Students learn about medical law & ethics, medical terminology, anatomy & physiology, medical insurance, including patient registration. Administrative psychomotor competencies include; Telephone calls triage, taking messages, insurance coding and filing, greeting the patient, assist the patient with community resources, and handling emergency situations. Successfully completing the Administrative Medical Assistant coursework of 18 credit hrs. allows the student to receive a certificate of completion level 1 as an Administrative Medical Assistant, a certificate on fire safety provided by the emergency management department at EPCC and the vision & hearing certificate provided by the Texas Department of State Health Services.

- Capstone experience: MDCA 1421, Administrative Procedures.
- Minimum grade required for specialized courses: C.
- The Medical Assisting Certificate program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), (9355-113th St. N, #7709, Seminole, FL 33775; 727-210-2350; www.caahep.org) upon the recommendation of the Medical Assisting Education Review Board (MAERB).

Important:

This program does not follow the Specialized Admissions procedure but it does require students to fulfill certain program-specific criteria including (but not limited to): minimum GPA, a background check, substance abuse screening, and immunizations/titers. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/medical-assisting-technology

Fall Semester			Credit Hours
MDCA	1305	Medical Law and Ethics	3
MDCA	1313	Medical Terminology for Medical Assistants	3
MDCA	1409	Anatomy and Physiology for Medical Assistants	4
MDCA	1421	Administrative Procedures	4
MDCA	1443	Medical Insurance	4
			18

Total Credit Hours   **18**

Medical Assisting Technology Certificate

Certification of Completion (C2-MDCC)

The Certificate of Completion in Medical Assisting Technology prepares students to work in direct patient care, administrative clinic offices, doctor offices, or other medical facilities. Students learn about medical ethics, terminology, anatomy, and physiology. Successful completion of the Medical Assisting Technology Certificate coursework allows graduates to sit for the Certified Medical Assisting (CMA) Exam offered through the American Association of Medical Assistants organization (AAMA) or the Registered Medical Assisting (RMA) exam offered through the American Medical Technologist (AMT) organization.

- Capstone experience: MDCA 1264, Practicum (or Field Experience)- Medical/Clinical Assistant.
- Minimum grade required for specialized courses: C
- The Medical Assisting Certificate program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), (9355-113th St. N, #7709, Seminole, FL 33775; 727-210-2350; www.caahep.org) upon the recommendation of the Medical Assisting Education Review Board (MAERB).

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula which factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/medical-assisting-technology

Fall Semester			Credit Hours
MDCA	1305	Medical Law and Ethics	3
MDCA	1313	Medical Terminology for Medical Assistants	3
MDCA	1409	Anatomy and Physiology for Medical Assistants	4
MDCA	1421	Administrative Procedures	4
MDCA	1443	Medical Insurance	4
			18

Spring Semester			Credit Hours
MDCA	1310	Medical Assistant Interpersonal and Communication Skills	3
MDCA	1417	Procedures in a Clinical Setting I	4
MDCA	1448	Pharmacology & Administration of Medications	4
MDCA	1452	Medical Assistant Laboratory Procedures	4
			15

Fall Semester			Credit Hours
ECRD	1211	Electrocardiography	2
MDCA	1264	Practicum (or Field Experience)- Medical/Clinical Assistant	2
MDCA	1370	Procedures in a Clinical Setting II	3
MDCA	1371	Medical Assisting Credentialing Exam Review	3
			10

Total Credit Hours   **43**

Medical Imaging Technology - Radiography

Associate of Applied Science Degree (AAS-MITR)

The Associate of Applied Science Degree in Medical Imaging Technology-Radiography prepares individuals to operate radiographic equipment and ready patients for various types of diagnostic procedures. Radiographers operate radiographic equipment necessary for examinations, position patients, and determine proper techniques for each image. Successful completion of this program allows graduates to apply for certification by the American Registry of Radiologic Technologists.

- Capstone experience: RADR 2235, Radiologic Technology Seminar.
- Minimum grade required for specialized courses: C; EXCEPT for the mandatory course RADR 1317, which requires a B or better.
- This 24-month program is approved by the Joint Review Committee on Education in Radiologic Technology.
- Medical Advisor: Melhem Ghaleb, M.D.

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula which factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at: epcc.edu/Academics/Health/medical-imaging-technology

Prerequisite Semester			Credit Hours
BIOL	2404	Anatomy & Physiology (Specialized, Single-Semester Course, Lecture + Lab) (C) (MNS)	4
RADR	1317	Radiographic Anatomy and Physiology I	3
			7

First Semester			Credit Hours
RADR	1262	Clinical-Radiologic Technology/ Science-Radiographer I	2
RADR	1313	Principles of Radiographic Imaging I	3
RADR	1411	Basic Radiographic Procedures	4
RADR	2309	Radiographic Imaging Equipment	3
			12

Second Semester			Credit Hours
MATH	1314	College Algebra (C) (MNS)	3
RADR	1363	Clinical-Radiologic Technology/ Science-Radiographer II	3
RADR	2205	Principles of Radiographic Imaging II	2
RADR	2213	Radiation Biology and Protection	2
RADR	2401	Intermediate Radiographic Procedures	4
			14

Third Semester (Summer)			Credit Hours
RADR	1462	Clinical-Radiologic Technology/ Science-Radiographer III	4
RADR	2333	Advanced Medical Imaging	3
			7

Fourth Semester			Credit Hours
ENGL	1301	Composition I (C)	3
RADR	1463	Clinical-Radiologic Technology/ Science-Radiographer IV	4
RADR	2431	Advanced Radiographic Procedures	4
			11

Fifth Semester			Credit Hours
PHIL	2306	Introduction to Ethics (C) (HFA)	3
PSYC	2301	General Psychology (C) (SBS)	3
RADR	1563	Clinical-Radiologic Technology/ Science-Radiographer V	5
RADR	2235	Radiologic Technology Seminar	2
			13

Total Credit Hours   **64**

Medical Laboratory Technology

Associate of Applied Science Degree (AAS-MLAB)

The Associate of Applied Science Degree in Medical Laboratory Technology is an Allied Health specialty that assists with the diagnosis, treatment, and prevention of disease using clinical laboratory tests. Medical Laboratory Technicians (MLTs) perform, review, and report a wide range of moderate complex laboratory procedures on blood and body fluids under the supervision of a Medical Laboratory Scientist and/or Laboratory Supervisor. MLTs operate, monitor, and troubleshoot laboratory instruments using analytical skills and quality control principles to recognize factors

that could lead to laboratory diagnostic errors. The Medical Laboratory Technology program is proud to have maintained a 100% student passing rate since 2015.

Successful completion of this program allows graduates to take the Medical Laboratory Technician national certification examinations administered through the American Society for Clinical Pathology Board of Certification (ASCP-BOC). The awarding of the AAS Degree is not contingent upon the passing of an external licensure or certification examination. MLT students are eligible to take the AMT phlebotomy certification after having successfully completed MLAB 1201, Introduction to Clinical Laboratory Science and MLAB 2360, Clinical-Clinical/Medical Laboratory Technician.

- Capstone experience: MLAB 2238, Advanced Topics in Medical Laboratory Technician/Assistant.
- Minimum grade required for specialized courses: C
- This 18-month program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS).
- Medical Advisor: Ellen Dudrey, M.D.

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula which factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/medical-laboratory-technology

Prerequisite Semester

			Credit Hours
BIOL	2404	Anatomy & Physiology (Specialized, Single-Semester Course, Lecture + Lab) (C) (MNS) [Recommended Summer Session I]	4
ENGL	1301	Composition I (C) [Recommended Summer Session I]	3
HPRS	1206	Essentials of Medical Terminology [Recommended Summer Session II]	2
MLAB	1201	Introduction to Clinical Laboratory Science [Recommended Summer Session II]	2
		Mathematics Elective[1] (C) (MNS) [Recommended Summer Session II]	3
			14

First Semester

			Credit Hours
BIOL	2420	Microbiology for Non-Science Majors (Lecture + Lab) **or**	
BIOL	2421	Microbiology for Science Majors (Lecture + Lab)	4
MLAB	1211	Urinalysis and Body Fluids	2
MLAB	1235	Immunology/Serology	2
MLAB	1415	Hematology	4
			12

Second Semester

			Credit Hours
MLAB	1127	Coagulation	1
MLAB	2360	Clinical-Clinical/Medical Laboratory Technician	3
MLAB	2431	Immunohematology	4
MLAB	2434	Clinical Microbiology	4
			12

Third Semester (Summer)

			Credit Hours
MLAB	2461	Clinical-Clinical/Medical Laboratory Technician	4
		Humanities or Fine Arts[2] (C) (HFA)	3
		Social and Behavioral Sciences[3] (C) (SBS)	3
			10

Fourth Semester

			Credit Hours
MLAB	1231	Parasitology/Mycology	2
MLAB	2238	Advanced Topics in Medical Laboratory Technician/Assistant	2
MLAB	2401	Clinical Chemistry	4
MLAB	2462	Clinical-Clinical/Medical Laboratory Technician	3
			12

Total Credit Hours **60**

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1342, 2314, 2412, or 2413.
[2]**Humanities or Fine Arts Elective:** Complete one course from PHIL 2306 (preferred), ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, ENGL 2322, 2323, 2332, 2333, 2341, 2351, DANC 2303, DRAM 1310, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, or 2303.
[3]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, PSYC 2301, SOCI 1301, or SPCH 1318.

Nursing

Associate of Applied Science Degree (AAS-RNSG) Certificate of Completion (C2-RNVN)

This articulated classroom and clinical education program prepares students to become eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). Program graduates provide professional nursing care, patient teaching, effective communication, and management of patient care. Successful completion of the first semester of courses allows students to apply to take the examination for Certified Nursing Aides through the Texas Nurse Aide Registry. Successful completion of the AAS program allows graduates to take the NCLEX-RN exam.

- Capstone experience (Associate of Applied Science Degree): RNSG 2261, Clinical–Registered Nursing/Registered Nurse.
- Capstone experience (Certificate of Completion)- Fundamentals of Nursing: RNSG 1260, Clinical–Registered Nursing/Registered Nurse.
- Minimum grade required for specialized and academic courses: C
- Students who successfully complete RNSG 1413 and RNSG 1260 with a "C" or better may apply for a Nurse Aide Certificate of Completion and are eligible to become a Certified Nursing Assistant.
- Students interested in obtaining licensure as a Licensed Vocational Nurse (LVN) may complete requirements for licensure eligibility via the VN spin-off after completing
- any of the different program tracks, will be required to pay a testing fee each semester as part of their registration fees. This fee will be assessed according to program code.

the first two semesters of the AAS Degree. The completion of the summer VN Spin-off courses, accompanied with graduation, will give the students a Vocational Nursing Certificate of Completion; the student is then eligible to take the NCLEX-PN exam.

- Students will be expected to pay all of the fees that are associated with ATI Standardized testing. Students who are admitted to the Associate Degree Nursing Program, in any of the different program tracks, will be required to pay a testing fee each semester as part of their registration fees. This fee will be assessed according to program code. Other fees may be assessed for some courses, including the Nursing Supplies Kit fee and Live NCLEX Review Course fee.
- BIOL 2401, BIOL 2402, and RNSG 1301 have a ten-year limit. Biology courses may be taken prior to or concurrent with RNSG 1301. Biology courses must be lecture plus lab that totals four credits.
- BIOL 1306 and BIOL 1106 are prerequisites for BIOL 2401 and BIOL 2402. Prerequisites can be met through CLEP (College Level Examination Program) or course completion.
- RNSG 1301, Pharmacology is a mandatory and ranking course.
- This program has been approved by the Texas Education Agency, the Texas Higher Education Coordinating Board,

and the Texas Board of Nursing. The AAS Degree in Nursing is accredited by the Accreditation

Important: Commission for Education in Nursing (ACEN).

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): EPCC culumative GPA, testing scores, background checks, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula that factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Nursing Counselor at the Rio Grande Campus when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/

Prerequisite Semester			Credit Hours
BIOL	2401	Anatomy & Physiology I (Lecture + Lab) (C) (MNS)	4
BIOL	2402	Anatomy & Physiology II (Lecture + Lab) (C) (MNS)	4
ENGL	1301	Composition I (C)	3
RNSG	1301	Pharmacology	3
		Mathematics Elective[1] (C) (MNS)	3
			17

First Semester			Credit Hours
PSYC	2314	Lifespan Growth & Development (C) (SBS)	3
RNSG	1208	Dosage Calculations for Nursing	2
RNSG	1260	Clinical–Registered Nursing/Registered Nurse	2
RNSG	1413	Foundations for Nursing Practice	4
		Humanities or Fine Arts Elective[2] (C) (HFA)	3
			14

Total Certificate Hours   **31**

Fundamentals of Nursing (C2-RNVN)
Exit Certificate of Completion

Second Semester			Credit Hours
RNSG	1261	Clinical–Registered Nursing/Registered Nurse	2
RNSG	1441	Common Concepts of Adult Health	4
RNSG	2213	Mental Health Nursing	2
RNSG	2260	Clinical-Registered Nursing/Registered Nurse	2
			10

Third Semester			Credit Hours
RNSG	2201	Care of Children and Families	2
RNSG	2262	Clinical-Registered Nursing/Registered Nurse	2
RNSG	2263	Clinical-Registered Nursing/Registered Nurse	2
RNSG	2308	Maternal/Newborn Nursing and Women's Health	3
			9

Fourth Semester			Credit Hours
RNSG	1343	Complex Concepts of Adult Health	3
RNSG	2130	Professional Nursing Review and Licensure Preparation	1
RNSG	2162	Clinical–Registered Nursing/Registered Nurse	1
RNSG	2221	Professional Nursing: Leadership and Management	2
RNSG	2261	Clinical–Registered Nursing/Registered Nurse	2
		Open Elective[3]	1
			10

Total Credit Hours   **60**

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, or 1342.
[2]**Humanities or Fine Arts Elective:** Complete one course from ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, or 2306.
[3]**Open Elective:** Complete any college-level course. Courses may not be used more than once within the degree plan.

Nursing - LVN to RN Transition Option

Associate of Applied Science Degree (AAS-LVRN)

This classroom and clinical education program prepare students to become eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). Program graduates provide professional nursing care, patient teaching, effective communication, and management of patient care. Students who have previously completed a vocational nursing program will be able to transfer their vocational nursing courses to this program under the Texas Nursing Articulation Plan. Students must have current state licensure (from Texas or Compact State) as a Licensed Vocational/Practical Nurse. These students will receive credit for the first two semesters of the Associate of Applied Science Degree in Nursing (AAS). These students start the degree plan by enrolling in RNSG 1115, Health Assessment and RNSG 1347, Concepts of Clinical Decision-Making I and RNSG 1327, Transition to Professional Nursing and RNSG 1262, Clinical-Registered Nursing/Registered Nurse.

- Other fees may be assessed for some courses, including the Nursing Supplies Kit fee and Live NCLEX Review Course fee.
- In addition to the TEAS test, a second qualifying exam, the ATI PN Comprehensive Predictor Exam, is required for placement and qualification into the Nursing LVN-RN Program.
- BIOL 2401, BIOL 2402, and RNSG 1301 have a ten-year limit. Biology courses may be taken prior to or concurrent with RNSG 1301. Biology courses must be lecture plus lab that totals four credits.
- BIOL 1306 and BIOL 1106 are prerequisites for BIOL 2401 and BIOL 2402. Prerequisites can be met through CLEP (College Level Examination Program) or course completion.
- RNSG 1301, Pharmacology is a prerequisite to RNSG 1327, RNSG 1262, and RNSG 1347.
- This program has been approved by the Texas Education Agency, the Texas Higher Education Coordinating Board, and the Texas Board of Nursing. The AAS Degree in Nursing is accredited by the Accreditation Commission for Education in Nursing (ACEN).

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): EPCC cumulative GPA, testing scores, background checks, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula that factors in individual academic performance and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Nursing Counselor at

the Rio Grande Campus when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view

FIRST SEMESTER			CREDIT HOURS
RNSG	1208	Dosage Calculations for Nursing	2
RNSG	1260	Clinical–Registered Nursing/Registered Nurse	2
RNSG	1261	Clinical–Registered Nursing/Registered Nurse	2
RNSG	1413	Foundations for Nursing Practice	4
RNSG	1441	Common Concepts of Adult Health	4
RNSG	2213	Mental Health Nursing	2
RNSG	2260	Clinical–Registered Nursing/Registered Nurse	2
			18

Second Semester			Credit Hours
BIOL	2401	Anatomy & Physiology I (Lecture + Lab) (C) (MNS)	4
BIOL	2402	Anatomy & Physiology II (Lecture + Lab) (C) (MNS)	4
PSYC	2314	Lifespan Growth & Development (C) (SBS)	3
RNSG	1301	Pharmacology	3
		Mathematics Elective[1] (C) (MNS)	3
			17

Third Semester			Credit Hours
ENGL	1301	Composition I (C)	3
RNSG	1115	Health Assessment	1
RNSG	1262	Clinical–Registered Nursing/Registered Nurse	2
RNSG	1327	Transition to Professional Nursing	3

RNSG	1347	Concepts of Clinical Decision-Making I	3
		Open Elective[2]	1
			13

Fourth Semester			Credit Hours
RNSG	1343	Complex Concepts of Adult Health	3
RNSG	2130	Professional Nursing Review and Licensure Preparation	1
RNSG	2162	Clinical–Registered Nursing/Registered Nurse	1
RNSG	2221	Professional Nursing: Leadership and Management	2
RNSG	2261	Clinical–Registered Nursing/Registered Nurse	2
		Humanities or Fine Arts Elective[3] (C) (HFA)	3
			12

Total Credit Hours 60

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, or 1342.
[2]**Open Elective:** Complete any college-level course. Courses may not be used more than once within the degree plan.
[3]**Humanities or Fine Arts Elective:** Complete one course from ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, or 2306.

Pharmacy Technology

Associate of Applied Science Degree (AAS-PHRA)

The Associate of Applied Science Degree in Pharmacy Technology provides specialized classroom and clinical education that prepares students with the knowledge, skills, and techniques to become vital members of the pharmacy care team. Typical job duties include reading and interpreting prescriptions, preparing and packaging prescriptions, managing pharmacy inventory, and preparing non-sterile and sterile pharmaceuticals. Successful completion of this program and passing of the Pharmacy Technician Certification Examination allows graduates to become a Certified Pharmacy Technician and subsequently should apply to become a Registered Pharmacy Technician by the Texas State Board of Pharmacy.

Disclaimer: The Pharmacy Technician Certification Board (PTCB) does not allow anyone to take the National Pharmacy Technician Certification Exam if they have been convicted of a felony that occurred within the last five years, and/or if the conviction was drug or pharmacy-related.

- Capstone experience: PHRA 2161, Clinical-Pharmacy Technician/Assistant III.
- Minimum grade required for specialized courses: C
- Additional testing fees are required for this program. Amounts are displayed in the Health Careers & Technical Education Programs Testing Fees chart at the beginning of the Health Sciences section in this catalog.
- Students are required to register with Texas State Board of Pharmacy prior to clinical training.
- The Pharmacy Technology program is accredited by the Pharmacy Technician Accreditation Commission (PTAC) 4500 East-West Highway, Suite 900, Bethesda, MD 20814, phone: 301-664-8835, fax: 301-657-1251. www.ashp.org.

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula which factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/pharmacy-technology

First Semester			Credit Hours
PHRA	1215	Pharmacy Terminology	2
PHRA	1306	Computerized Drug Delivery Systems	3
PHRA	1309	Pharmaceutical Mathematics I	3
PHRA	1413	Community Pharmacy Practice	4
PHRA	1541	Pharmacy Drug Therapy and Treatment	5
			17

Second Semester			Credit Hours
PHRA	1243	Pharmacy Technician Certification Review	2
PHRA	1261	Clinical-Pharmacy Technician/Assistant I	2
PHRA	1304	Pharmacotherapy and Disease Process	3
PHRA	1345	Compounding Sterile Preparations	3
PHRA	1347	Pharmaceutical Mathematics II	3
PHRA	2160	Clinical-Pharmacy Technician/Assistant II	1
			14

Third Semester			Credit Hours
ENGL	1301	Composition I (C)	3
		Life and Physical Sciences Elective[1] (C) (MNS)	3
		Life and Physical Sciences Laboratory Elective[2]	1
		Life and Physical Sciences Elective[1] (C) (MNS)	3
		Life and Physical Sciences Laboratory Elective[2]	1
		Humanities or Fine Arts Elective[3] (C) (HFA)	3
			14

Fourth Semester			Credit Hours
PHRA	2161	Clinical-Pharmacy Technician/Assistant III	1
		Life and Physical Sciences Elective[1] (C) (MNS)	3
		Life and Physical Sciences Laboratory Elective[2]	1
		Life and Physical Sciences Elective[1] (C) (MNS)	3
		Life and Physical Sciences Laboratory Elective[2]	1
		Social and Behavioral Sciences Elective[4] (C) (SBS)	3
		Speech Communication Elective[5]	3
			15

Total Credit Hours   60

[1]**Life and Physical Sciences Elective:** Complete four courses from BIOL 1306 and 1307 (preferred), or CHEM 1311 and 1312 (preferred), or ASTR 1303, 1304, BIOL 1308, 1309, 2401, 2402, 2404, CHEM 1306, 1307, GEOL 1301, 1302, 1303, 1304, PHYS 1301, 1302, 1315, 2325, or 2326. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the Life & Physical Sciences Laboratory elective.

[2]**Life and Physical Sciences Laboratory:** Complete four Life and Physical Sciences Laboratory courses BIOL 1106 and 1107 (preferred) or CHEM 1111 and 1112 (preferred) or ASTR 1103, 1104, BIOL 1108, 1109, CHEM 1106, 1107, GEOL 1101, 1102, 1103, 1104, PHYS 1101, 1102, 1115, 2125, or 2126.

[3]**Humanities or Fine Arts Elective:** Complete one course from PHIL 2306 (preferred) or ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1301, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, or 2303.

[4]**Social and Behavioral Sciences Elective:** Complete one course from PSYC 2301 (preferred) or CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

[5]**Speech Communication Elective:** Complete one course from SPCH 1315 (preferred), 1318, or 1321.
Courses may not be used more than once within the degree plan.

Pharmacy Technology Certificate
Certificate of Completion (C2-PHRC)

The Certificate of Completion in Pharmacy Technology provides specialized classroom and clinical education that prepares students with the knowledge, skills, and techniques to become vital members of the pharmacy care team. Typical job duties include reading and interpreting prescriptions, preparing and packaging prescriptions, managing pharmacy inventory, and preparing non-sterile and sterile pharmaceuticals. Successful completion of this program and passing of the Pharmacy Technician Certification Examination allows graduates to become a Certified Pharmacy Technician and subsequently should apply to become a Registered Pharmacy Technician by the Texas State Board of Pharmacy.

Disclaimer: The Pharmacy Technician Certification Board (PTCB) does not allow anyone to take the National Pharmacy Technician Certification Exam if they have been convicted of a felony that occurred within the last five years, and/or if the conviction was drug or pharmacy-related.

- Capstone experience: PHRA 2161, Clinical-Pharmacy Technician/Assistant III.
- Minimum grade required for specialized courses: C
- Additional testing fees are required for this program. Amounts are displayed in the Health Careers & Technical Education Programs Testing Fees chart at the beginning of the Health Sciences section in this catalog.
- Students are required to register with Texas State Board of Pharmacy prior to clinical training.
- The Pharmacy Technology program is accredited by the Pharmacy Technician Accreditation Commission (PTAC) 4500 East-West Highway, Suite 900, Bethesda, MD 20814, phone: 301-664-8835, fax: 301-657-1251. www.ashp.org.

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula which factors in individual

academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/pharmacy-technology

First Semester			Credit Hours
PHRA	1215	Pharmacy Terminology	2
PHRA	1306	Computerized Drug Delivery Systems	3
PHRA	1309	Pharmaceutical Mathematics I	3
PHRA	1413	Community Pharmacy Practice	4
PHRA	1541	Pharmacy Drug Therapy and Treatment	5
			17

Second Semester			Credit Hours
PHRA	1243	Pharmacy Technician Certification Review	2
PHRA	1261	Clinical-Pharmacy Technician/Assistant I	2
PHRA	1304	Pharmacotherapy and Disease Process	3
PHRA	1345	Compounding Sterile Preparations	3
PHRA	1347	Pharmaceutical Mathematics II	3
PHRA	2160	Clinical-Pharmacy Technician/Assistant II	1
PHRA	2161	Clinical-Pharmacy Technician/Assistant III	1
			15

Total Credit Hours	32

Physical Therapist Assistant

Associate of Applied Science Degree (AAS-PTHA)

The full-time Associate of Applied Science Degree in Physical Therapist Assistant prepares individuals for careers as Physical Therapist Assistants (PTAs). Licensed Physical Therapist Assistants work under the supervision of a licensed Physical Therapist to perform treatment interventions such as: manual therapy, motor relearning and supervised custom designed exercise programs to address movement impairments, chronic pain, and movement education for lifelong health and wellness. Successful completion of this program allows graduates to take the Licensure Examination administrated by the Federation of State Boards of Physical Therapy.

- Capstone experience: PTHA 2339, Professional Issues, this course is designed to prepare the student for the National Licensing Exam, professional engagement and successful employment.
- Minimum grade required for specialized and academic courses: B; EXCEPT for the following courses: ENGL 1301, HPRS 1206, PHIL 2306, and PSYC 2314, which require a C or better.
- HPRS 1206, Essentials of Medical Terminology is a prerequisite to PTHA 1309, Introduction to Physical Therapy.
- Additional testing fees are required for this program. Amounts are displayed in the Health Careers & Technical Education Programs Testing Fees chart at the beginning of the Health Sciences section in this catalog. FEES ARE NON-REFUNDABLE.

- The Physical Therapist Assistant program is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE). 3030 Potomac Ave., Suite 100, Alexandria, Virginia 22305-3085. Phone: 703-706-3245/800-999-2782. Email: accreditation@apta.org Website: www.capteonline.org.

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula which factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/physical-therapist-assistant

Prerequisite Semester			Credit Hours
BIOL	2401	Anatomy & Physiology I (Lecture + Lab) (C) (MNS)	4
BIOL	2402	Anatomy & Physiology II (Lecture + Lab) (C) (MNS)	4
ENGL	1301	Composition I (C)	3
HPRS	1206	Essentials of Medical Terminology	2
			13

First Semester			Credit Hours
PTHA	1225	Communication in Health Care	2
PTHA	1309	Introduction to Physical Therapy	3
PTHA	1321	Pathophysiology for the PTA	3
PTHA	1413	Functional Anatomy	4
			12

Second Semester			Credit Hours
PTHA	1166	Practicum (or Field Experience)- Physical Therapist Assistant	1
PTHA	1431	Biophysical Agents	4
PTHA	2301	Essentials of Data Collection	3
PTHA	2509	Therapeutic Exercise	5
			13

Third Semester (Summer)			Credit Hours
PHIL	2306	Introduction to Ethics (C) (HFA)	3
PSYC	2314	Lifespan Growth & Development (C) (SBS)	3
PTHA	1167	Practicum (or Field Experience)- Physical Therapist Assistant	1
PTHA	2166	Practicum (or Field Experience)- Physical Therapist Assistant	1
			8

Fourth Semester			Credit Hours
PTHA	1491	Special Topics in Physical Therapy Assistant	4
PTHA	2305	Neurology	3
PTHA	2431	Management of Neurological Disorders	4
PTHA	2435	Rehabilitation Techniques	4
			15

Fifth Semester			Credit Hours
PTHA	2266	Practicum (or Field Experience)- Physical Therapist Assistant	2
PTHA	2339	Professional Issues	3
			5

Total Credit Hours **66**

Public Health Certificate

Certificate of Completion (C1-PBHL)

This one-semester Level One Certificate in Public Health is designed to equip a diverse range of individuals, including those from various health programs, community members, and professionals working in the field of community health, with the fundamental knowledge and skills needed to excel in public health practice. This comprehensive program comprises 15 credit hours of engaging coursework, carefully curated to provide a strong foundation in the essential aspects of public health. As you embark on this educational journey, you will delve into topics that include health promotion, disease prevention, the social and behavioral implications of disease prevention, community, and environmental health, community nutrition, and an exploration of new and emerging issues that significantly influence the practice of public health. By enrolling in our Level One Certificate in Public Health, you are taking a crucial step toward making a positive impact on the health and well-being of individuals and communities. Join us in this exciting endeavor, and let's build a healthier, more resilient future together. Your journey toward a rewarding career in public health begins here. The capstone course for this Certificate of Completion is HITT 2228, Introduction to Public Health.

- Minimum grade required for specialized courses: C

Important:

This program does not require students to fulfill Specialized Admissions criteria or procedures. For more information, view the Program Information Guide at epcc.edu/Academics/Health/health-professions-and-related-science

One Semester			Credit Hours
CHLT	1301	Introduction to Community Health	3
CHLT	1341	Environmental Health	3
HECO	1322	Nutrition & Diet Therapy	3
HPRS	1202	Wellness and Health Promotion	2
HITT	2228	ntroduction to Public Health	2
PBHL	1291	Special Topics in Public Health, General	2
			15

Total Credit Hours **15**

Respiratory Care Technology

Associate of Applied Science Degree (AAS-RSPT)

The Associate of Applied Science Degree in Respiratory Care Technology is a health specialty program, which prepares students to be credentialed and licensed in the field of Respiratory Care. A respiratory therapist is directly involved in the care of patients with various forms of acute or chronic respiratory illnesses. Successful completion of this program allows graduates to sit for the NBRC's

Therapist Multiple Choice Exam and Clinical Simulation Exam, Pulmonary Function Technologist Exam, and the Perinatal/Pediatric Specialist Exam.

- Capstone experience: RSPT 2361, Clinical-Respiratory Care Therapy/Therapist IV.
- Minimum grade required for specialized courses: C
- The Respiratory Care Technology program is accredited by the Commission on Accreditation for Respiratory Care (CoARC).
- Medical Advisor: Gonzalo Diaz, M.D.

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula which factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/respiratory-care-technology

Prerequisite Semester			Credit Hours
BIOL	2404	Anatomy & Physiology (Specialized, Single-Semester Course, Lecture + Lab) (C) (MNS)	4
HPRS	1206	Essentials of Medical Terminology	2
RSPT	1201	Introduction to Respiratory Care	2
RSPT	2317	Cardiopulmonary Pharmacology	3
			11

First Semester			Credit Hours
ENGL	1301	Composition I (C)	3
RSPT	1340	Advanced Cardiopulmonary Anatomy and Physiology	3
RSPT	1360	Clinical-Respiratory Care Therapy/Therapist I	3
RSPT	1410	Respiratory Care Procedures I	4
			13

Second Semester			Credit Hours
CHEM	1306	Introductory Chemistry I (Lecture) (C) (MNS)	3
CHEM	1106	Introductory Chemistry I (Lab)	1
RSPT	1411	Respiratory Care Procedures II	4
RSPT	2310	Cardiopulmonary Disease	3
RSPT	2461	Clinical-Respiratory Care Therapy/ Therapist II	4
			15

Third Semester (Summer)			Credit Hours
RSPT	2239	Advanced Cardiac Life Support	2
RSPT	2360	Clinical-Respiratory Care Therapy/Therapist III	3
RSPT	2414	Mechanical Ventilation	4
		Social and Behavioral Sciences Elective[1] (C) (SBS)	3
			12

Fourth Semester			Credit Hours
PHIL	2306	Introduction to Ethics (C) (HFA)	3
RSPT	2130	Respiratory Care Examination Preparation	1
RSPT	2135	Pediatric Advanced Life Support	1
RSPT	2358	Respiratory Care Patient Assessment	3
RSPT	2361	Clinical-Respiratory Care Therapy/ Therapist IV	3
RSPT	2453	Neonatal/Pediatric Cardiopulmonary Care	4
			15
Total Credit Hours			**66**

[1]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, PSYC 2301, 2314, or SOCI 1301.

Surgical Technology

Associate of Applied Science Degree (AAS-SRGT)

Surgical Technologists are vital members of high-functioning surgical teams and work closely with physicians, registered nurses,

and other surgical personnel to provide optimal patient care. Surgical technologists are responsible for creation and maintenance of the sterile field; anticipating the surgeon's needs; organization and care of surgical instrumentation; prevention of potential retained surgical items by performance of appropriate counts; and managing all areas of surgical procedures within their scope of practice and in coordination with the other team members before, during, and after surgery. Successful completion of this program allows graduates to take the Certified Surgical Technologist examination to become a Certified Surgical Technologist (CST) administered by the National Board of Surgical Technology and Surgical Assisting (NBSTSA).

- Capstone experience: taking the Certified Surgical Technologist examination.

- Minimum grade required for specialized and academic courses: C
- The AAS in Surgical Technology is accredited by the Commission on Accreditation of Allied Health Education Program (CAAHEP), 9355-113th St. N, #7709, Seminole, FL 33775; 727-210-2350; Email: mail@caahep.org, Website: www.caahep.org. Upon the recommendation of the Accreditation Review Council on Education in Surgical Technology/Surgical Assisting (19751 E. Mainstreet, Suite #339; Parker, Colorado 80138; Phone: 303-694-9262; email: info@arcstsa.org; web: www.arcstsa.org).

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): minimum GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula which factors in individual academic performance, Specialized Admissions criteria, and the

successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Health Career & Technical Education Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/surgical-technology

Prerequisite Semester			Credit Hours
BIOL	2404	Anatomy & Physiology (Specialized, Single-Semester Course, Lecture + Lab) (C)	4
HPRS	1206	Essentials of Medical Terminology	2
		Mathematics Elective[1] (C) (MNS)	3
			9

First Semester (Summer)			Credit Hours
BIOL	2420	Microbiology for Non-Science Majors (Lecture + Lab) **or**	
BIOL	2421	Microbiology for Science Majors (Lecture + Lab)	4
PSYC	2301	General Psychology (C) (SBS) **or**	
PSYC	2314	Lifespan Growth & Development (C) (SBS)	3
SRGT	1405	Introduction to Surgical Technology	4
			11

Second Semester (Fall)			Credit Hours
ENGL	1301	Composition I (C)	3
PHIL	2306	Introduction to Ethics (C) (HFA)	3
SRGT	1244	Technological Sciences for the Surgical Technologist	2
SRGT	1509	Fundamentals of Perioperative Concepts and Techniques	5
			13

Third Semester (Spring)			Credit Hours
SRGT	1541	Surgical Procedures I	5
SRGT	2560	Clinical-Surgical Technology/ Technologist I	5
			10

Fourth Semester (Summer)			Credit Hours
SRGT	1542	Surgical Procedures II	5
		Speech Communication Elective[3]	3
			8

Fifth Semester			Credit Hours
SRGT	2470	Certified Surgical Technology Exam Preparation	4
SRGT	2561	Clinical-Surgical Technology/ Technologist II	5
			9
Total Credit Hours			**60**

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.
[2]**Speech Communication Elective:** Complete one course from SPCH 1315, 1318, or 1321.

Vocational Nursing Certificates

Certificate of Completion (C2-VNSG)
Certificate of Completion (C2-VCNA)

This articulated classroom and clinical education program prepares students to become eligible to take the Licensure Examination for Practical (Vocational) Nurses (NCLEX-PN). Vocational Nurses perform routine nursing procedures under the supervision of a Registered Nurse or physicians. These procedures include observation, reporting, and the environmental and physical

management of patients. Successful completion of the first semester of VNSG courses allows students to apply to test for Certified Nursing Aide through the Texas Nurse Aide Registry.

- Capstone experience (Certificate of Completion, C2-VNSG): VNSG 1263, Clinical–Licensed Practical/Vocational Nurse Training.
- Capstone experience (Certificate of Completion, C2-VCNA): VNSG 1260, Clinical Licensed Practical/Vocational Nurse Training.
- Minimum grade required for specialized and academic courses: C
- Students will be expected to pay all of the fees that are associated with ATI Standardized testing. Students who are admitted to the Vocational Nursing Program will be required to pay a testing fee each semester as part of their registration fees.
- Other fees may be assessed for some courses, including the
- Nursing Supplies Kit fee and Live NCLEX Review Course fee.
- BIOL 2401, BIOL 2402, and RNSG 1301 have a ten-year limit. Biology courses may be taken prior to or concurrent with RNSG 1301. Biology courses must be lecture plus lab that totals fours credits.
- BIOL 1306 and BIOL 1106 are prerequisites for BIOL 2401 and BIOL 2402. Prerequisites can be met through CLEP (College Level Examination Program) or course completion.
- RNSG 1301, Pharmacology is a mandatory and ranking course.
- Students who successfully complete VNSG 1323, VNSG 1160 and VNSG 1402, VNSG 1260 with a "C" or better may apply for a Nurse Aide Certificate of Completion and

   are eligible to become a Certified Nursing Assistant.
- Only the high school students pursuing the Vocational Nursing program will not have to have Pharmacology and Math as a prerequisite for the first semester.

- VNSG 1160, VNSG 1260, VNSG 1323, VNSG 1402 may run concurrently and can be co-requisites for high school students only as appropriate.
- Students by special exception may take RNSG 1301 and VNSG 1227 after the first semester courses, VNSG 1160, VNSG 1260, VNSG 1323, and VNSG 1402.
- This program has been approved by the Texas Education Agency, the Texas Higher Education Coordinating Board, and the Texas Board of Nursing.

Important:

This program requires students to fulfill Specialized Admissions criteria and procedures, including (but not limited to): EPCC cumulative GPA, testing scores, a background check, substance abuse screening, and immunizations/titers. Acceptance into this program is determined by a competitive ranking formula that factors in individual academic performance, Specialized Admissions criteria, and the successful completion of ranking and/or mandatory courses, as applicable. Students should view the Program Information Guide on the program's website and consult with a Vocational Nursing Counselor when considering applying to this program.

For more information including ranking dates, pre/post-admissions requirements, and program contact information, view the Program Information Guide at epcc.edu/Academics/Health/ Nursing

Prerequisite Semester			Credit Hours
RNSG	1301	Pharmacology	3
VNSG	1133	Growth and Development **or**	
PSYC	2314	Lifespan Growth & Development (C)	1-3
VNSG	1405	Health Science **or**	
BIOL	2401	Anatomy & Physiology I (Lecture + Lab) (C)	4
VNSG	1420	Anatomy and Physiology for Allied Health **or**	
BIOL	2402	Anatomy & Physiology II (Lecture + Lab) (C)	4
		Mathematics Elective[1] (C)	3
			15-17

First Semester			Credit Hours
ENGL	1301	Composition I (C)	3
VNSG	1160	Clinical–Licensed Practical/Vocational Nurse Training	1
VNSG	1227	Essentials of Medication Administration	2
VNSG	1260	Clinical–Licensed Practical/Vocational Nurse Training	2
VNSG	1323	Basic Nursing Skills	3
VNSG	1402	Applied Nursing Skills I	4
			15

Total Certificate Hours			30-32

Fundamentals of Vocational Nursing (C2-VCNA)
Exit Certificate of Completion

Second Semester			Credit Hours
VNSG	1161	Clinical–Licensed Practical/Vocational Nurse Training	1
VNSG	1163	Clinical–Licensed Practical/Vocational Nurse Training	1
VNSG	1166	Practicum (or Field Experience)-Licensed Practical/Vocational Nurse Training	1
VNSG	2214	Applied Nursing Skills III	2
VNSG	2413	Applied Nursing Skills II	4
			9

Third Semester (Summer)			Credit Hours
VNSG	1219	Leadership and Professional Development	2
VNSG	1230	Maternal-Neonatal Nursing	2
VNSG	1234	Pediatrics	2
VNSG	1262	Clinical–Licensed Practical/Vocational Nurse Training	2
VNSG	1263	Clinical–Licensed Practical/Vocational Nurse Training	2
			10

Total Credit Hours			49-51

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, or 1342.

INDUSTRY, MANUFACTURING & CONSTRUCTION

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Industry, Manufacturing & Construction

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Automotive Technology

Associate of Applied Science Degree (AAS-AUMT)

The two-year Associate of Applied Science Degree in Automotive Technology provides the knowledge and skills necessary for entry-level employment in the automotive field and related areas. Students will learn the necessary skills needed to work in the repairing of engines, automatic transmission/transaxle; manual drive & axles; suspension & steering; brakes; electrical/electronic systems; heating & air conditioning; and engine performance. All courses abide by the National Institute of Automotive Service Excellence. The AAS Degree also offers certificate options; the certificates include some of the courses in the degree plan, providing students with alternate exit points. Students are required to obtain a basic tool kit and OSHA-approved safety glasses. The capstone course for the AAS Degree is AUMT 2310, Automotive Service Consultant.

For more information visit:
epcc.edu/Academics/AutomotiveTechnology

First Semester			Credit Hours
AUMT	1307	Automotive Electrical Systems	3
AUMT	1319	Automotive Engine Repair	3
AUMT	2317	Automotive Engine Performance Analysis I	3
		Social and Behavioral Sciences Elective[1] (C) (SBS)	3
		Computer Elective[2]	3
			15

Second Semester			Credit Hours
AUMT	1310	Automotive Brake Systems	3
AUMT	1316	Automotive Suspension and Steering Systems	3
AUMT	2337	Automotive Electronics	3
ENGL	1301	Composition I (C)	3
			12

Third Semester (Summer)			Credit Hours
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C) [Recommended Summer Session I]	3
		Humanities or Fine Arts Elective[3] (C) (HFA) [Recommended Summer Session I]	3
		Mathematics Elective[4] (C) (MNS) [Recommended Summer Session II]	3
			9

Fourth Semester			Credit Hours
AUMT	2313	Automotive Drive Train and Axles	3
AUMT	2325	Automatic Transmission and Transaxle	3
AUMT	2334	Automotive Engine Performance Analysis II	3
AUMT	2380	Cooperative Education-Automobile/ Automotive Mechanics Technology/ Technician I **or**	
		Open Elective[5]	3
			12

Fifth Semester			Credit Hours
AUMT	1345	Automotive Climate Control Systems	3
AUMT	2310	Automotive Service Consultant	3
AUMT	2321	Automotive Electrical Diagnosis and Repair	3
AUMT	2381	Cooperative Education-Automobile/ Automotive Mechanics Technology/ Technician II **or**	
		Open Elective[5]	3
			12

Total Credit Hours **60**

[1]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.
[2]**Computer Elective:** Complete one course from BCIS 1305, COSC 1301, or ITSC 1301.
[3]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.
[4]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.
[5]**Open Elective:** Complete any college-level course. Courses may not be used more than once within the degree plan.

Automotive Technology - One Year Certificate

Certificate of Completion (C1-AUMC)

The Certificate of Completion in Automotive Technology-One Year covers the first-year curriculum of the Associate of Applied Science degree in Automotive Technology. Students learn the basics behind the theory and practical application of automotive repair. Students are encouraged to continue on to the Certificate of Completion-Two Year to learn more about automotive repair and increase their earning potential. The capstone course for the One Year Certificate of Completion is AUMT 2337, Automotive Electronics.

For more information, visit:
epcc.edu/Academics/AutomotiveTechnology

First Semester			Credit Hours
AUMT	1307	Automotive Electrical Systems	3
AUMT	1319	Automotive Engine Repair	3
AUMT	2317	Automotive Engine Performance Analysis I	3
			9

Second Semester			Credit Hours
AUMT	1310	Automotive Brake Systems	3
AUMT	1316	Automotive Suspension and Steering Systems	3
AUMT	2337	Automotive Electronics	3
			9

Total Credit Hours	**18**

Automotive Technology - Two Year Certificate

Certificate of Completion (C2-AITY)

The Certificate of Completion in Automotive Technology-Two Year prepares students for entry-level work in the automotive repair profession. Students learn the theories involved in automotive repair, in addition to hands-on, practical experience. Students are encouraged to continue on the Associate of Applied Science in Automotive Technology once they have completed the Two-Year Certificate of Completion to increase their knowledge and earning potential. The

capstone course for the two-year Certificate of Completion is AUMT 2310, Automotive Service Consultant.

For more information, visit:
epcc.edu/Academics/AutomotiveTechnology

First Semester			Credit Hours
AUMT	1307	Automotive Electrical Systems	3
AUMT	1319	Automotive Engine Repair	3
AUMT	2317	Automotive Engine Performance Analysis I	3
			9

Second Semester			Credit Hours
AUMT	1310	Automotive Brake Systems	3
AUMT	1316	Automotive Suspension and Steering Systems	3
AUMT	2337	Automotive Electronics	3
			9

Third Semester			Credit Hours
AUMT	2313	Automotive Drive Train and Axles	3
AUMT	2325	Automatic Transmission and Transaxle	3
AUMT	2334	Automotive Engine Performance Analysis II	3
			9

Fourth Semester			Credit Hours
AUMT	1345	Automotive Climate Control Systems	3
AUMT	2310	Automotive Service Consultant	3
AUMT	2321	Automotive Electrical Diagnosis and Repair	3
			9

Total Credit Hours	**36**

Driveability Technician Certificate

Certificate of Completion (C1-AUDT)

The Certificate of Completion in Driveability Technician is a specialty certificate that prepares students to diagnose and repair driveability complaints. The Certificate emphasizes automotive

computer-controlled systems and electronic testing. The capstone course for this Certificate of Completion is AUMT 2381, Cooperative Education- Automotive/Automobile Mechanics Technology/Technician II.

For more information, visit:
epcc.edu/Academics/AutomotiveTechnology

First Semester			Credit Hours
AUMT	1307	Automotive Electrical Systems	3
AUMT	2317	Automotive Engine Performance Analysis I	3
AUMT	2337	Automotive Electronics	3
			9

Second Semester			Credit Hours
AUMT	2334	Automotive Engine Performance Analysis II	3
AUMT	2380	Cooperative Education-Automobile/Automotive Mechanics Technology/Technician I	3
			6

Third Semester			Credit Hours
AUMT	2381	Cooperative Education-Automobile/Automotive Mechanics Technology/Technician II	3
			3

Total Credit Hours	**18**

Computer-Aided Design

Associate of Applied Science Degree (AAS-DFTG)

The Associate of Applied Science Degree in Computer-Aided Design (CAD) prepares students for careers in computer-aided design and building information modeling by utilizing 2D or 3D software programs such as: AutoCAD, Inventor, Revit, AutoCAD Civil 3D, 3DS Max, SolidWorks, Corel, Photoshop, and Video Studio. The capstone course for the AAS Degree is DFTG 2380, Cooperative Education-Drafting and Design Technology/Technician, General I.

For more information visit:
epcc.edu/Academics/AdvancedTechnologyCenter/computer-aided-design

First Semester			Credit Hours
DFTG	1309	Basic Computer-Aided Drafting	3
DFTG	1317	Architectural Drafting-Residential	3
DFTG	1333	Mechanical Drafting	3
ENGL	1301	Composition I (C)	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			15

Second Semester			Credit Hours
DFTG	2328	Architectural Drafting-Commercial	3
DFTG	2332	Advanced Computer-Aided Drafting	3
DFTG	2340	Solid Modeling/Design	3
DFTG	2450	Geometric Dimensioning and Tolerancing	4
		Humanities or Fine Arts Elective[1] (C) (HFA)	3
			16

Third Semester			Credit Hours
ARCE	1352	Structural Drafting	3
ARCE	2344	Statics and Strength of Materials	3
DFTG	1330	Civil Drafting I	3
		Mathematics Elective[2] (C) (MNS)	3
		Social and Behavioral Sciences Elective[3] (C) (SBS)	3
			15

Fourth Semester			Credit Hours
DFTG	2321	Topographical Drafting	3
DFTG	2380	Cooperative Education-Drafting and Design Technology/Technician, General I	3
DFTG	2412	Technical Illustration and Presentation	4
DFTG	2471	3D Printing	4
			14

Total Credit Hours   **60**

[1]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301 (preferred), 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.

[2]**Mathematics Elective:** Complete one course from MATH 1314 (preferred), 1324, 1332, 1342, 2314, 2412, or 2413.

[3]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301 (preferred), 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

Construction Specialization Certificate

Certificate of Completion (C1-DFCS)

The Certificate of Completion in Construction Specialization prepares students for careers as Construction Specialization Drafters by utilizing 2D and 3D software programs such as: AutoCAD, Inventor, Revit, AutoCAD Civil 3D, 3DS Max, SolidWorks, Corel, Photoshop and Video Studio. The capstone course is DFTG 2380, Cooperative Education–Drafting and Design Technology/ Technician, General I.

For more information, visit:
epcc.edu/Academics/AdvancedTechnologyCenter/computer-aided-design

First Semester			Credit Hours
DFTG	1309	Basic Computer-Aided Drafting	3
DFTG	1317	Architectural Drafting-Residential	3
DFTG	1330	Civil Drafting I	3
			9

Second Semester			Credit Hours
DFTG	2321	Topographical Drafting	3
DFTG	2328	Architectural Drafting-Commercial	3
DFTG	2332	Advanced Computer-Aided Drafting	3
			9

Third Semester			Credit Hours
ARCE	1352	Structural Drafting	3
DFTG	2380	Cooperative Education–Drafting and Design Technology/Technician, General I	3
			6

Total Credit Hours   **24**

Mechanical Specialization Certificate

Certificate of Completion (C1-DFMS)

The Mechanical Specialization Certificate of Completion prepares students for careers as Mechanical Specialization Drafters by utilizing 2D and 3D software programs such as: AutoCAD; Inventor; Revit; AutoCAD Civil 3D; 3DS Max; SolidWorks; Corel; Photoshop; and Video Studio. The capstone course for the Certificate of Completion is DFTG 2380, Cooperative Education-Drafting and Design Technology/Technician, General I.

For more information, visit:
epcc.edu/Academics/AdvancedTechnologyCenter/computer-aided-design

First Semester			Credit Hours
DFTG	1309	Basic Computer-Aided Drafting	3
DFTG	1333	Mechanical Drafting	3
			6

Second Semester			Credit Hours
DFTG	2332	Advanced Computer-Aided Drafting	3
DFTG	2340	Solid Modeling/Design	3
DFTG	2412	Technical Illustration and Presentation	4
DFTG	2450	Geometric Dimensioning and Tolerancing	4
			14

Third Semester			Credit Hours
DFTG	2380	Cooperative Education-Drafting and Design Technology/Technician, General I	3
DFTG	2471	3D Printing	4
			7

Total Credit Hours   **27**

Cosmetology Certificate

Certificate of Completion (C1-CSME)

This one-year Certificate of Completion prepares individuals for a variety of careers within the beauty industry. Students are trained in beginning, intermediate, and advanced levels of theoretical and practical applications in the salon environment. Students utilize the latest professional products, equipment, and techniques in the classroom. Graduates of this program are eligible to take the Texas Department of Licensing and Regulations (TDLR) exam.

Students are encouraged to have a strong reading level to succeed in the coursework, see an academic counselor or advisor for guidance.

For more information visit: epcc.edu/Academics/Cosmetology

First Semester			Credit Hours
CSME	1443	Manicuring and Related Theory	4
CSME	1505	Fundamentals of Cosmetology	5
CSME	1553	Chemical Reformation and Related Theory	5
			14

Second Semester			Credit Hours
CSME	1430	Orientation to Nail Technology	4
CSME	1447	Principles of Skin Care/Facials and Related Theory	4
CSME	2401	The Principles of Hair Coloring and Related Theory	4
CSME	2410	Advanced Haircutting and Related Theory	4
			16

Third Semester			Credit Hours
CSME	2237	Advanced Cosmetology Techniques	2
CSME	2439	Advanced Hair Design	4
CSME	2541	Preparation for the State Licensing Examination	5
			11

Total Credit Hours   **41**

Culinary Arts & Related Sciences-Culinary Arts

Associate of Applied Science Degree (AAS-CHEF)

The Associate of Applied Science Degree in Culinary Arts & Related Sciences-Culinary Arts prepares students for entry-level positions and beyond in the food service industry. The AAS Degree in Culinary Arts & Related Sciences-Culinary Arts emphasizes basic concepts and techniques related to food and beverage production and control, cooking techniques/methods, customer service, and a variety of service styles. Students study the creation, preparation, and presentation of foods for both commercial and institutional food service establishments. The program provides instruction focusing on the concepts necessary for successful food service and operation. Students' proficiencies include, but are not limited to, basic knife skills, safe food handling, food and beverage service, menu costing, sauces, garde manger, American regional cuisines, international cuisines, and point of sales experience. The capstone course for the AAS Degree in Culinary Arts is CHEF 2264, Practicum (or Field Experience)-Culinary Arts/Chef Training I.

It is strongly recommended that students attend a Culinary orientation held approximately four weeks prior to the start of each semester. Information presented during the Culinary orientation includes a tour of the facilities; introduction to the program and schedule of upcoming events; an interview with one of the chef instructors; and uniforms, equipment, and their costs.

For more information visit: epcc.edu/Academics/CulinaryArts

First Semester			Credit Hours
CHEF	1301	Basic Food Preparation	3
CHEF	1305	Sanitation and Safety	3
PSTR	1301	Fundamentals of Baking	3
PSYC	2301	General Psychology (C) (SBS) **or**	
SOCI	1301	Introduction to Sociology (C) (SBS)	3
			12

Second Semester			Credit Hours
CHEF	1341	American Regional Cuisine	3
CHEF	1345	International Cuisine	3
ENGL	1301	Composition I (C)	3
HECO	1322	Nutrition & Diet Therapy	3
		Mathematics Elective[1] (C) (MNS)	3
			15

Third Semester (Summer)			Credit Hours
CHEF	1300	Professional Cooking and Meal Service	3
RSTO	1325	Purchasing for Hospitality Operations	3
RSTO	2431	Food Service Management	4
			10

Fourth Semester			Credit Hours
CHEF	1314	A La Carte Cooking	3
CHEF	1410	Garde Manger	4
CHEF	2302	Saucier	3
RSTO	1221	Menu Management	2
			12

Fifth Semester			Credit Hours
CHEF	2264	Practicum (or Field Experience)-Culinary Arts/Chef Training I	2
CHEF	2331	Advanced Food Preparation	3
PHIL	2306	Introduction to Ethics (C) (HFA)	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			11

Total Credit Hours   **60**

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

Culinary Arts & Related Sciences-Culinary Arts Certificate

Certificate of Completion (C1-CHEC)

The Certificate of Completion in Culinary Arts & Related Sciences-Culinary Arts prepares students for entry-level positions and beyond in the food service industry. The Certificate emphasizes basic concepts and techniques related to food and beverage production and control, cooking techniques/methods, customer service, and a variety of service styles. Students study the creation, preparation, and presentation of foods for both commercial and institutional food service establishments. The program provides instruction focusing on the concepts necessary for successful food service and operation. Students' proficiencies include, but are not limited to, basic knife skills, safe food handling, food and beverage service, menu costing, sauces, garde manger, American regional cuisines, international cuisines, and point of sales experience. The capstone course for the Certificate of Completion is CHEF 1300, Professional Cooking and Meal Service.

It is strongly recommended that students attend a Culinary orientation held approximately four weeks prior to the start of each semester. Information presented during the Culinary orientation includes a tour of the facilities; introduction to the program and schedule of upcoming events; an interview with one of the chef instructors; and uniforms, equipment, and their costs.

For more information visit: epcc.edu/Academics/CulinaryArts

First Semester			Credit Hours
CHEF	1301	Basic Food Preparation	3
CHEF	1305	Sanitation and Safety	3
PSTR	1301	Fundamentals of Baking	3
PSYC	2301	General Psychology (C) **or**	
SOCI	1301	Introduction to Sociology (C)	3
			12

Second Semester			Credit Hours
CHEF	1341	American Regional Cuisine	3
CHEF	1345	International Cuisine	3
ENGL	1301	Composition I (C)	3
HECO	1322	Nutrition & Diet Therapy	3
		Mathematics Elective[1] (C)	3
			15

Third Semester (Summer)			Credit Hours
CHEF	1300	Professional Cooking and Meal Service	3
RSTO	1325	Purchasing for Hospitality Operations	3
RSTO	2431	Food Service Management	4
			10

Total Credit Hours	37

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

Culinary Arts & Related Sciences-Pastry

Associate of Applied Science Degree (AAS-PSTR)

The Associate of Applied Science Degree in Culinary Arts & Related Sciences-Pastry prepares students for entry-level positions and beyond as it relates to Bakeries and Pastry shops. The AAS Degree in Culinary Arts & Related Sciences-Pastry studies the creation, preparation, and presentation of foods for both commercial and institutional bakery establishments. Students are exposed to the business aspects of baking, along with practical hands-on training. Students' focus on baking pies, tarts, teacakes, cookies, breads, rolls, laminated dough, pate a choux, doughnuts, Mexican breads and pastries, and plated desserts. The capstone course for the AAS Degree in Culinary Arts & Related Sciences-Pastry is PSTR 1342, Quantity Bakeshop Production.

It is strongly recommended that students attend a Culinary orientation held approximately four weeks prior to the start of each semester. Information presented during the Culinary orientation includes a tour of the facilities; introduction to the program and schedule of upcoming events; an interview with one of the chef instructors; and uniforms, equipment, and their costs.

For more information visit: epcc.edu/Academics/CulinaryArts

First Semester			Credit Hours
CHEF	1301	Basic Food Preparation	3
CHEF	1305	Sanitation and Safety	3
PSTR	1301	Fundamentals of Baking	3
PSYC	2301	General Psychology (C) (SBS) **or**	
SOCI	1301	Introduction to Sociology (C) (SBS)	3
			12

Second Semester			Credit Hours
ENGL	1301	Composition I (C)	3
HECO	1322	Nutrition & Diet Therapy	3
PSTR	1210	Pies, Tarts, Teacakes and Cookies	2
PSTR	1343	Bakery Operations and Management	3
		Mathematics Elective[1] (C) (MNS)	3
			14

Third Semester (Summer)			Credit Hours
PSTR	2331	Advanced Pastry Shop	3
RSTO	1325	Purchasing for Hospitality Operations	3
RSTO	2431	Food Service Management	4
			10

Fourth Semester			Credit Hours
PSTR	1305	Breads and Rolls	3
PSTR	1312	Laminated Dough, Pate a Choux, and Donuts	3
PSTR	2264	Practicum (or Field Experience)- Baking and Pastry Arts/Baker/Pastry Chef I	2
PSTR	2270	Mexican Breads and Pastries	2
RSTO	1221	Menu Management	2
			12

Fifth Semester			Credit Hours
PHIL	2306	Introduction to Ethics (C) (HFA)	3
PSTR	1340	Plated Desserts	3
PSTR	1342	Quantity Bakeshop Production	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			12

Total Credit Hours	60

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

Culinary Arts & Related Sciences-Pastry Certificate

Certificate of Completion (C1-PSTC)

The Certificate of Completion in Pastry prepares students for entry-level positions and beyond as it relates to Bakeries and Pastry shops. The Pastry Certificate of Completion studies the creation, preparation, and presentation of foods for both commercial and institutional bakery establishments. Students are exposed to the business aspects of baking, along with practical hands-on training. Students' focus on baking pies, tarts, teacakes, cookies, breads, rolls, laminated dough, pate a choux, doughnuts, Mexican breads and pastries, and plated desserts. The capstone course for the Certificate of Completion in Pastry is PSTR 2331, Advanced Pastry Shop.

It is strongly recommended that students attend a Culinary orientation held approximately four weeks prior to the start of each semester. Information presented during the Culinary orientation includes a tour of the facilities; introduction to the program and schedule of upcoming events; an interview with one of the chef instructors; and uniforms, equipment, and their costs.

For more information visit: epcc.edu/Academics/CulinaryArts

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

First Semester			Credit Hours
CHEF	1301	Basic Food Preparation	3
CHEF	1305	Sanitation and Safety	3
PSTR	1301	Fundamentals of Baking	3
PSYC	2301	General Psychology (C) **or**	
SOCI	1301	Introduction to Sociology (C)	3
			12

Second Semester			Credit Hours
ENGL	1301	Composition I (C)	3
HECO	1322	Nutrition & Diet Therapy	3
PSTR	1210	Pies, Tarts, Teacakes and Cookies	2
PSTR	1343	Bakery Operations and Management	3
		Mathematics Elective[1] (C)	3
			14

Third Semester (Summer)			Credit Hours
PSTR	2331	Advanced Pastry Shop	3
RSTO	1325	Purchasing for Hospitality Operations	3
RSTO	2431	Food Service Management	4
			10

Total Credit Hours   **36**

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

Culinary Arts & Related Sciences-Restaurant Management

Associate of Applied Science Degree (AAS-RSTO)

The Associate of Applied Science Degree in Culinary Arts & Related Sciences Restaurant Management prepares students for entry-level positions and beyond in front of house operations of the food service industry. The AAS Degree in Culinary Arts & Related Sciences-Restaurant Management provides instruction focusing on the concepts necessary for successful food and beverage service and operation. The program emphasizes topics such as marketing, sales, catering, cost controls, and food service related accounting. Students' proficiencies include, but are not limited to, basic knife skills, safe food handling, food and beverage service, menu costing and point of sales experience. The capstone course for the AAS Degree in Restaurant Management is RSTO 2407, Catering.

It is strongly recommended that students attend a Culinary orientation held approximately four weeks prior to the start of each semester. Information presented during the Culinary orientation includes a tour of the facilities; introduction to the program and schedule of upcoming events; an interview with one of the chef instructors; and uniforms, equipment, and their costs.

For more information visit: epcc.edu/Academics/CulinaryArts

First Semester			Credit Hours
CHEF	1301	Basic Food Preparation	3
CHEF	1305	Sanitation and Safety	3
PSTR	1301	Fundamentals of Baking	3
PSYC	2301	General Psychology (C) (SBS) **or**	
SOCI	1301	Introduction to Sociology (C) (SBS)	3
			12

Second Semester			Credit Hours
ENGL	1301	Composition I (C)	3
HAMG	1321	Introduction to Hospitality Industry	3
HECO	1322	Nutrition & Diet Therapy	3
RSTO	1201	Beverage Management	2
		Mathematics Elective[1] (C) (MNS)	3
			14

Third Semester (Summer)			Credit Hours
HAMG	1300	Introduction to the Casino and Gaming Industry	3
RSTO	1325	Purchasing for Hospitality Operations	3
RSTO	2405	Management of Food Production and Service	4
			10

Fourth Semester			Credit Hours
HAMG	1340	Hospitality Legal Issues	3
RSTO	1204	Dining Room Service	2
RSTO	1221	Menu Management	2
RSTO	1319	Viticulture and Enology	3
TRVM	1201	Customer Sales and Service	2
			12

Fifth Semester			Credit Hours
PHIL	2306	Introduction to Ethics (C) (HFA)	3
RSTO	1270	Wine and Food Pairing	2
RSTO	2407	Catering	4
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			12

Total Credit Hours   **60**

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

Culinary Arts & Related Sciences-Restaurant Management Certificate

Certificate of Completion (C1-RSTC)

The Certificate of Completion in Culinary Arts & Related Sciences-Restaurant Management prepares students for entry-level positions and beyond in the front of the house operations of food service industry. The Restaurant Management Certificate provides instruction focusing on the concepts necessary for successful food and beverage service and operation. The Certificate includes an emphasis on marketing, sales, catering, cost controls, and food service related accounting. Students' proficiencies include, but are not limited to, basic knife skills, safe food handling, food and beverage service, menu costing and point of sales experience. The capstone course for the Certificate of Completion is RSTO 2405, Management of Food Production and Service.

It is strongly recommended that students attend a Culinary orientation held approximately four weeks prior to the start of each semester. Information presented during the Culinary orientation includes a tour of the facilities; introduction to the program and schedule of upcoming events; an interview with one of the chef instructors; and uniforms, equipment, and their costs.

For more information visit: epcc.edu/Academics/CulinaryArts

First Semester			Credit Hours
CHEF	1301	Basic Food Preparation	3
CHEF	1305	Sanitation and Safety	3
PSTR	1301	Fundamentals of Baking	3
PSYC	2301	General Psychology (C) **or**	
SOCI	1301	Introduction to Sociology (C)	3
			12

Second Semester			Credit Hours
ENGL	1301	Composition I (C)	3
HAMG	1321	Introduction to Hospitality Industry	3
HECO	1322	Nutrition & Diet Therapy	3
RSTO	1201	Beverage Management	2
		Mathematics Elective[1] (C)	3
			14

Third Semester (Summer)			Credit Hours
HAMG	1300	Introduction to the Casino and Gaming Industry	3
RSTO	1325	Purchasing for Hospitality Operations	3
RSTO	2405	Management of Food Production and Service	4
			10

Total Credit Hours **36**

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

Diesel Technology

Associate of Applied Science Degree (AAS-DEMA)

The Associate of Applied Science Degree in Diesel Technology provides students with solid, foundational knowledge and applied technical skills for careers as Diesel Technicians. The curriculum, which is molded after the National Automotive Education Foundation (NATEF) standards, covers a broad range of topics such as light and heavy-duty engine hydraulic systems; computer diagnostic systems; and electrical/electronic light and heavy-duty troubleshooting. Students also learn about the tools used for service and repairs, including how they are used in current diagnostic procedures. The capstone course for the AAS-Diesel Technology is DEMR 2334, Advanced Diesel Tune-Up and Troubleshooting.

For more information visit:
epcc.edu/Academics/AdvancedTechnologyCenter/diesel-mechanic-technology

First Semester			Credit Hours
DEMR	1305	Basic Electrical Systems	3
DEMR	1317	Basic Brake Systems	3
DEMR	1329	Preventative Maintenance	3
DEMR	1416	Basic Hydraulics	4
			13

Second Semester			Credit Hours
DEMR	1306	Diesel Engine I	3
DEMR	1330	Steering and Suspension I	3
DEMR	1421	Power Train I	4
ENGL	1301	Composition I (C)	3
		Mathematics Elective[1] (C) (MNS)	3
			16

Third Semester (Summer)			Credit Hours
DEMR	1313	Fuel Systems	3
DEMR	1327	Tractor Trailer Service and Repair	3
PHIL	2306	Introduction to Ethics (C) (HFA)	3
SPCH	1315	Public Speaking (C)	3
		Social and Behavioral Sciences Elective[2] (C) (SBS)	3
			15

Fourth Semester			Credit Hours
DEMR	1323	Heating, Ventilation, and Air Conditioning (HVAC) Troubleshooting and Repair	3
DEMR	1449	Diesel Engine II	4
DEMR	2280	Cooperative Education-Diesel Mechanics Technology/Technician	2
DEMR	2334	Advanced Diesel Tune-Up and Troubleshooting	3
DEMR	2432	Electronic Controls	4
			16

Total Credit Hours **60**

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, or 1342.

[2]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

Diesel Mechanic Assistant Certificate

Certificate of Completion (C1-DMAC)

The Level I Certificate of Completion in Diesel Mechanic Assistant provides students with a foundation of the latest techniques in diesel technology. Students learn how to perform proper service and entry-level repairs on light and heavy-duty vehicles and related equipment. Upon program completion, students will understand industry safety standards; knowledge of basic tools; proper maintenance/servicing procedures; understanding of air brake systems and components; basic electrical systems and hydraulic operation; diesel engine operating principles; cooling systems; lubrication systems; and air induction. The capstone course for the Certificate of Completion is DEMR 1421, Power Train I.

For more information visit:
epcc.edu/Academics/AdvancedTechnologyCenter/diesel-mechanic-technology

First Semester			Credit Hours
DEMR	1305	Basic Electrical Systems	3
DEMR	1317	Basic Brake Systems	3
DEMR	1329	Preventative Maintenance	3
DEMR	1416	Basic Hydraulics	4
			13

Second Semester			Credit Hours
DEMR	1306	Diesel Engine I	3
DEMR	1421	Power Train I	4
			7

Total Credit Hours **20**

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

Diesel Mechanics Certificate

Certificate of Completion (C2-DEMR)

The Certificate of Completion in Diesel Mechanics provides students with a foundation in the latest diesel technology and instruction in the diagnoses, service, and repair of light and heavy-duty vehicles and equipment. Students learn skills such as how to diagnose and make necessary repairs on modern diesel engines and fuel management systems; understand and repair electrical and electronic control systems; understand, diagnose, and repair steering, suspension, clutch, and standard transmission; and HVAC and trailer repairs. The capstone course for the Certificate of Completion is DEMR 2432, Electronic Controls.

For more information visit:
epcc.edu/Academics/AdvancedTechnologyCenter/diesel-mechanic-technology

First Semester			Credit Hours
DEMR	1305	Basic Electrical Systems	3
DEMR	1317	Basic Brake Systems	3
DEMR	1329	Preventative Maintenance	3
DEMR	1416	Basic Hydraulics	4
			13

Second Semester			Credit Hours
DEMR	1306	Diesel Engine I	3
DEMR	1330	Steering and Suspension I	3
DEMR	1421	Power Train I	4
ENGL	1301	Composition I (C)	3
			13

Third Semester (Summer)			Credit Hours
DEMR	1313	Fuel Systems	3
DEMR	1323	Heating, Ventilation, and Air Conditioning (HVAC) Troubleshooting and Repair	3
DEMR	1327	Tractor Trailer Service and Repair	3
		Mathematics Elective[1] (C)	3
			12

Fourth Semester			Credit Hours
DEMR	1449	Diesel Engines II	4
DEMR	2334	Advanced Diesel Tune-Up and Troubleshooting	3
DEMR	2432	Electronic Controls	4
			11

Total Credit Hours | **49**

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, or 1342.

Electrical Technology Certificate

Certificate of Completion (C1-ELPT)

The Certificate of Completion in Electrical Technology prepares students for employment as Apprentice Electricians in residential, commercial, and industrial fields. Students will learn and follow the National Electrical code; acquire pipe bending skills; troubleshoot complex electrical systems; and read, design, and install motor control systems. The program covers subjects such as grounding and bonding, box fill, conduit fill, sizing transformers, splicing, and terminating. Upon successful completion of OSHA training, students may receive the OSHA 30 Construction Certification. The capstone course for the Certificate of Completion is ELPT 2325, National

Electric Code II. Additionally, the program prepares the student to take the Texas Electrical Journeyman Exam.

For more information visit:
epcc.edu/Academics/AdvancedTechnologyCenter/electrical-technology

First Semester			Credit Hours
ELPT	1320	Fundamentals of Electricity II	3
ELPT	1321	Introduction to Electrical Safety and Tools	3
ELPT	1370	Introduction to Electrical Blueprint Reading	3
ELPT	1419	Fundamentals of Electricity I	4
			13

Second Semester			Credit Hours
ELPT	1341	Motor Control	3
ELTN	1343	Electrical Troubleshooting	3
ENTC	2414	Facility Operation and Maintenance I	4
RBTC	1401	Programmable Logic Controllers	4
			14

Third Semester (Summer)			Credit Hours
ELPT	1325	National Electrical Code I	3
ELPT	2325	National Electrical Code II	3
ENTC	2439	Facility Operation and Maintenance II	4
			10

Total Credit Hours | **37**

Heating, Ventilation, & Air Conditioning

Associate of Applied Science Degree (AAS-HART)

The Associate of Applied Science Degree in Heating, Ventilation, and Air Conditioning (HVAC) prepares students for employment in the heat transfer industries. Students learn how to service commercial air conditioning, commercial/domestic refrigeration, furnaces, AC systems/units, walk-in freezers, and commercial ice machines. Through the completion of the HVAC AAS degree, students will have the opportunity to test for and earn EPA and 410A certification (with a passing rate of 70% or better), as well as 10 hours of OSHA Safety certification. Students pursuing the AAS Degree also have the ability to earn a certificate in Residential HVAC and a one-year certificate of completion. Students are required to obtain a basic tool kit and OSHA-approved safety glasses. The capstone course for the AAS Degree is HART 2380, Cooperative Education- Heating, Air Conditioning and Refrigeration Technology/Technician.

For more information visit:
epcc.edu/Academics/AdvancedTechnologyCenter/hvac

First Semester			Credit Hours
DFTG	1325	Blueprint Reading and Sketching	3
HART	1401	Basic Electricity for HVAC	4
HART	1407	Refrigeration Principles	4
HART	1445	Gas and Electric Heating	4
KINE	1100	Conditioning **or**	
KINE	2100	Weight Training I	1
			16

Second Semester			Credit Hours
HART	1403	Air Conditioning Control Principles	4
HART	1441	Residential Air Conditioning	4
HART	2442	Commercial Refrigeration	4
		Computer Elective[1]	3
			15

Third Semester (Summer)			Credit Hours
ENGL	1301	Composition I (C)	3
HART	2438	Air Conditioning Installation and Startup	4
PHIL	2306	Introduction to Ethics (C) (HFA) (preferred) **or**	
PHIL	2303	Introduction to Formal Logic (C) (HFA)	3
		Mathematics Elective[2] (C) (MNS)	3
		Social and Behavioral Sciences Elective[3] (C) (SBS)	3
			16

Fourth Semester			Credit Hours
HART	2380	Cooperative Education-Heating, Air Conditioning and Refrigeration Technology/Technician	3
HART	2470	Pneumatics and System Controllers	4
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Business Elective[4]	3
			13

Total Credit Hours			60

[1]**Computer Elective:** Complete one course from INMT 1370 (preferred), COSC 1301, or ITSC 1301.
[2]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.
[3]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.
[4]**Business Elective:** Complete one course from BUSG 1301, 2305, or 2309.

Residential HVAC Technician Certificate

Certificate of Completion (C1-HVAC)

The one-year Certificate of Completion in Residential HVAC Technician prepares students for employment in the heat transfer industries as Service Technicians or Crew Leaders. Students learn basic skills in the servicing of air conditioning refrigeration, furnaces, and AC systems/units. Students are required to obtain tool kit and OSHA-approved safety glasses. The capstone course for the Certificate of Completion is HART 1403, Air Conditioning Control Principles.

For more information visit:
epcc.edu/Academics/AdvancedTechnologyCenter/hvac

First Semester			Credit Hours
DFTG	1325	Blueprint Reading and Sketching	3
HART	1401	Basic Electricity for HVAC	4
HART	1407	Refrigeration Principles	4
HART	1445	Gas and Electric Heating	4
KINE	1100	Conditioning **or**	
KINE	2100	Weight Training I	1
			16

Second Semester			Credit Hours
HART	1403	Air Conditioning Control Principles	4
		Computer Elective[1]	3
			7

Total Credit Hours			23

[1]**Computer Elective:** Complete one course from INMT 1370 (preferred), COSC 1301, or ITSC 1301.

Heating, Ventilation, and Air Conditioning Certificate

Certificate of Completion (C2-HARC)

The one-year Certificate of Completion in Heating, Ventilation, and Air Conditioning (HVAC) prepares students for employment in the heat transfer industries as Service Technicians or Crew Leaders. Students learn how to service air conditioning, refrigeration, furnaces, AC systems/units, freezers, and ice machines. Through the completion of the HVAC Certificate of Completion, students will have the opportunity to test for and earn 410A certification (with a passing rate of 70% or better) and 10-hour OSHA Safety certification. Students are required to obtain a basic tool kit and OSHA-approved safety glasses. The capstone course for the Certificate of Completion is HART 1441, Residential Air Conditioning.

For more information visit:
epcc.edu/Academics/AdvancedTechnologyCenter/hvac

First Semester (Summer)			Credit Hours
ENGL	1301	Composition I (C)	3
		Mathematics Elective[1] (C)	3
			6

Second Semester			Credit Hours
HART	1401	Basic Electricity for HVAC	4
HART	1407	Refrigeration Principles	4
HART	1445	Gas and Electric Heating	4
			12

Third Semester			Credit Hours
HART	1403	Air Conditioning Control Principles	4
HART	1441	Residential Air Conditioning	4
HART	2442	Commercial Refrigeration	4
			12

Total Credit Hours			30

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

Hotel Operations

Associate of Applied Science Degree (AAS-HTEL)

The Associate of Applied Science Degree in Hotel Operations prepares students for a variety of entry-level positions in the hospitality industry. This program provides students with the fundamental knowledge necessary for a professional career in the hospitality industry in areas such as front desk clerk, reservation systems, city convention centers and conference centers. This program offers an exit Certificate of Completion in Front Desk Operations after the first year. The capstone course for the AAS Degree is HAMG 2302, Hospitality Security and Loss Prevention.

For more information visit: epcc.edu/Academics/HotelOperations

First Semester (Summer)			Credit Hours
TRVM	1201	Customer Sales and Service	2
TRVM	1217	Cruises	2
			4

Second Semester			Credit Hours
HAMG	1300	Introduction to the Casino and Gaming Industry	3
HAMG	1313	Front Office Management	3
HAMG	1340	Hospitality Legal Issues	3
TRVM	1300	Introduction to Travel and Tourism	3
TRVM	1308	Travel Destinations I-Western Hemisphere	3
			15

Third Semester			Credit Hours
HAMG	1317	Recreational Services	3
HAMG	1321	Introduction to Hospitality Industry	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
TRVM	1341	Travel Destinations II-Eastern Hemisphere	3
			12

Fourth Semester (Summer)			Credit Hours
HAMG	2266	Practicum (or Field Experience)-Hospitality Administration/Management, General	2
			2

Fifth Semester			Credit Hours
CHEF	1305	Sanitation and Safety	3
ENGL	1301	Composition I (C)	3
HAMG	1342	Guest Room Management	3
		Mathematics Elective[1] (C) (MNS)	3
		Social and Behavioral Sciences Elective[2] (C) (SBS)	3
			15

Sixth Semester			Credit Hours
ENGL	2311	Technical & Business Writing	3
HAMG	2302	Hospitality Security and Loss Prevention	3
TRVM	2331	Convention and Exposition Law and Ethics	3
		Humanities or Fine Arts Elective[3] (C) (HFA)	3
			12

Total Credit Hours   **60**

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

[2]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

[3]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.

Front Desk Operations Certificate

Certificate of Completion (C1-HTEC)

The Front Desk Operations Certificate of Completion prepares students for employment as a hotel/motel reservation systems or front desk clerk. Employment may also be available at city convention centers, and conference centers. The capstone course for the Certificate of Completion is HAMG 2266, Practicum (or Field Experience)-Hospitality Administration/Management, General.

For more information visit: epcc.edu/Academics/HotelOperations

First Semester (Summer)			Credit Hours
TRVM	1201	Customer Sales and Service	2
TRVM	1217	Cruises	2
			4

Second Semester			Credit Hours
HAMG	1300	Introduction to the Casino and Gaming Industry	3
HAMG	1313	Front Office Management	3
HAMG	1340	Hospitality Legal Issues	3
TRVM	1300	Introduction to Travel and Tourism	3
TRVM	1308	Travel Destinations I-Western Hemisphere	3
			15

Third Semester			Credit Hours
HAMG	1317	Recreational Services	3
HAMG	1321	Introduction to Hospitality Industry	3
HAMG	2266	Practicum (or Field Experience)-Hospitality Administration/Management, General	2
TRVM	1341	Travel Destinations II-Eastern Hemisphere	3
			11

Total Credit Hours   **30**

Industrial Maintenance Option

Associate of Applied Science Degree (AAS-MAIN)

The Associate of Applied Science Degree in Industrial Maintenance Option is a comprehensive program that aims to provide future technicians with the tools and knowledge needed for success in the maintenance field. The program helps students build a solid foundation in electrical principles; AC & DC motors and controls; robotics; schematic diagrams; electrical system troubleshooting and maintenance; blueprint reading; hydraulic and pneumatic systems; mechanical theory; Programmable Logic Controllers; and automation. Students are prepared to take the Fluid Power Certification and the Society of Maintenance and Reliability Professionals (SMRP) Exams. The capstone course for the AAS Degree is INMT 2280, Cooperative Education-Manufacturing Technology/Technician.

For more information visit:
epcc.edu/Academics/AdvancedTechnologyCenter/advanced-manufacturing

First Semester			Credit Hours
CETT	1302	Electricity Principles	3
CETT	1407	Fundamentals of Electronics	4
INMT	1305	Introduction to Industrial Maintenance (preferred) **or**	
INMT	1319	Manufacturing Processes	3
INMT	1370	Introduction to Computers for Industrial Applications (preferred) **or**	
PLTC	1301	Introduction to Plastics	3
			13

Second Semester			Credit Hours
DFTG	1413	Drafting for Specific Occupations	4
ENGL	1301	Composition I (C)	3
HYDR	1445	Hydraulics and Pneumatics	4
INMT	2334	Numerical Control/Computerized Numerical Control Programming (NC/CNC)	3
			14

Third Semester (Summer)			Credit Hours
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Mathematics Elective[1] (C) (MNS)	3
		Humanities or Fine Arts Elective[2] (C) (HFA)	3
			9

Fourth Semester			Credit Hours
ELPT	1341	Motor Control	3
ELMT	2433	Industrial Electronics	4
RBTC	1305	Robotic Fundamentals	3
RBTC	1401	Programmable Logic Controllers	4
			14

Fifth Semester			Credit Hours
INMT	2280	Cooperative Education-Manufacturing Technology/Technician	2
INMT	2345	Industrial Troubleshooting	3
RBTC	1245	Robot Interfacing	2
		Social and Behavioral Sciences Elective[3] (C) (SBS)	3
			10

Total Credit Hours   **60**

[1]**Mathematics Elective:** Complete one course from MATH 1332 (preferred), MATH 1314, 1324, 1342, 2314, 2412, or 2413.
[2]**Humanities or Fine Arts Elective:** Complete one course from PHIL 2306 (preferred), ARCH 1301, ARTS 1303, 1304, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, or 2303.
[3]**Social and Behavioral Sciences Elective:** Complete one course from PSYC 2301 (preferred), CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

Mechanic Technician Certificate
Certificate of Completion (C1-IMMT)

The Certificate of Completion in Mechanic Technician prepares individuals for employment as Mechanic Technicians in commercial and industrial fields. The program provides a solid foundation in basic electrical principles; motors and controls; schematics; troubleshooting of complex electrical systems; hydraulics and pneumatics; and mechanical systems. Additionally, the program prepares students to take the Fluid Power and Society of Maintenance and Reliability Professionals (SMRP) Certification exams. The capstone course for this Certificate of Completion is INMT 2345, Industrial Troubleshooting.

For more information visit:
epcc.edu/Academics/AdvancedTechnologyCenter/advanced-manufacturing

First Semester			Credit Hours
CETT	1302	Electricity Principles	3
CETT	1407	Fundamentals of Electronics	4
ELPT	1341	Motor Control	3
INMT	1305	Introduction to Industrial Maintenance	3
INMT	1370	Introduction to Computers for Industrial Applications (preferred) **or**	
PLTC	1301	Introduction to Plastics	3
			16

Second Semester			Credit Hours
DFTG	1413	Drafting for Specific Occupations	4
HYDR	1445	Hydraulics and Pneumatics	4
INMT	2334	Numerical Control/Computerized Numerical Control Programming (NC/CNC)	3
INMT	2345	Industrial Troubleshooting	3
			14

Total Credit Hours   **30**

Robotics and Automation Certificate
Certificate of Completion (C2-RBTC)

The Certificate of Completion in Robotics and Automation prepares individuals for employment as Industrial Maintenance Technicians in commercial and industrial fields. The program builds a solid foundation in basic electrical principles; motors and controls; robotics; schematics; troubleshooting complex electrical systems; hydraulics and pneumatics; mechanical systems; PLC programming; and automation. Additionally, the program prepares students to take the Fluid Power and Society of Maintenance and Reliability Professionals (SMRP) Certification exam. The capstone course for this Certificate of Completion is INMT 2345, Industrial Troubleshooting.

For more information visit:
epcc.edu/Academics/AdvancedTechnologyCenter/advanced-manufacturing

First Semester			Credit Hours
CETT	1302	Electricity Principles	3
CETT	1407	Fundamentals of Electronics	4
ELPT	1341	Motor Control	3
INMT	1305	Introduction to Industrial Maintenance	3
INMT	1370	Introduction to Computers for Industrial Applications (preferred) **or**	
PLTC	1301	Introduction to Plastics	3
			16

Second Semester			**Credit Hours**
DFTG	1413	Drafting for Specific Occupations	4
ENGL	1301	Composition I (C)	3
HYDR	1445	Hydraulics and Pneumatics	4
			11

Third Semester			**Credit Hours**
ELMT	2433	Industrial Electronics	4
RBTC	1305	Robotic Fundamentals	3
RBTC	1401	Programmable Logic Controllers	4
			11

Fourth Semester			**Credit Hours**
INMT	2345	Industrial Troubleshooting	3
RBTC	1245	Robot Interfacing	2
		Mathematics Elective[1] (C)	3
			8

Total Credit Hours　　　　　　**46**

[1]**Mathematics Elective:** Complete one course from MATH 1332 (preferred), MATH 1314, 1324, 1342, 2314, 2412, or 2413.

Industrial Manufacturing Option

Associate of Applied Science Degree (AAS-MANU)

The Associate of Applied Science Degree in Industrial Manufacturing Option is a comprehensive program that aims to provide future technicians with the tools and knowledge needed for success in the advanced manufacturing field. The program helps students build a solid foundation in the use of tools and labor to make products for use/sale. In this program, manufacturing may refer to a vast range of human activity, from handicraft to high tech, applied to the industrial production that transforms raw materials into finished goods through large-scale manufacturing processes. Students also learn how to develop new products with manufacturing technology in mind. The program enables students to gain an understanding of manufacturing process statistics; statistical process control; management and manufacturing control systems; and professional responsibility. The capstone course for the AAS Degree is INMT 2280, Cooperative Education-Manufacturing Technology/Technician.

For more information visit:
epcc.edu/Academics/AdvancedTechnologyCenter/advanced-manufacturing

First Semester			**Credit Hours**
CETT	1302	Electricity Principles	3
CETT	1407	Fundamentals of Electronics	4
INMT	1305	Introduction to Industrial Maintenance **or**	
INMT	1319	Manufacturing Processes (preferred)	3
INMT	1370	Introduction to Computers for Industrial Applications **or**	
PLTC	1301	Introduction to Plastics (preferred)	3
			13

Second Semester			**Credit Hours**
DFTG	1413	Drafting for Specific Occupations	4
ENGL	1301	Composition I (C)	3
HYDR	1445	Hydraulics and Pneumatics	4
INMT	2334	Numerical Control/Computerized Numerical Control Programming (NC/CNC)	3
			14

Third Semester (Summer)			**Credit Hours**
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Mathematics Elective[1] (C) (MNS)	3
		Humanities or Fine Arts Elective[2] (C) (HFA)	3
			9

Fourth Semester			**Credit Hours**
BMGT	1331	Production and Operations Management	3
QCTC	1343	Quality Assurance	3
RBTC	1305	Robotic Fundamentals	3
RBTC	1401	Programmable Logic Controllers	4
		Social and Behavioral Sciences Elective[3] (C) (SBS)	3
			16

Fifth Semeste			**Credit Hours**
INMT	2280	Cooperative Education-Manufacturing Technology/Technician	2
RBTC	1245	Robot Interfacing	2
SMFT	1343	Semiconductor Manufacturing Technology	3
		Elective Option[4]	1
			8

Total Credit Hours　　　　　　**60**

[1]**Mathematics Elective:** Complete one course from MATH 1332 (preferred), 1314, 1324, 1342, 2314, 2412, or 2413.
[2]**Humanities or Fine Arts Elective:** Complete one course from PHIL 2306 (preferred), ARCH 1301, ARTS 1303, 1304, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301 or 2303.
[3]**Social and Behavioral Sciences Elective:** Complete one course from PSYC 2301 (preferred), CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2306, 2314, SOCI 1301, 2301, or SPCH 1318.
[4]**Elective Option:** Complete any college-level course. Courses may not be used more than once within the degree plan.

Interior Design Technology

Associate of Applied Science Degree (AAS-INDS)

The Associate of Applied Science Degree in Interior Design Technology provides education and training to individuals to seek entry-level employment in the interior design field or as preparation for admission into an accredited university program by focusing and encouraging individual development in creativity. The course objectives reflect and meet the needs of our design community by following academic standards and receiving input from our industry advisor board members. Through the internship program, students experience the "real world" of interior design. Our community contributes in assisting in the placement of students and educates them in their area of expertise. The capstone course for the AAS Degree is INDS 2337, Portfolio Presentation.

For more information visit: epcc.edu/Academics/InteriorDesign

First Semester (Summer)			**Credit Hours**
ARTS	1301	Art Appreciation (C) (HFA)	3
ENGL	1301	Composition I (C)	3
MATH	1332	Contemporary Mathematics (Quantitative Reasoning) (C) (MNS)	3
			9

Second Semester			Credit Hours
INDS	1311	Fundamentals of Interior Design	3
INDS	1319	Technical Drawing for Interior Designers	3
INDS	1349	Fundamentals of Space Planning	3
INDS	1351	History of Interiors I	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			15

Third Semester			Credit Hours
INDS	1315	Materials, Methods and Estimating	3
INDS	2305	Interior Design Graphics	3
INDS	2315	Lighting for Interior Designers	3
INDS	2325	Professional Practices for Interior Designers	3
			12

Fourth Semester			Credit Hours
INDS	1341	Color Theory and Application	3
INDS	2307	Textiles for Interior Design	3
INDS	2313	Residential Design I	3
INDS	2321	Presentation Drawing	3
			12

Fifth Semester			Credit Hours
INDS	1345	Commercial Design I	3
INDS	2337	Portfolio Presentation	3
INDS	2387	Internship-Interior Design	3
PSYC	2301	General Psychology (C) (SBS)	3
			12

Total Credit Hours   **60**

Personal Design Certificate
Certificate of Completion (C1-INDC)

The Certificate of Completion in Personal Design provides a basis for students interested in a fast-track option in learning Interior Design for their personal use and enjoyment. Students may decide after completion to continue for an AAS Degree. The capstone course for the Certificate of Completion is INDS 2325, Professional Practices for Interior Designers.

For more information visit: epcc.edu/Academics/InteriorDesign

First Semester			Credit Hours
INDS	1311	Fundamentals of Interior Design	3
INDS	1341	Color Theory and Application	3
INDS	1349	Fundamentals of Space Planning	3
INDS	2307	Textiles for Interior Design	3
INDS	2313	Residential Design I	3
			15

Second Semester			Credit Hours
INDS	1315	Materials, Methods and Estimating	3
INDS	1351	History of Interiors I	3
INDS	2315	Lighting for Interior Designers	3
INDS	2325	Professional Practices for Interior Designers	3
			12

Total Credit Hours   **27**

Kitchen and Bath Design Certificate
Certificate of Completion (C2-INKB)

The Certificate of Completion in Kitchen & Bath Design is an exciting and rewarding specialty in the interior design industry composed of courses such as space planning, computer aided drawings, lighting, construction, rendering, and an internship. This Certificate provides students with the skills, knowledge, and preparation needed to enter an amazing career in kitchen and bath design. Students may earn certification at several levels through the NKBA-National Kitchen and Bath Association (Certification requirements include education, work experience, and examination). The capstone course for the Certificate of Completion in Kitchen and Bath Design is INDS 2372, Project Management for Interior Design which allows students to demonstrating their mastery of the interior design process from concept to completion.

For more information visit: epcc.edu/Academics/InteriorDesign

First Semester (Summer)			Credit Hours
INDS	2317	Rendering Techniques	3
			3

Second Semester			Credit Hours
INDS	1319	Technical Drawing for Interior Designers	3
INDS	1349	Fundamentals of Space Planning	3
INDS	2321	Presentation Drawing	3
			9

Third Semester			Credit Hours
INDS	1315	Materials, Methods and Estimating	3
INDS	2305	Interior Design Graphics	3
INDS	2315	Lighting for Interior Designers	3
INDS	2325	Professional Practices for Interior Designers	3
			12

Fourth Semester			Credit Hours
INDS	1341	Color Theory and Application	3
INDS	2310	Kitchen and Bath Design	3
INDS	2330	Interior Design Building Systems	3
			9

Fifth Semester			Credit Hours
INDS	2371	Advanced Kitchen and Bath	3
INDS	2372	Project Management for Interior Design	3
INDS	2387	Internship-Interior Design	3
			9

Total Credit Hours   **42**

Machining Technology - CNC Machinist Certificate
Certificate of Completion (C1-MCHN)

The Certificate of Completion in Machining Technology, CNC Machinist adds computer numerical controls, computer-assisted manufacturing, and computer-integrated manufacturing to the conventional skills developed in the program. This certificate prepares individuals for employment as entry-level machinists. The capstone course for the Certificate of Completion is MCHN 2272, Electrical Discharge Machine.

*(C) Core Curriculum Course (F) Field of Study Course **T** Transferrable **W** WECM*

For more information visit:
epcc.edu/Academics/AdvancedTechnologyCenter/machining-technology

First Semester			Credit Hours
DFTG	1325	Blueprint Reading and Sketching	3
MCHN	1308	Basic Lathe	3
MCHN	1313	Basic Milling Operations	3
MCHN	1335	Grinders, Outside, Internal, Surface	3
MCHN	1438	Basic Machine Shop I	4
			16

Second Semester			Credit Hours
MCHN	1305	Metals and Heat Treatment	3
MCHN	1326	Introduction to Computer-Aided Manufacturing (CAM)	3
MCHN	2331	Operation of CNC Turning Centers	3
MCHN	2334	Operation of CNC Machining Centers	3
WLDG	1407	Introduction to Welding Using Multiple Processes	4
			16

INMT	2334	Numerical Control/Computerized Numerical Control Programming (NC/CNC)	3
MCHN	2272	Electrical Discharge Machine	2
PLTC	1343	Mold Design and Maintenance	3
			8

Total Credit Hours			**40**

Renewable Energy Technology Systems

Associate of Applied Science Degree (AAS-RETS)

The Associate of Applied Science Degree in Renewable Energy Technology Systems prepares students for entry-level positions in the field of Photovoltaic (PV) and Solar Thermal installation and maintenance. The program prepares students to take the North American Board of Certified Energy Practitioners (NABCEP) exam and the OSHA 30 certificate. Students with experience in construction, electrical, plumbing, and/or roofing fields may excel in this degree by building skills in renewable energy systems and energy conservation training. Students in the program are responsible for purchasing their own supplies and tools. The capstone course for the AAS-Renewable Energy is HART 2280, Cooperative Education-Heating, Ventilation and Air Conditioning, General I.

For more information visit:
epcc.edu/Academics/AdvancedTechnologyCenter/renewable-energy-technology

First Semester			Credit Hours
ENGL	1301	Composition I (C)	3
FCEL	1305	Fuel Cell and Alternative/Renewable Energy	3
MATH	1332	Contemporary Mathematics (Quantitative Reasoning) (C) (MNS)	3
OSHT	1305	OSHA Regulations-Construction Industry	3
			12

Second Semester			Credit Hours
CETT	1409	DC/AC Circuits	4
CNBT	1302	Mechanical, Electrical & Plumbing Systems in Construction I	3
ELMT	1302	Solar Photovoltaic Systems	3
ELMT	1411	Solar Fundamentals	4
			14

Third Semester (Summer)			Credit Hours
EPCT	1311	Introduction to Environmental Science	3
SOCI	1301	Introduction to Sociology (C) (SBS)	3
SPCH	1315	Public Speaking (C)	3
			9

Fourth Semester			Credit Hours
CNBT	2317	Green Building	3
EEIR	1309	National Electrical Code	3
EEIR	2370	Electrical and Electronics	3
RBPT	2345	Onsite Power Generation and Renewable Energy	3
			12

ELMT	2341	Electromechanical Systems	3
ELPT	2337	Electrical Planning and Estimating	3
HART	2280	Cooperative Education-Heating, Ventilation and Air Conditioning, General I	2
PHIL	2306	Introduction to Ethics (C) (HFA)	3
RETS	1270	Review and Preparation for the NABCEP for Entry-Level Certification	2
			13

Total Credit Hours			**60**

Photovoltaic (PV) Installer Certificate

Certificate of Completion (C1-REPV)

The Certificate of Completion in Photovoltaic (PV) Installers prepares students to enter the alternative energy workforce through solar photovoltaic systems installation. The program trains students to install, operate, and repair solar PV systems. Graduates of this Level 1 Certificate may receive an OSHA 30 certificate upon completion. Graduates of this certificate will learn to perform diagnostic analysis; demonstrate an understanding of solar energy industry standards; and apply safety principles. Students in the program are responsible for purchasing their own supplies and tools. The capstone course for the Certificate of Completion is ELMT 1302, Solar Photovoltaic Systems.

For more information visit:
epcc.edu/Academics/AdvancedTechnologyCenter/renewable-energy-technology

First Semester			Credit Hours
CETT	1409	DC/AC Circuits	4
ELMT	1411	Solar Fundamentals	4
FCEL	1305	Fuel Cell and Alternative/Renewable Energy	3
OSHT	1305	OSHA Regulations-Construction Industry	3
			14

Second Semester		Credit Hours
CNBT	1302	Mechanical, Electrical & Plumbing Systems in Construction I — 3
EEIR	1309	National Electrical Code — 3
ELMT	1302	Solar Photovoltaic Systems — 3
EPCT	1311	Introduction to Environmental Science — 3
		12

Total Credit Hours — **26**

Renewable Energy Technology Systems Certificate

Certificate of Completion (C2-RETC)

This Certificate of Completion in Renewable Energy Systems prepares students for entry-level positions in the field of PV and Solar Thermal installation/maintenance. Students with experience in construction, electrical, plumbing, and/or roofing fields may excel in this program by building skills in renewable energy systems and energy conservation training. This certificate prepares students for the North American Board of Certified Energy Practitioners (NABCEP) exam and OSHA 30 certification. Students in the program are responsible for purchasing their own supplies and tools. The capstone course for the Certificate of Completion-Renewable Energy is RETS 1270, Review and Preparation for the NABCEP for Entry-Level Certification.

For more information visit:
epcc.edu/Academics/AdvancedTechnologyCenter/renewable-energy-technology

First Semester		Credit Hours
FCEL	1305	Fuel Cell and Alternative/Renewable Energy — 3
OSHT	1305	OSHA Regulations-Construction Industry — 3
		6

Second Semester		Credit Hours
CETT	1409	DC/AC Circuits — 4
CNBT	1302	Mechanical, Electrical & Plumbing Systems in Construction I — 3
ELMT	1302	Solar Photovoltaic Systems — 3
ELMT	1411	Solar Fundamentals — 4
		14

Third Semester (Summer)		Credit Hours
EPCT	1311	Introduction to Environmental Science — 3
MATH	1332	Contemporary Mathematics (Quantitative Reasoning) (C) — 3
		6

Fourth Semester		Credit Hours
CNBT	2317	Green Building — 3
EEIR	1309	National Electrical Code — 3
EEIR	2370	Electrical and Electronics — 3
RBPT	2345	Onsite Power Generation and Renewable Energy — 3
		12

Fifth Semester		Credit Hours
ELMT	2341	Electromechanical Systems — 3
ELPT	2337	Electrical Planning and Estimating — 3
RETS	1270	Review and Preparation for the NABCEP for Entry-Level Certification — 2
		8

Total Credit Hours — **46**

Travel and Tourism

Associate of Applied Science Degree (AAS-TRVM)

The Associate of Applied Science Degree in Travel and Tourism prepares students for a variety of entry-level positions in the travel and tourism industry. This program provides students with the fundamental knowledge necessary for a professional career in the travel and tourism industry in such areas as reservation systems; individual and group travel and tour planning; corporate and incentive travel; travel agency management; planning and marketing for meetings, conventions, and trade shows; and domestic and international tourism and tourist attractions. This program offers an exit Certificate of Completion in Travel Counselor/Airline Reservationist after the first year. The capstone course for the AAS Degree is TRVM 2305, Travel Industry Management.

For more information visit: epcc.edu/Academics/TravelandTourism

First Semester (Summer)		Credit Hours
TRVM	1201	Customer Sales and Service — 2
TRVM	1217	Cruises — 2
		4

Second Semester		Credit Hours
HAMG	1300	Introduction to the Casino and Gaming Industry — 3
TRVM	1300	Introduction to Travel and Tourism — 3
TRVM	1306	Travel Automation I — 3
TRVM	1308	Travel Destinations I-Western Hemisphere — 3
TRVM	1345	Travel and Tourism Sales and Marketing Techniques — 3
		15

Third Semester		Credit Hours
HAMG	1321	Introduction to Hospitality Industry — 3
SPCH	1315	Public Speaking (C) or	
SPCH	1321	Business & Professional Communication (C) — 3
TRVM	1341	Travel Destinations II-Eastern Hemisphere — 3
TRVM	2335	Travel Automation II — 3
		12

Fourth Semester (Summer)		Credit Hours
TRVM	2266	Practicum (or Field Experience)-Tourism and Travel Services Management — 2
		2

Fifth Semester			Credit Hours
CHEF	1305	Sanitation and Safety	3
ENGL	1301	Composition I (C)	3
TRVM	1323	Group Tour Operations	3
		Mathematics Elective[1] (C) (MNS)	3
		Social and Behavioral Sciences Elective[2] (C) (SBS)	3
			15

Sixth Semester			Credit Hours
ENGL	2311	Technical & Business Writing	3
TRVM	2305	Travel Industry Management	3
TRVM	2331	Convention and Exposition Law and Ethics	3
		Humanities or Fine Arts Elective[3] (C) (HFA)	3
			12

Total Credit Hours   **60**

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.
[2]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.
[3]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.

Travel Counselor/Airline Reservationist Certificate

Certificate of Completion (C1-TRVC)

The Certificate of Completion prepares students for employment as an airline reservationist or travel counselor. Employment may also be available at car rental agencies, hotel/motel reservation systems, and city convention and tourism offices. The capstone course for the Certificate of Completion is TRVM 2266, Practicum (or Field Experience)-Tourism and Travel Services Management.

For more information visit: epcc.edu/Academics/TravelandTourism

First Semester (Summer)			Credit Hours
TRVM	1201	Customer Sales and Service	2
TRVM	1217	Cruises	2
			4

Second Semester			Credit Hours
HAMG	1300	Introduction to the Casino and Gaming Industry	3
TRVM	1300	Introduction to Travel and Tourism	3
TRVM	1306	Travel Automation I	3
TRVM	1308	Travel Destinations I-Western Hemisphere	3
TRVM	1345	Travel and Tourism Sales and Marketing Techniques	3
			15

Third Semester			Credit Hours
HAMG	1321	Introduction to Hospitality Industry	3
TRVM	1341	Travel Destinations II-Eastern Hemisphere	3
TRVM	2266	Practicum (or Field Experience)-Tourism and Travel Services Management	2
TRVM	2335	Travel Automation II	3
			11

Total Credit Hours   **30**

Welding Certificate

Certificate of Completion (C1-WELD)

The Certificate of Completion in Welding prepares individuals for careers as Commercial/Industrial AWS Certified Welders. This program provides a solid foundation in basic SMAW, GMAW, GTAW, FCAW, and Oxy-Fuel welding principles. Students demonstrate proficiency in single and multi-pass welding in all positions. Emphasized skills include blueprint reading, job estimation, fabrication procedures, metallurgy, and welding inspection. The capstone course for the Certificate of Completion is WLDG 2453, Advanced Pipe Welding.

For more information visit:
epcc.edu/Academics/AdvancedTechnologyCenter/welding-technology

First Semester			Credit Hours
WLDG	1337	Introduction to Welding Metallurgy	3
WLDG	1407	Introduction to Welding Using Multiple Processes	4
WLDG	1413	Introduction to Blueprint Reading for Welders	4
			11

Second Semester			Credit Hours
WLDG	1434	Introduction to Gas Tungsten Arc (GTAW) Welding	4
WLDG	1457	Intermediate Shielded Metal Arc Welding (SMAW)	4
WLDG	2447	Advanced Gas Metal Arc Welding (GMAW)	4
			12

Third Semester (Summer)			Credit Hours
WLDG	1327	Welding Codes and Standards	3
WLDG	1435	Introduction to Pipe Welding	4
WLDG	2451	Advanced Gas Tungsten Arc Welding (GTAW)	4
WLDG	2453	Advanced Pipe Welding	4
			15

Total Credit Hours   **38**

PUBLIC SERVICE

Public Service

Court Reporting

Associate of Applied Science Degree (AAS-CRTR)

The two-year Associate of Applied Science Degree in Court Reporting teaches students the skills and knowledge needed to pass the Texas Certified Shorthand Reporter (CSR) Examination and the National Court Reporters Association (RPR) Examination such as stenography, transcription, note taking, audio/visual recording, courtroom etiquette, how to identify verbal and non-verbal cues; listening and interpreting; editing; and public speaking skills. Both

CSR and RPR exams consist of a written knowledge exam (must score a 70% or better) and a skills exam (must type 225 words per minute with 95% accuracy). All applicants must be fingerprinted. In order to work as a court reporter in the State of Texas, you must be certified by the State. The capstone course for the AAS Degree is CRTR 2331, Court Reporter Certification Preparation.

Students are required to contact the Court Reporting Instructional Coordinator directly for information regarding this program.

For more information visit: epcc.edu/Academics/CourtReporting

First Semester			Credit Hours
CRTR	1202	Law and Legal Terminology	2
CRTR	1312	Court Reporting Communications I	3
CRTR	1314	Court Reporting Technology I	3
CRTR	1404	Machine Shorthand I	4
			12

Second Semester			Credit Hours
CRTR	1406	Machine Shorthand II	4
CRTR	2311	Court Reporting Communications II	3
ENGL	1301	Composition I (C)	3
HPRS	1206	Essentials of Medical Terminology	2
			12

Third Semester (Summer)			Credit Hours
CRTR	2401	Intermediate Machine Shorthand	4
		Core Curriculum Elective[1] (C)	3
			7

Fourth Semester			Credit Hours
CRTR	2312	Court Reporting Procedures	3
CRTR	2403	Advanced Machine Shorthand	4
GOVT	2306	Texas Government (Texas Constitution & Topics) (C) (SBS)	3
		Mathematics Elective[2] (C) (MNS)	3
			13

Fifth Semester			Credit Hours
CRTR	1308	Realtime Court Reporting I	3
CRTR	2380	Cooperative Education-Court Reporting/Court Reporter	3
CRTR	2435	Accelerated Machine Shorthand	4
			10

Sixth Semester (Summer)			Credit Hours
CRTR	2331	Court Reporter Certification Preparation	3
		Humanities or Fine Arts Elective[3] (C) (HFA)	3
			6

Total Credit Hours	**60**

[1]**Core Curriculum Elective:** Complete one course from the Core Curriculum, see the Core Curriculum section of the catalog for a listing of courses. Courses may not be used more than once within the degree plan.
[2]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.
[3]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.

Court Reporting Certificate

Certificate of Completion (C2-CRCC)

The Certificate of Completion in Court Reporting teaches students the skills and knowledge needed to pass the Texas Certified Shorthand Reporter (CSR) Examination and the National Court Reporters Association (RPR) Examination such as stenography, transcription, note taking, audio/visual recording, courtroom etiquette, how to identify verbal and non-verbal cues; listening and interpreting; editing; and public speaking skills. Both CSR and RPR exams consist of a written knowledge exam (must score a 70% or better) and a skills exam (must type 225 words per minute with 95% accuracy). All applicants must be fingerprinted. In order to work as a court reporter in the State of Texas, you must be certified by the State. The capstone course for the Certificate of Completion is CRTR 2331, Court Reporter Certification Preparation.

Students are required to contact the Court Reporting Instructional Coordinator directly for information regarding this program.

For more information visit: epcc.edu/Academics/CourtReporting

First Semester			Credit Hours
CRTR	1202	Law and Legal Terminology	2
CRTR	1312	Court Reporting Communications I	3
CRTR	1314	Court Reporting Technology I	3
CRTR	1404	Machine Shorthand I	4
			12

Second Semester			Credit Hours
CRTR	1406	Machine Shorthand II	4
CRTR	2311	Court Reporting Communications II	3
HPRS	1206	Essentials of Medical Terminology	2
			9

Third Semester (Summer)			Credit Hours
CRTR	2401	Intermediate Machine Shorthand	4
			4

Fourth Semester			Credit Hours
CRTR	2312	Court Reporting Procedures	3
CRTR	2403	Advanced Machine Shorthand	4
			7

Fifth Semester			**Credit Hours**
CRTR	1308	Realtime Court Reporting I	3
CRTR	2380	Cooperative Education-Court Reporting/Court Reporter	3
CRTR	2435	Accelerated Machine Shorthand	4
			10

Sixth Semester (Summer)			**Credit Hours**
CRTR	2331	Court Reporter Certification Preparation	3
			3

| **Total Credit Hours** | | | **45** |

Machine Shorthand Scopist Certificate

Certificate of Completion (C1-CMSS)

The Certificate of Completion in Machine Shorthand Scopist provides students with the necessary knowledge, skills, and background to find employment preparing and editing transcripts for Certified Shorthand Reporters. Machine Shorthand Scopists assist with the following: attending depositions, hearings, proceedings, and other events that require written transcripts; capture spoken dialogue with specialized equipment such as stenographic machines, audio/visual devices, and covered microphones; reading/playing back testimony; review notes taken by Certified Shorthand Reporters; edit transcripts for errors; and provide copies of transcripts and recordings to the court. The capstone for the Certificate of Completion is CRTR 1406, Machine Shorthand II.

Students must type at least 25 words per minute on a typewriter before entering the program.

For more information visit: epcc.edu/Academics/CourtReporting

First Semester			**Credit Hours**
CRTR	1202	Law and Legal Terminology	2
CRTR	1312	Court Reporting Communications I	3
CRTR	1314	Court Reporting Technology I	3
CRTR	1404	Machine Shorthand I	4
			12

Second Semester			**Credit Hours**
CRTR	1406	Machine Shorthand II	4
CRTR	2311	Court Reporting Communications II	3
HPRS	1206	Essentials of Medical Terminology	2
			9

| **Total Credit Hours** | | | **21** |

Realtime Closed Captioning/CART Certificate

Certificate of Completion (C2-CART)

The Certificate of Completion in Realtime Closed Captioning/CART prepares students to be CART (Communication Access Realtime Translation) assistants to hearing-impaired clientele or work in captioning services. Students learn realtime accuracy in addition to skills in stenography; transcription; notetaking; audio/visual recording; courtroom etiquette; how to identify verbal and non-verbal cues; listening and interpreting; editing; and public speaking skills.

The capstone course for the Certificate of Completion is CRTR 2371, Preparation for the Certified Realtime Captioner (CRC).

For more information visit: epcc.edu/Academics/CourtReporting

First Semester			**Credit Hours**
CRTR	1202	Law and Legal Terminology	2
CRTR	1312	Court Reporting Communications I	3
CRTR	1314	Court Reporting Technology I	3
CRTR	1404	Machine Shorthand I	4
			12

Second Semester			**Credit Hours**
CRTR	1406	Machine Shorthand II	4
CRTR	2311	Court Reporting Communications II	3
HPRS	1206	Essentials of Medical Terminology	2
			9

Third Semester (Summer)			**Credit Hours**
CRTR	1201	Introduction to Captioning/CART	2
CRTR	2401	Intermediate Machine Shorthand	4
			6

Fourth Semester			**Credit Hours**
CRTR	1241	Captioning Technology I	2
CRTR	1346	Captioning Reporting I	3
CRTR	2403	Advanced Machine Shorthand	4
			9

Fifth Semester			**Credit Hours**
CRTR	1242	Captioning Technology II	2
CRTR	2333	Captioning Reporting II	3
CRTR	2435	Accelerated Machine Shorthand	4
			9

Sixth Semester (Summer)			**Credit Hours**
CRTR	2371	Preparation for the Certified Realtime Captioner (CRC)	3
			3

| **Total Credit Hours** | | | **48** |

Criminal Justice

Associate of Arts Degree (AA-CRIJ)

FIELD OF STUDY IN CRIMINAL JUSTICE

The Associate of Arts Degree in Criminal Justice prepares students to transfer into a Bachelor's program at a four-year institution. The program also prepares students for entry-level careers in agencies at the local, state, and federal levels. Completing this Field of Study and the EPCC Core Curriculum leads to an Associate of Arts Degree and is fully transferable to any public four-year institution in Texas.

Students interested in transferring to UTEP should consider selecting a Spanish course as the Elective Option to meet the Foreign Language requirement at UTEP.

For students who do not wish to pursue a Bachelor's Degree, EPCC also offers Associate of Applied Science (AAS) Degrees in Criminal Justice and Homeland Security; the AAS degrees are not fully transferrable to four-year institutions.

For more information visit: epcc.edu/Academics/CriminalJustice

First Semester			Credit Hours
CRIJ	1301	Introduction to Criminal Justice (CF)	3
CRIJ	2313	Correctional Systems & Practices (F)	3
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
			15

Second Semester			Credit Hours
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Mathematics[1] (C)	3
			12

Third Semester (Summer)			Credit Hours
		Language, Philosophy and Culture[2] (C)	3
		Creative Arts[3] (C)	3
		Elective Option[4]	1
			7

Fourth Semester			Credit Hours
CRIJ	1310	Fundamentals of Criminal Law (F)	3
CRIJ	2328	Police Systems & Practices (F)	3
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
		Life and Physical Sciences[5] (C)	3
		Life and Physical Sciences Laboratory[6]	1
			13

Fifth Semester			Credit Hours
CRIJ	1306	Court Systems & Practices (F)	3
CRIJ	2314	Criminal Investigation	3
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Life and Physical Sciences[5] (C)	3
		Life and Physical Sciences Laboratory[6]	1
			13

Total Credit Hours **60**

[1]**Mathematics:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.
[2]**Language, Philosophy, and Culture:** Complete one course from ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, 2306, SPAN 2311, 2313, or 2315.
[3]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.
[4]**Elective Option:** Complete one course from KINE 1100, 1104, 2100, SPAN 1411, 1412, 2311, 2312, 2313, or 2315.
[5]**Life and Physical Sciences:** Complete two courses from ASTR 1303, 1304, BIOL 1306, 1307, 1308, 1309, 2401, 2402, 2404, CHEM 1306, 1307, 1311, 1312, GEOL 1301, 1302, 1303, 1304, PHYS 1301, 1302, 1315, 2325, or 2326. Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.
[6]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be

counted in the discipline degree requirements for a total of two credit hours.

Courses may not be used more than once within the degree plan.

Criminal Justice Option

Associate of Applied Science Degree (AAS-CJCR)

The Associate of Applied Science Degree in Criminal Justice Option prepares students for entry-level careers in agencies at the local, state, and federal levels. This degree plan option emphasizes the enforcement aspect of the criminal justice system. The curriculum is designed to be completed in two years. Students enrolling in this program who plan to transfer to a four-year institution should consult an academic counselor regarding transfer requirements and transferability of these courses. Although this degree includes transferable Field of Study courses, not all courses in this degree are transferable to a Texas four-year institution.

Students who wish to pursue a career in Texas law enforcement should meet the Texas Commission on Law Enforcement (TCOLE) requirements for minimum standards for employment in the law enforcement field as per commission licensing rules 217.1. Students must be able to successfully pass a background investigation and psychological, drug, and physical exams. The capstone course for the AAS Degree is CJCR 2380, Cooperative Education-Corrections or HMSY 2337, Managing a Unified Incident Command.

For more information visit: epcc.edu/Academics/CriminalJustice

First Semester			Credit Hours
CRIJ	1301	Introduction to Criminal Justice (CF) (SBS)	3
CRIJ	2313	Correctional Systems & Practices (F)	3
ENGL	1301	Composition I (C)	3
GOVT	2305	Federal Government (Federal Constitution & Topics) (C) (SBS)	3
ITSC	1301	Introduction to Computers	3
			15

Second Semester			Credit Hours
CRIJ	2323	Legal Aspects of Law Enforcement	3
ENGL	1302	Composition II (C)	3
GOVT	2306	Texas Government (Texas Constitution & Topics) (C) (SBS)	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Mathematics Elective[1] (C) (MNS)	3
			15

Third Semester (Summer)			Credit Hours
		Humanities or Fine Arts Elective[2] (C) (HFA)	3
			3

Fourth Semester			Credit Hours
CRIJ	1307	Crime in America	3
CRIJ	1310	Fundamentals of Criminal Law (F)	3
CRIJ	1313	Juvenile Justice System	3
CRIJ	2328	Police Systems & Practices (F)	3
			12

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

Fifth Semester			**Credit Hours**
CJCR	2380	Cooperative Education-Corrections **or**	
HMSY	2337	Managing a Unified Incident Command	3
CRIJ	1306	Court Systems & Practices (F)	3
CRIJ	2301	Community Resources in Corrections	3
CRIJ	2314	Criminal Investigation	3
HMSY	1337	Introduction to Homeland Security	3
			15

Total Credit Hours 60

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, or 1332.

[2]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.

Law Enforcement Certificate

Certificate of Completion (C2-LAWE)

The Certificate of Completion in Law Enforcement provides a curriculum suitable for students seeking the credentials needed to apply to specific law enforcement agencies. It also provides a clear pathway for high school students interested in Criminal Justice, but have not yet decided whether they will move on to an Associate or Baccalaureate degree. This Certificate of Completion is fully embedded in the Associate of Applied Science Degree in Criminal Justice, so that every class found in this certificate will apply for those students opting to move on to the two-year AAS Degree.

Students who wish to pursue a career in Texas law enforcement should meet the Texas Commission on Law Enforcement (TCOLE) requirements for minimum standards for employment in the law enforcement field as per commission licensing rules 217.1. Students must be able to successfully pass a background investigation and psychological, drug, and physical exams. The capstone course for this Certificate of Completion in Law Enforcement is HMSY 2337, Managing a Unified Incident Command.

For more information visit: epcc.edu/Academics/CriminalJustice

First Semester			**Credit Hours**
		Humanities or Fine Arts Elective[1] (C)	3
			3

Second Semester			**Credit Hours**
CRIJ	1301	Introduction to Criminal Justice	3
CRIJ	2328	Police Systems & Practices	3
ENGL	1301	Composition I (C)	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			12

Third Semester			**Credit Hours**
CRIJ	1306	Court Systems & Practices	3
CRIJ	2314	Criminal Investigation	3
CRIJ	2323	Legal Aspects of Law Enforcement	3
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
HMSY	2337	Managing a Unified Incident Command	3
			15

Total Credit Hours 30

[1]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.

Homeland Security Option

Associate of Applied Science Degree (AAS-HMSY)

The Associate of Applied Science Degree in Criminal Justice-Homeland Security option emphasizes the homeland security aspect of law enforcement. Students are trained in terrorism, information analysis security, and weapons of mass destruction and prepared to take a homeland security role in local, state, and federal law enforcement. Students enrolling in this program who plan to transfer to a four-year institution should consult an academic counselor regarding transfer requirements and transferability of these courses. Although this degree includes transferable Field of Study courses, not all courses in this degree are transferable to a Texas four-year institution.

Students who wish to pursue a career in Texas law enforcement should meet the Texas Commission on Law Enforcement (TCOLE) requirements for minimum standards for employment in the law enforcement field as per commission licensing rules 217.1. Students must be able to successfully pass a background investigation and psychological, drug, and physical exams. The capstone course for the AAS Degree in Homeland Security Option is CJCR 2380, Cooperative Education-Corrections.

For more information visit: epcc.edu/Academics/CriminalJustice

First Semester			**Credit Hours**
CRIJ	1301	Introduction to Criminal Justice (CF) (SBS)	3
CRIJ	2313	Correctional Systems & Practices (F)	3
ENGL	1301	Composition I (C)	3
GOVT	2305	Federal Government (Federal Constitution & Topics) (C) (SBS)	3
ITSC	1301	Introduction to Computers	3
			15

Second Semester			**Credit Hours**
CRIJ	2328	Police Systems & Practices (F)	3
ENGL	1302	Composition II (C)	3
GOVT	2306	Texas Government (Texas Constitution & Topics) (C) (SBS)	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Mathematics Elective [1] (C) (MNS)	3
			15

Third Semester (Summer)			**Credit Hours**
		Humanities or Fine Arts Elective[2] (C) (HFA)	3
			3

Fourth Semester			**Credit Hours**
CRIJ	1310	Fundamentals of Criminal Law (F)	3
HMSY	1337	Introduction to Homeland Security	3
HMSY	2337	Managing a Unified Incident Command	3
ITSY	1300	Fundamentals of Information Security	3
			12

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

Fifth Semester			Credit Hours
CJCR	2380	Cooperative Education-Corrections	3
CRIJ	1306	Court Systems & Practices (F)	3
CRIJ	2314	Criminal Investigation	3
HMSY	1340	Homeland Security Intelligence Operations	3
HMSY	1342	Understanding and Combating Terrorism	3
			15

Total Credit Hours   60

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, or 1332.

[2]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.

Homeland Security Certificate

Certificate of Completion (C1-HMSC)

The Certificate of Completion in Homeland Security provides students with specialized training in the areas of information gathering, information security, and understanding terrorist organizations. This Certificate of Completion is fully embedded in the Associate of Applied Science Degree in Homeland Security so that every class found in this certificate will apply for those students opting to move on to the two-year AAS Degree.

Students who wish to pursue a career in Texas law enforcement should meet the Texas Commission on Law Enforcement (TCOLE) requirements for minimum standards for employment in the law enforcement field as per commission licensing rules 217.1. Students must be able to successfully pass a background investigation and psychological, drug, and physical exams. The capstone course for the Certificate of Completion is HMSY 2337, Managing a Unified Incident Command.

For more information visit: epcc.edu/Academics/CriminalJustice

First Semester			Credit Hours
HMSY	1337	Introduction to Homeland Security	3
HMSY	1342	Understanding and Combating Terrorism	3
ITSC	1301	Introduction to Computers	3
			9

Second Semester			Credit Hours
CRIJ	2314	Criminal Investigation	3
HMSY	1340	Homeland Security Intelligence Operations	3
HMSY	2337	Managing a Unified Incident Command	3
ITSY	1300	Fundamentals of Information Security	3
			12

Total Credit Hours   21

Fire Technology - Basic Firefighter Option

Associate of Applied Science Degree (AAS-FIRS)
Certificate of Completion (C2-FIRC)

The Associate of Applied Science Degree in Basic Firefighter Option provides entry-level knowledge and skills to students interested in a career in fire service. Upon successful completion of the first year of the degree path, students are eligible for the Certificate of Completion in Basic Firefighter. The certificate satisfies the Texas Commission on Fire Protection's requirements for Texas Basic Structure Fire Protection Certification. Students may become eligible for International Fire Service Accreditation Congress (IFSAC) seals as well. Students will be required to take TSIA2 placement tests or equivalent and achieve the following levels of course placement or higher: [INRW 0311 or INRW 0312 or INRW 0313] and NCBM 0302. The capstone experience for the AAS Degree and Certificate of Completion is The Texas Commission on Fire Protection's Basic Structure Fire Suppression Examination.

Current firefighters meeting state exemption requirements can earn the associate degree, tuition free. For more information visit the Financial Aid Office at any campus, or visit collegeforalltexans.com.

For more information visit: epcc.edu/Academics/FireTechnology

Prerequisite Semester			Credit Hours
FIRS	1103	Firefighter Agility and Fitness Preparation	1
FIRT	1301	Fundamentals of Fire Protection	3
FIRT	1319	Firefighter Health and Safety	3
			7

First Semester			Credit Hours
EMSP	1160	Clinical-Emergency Medical Technology/Technician (EMT Paramedic) I	1
EMSP	1501	Emergency Medical Technician	5
			6

Second Semester			Credit Hours
FIRS	1401	Firefighter Certification I	4
FIRS	1407	Firefighter Certification II	4
FIRS	1413	Firefighter Certification III	4
FIRS	1419	Firefighter Certification IV	4
FIRS	1433	Firefighter Certification VII	4
			20

Total Certificate Hours   33

Basic Firefighter Certificate (C2-FIRC)
Exit Certificate of Completion

Third Semester			Credit Hours
ENGL	1301	Composition I (C)	3
FIRT	1327	Building Construction in the Fire Service	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Mathematics Elective[1] (C) (MNS)	3
			12

Fourth Semester			Credit Hours
FIRS	2344	Driver/Pump Operator	3
FIRT	1305	Public Education Programs	3
FIRT	1307	Fire Prevention Codes and Inspections	3
		Humanities or Fine Arts Elective[2] (C) (HFA)	3
		Social and Behavioral Sciences Elective[3] (C) (SBS)	3
			15

Total Credit Hours	60

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

[2]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.

[3]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, GOVT 2305, 2306, HIST 1301, 1302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

Fire Science Option

Associate of Applied Science Degree (AAS-FIRT)
Certificate of Completion (C2-FIRC)

The Associate of Applied Science Degree in Fire Science Option provides students with professional-level education to meet personnel needs in the fire science field. Upon successful completion of the first year of the degree path, students are eligible for the Certificate of Completion in Basic Firefighter. The Certificate satisfies the Texas Commission on Fire Protection's requirements for Texas Basic Structure Fire Protection Certification. Students are also eligible for International Fire Service Accreditation Congress (IFSAC) seals. Students will be required to take TSIA2 placement tests or equivalent, and achieve the following levels of course placement or higher: [INRW 0311 or INRW 0312 or INRW 0313] and NCBM 0302. The capstone experience for the AAS Degree and Certificate of Completion is The Texas Commission on Fire Protection's Basic Structure Fire Suppression Examination.

Current firefighters meeting state exemption requirements can earn the associate degree, tuition free. For more information visit the Financial Aid Office at any campus, or visit collegeforalltexans.com.

For more information visit: epcc.edu/Academics/FireTechnology

Prerequisite Semester			Credit Hours
FIRS	1103	Firefighter Agility and Fitness Preparation	1
FIRT	1301	Fundamentals of Fire Protection	3
FIRT	1319	Firefighter Health and Safety	3
			7

First Semester			Credit Hours
EMSP	1160	Clinical-Emergency Medical Technology/Technician (EMT Paramedic) I	1
EMSP	1501	Emergency Medical Technician	5
			6

Second Semester			Credit Hours
FIRS	1401	Firefighter Certification I	4
FIRS	1407	Firefighter Certification II	4
FIRS	1413	Firefighter Certification III	4
FIRS	1419	Firefighter Certification IV	4
FIRS	1433	Firefighter Certification VII	4
			20

Total Certificate Hours	33

EXIT CERTIFICATE OF COMPLETION:
BASIC FIREFIGHTER C2-FIRC

Third Semester			Credit Hours
FIRT	1303	Fire and Arson Investigation I **or**	
FIRT	1315	Hazardous Materials I	3
FIRT	1338	Fire Protection Systems	3
		Fire Technology Elective[1]	2
			8

Fourth Semester			Credit Hours
ENGL	1301	Composition I (C)	3
FIRT	1445	Hazardous Materials II **or**	
FIRT	2433	Fire and Arson Investigation II	4
		Social and Behavioral Sciences Elective [2] (C) (SBS)	3
			10

Fifth Semester (Summer)			Credit Hours
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Mathematics Elective [3] (C) (MNS)	3
		Humanities or Fine Arts Elective [4] (C) (HFA)	3
			9

Total Credit Hours	60

[1]**Fire Technology Elective:** Select and complete a single course from either the FIRS or FIRT curriculum, or choose any academic course.

[2]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, GOVT 2305, 2306, HIST 1301, 1302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

[3]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

[4]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.

Fire Management

Associate of Applied Science Degree (AAS-FIRE)

The Associate of Applied Science Degree in Fire Management offers higher-level fire protection courses for veteran firefighters preparing for supervisory/management roles in fire service. The role of fire officers is to manage the day-to-day responsibilities of the fire company. Understanding the administrative duties as well as the supervisory functions of the fire company helps to meet fire department objectives. Firefighters that are aspiring to meet the challenges of today's supervisory roles need the academics and practice as fire officers. Fire departments are requiring officer candidates to be certified in Fire Officer I and II. FIRT 1342: Fire Officer I and FIRT 1343: Fire Officer II are courses that lead to Texas Commission on Fire Protection certification. If you're unsure if you meet the qualifications necessary for the certification course, meet with the Fire Technology discipline coordinator to verify eligibility. Other embedded certifications within the degree plan are FIRT 2305: Fire Instructor I and FIRT 2307, Fire Officer II. Students will be required to take TSIA2 placement tests or equivalent, and achieve the following levels of course placement or higher: [INRW 0311 or

INRW 0312 or INRW 0313] and NCBM 0302. The capstone experience for the AAS Degree is FIRT 2351, Company Fire Officer.

Current firefighters meeting state exemption requirements can earn the associate degree, tuition free. For more information visit the Financial Aid Office at any campus, or visit collegeforalltexans.com.

For more information visit: epcc.edu/Academics/FireTechnology

First Semester			Credit Hours
FIRT	1309	Fire Administration I	3
FIRT	1319	Firefighter Health and Safety	3
FIRT	1338	Fire Protection Systems	3
FIRT	2309	Firefighting Strategies and Tactics I	3
		Fire Technology Elective[1]	3
			15

Second Semester			Credit Hours
ENGL	1301	Composition I (C)	3
FIRT	1327	Building Construction in the Fire Service	3
		Humanities or Fine Arts Elective[2] (C) (HFA)	3
		Mathematics Elective[3] (C) (MNS)	3
		Social and Behavioral Sciences Elective[4] (C) (SBS)	3
			15

Third Semester			Credit Hours
FIRT	1342	Fire Officer I	3
FIRT	1353	Legal Aspects of Fire Protection	3
FIRT	2305	Fire Instructor I	3
FIRT	2331	Firefighting Strategies and Tactics II	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			15

Fourth Semester			Credit Hours
FIRT	1307	Fire Prevention Codes and Inspections	3
FIRT	1343	Fire Officer II	3
FIRT	2307	Fire Instructor II	3
FIRT	2351	Company Fire Officer	3
		Fire Technology Elective[1]	3
			15

Total Credit Hours	**60**

[1]**Fire Technology Elective:** Complete two courses from FIRT 1303, 1305, or 1315.

[2]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.

[3]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

[4]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, GOVT 2305, 2306, HIST 1301, 1302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

Fire Inspector Certificate
Enhanced Skills Certificate of Completion (C3-FICC)

The Enhanced Certificate of Completion in Fire Inspector is for students with firefighting experience who are interested in pursuing fire inspector duties. The student will be able to recognize fire and safety hazards and through proper inspection practice, minimize the

potential for loss of life and property. The capstone course for the Fire Inspector Certificate is FIRT 1340, Fire Inspector II.

Students must meet the placement testing for INRW 0311 or INRW 0312 or INRW 0313 or equivalent and GET APPROVAL FROM THE FIRE TECHNOLOGY COORDINATOR in order to register for the courses in this certificate.

Current firefighters meeting state exemption requirements can earn the certificate, tuition-free. For more information visit the Financial Aid Office at any campus, or visit collegeforalltexans.com.

For more information visit: epcc.edu/Academics/FireTechnology

One Semester			Credit Hours
FIRT	1202	Plan Examiner	2
FIRT	1340	Fire Inspector II	3
FIRT	1408	Fire Inspector I	4
			9

Total Credit Hours	**9**

Paralegal
Associate of Applied Science Degree (AAS-LGLA)

The Associate of Applied Science Degree in Paralegal trains students to provide essential auxiliary services to the legal profession. Under the supervision and direction of a lawyer, Paralegals apply their knowledge of law and legal procedures to assist lawyers in legal research; prepare and interpret legal documents; courtroom/trial assistance; interview/investigate clients; and organization/scheduling. Students completing the Associate of Applied Science degree in Paralegal will be eligible to apply to the various National Paralegal Associations that offer certification. The capstone course for the AAS Degree is LGLA 2381, Cooperative Education-Legal Assistant/Paralegal II.

Students starting in the Fall Semester of the Paralegal Program must take the following courses concurrently: LGLA 1307, LGLA 1345, and LGLA 1303.

Students registering for LGLA 2380 must have already completed LGLA 1303, LGLA 1307, LGLA 1345, and LGLA 2335, OR OBTAIN APPROVAL FROM THE PROGRAM COORDINATOR.

Students registering for LGLA 2381 must have completed LGLA 2380 OR OBTAIN APPROVAL FROM THE PROGRAM COORDINATOR.

For more information visit: epcc.edu/Academics/Paralegal

First Semester			Credit Hours
ENGL	1301	Composition I (C)	3
ITSC	1301	Introduction to Computers	3
LGLA	1303	Legal Research	3
LGLA	1307	Introduction to Law and the Legal Professions	3
LGLA	1345	Civil Litigation	3
			15

Second Semester			Credit Hours
ENGL	2311	Technical & Business Writing	3
GOVT	2305	Federal Government (Federal Constitution & Topics) (C) (SBS)	3
LGLA	1353	Wills, Trusts and Probate Administration	3
LGLA	2309	Real Property	3
LGLA	2335	Advanced Civil Litigation	3
			15

Third Semester (Summer)			Credit Hours
SPCH	1321	Business & Professional Communication (C)	3
			3

Fourth Semester			Credit Hours
LGLA	1351	Contracts	3
LGLA	2303	Torts and Personal Injury Law	3
LGLA	2380	Cooperative Education-Legal Assistant/Paralegal I	3
GOVT	2306	Texas Government (Texas Constitution & Topics) (C) (SBS) **or**	
PHIL	2306	Introduction to Ethics (C) (HFA)	3
MATH	1332	Contemporary Mathematics (Quantitative Reasoning) (C) (MNS)	3
			15

Fifth Semester			Credit Hours
LGLA	1301	Legal Research and Writing	3
LGLA	1355	Family Law	3
LGLA	2381	Cooperative Education-Legal Assistant/Paralegal II	3
		Paralegal Elective[1]	3
			12

Total Credit Hours	60

[1]**Paralegal Elective:** Complete one course from LGLA 1359, or 2313.

Paralegal Certificate

Advanced Technical Certificate of Completion (C4-LGLB)

The Advanced Technical Certificate of Completion in Paralegal is available to students who have previously completed an Associate's or Bachelor's degree in any field or have previously completed at least 27 semester credit hours, which include a minimum of 15 hours of general education. Students completing this program receive an Advanced Technical Certificate of Completion. Paralegal Certification can only be obtained by applying to the NALA Paralegal Association and passing the certification examination. The capstone course for this Advanced Technical Certificate of Completion is LGLA 2335, Advanced Civil Litigation.

Prior to registering for this Advanced Technical Certificate of Completion or for LGLA 2381, students need to contact the Program Coordinator.

For more information visit: epcc.edu/Academics/Paralegal

First Semester			Credit Hours
LGLA	1303	Legal Research	3
LGLA	1307	Introduction to Law and the Legal Professions	3
LGLA	1345	Civil Litigation	3
LGLA	1351	Contracts	3
LGLA	2303	Torts and Personal Injury Law	3
			15

Second Semester			Credit Hours
LGLA	1301	Legal Research and Writing	3
LGLA	1353	Wills, Trusts and Probate Administration	3
LGLA	1355	Family Law	3
LGLA	2309	Real Property	3
LGLA	2335	Advanced Civil Litigation	3
LGLA	2381	Cooperative Education-Legal Assistant/Paralegal II	3
			18

Total Credit Hours	33

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

STEM (SCIENCE, TECHNOLOGY, ENGINEERING & MATH)

STEM
(Science, Technology, Engineering & Math)

Architecture

Associate of Science Degree (AS-ARCH)

FIELD OF STUDY IN ARCHITECURE

The Associate of Science in Architecture provides students with a strong foundational knowledge of the field of Architecture. Students will learn the necessary skills Architects need to master such as designing, engineering, managing, supervising, and effective communication with clients and builders. Students who complete the AS in Architecture are encouraged to continue their education on to Bachelor's of Architecture degree, and later a Master's of Architecture degree. Students planning on transferring to Texas Tech University at El Paso College of Architecture must complete their Core Curriculum course requirements before applying for transfer. If you are planning to transfer to Texas Tech University in Lubbock or any other Texas institution excluding TTU El Paso, all credits will transfer even if students aren't Core complete. All students will be required to submit a portfolio of their work to their selected university or college for review and acceptance. All Texas public institutions, including TTU El Paso accept all Architecture Field of Study (FOS) courses. See the degree plan below to view which courses count toward the Architecture FOS. Architecture courses are only offered in the semester they appear in.

For more information visit: epcc.edu/Academics/Architecture

Summer Session			Credit Hours
ARCH	1311	Introduction to Architecture (F)	3
EDUC	1300	Learning Framework (C)	3
HIST	1301	United States History I (C)	3
			9

Fall Semester			Credit Hours
ARCH	1303	Architectural Design I (F)	3
ARCH	1307	Architectural Graphics I (F)	3
ENGL	1301	Composition I (C)	3
HIST	1302	United States History II (C)	3
			12

Spring Semester			Credit Hours
ARCH	1304	Architectural Design II (F)	3
ARCH	1308	Architectural Graphics II (F)	3
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
MATH	1314	College Algebra (C)	3
			T2

Summer Session			Credit Hours
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Core Curriculum Elective[1] (C)	3
			6

Fall Semester			Credit Hours
ARCH	1301	Architectural History I (CF)	3
ARCH	2312	Architectural Technology (F)	3
ARCH	2603	Architectural Design III (F)	6
			12

Spring Semester			Credit Hours
ARCH	1302	Architectural History II (F)	3
ARCH	2604	Architectural Design IV (F)	6
			9

Total Credit Hours 60

[1]Core Curriculum Elective: Complete one course from the Core Curriculum, see the Core Curriculum section of the catalog for a listing of courses. Courses may not be used more than once within the degree plan.

Biological Sciences

Associate of Science Degree (AS-BIOL)

The two-year Biological Sciences program prepares students to transfer directly into a Bachelor's degree program in Biology at a four-year institution. Students are responsible for completing all prerequisite courses within the program. Students planning to transfer to a four-year institution should check degree requirements of the college or university to which they plan to transfer.

For more information visit: epcc.edu/Academics/BiologicalSciences

First Semester			Credit Hours
BIOL	1306	Biology for Science Majors I (Lecture) (C)	3
BIOL	1106	Biology for Science Majors I (Lab)	1
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
		Mathematics[1] (C)	3
			13

Second Semester			Credit Hours
BIOL	1307	Biology for Science Majors II (Lecture) (C)	3
BIOL	1107	Biology for Science Majors II (Lab)	1
ENGL	1302	Composition II (C)	3
HIST	1301	United States History I (C)	3
CHEM	1311	General Chemistry I (Lecture) (C)	3
CHEM	1111	General Chemistry I (Lab)	1
			14

Third Semester (Summer)			Credit Hours
HIST	1302	United States History II (C)	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			6

Fourth Semester			Credit Hours
CHEM	1312	General Chemistry II (Lecture) (C)	3
CHEM	1112	General Chemistry II (Lab)	1
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
		Biology Elective[2]	4
		Language, Philosophy, and Culture[3] (C)	3
			14

*(C) Core Curriculum Course (F) Field of Study Course **T** Transferrable **W** WECM*

Fifth Semester			Credit Hours
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Biology Elective[2]	4
		Creative Arts[4] (C)	3
		Social and Behavioral Sciences[5] (C)	3
			13

Total Credit Hours	60

[1]**Mathematics:** Complete MATH 1314 (preferred) or one course from 2314, 2412 or 2413.

[2]**Biology Electives:** Complete eight credits from BIOL 1411, 1413, or 2421.

[3]**Language, Philosophy, and Culture:** Complete one course from ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, 2306, SPAN 2311, 2313, or 2315.

[4]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.

[5]**Social and Behavioral Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

Chemistry

Associate of Science Degree (AS-CHEM)

The Associate of Science Degree in Chemistry covers the first two years of a four-year curriculum leading to a Bachelor's Degree in Chemistry. Students learn to apply math and chemistry concepts in the laboratory, and develop critical thinking skills to solve different types of problems including unit conversion and dimensional analysis. Upon completion of this program, students are able to define the fundamental properties of matter; determine the basic nuclear/electronic structures of atoms; identify trends in chemical/physical elemental properties; write chemical formulas and balance equations; utilize gas laws and the basics of the Kinetic

Molecular Theory to solve gas problems; and understand concepts such as: stereochemistry, structure and reactivity, reaction mechanisms, functional groups, synthesis of simple molecules, and the use of spectroscopic data to determine the structure of organic molecules.

For more information visit: epcc.edu/Academics/Chemistry

First Semester			Credit Hours
CHEM	1311	General Chemistry I (Lecture) (C)	3
CHEM	1111	General Chemistry I (Lab)	1
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
			13

Second Semester			Credit Hours
CHEM	1312	General Chemistry II (Lecture) (C)	3
CHEM	1112	General Chemistry II (Lab)	1
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
MATH	2413	Calculus I (C)	4
			14

Third Semester (Summer)			Credit Hours
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Creative Arts[1] (C)	3
		Language, Philosophy, and Culture[2] (C)	3
			9

Fourth Semester			Credit Hours
CHEM	2423	Organic Chemistry I (Lecture + Lab)	4
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
MATH	2314	Calculus II (C)	3
			10

Fifth Semester			Credit Hours
CHEM	2425	Organic Chemistry II (Lecture + Lab)	4
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
PHYS	2325	University Physics I (Lecture) (C)	3
PHYS	2125	University Physics I (Lab)	1
		Social and Behavioral Sciences[3] (C)	3
			14

Total Credit Hours	60

[1]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.

[2]**Language, Philosophy, and Culture:** Complete one course from ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, 2306, SPAN 2311, 2313, or 2315.

[3]**Social and Behavioral Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

Computer Science

Associate of Arts Degree (AA-COSC)

The two-year Associate of Arts Degree in Computer Science prepares students to transfer directly into a Bachelor's Degree in Computer Science at a four-year institution. Students planning to enter the computer science field or the Associates Degree in Computer Programming or Networking are advised to select electives that will apply to the academic coursework in that degree plan. The Associate of Arts in Computer Science provides a balanced program that gives students a strong concentration in the computer programming area. It is highly recommended that students complete the Math and Physics sequence at the same institution.

It is highly recommended that students transferring to UTEP Computer Science Bachelor of Science should additionally consider taking MATH 2305, Discrete Mathematics.

For more information visit: epcc.edu/Academics/ComputerScience

First Semester			Credit Hours
COSC	1315	Introduction to Computer Programming	3
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
MATH	2413	Calculus I (C)	4
			16

Second Semester			**Credit Hours**
COSC	1436	Programming Fundamentals I	4
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
			10

Third Semester (Summer)			**Credit Hours**
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Language, Philosophy, and Culture[1] (C)	3
		Social and Behavioral Sciences[2] (C)	3
			9

Fourth Semester			**Credit Hours**
COSC	1437	Programming Fundamentals II	4
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
PHYS	2325	University Physics I (Lecture) (C)	3
PHYS	2125	University Physics I (Lab)	1
			11

Fifth Semester			**Credit Hours**
COSC	2336	Programming Fundamentals III	3
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Creative Arts[3] (C)	3
		Life & Physical Science[4]	3
		Life & Physical Science Laboratory[5]	1
		Elective Option [6]	1
			14

Total Credit Hours   **60**

[1]**Language, Philosophy, and Culture:** Complete one course from ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, 2306, SPAN 2311, 2313, or 2315.
[2]**Social and Behavioral Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.
[3]**Creative Arts:** Complete one from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.
[4] **Life & Physical Science:** ASTR 1303, BIOL 1306, CHEM 1306, CHEM 1311, GEOL 1303, or GEOL 1304.
[5] **Life & Physical Science Laboratory:** ASTR 1103, BIOL 1106, CHEM 1106, CHEM 1111, GEOL 1103, or GEOL 1104.
[6]**Elective Option:** Complete a one-hour credit course. See Course Descriptions section for courses with a "**T**." Courses may only apply once within the degree plan.

Computer Programming

Associate of Applied Science Degree (AAS-ITSC)

The Associate of Applied Science Degree in Computer Programming trains students to be entry-level Junior Programmers I. Working under the supervision of a senior programmer, Junior Programmers (or Programmer Trainees) develop program structure charts/logic plans; code, debug, and test programs written in a high-level language; and prepare program documentation. Junior Programmers may be assigned tasks such as modifying existing programs and system design projects, analyzing systems, flow charting, input\output design, and system documentation. While focusing on programming concepts and languages, it also provides a fundamental core

knowledge of data including advanced spreadsheets, Microsoft access, and Oracle databases with SQL (Structured Query Language). It is anticipated that a student will begin study the summer after their high school graduation. The degree can be completed sooner or take longer depending on a student's particular course load. The capstone course for the AAS Degree in Computer Programming is ITSC 2381, Cooperative Education–Computer and Information Sciences, General II.

For more information visit:
epcc.edu/Academics/InformationTechnologySystems

First Semester (Summer)			**Credit Hours**
ITSC	1301	Introduction to Computers	3
ITSE	1329	Programming Logic and Design	3
			6

Second Semester			**Credit Hours**
ITSE	1311	Beginning Web Programming	3
ITSE	2309	Database Programming	3
ITSW	1313	Introduction to Data Entry	3
ITSY	1300	Fundamentals of Information Security	3
			12

Third Semester			**Credit Hours**
ITNW	1308	Implementing and Supporting Client Operating Systems	3
ITSC	2380	Cooperative Education-Computer and Information Sciences, General I	3
ITSE	1307	Introduction to C++ Programming **or**	
COSC	1320	C Programming	3
ITSE	1333	Mobile Applications Development	3
ITSE	1350	System Analysis and Design	3
			15

Fourth Semester (Summer)			**Credit Hours**
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			3

Fifth Semester			**Credit Hours**
ENGL	1301	Composition I (C)	3
ITSE	1345	Introduction to Oracle SQL	3
ITSE	2317	JAVA Programming	3
		Mathematics Elective[1] (C) (MNS)	3
			12

Sixth Semester			**Credit Hours**
ITSC	2381	Cooperative Education-Computer and Information Sciences, General II	3
ITSE	1359	Introduction to Scripting Languages	3
		Social and Behavioral Sciences Elective[2] (C) (SBS)	3
		Humanities or Fine Arts Elective[3] (C) (HFA)	3
			12

Total Credit Hours   **60**

[1]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.
[2]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, GOVT 2305, 2306, HIST 1301, 1302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.
[3]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.

Data Analytics Certificate

Certificate of Completion (C1-DATA)

In today's data-driven world, organizations rely on data analytics to make informed decisions, gain a competitive edge, and enhance overall business performance. However, as data becomes increasingly valuable, the need to protect it from threats and adversarial attacks has never been greater. The Data Analytics Certificate program with a focus on Security, Adversarial Thinking, Computational Thinking, and Business Solutions is designed to equip individuals with the knowledge and skills necessary to excel in the field of data analytics while prioritizing data security and business relevance. The capstone course for the Certificate is ITSE 2380, Cooperative Education, Computer Programming.

For more information visit:
epcc.edu/Academics/InformationTechnologySystems

First Semester			Credit Hours
BUSI	2305	Business Statistics	3
COSC	1315	Introduction to Computer Programming	3
ITSC	1301	Introduction to Computers	3
MATH	1314	College Algebra **or**	
MATH	1324	Mathematics for Business & Social Sciences	3
			12

Secon Semester			Credit Hours
ITSE	2309	Database Programming	3
ITSE	2380	Cooperative Education-Computer Programming/Programmer, General	3
ITSW	2334	Advanced Spreadsheets	3
MATH	1325	Calculus for Business & Social Sciences	3
			12

Total Credit Hours **24**

Entry Level Computer Programming Certificate

Certificate of Completion (C1-ITEL)

The Certificate of Completion in Computer Programming trains students to become entry-level junior programmers. Working under the supervision of a senior programmer, the junior programmer (sometimes referred to as a programmer trainee) develops program structure charts and logic plans; codes, debugs, and tests programs written in high-level language; and prepares program documentation. The capstone course for the Certificate of Completion in Entry-Level Computer Programming is ITSC 2380, Cooperative Education-Computer and Information Sciences, General I.

For more information visit:
epcc.edu/Academics/InformationTechnologySystems

First Semester (Summer)			Credit Hours
ITSC	1301	Introduction to Computers	3
ITSE	1329	Programming Logic and Design	3
ITSW	1313	Introduction to Data Entry	3
			9

Second Semester			Credit Hours
ITSE	1345	Introduction to Oracle SQL	3
ITSE	2309	Database Programming	3

ITSY	1300	Fundamentals of Information Security	3
			9

Third Semester			Credit Hours
ITNW	1308	Implementing and Supporting Client Operating Systems	3
ITSC	2380	Cooperative Education-Computer and Information Sciences, General I	3
ITSE	1307	Introduction to C++ Programming **or**	3
COSC	1320	C Programming	
ITSE	1333	Mobile Applications Development	3
ITSE	1350	System Analysis and Design	3
			15

Total Credit Hours **33**

Cyber Security

Associate of Applied Science Degree (AAS-CYBE)

The Associate of Applied Science Degree in Cyber Security teaches students how to install, design, manage, operate, plan, troubleshoot, and secure an information technology infrastructure. Topics covered in the program range from local area networks to wide area networks and security technologies. Students learn to guard vital information systems vigilantly while fighting cyber-crime, such as identity data theft, hacking, and invasion of privacy that plagues corporations and government agencies. Network security training provides students with the ability to handle web and network security exploits, intrusion prevention, network traffic analysis, cryptography, and encryption. Many courses are Cisco certified with a Cisco certified instructor. It is anticipated that a student will begin study the summer after their high school graduation. The degree can be completed sooner or take longer depending on a student's particular course load. The capstone course for the AAS Degree is ITSC 2381, Cooperative Education-Computer and Information Sciences, General II.

For more information visit:
epcc.edu/Academics/InformationTechnologySystems

First Semester (Summer)			Credit Hours
ITSC	1301	Introduction to Computers	3
ITSW	1313	Introduction to Data Entry	3
			6

Second Semester			Credit Hours
ENGL	1301	Composition I (C)	3
ITCC	1314	CCNA 1: Introduction to Networks	3
ITSC	1305	Introduction to PC Operating Systems	3
ITSY	1300	Fundamentals of Information Security	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			15

Third Semester			Credit Hours
ITSC	1316	Linux Installation and Configuration	3
		Humanities or Fine Arts Elective[1] (C) (HFA)	3
		Mathematics Elective[2] (C) (MNS)	3
		Social and Behavioral Sciences Elective[3] (C) (SBS)	3
			12

Fourth Semester		Credit Hours
ITCC 1344	CCNA 2: Switching, Routing, and Wireless Essentials	3
ITSE 1359	Introduction to Scripting Languages	3
		6

Fifth Semester		Credit Hours
ITCC	2320	CCNA 3: Enterprise Networking, Security, and Automation	3
ITSC	2380	Cooperative Education-Computer and Information Sciences, General I	3
ITSY	2300	Operating System Security	3
ITSY	2301	Firewalls and Network Security Design	3
			12

Sixth Semester		Credit Hours
ITSC	2381	Cooperative Education-Computer and Information Sciences, General II	3
ITSY	2330	Intrusion Detection	3
ITSY	2343	Computer System Forensics	3
			9

Total Credit Hours		**60**

[1]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.
[2]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.
[3]**Social and Behavioral Sciences Electives:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, GOVT 2305, 2306, HIST 1301, 1302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

Computer Support Technician A+ Certificate

Certificate of Completion (C1-ITCS)

The Certificate of Completion in Computer Support Technician A+ prepares students for entry-level positions in computer maintenance, repair, and upgrade. This training will include troubleshooting, configuration, installation, hardware upgrading, hardware peripherals, and software with an emphasis on A+ Certification

concepts and practices. The course of study also provides students with a basic understanding of data communication concepts and hands-on networking training. This Certificate will prepare students to handle all facets of computer technician job requirements and provide a foundation in networking. The capstone course for the Certificate of Completion in Computer Support Technician A+ is ITSC 2380, Cooperative Education-Computer and Information Sciences, General I.

For more information visit:
epcc.edu/Academics/InformationTechnologySystems

First Semester (Summer)		Credit Hours
ITSC	1301	Introduction to Computers	3
ITSC	1305	Introduction to PC Operating Systems	3
ITSW	1313	Introduction to Data Entry	3
			9

Second Semester		Credit Hours
ITCC	1314	CCNA 1: Introduction to Networks	3
ITSC	1316	Linux Installation and Configuration	3
ITSY	1300	Fundamentals of Information Security	3
ITSY	2300	Operating System Security	3
			12

Third Semester		Credit Hours
ITCC	1344	CCNA 2: Switching, Routing, and Wireless Essentials	3
ITSC	2380	Cooperative Education-Computer and Information Sciences, General I	3
ITSY	2343	Computer System Forensics	3
			9

Total Credit Hours		**30**

Information Technology in Business

Associate of Applied Science Degree (AAS-ITIB)

The Associate of Applied Science Degree in Information Technology in Business prepares graduates in adapting commercial application packages for business solutions. In addition to the exit competencies of the required first-year coursework, such as operating systems familiarity, and problem-solving with business productivity software, students will also be able to design and implement solutions to business action plans using a variety of business software. Graduates may provide employers with input regarding hardware and software capabilities and specifications and will be qualified to act as training aides or provide user liaison services. This program also offers a certificate option in Information Technology in Business. It is anticipated that a student will begin study the summer after their high school graduation. The degree can be completed sooner or longer, based on students' preference. The capstone course for the AAS Degree in Information Technology in Business is ITSC 2381, Cooperative Education-Computer and Information Sciences, General II.

For more information visit:
epcc.edu/Academics/InformationTechnologySystems

First Semester (Summer)		Credit Hours
ITSC	1301	Introduction to Computers	3
ITSW	1313	Introduction to Data Entry	3
			6

Second Semester		Credit Hours
ACCT	2301	Principles of Financial Accounting **or**	3
BUSG	1301	Introduction to Business	3
ITSC	1305	Introduction to PC Operating Systems	3
ITSE	1329	Programming Logic and Design	3
ITSW	2334	Advanced Spreadsheets	**12**

Third Semester		Credit Hours
ITSC	2380	Cooperative Education-Computer and Information Sciences, General I	3
ITSE	1311	Beginning Web Programming	3
ITSY	1300	Fundamentals of Information Security	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
			12

Fourth Semester (Summer)		Credit Hours
ENGL	1301	Composition I (C)	3
		Social and Behavioral Sciences Elective[3] (C) (SBS)	3
			6

Fifth Semester		Credit Hours
ITCC	1314	CCNA 1: Introduction to Networks	3
ITSE	2309	Database Programming	3
ITSY	2301	Firewalls and Network Security Design	3
		Mathematics Elective[2] (C) (MNS)	3
			12

Sixth Semester			Credit Hours
ITNW	1308	Implementing and Supporting Client Operating Systems	3
ITSC	2381	Cooperative Education-Computer and Information Sciences, General II	3
ITSE	1345	Introduction to Oracle SQL	3
		Humanities or Fine Arts Elective[3] (C) (HFA)	3
			12

Total Credit Hours   **60**

[1]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, GOVT 2305, 2306, HIST 1301, 1302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

[2]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.

[3]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.

Information Technology in Business Certificate

Certificate of Completion (C1-ITBC)

The Certificate of Completion in Information Technology in Business prepares students to be proficient in commercial application packages in a business environment. Students will also be able to design and implement IT solutions to business plans. Graduates will be able to provide employers with input regarding hardware and software capabilities and specifications and will be trained in web page development. The capstone course for the Certificate of Completion in Information Technology in Business is ITSC 2380, Cooperative Education-Computer and Information Sciences, General I.

For more information visit:
epcc.edu/Academics/InformationTechnologySystems

First Semester (Summer)			Credit Hours
ITSC	1301	Introduction to Computers	3
ITSW	1313	Introduction to Data Entry	3
			6

Second Semester			Credit Hours
ACCT	2301	Principles of Financial Accounting **or**	
BUSG	1301	Introduction to Business	3
ITSC	1305	Introduction to PC Operating Systems	3
ITSE	1329	Programming Logic and Design	3
ITSW	2334	Advanced Spreadsheets	3
			12

Third Semester			Credit Hours
ITSC	2380	Cooperative Education-Computer and Information Sciences, General I	3
ITSE	1311	Beginning Web Programming	3
ITSE	2309	Database Programming	3
ITSY	1300	Fundamentals of Information Security	3
			12

Total Credit Hours   **30**

Data Support Specialist Certificate

Certificate of Completion (C1-DSSC)

The Certificate of Completion in Data Support Specialist prepares students to be entry-level computer processing information technicians or support specialists. The program teaches data entry input to PC screens and keyboarding to provide speed and accuracy skills, among computer fundamentals, operating systems, input and program editing, networking, troubleshooting, and business computer applications techniques. The capstone course for the Certificate of Completion in Data Support Specialist is ITSC 2381, Cooperative Education-Computer and Information Sciences, General II.

For more information visit:
epcc.edu/Academics/InformationTechnologySystems

First Semester (Summer)			Credit Hours
ITSC	1301	Introduction to Computers	3
ITSW	1313	Introduction to Data Entry	3
			6

Second Semester			Credit Hours
ITSC	1305	Introduction to PC Operating Systems	3
ITSC	2380	Cooperative Education-Computer and Information Sciences, General I	3
ITSE	1329	Programming Logic and Design	3
ITSW	2334	Advanced Spreadsheets	3
ITSY	1300	Fundamentals of Information Security	3
			15

Third Semester			Credit Hours
ITCC	1314	CCNA 1: Introduction to Networks	3
ITNW	1308	Implementing and Supporting Client Operating Systems	3
ITSC	2381	Cooperative Education-Computer and Information Sciences, General II	3
ITSE	1311	Beginning Web Programming	3
			12

Total Credit Hours   **33**

Information Networking

Associate of Applied Science Degree (AAS-NETW)

The Associate of Applied Science Degree in Information Networking provides students with the training to be network systems technicians, network administrators, or multimedia installers and specialists. Topics include microcomputers, spreadsheets, multimedia, networking, hardware electronics, and computer programming. All CISCO courses are certified and are taught by a CISCO certified instructor. It is anticipated that students will begin study the summer after their high school graduation. The degree can be completed sooner or later, depending on students' particular course load. The capstone course for the AAS Degree in Information Networking is

ITSC 2381, Cooperative Education-Computer and Information Sciences, General II.

For more information visit:
epcc.edu/Academics/InformationTechnologySystems

First Semester (Summer)			Credi t Hours
ITSC	1301	Introduction to Computers	3
ITSW	1313	Introduction to Data Entry	3
			6

Second Semester			Credit Hours
ENGL	1301	Composition I (C)	3
ITCC	1314	CCNA 1: Introduction to Networks	3
ITSC	1305	Introduction to PC Operating Systems	3
SPCH	1315	Public Speaking (C) or	
SPCH	1321	Business & Professional Communication (C)	3
			12

Third Semester			Credit Hours
ITCC	1344	CCNA 2: Switching, Routing, and Wireless Essentials	3
ITSC	1316	Linux Installation and Configuration	3
		Humanities or Fine Arts Elective[1] (C) (HFA)	3
		Mathematics Elective[2] (C) (MNS)	3
			12

Fourth Semester (Summer)			Credit Hours
ITSC	2380	Cooperative Education-Computer and Information Sciences, General I	3
		Social and Behavioral Sciences Elective[3] (C) (SBS)	3
			6

Fifth Semester			Credit Hours
ITCC	2320	CCNA 3: Enterprise Networking, Security, and Automation	3
ITNW	1308	Implementing and Supporting Client Operating Systems	3
ITNW	1354	Implementing and Supporting Servers	3
ITSY	1300	Fundamentals of Information Security	3
			12

Sixth Semester			Credit Hours
ITNW	1353	Supporting Network Server Infrastructure	3
ITSC	2325	Advanced Linux	3
ITSC	2381	Cooperative Education-Computer and Information Sciences, General II	3
ITSY	2301	Firewalls and Network Security Design	3
			12

Total Credit Hours   **60**

[1]**Humanities or Fine Arts Elective:** Complete one course from ARCH 1301, ARTS 1301, 1303, 1304, COMM 2366, DANC 2303, DRAM 1310, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, MUSI 1306, 1310, PHIL 1301, 2303, or 2306.
[2]**Mathematics Elective:** Complete one course from MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413.
[3]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, GOVT 2305, 2306, HIST 1301, 1302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

Cisco Networking Training Certificate

Certificate of Completion (C2-CNTC)

The Certificate of Completion in Cisco Networking Training teaches students the skills needed to design, build, and maintain small to medium-sized networks. This program provides students with the opportunity to enter the workforce and/or further their education and training in the computer-networking field. Instruction includes safety, networking, network terminology and protocols, network standards, LANs, WANs, OSI models, cabling, cabling tools, routers, router programming, star topology, IP addressing, and network standards. It emphasizes the use of decision-making and problem-solving techniques to solve networking issues. Students participate in hands-on training on Cisco routers and switches in a laboratory environment to enhance students' knowledge of network configuration. The Cisco Networking Academy training will guide student to Certification as a Cisco Certified Network Associate (CCNA). The capstone course for the Certificate of Completion in Cisco Networking Training is ITSC 2380, Cooperative Education-Computer and Information Sciences, General I.

For more information visit:
epcc.edu/Academics/InformationTechnologySystems

First Semester (Summer)			Credit Hours
ITSC	1301	Introduction to Computers	3
ITSW	1313	Introduction to Data Entry	3
			6

Second Semester			Credit Hours
ITCC	1314	CCNA 1: Introduction to Networks	3
ITSC	1305	Introduction to PC Operating Systems	3
ITSY	1300	Fundamentals of Information Security	3
			9

Third Semester			Credit Hours
ITCC	1344	CCNA 2: Switching, Routing, and Wireless Essentials	3
ITSC	1316	Linux Installation and Configuration	3
ITSY	2343	Computer System Forensics	3
			9

Fourth Semester (Summer)			Credit Hours
ITCC	2320	CCNA 3: Enterprise Networking, Security, and Automation	3
ITSC	2380	Cooperative Education-Computer and Information Sciences, General I	3
ITSY	2301	Firewalls and Network Security Design	3
			9

Total Credit Hours   **33**

Networking and Security Technologies

Enhanced Skills Certificate of Completion (C3-ITNC)

The Enhanced Skills Certificate of Completion in Networking and Security Technologies provides additional networking and cyber security-related skills to individuals who have specialized in Cisco Network Training and Security. The certificate provides an opportunity to gain employment as a Cisco Certified Network and Cyber Security Associate with a highly specialized technical range of network and security skills and expertise. This certificate is only available to those who successfully complete or are concurrently enrolled in the AAS degree in Information Technology Systems-

Information Networking or Cyber Security Degree. However, the courses which make up the certificate may be taken by anyone who meets program and college prerequisites.

For more information visit:
epcc.edu/Academics/InformationTechnologySystems

One Semester			Credit Hours
ITNW	1309	Fundamentals of Cloud Computing	3
ITNW	1336	Cloud Deployment & Infrastructure Management	3
ITSY	2342	Incident Response & Handling	3
ITSY	2359	Security Assessment and Auditing	3
			12

Total Credit Hours	12

Engineering

Associate of Science Degree (AS-ENGI)

The Associate of Science in Engineering prepares students for four-year institutions by introducing them to Computer-Aided Design (CAD), structural engineering, properties of materials, infrastructure, environmental factors, and their theories. By the completion of this program, students may be able to join the civil engineering industry at entry-level positions. Students are encouraged to transfer to a four-year institution after the completion of the AS in Civil Engineering.

For more information visit: epcc.edu/Academics/Engineering

First Semester			Credit Hours
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
ENGR	1304	Engineering Graphics I	3
HIST	1301	United States History I (C)	3
MATH	2413	Calculus I (C)	4
			16

Second Semester			Credit Hours
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
MATH	2314	Calculus II (C)	3
PHYS	2325	University Physics I (Lecture) (C)	3
PHYS	2125	University Physics I (Lab)	1
			13

Third Semester (Summer)			Credit Hours
SPCH	1321	Business & Professional Communication (C)	3
		Creative Arts[1] (C)	3
			6

Fourth Semester			Credit Hours
ENGR	2301	Engineering Mechanics-Statics	3
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
MATH	2315	Calculus III **or**	3
MATH	2320	Differential Equations	
PHYS	2326	University Physics II (Lecture) (C) **and**	3
PHYS	2126	University Physics II (Lab) **or**	1
CHEM	1311	General Chemistry I (Lecture) (C) **and**	3
CHEM	1111	General Chemistry I (Lab)	1
			13

Fifth Semester			Credit Hours
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Language, Philosophy, and Culture[2] (C)	3
		Social and Behavioral Sciences[3] (C)	3
		Engineering Elective[4]	3-4
			12-13

Total Credit Hours	60-61

[1]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.

[2]**Language, Philosophy, and Culture:** Complete one course from ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, 2306, SPAN 2311, 2313, or 2315.

[3]**Social and Behavioral Sciences:** Complete one course from CRIJ 1301, ECON 2301, ECON 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

[4]**Engineering Elective:** Complete one course from ENGR 2302, 2305, 2308, 2332 or 2334.

Civil Engineering Path: Students should take ENGR 2302, or ENGR 2308 or ENGR 2332
Industrial Engineering Path: Students should take ENGR 2305
Materials Engineering Path: Students should take ENGR 2332
Mechanical Engineering Path: Students should take ENGR 2302 or ENGR 2305 or ENGR 2332 or ENGR 2332, or ENGR 2334

Electrical and Computer Engineering Principles

Associate of Science Degree (AS-ECEP)

The Associate of Science in Electrical and Computer Engineering Principles prepares students for four-year institutions by introducing them to Computer-Aided Design (CAD), MATLAB, C++ skills, AC/DC circuit analysis digital design, software development, and their theories. By the completion of this program, students may be able to join the electrical engineering industry at entry-level positions. Students are encouraged to transfer to a four-year institution after the completion of the AS in Electrical and Computer Engineering Principles.

For more information visit: epcc.edu/Academics/Engineering

First Semester			Credit Hours
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
COSC	1320	C Programming	3
MATH	2413	Calculus I (C)	4
			13

Second Semester			Credit Hours
ENGL	1302	Composition II (C)	3
HIST	1301	United States History I (C)	3
MATH	2314	Calculus II (C)	3
PHYS	2325	University Physics I (Lecture) (C)	3
PHYS	2125	University Physics I (Lab)	1
			13

Third Semester (Summer)			Credit Hours
HIST	1302	United States History II (C)	3
SPCH	1321	Business & Professional Communication (C)	3
		Language, Philosophy, and Culture[1] (C)	3
			9

Four h Semester			Credit Hours
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
MATH	2320	Differential Equations	3
PHYS	2326	University Physics II (Lecture) (C)	3
PHYS	2126	University Physics II (Lab)	1
		Creative Arts [2] (C)	3
			13

Fifth Semester			Credit Hours
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Engineering Electives[3]	6
		Social & Behavioral Sciences[4]	3
			12

Total Credit Hours   **60-62**

[1]**Language, Philosophy, and Culture:** Complete one course from ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, 2306, SPAN 2311, 2313, or 2315.

[2]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.

[3]**Engineering Electives:** Complete two courses from ENGR 2305 and ENGR 2105, or ENGR 2406, or ENGR 2308.

[4]**Social and Behavioral Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

Archived Engineering Programs

The following programs are no longer accepting new students as of Fall 2024. Students have up to five years from their selected Catalog year to complete any outstanding degree requirements. Please consult with the program coordinator or a counselor to develop an academic plan.

- Industrial and Systems Engineering Associate of Science (AS-IASE)
- Materials Engineering Associate of Science (AS-MATE)
- Mechanics Engineering Associate of Science (AS-MECH)
- Civil engineering Associate of Science (AS-CIVI)

For program coordinator contact information visit: epcc.edu/Academics/Engineering

For access to past degree plans visit: epcc.edu/Academics/Catalog

Geological Sciences

Associate of Science Degree (AS-GEOL)

The Associate of Science Degree in Geology is a classroom and fieldwork-based program that prepares individuals for a variety of sub-fields in the discipline. Most career paths require a Bachelor's degree, while some require a graduate degree. The Associate degree prepares students for transfer to a four-year institution.

For more information visit: epcc.edu/Academics/Geology

First Semester			Credit Hours
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
GEOL	1303	Physical Geology (Lecture) (C)	3
GEOL	1103	Physical Geology (Lab)	1
HIST	1301	United States History I (C)	3
			13

Second Semester			Credit Hours
ENGL	1302	Composition II (C)	3
GEOL	1304	Historical Geology (Lecture) (C)	3
GEOL	1104	Historical Geology (Lab)	1
HIST	1302	United States History II (C)	3
		Mathematics[1] (C)	3
			13

Third Semester (Summer)			Credit Hours
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Language, Philosophy, and Culture[2] (C)	3
		Mathematics[1] (C)	4
			10

Fourth Semester			Credit Hours
CHEM	1311	General Chemistry I (Lecture) (C)	3
CHEM	1111	General Chemistry I (Lab)	1
ENVR	1301	Environmental Science I (Lecture)	3
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
		Creative Arts[3] (C)	3
			13

Fifth Semest r			Credit Hours
ASTR	1304	Solar System (Lecture) (C)	3
ASTR	1104	Solar System (Lab)	1
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Social and Behavioral Sciences[4] (C)	3
		Elective Option[5]	1
			11

Total Credit Hours   **60**

[1]**Mathematics:** Complete two courses from MATH 1314, 2314, 2412, or 2413.

[2]**Language, Philosophy, & Culture:** Complete one course from ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, 2306, SPAN 2311, 2313, or 2315.

[3]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.

[4]**Social and Behavioral Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

[5]**Elective Option:** Complete a one credit KINE course or any academic course. See the Course Descriptions section for courses with a "**T**." Courses may only apply once within the degree plan.

Mathematics

Associate of Science Degree (AS-MATH)

Mathematics is an essential component of science, technology, business, and the humanities. This program covers the first two years of the four-year Mathematics curriculum leading to a Bachelor's

degree. Students who earn the Associate of Science in Mathematics may also be eligible for mid-level technical positions in business and industry careers. Science degrees (Associate of Science, Bachelor of Science, and Master of Science) are generally recommended for individuals interested in research-focused careers or advanced (graduate) studies; however, these options are not restricted to the Science degree.

For more information visit: epcc.edu/Academics/Mathematics

First Semester			Credit Hours
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
MATH	2412	Pre-Calculus Math (C) **or**	
MATH	2413	Calculus I (C)	4
			13

Second Semester			Credit Hours
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
		Mathematics Elective[1]	3
		Life and Physical Sciences[2] (C)	3
		Life and Physical Sciences Laboratory[3]	1
			13

Third Semester (Summer)			Credit Hours
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Creative Arts[4] (C)	3
			6

Fourth Semester			Credit Hours
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
		Mathematics Elective[1]	3
		Mathematics Elective[1]	3
		Life and Physical Sciences[2] (C)	3
		Life and Physical Sciences Laboratory[3]	1
			13

Fifth Semester			Credit Hours
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Mathematics Elective[1]	3
		Mathematics Elective[1]	3
		Language, Philosophy, and Culture[5] (C)	3
		Social and Behavioral Sciences[6] (C)	3
			15

Total Credit Hours	**60**

[1]**Mathematics Electives:** Complete five courses from MATH 2305, 2314, 2315, 2318, 2320, or 2413.
[2]**Life and Physical Sciences:** Complete two courses from BIOL 1306, 1307, 2401, 2402, 2404, CHEM 1311, 1312, GEOL 1303, 1304, PHYS 2325, or 2326. Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.
[3]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be counted in the discipline degree requirements for a total of two credit hours.

[4]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.
[5]**Language, Philosophy, and Culture:** Complete one course from ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, 2306, SPAN 2311, 2313, or 2315.
[6]**Social and Behavior Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

Multidisciplinary Studies in Sciences
Associate of Science Degree (AS-ASMS)

The two-year Associate of Science Degree in Multidisciplinary Studies in Sciences is a multidisciplinary Math and Science program that uses a critical thinking, problem-solving, and communication systems approach to develop skills and abilities necessary to succeed in higher education and in the job market. The AS Degree in Multidisciplinary Studies in Sciences program is designed especially for the students who want to increase analytical and critical thinking skills or who simply want to expand an overall base of knowledge in Math and Science.

For more information visit:
epcc.edu/Academics/MultidisciplinaryStudies

First Semester			Credit Hours
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
		Life and Physical Sciences[1] (C)	3
		Life and Physical Sciences Laboratory[2]	1
			13

Second Semester			Credit Hours
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
		Mathematics[3] (C)	3
		Life and Physical Sciences[1] (C)	3
		Life and Physical Sciences Laboratory[2]	1
			13

Third Semester (Summer)			Credit Hours
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Language, Philosophy and Culture[4] (C)	3
		Creative Arts[5] (C)	3
			9

Fourth Semester			Credit Hours
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
		Mathematics **or** Life and Physical Sciences Elective[6]	3
		Mathematics **or** Life and Physical Sciences Elective[6]	3
		Mathematics **or** Life and Physical Sciences Elective[6]	3
			12

Fifth Semester			**Credit Hours**
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Mathematics **or** Life and Physical Sciences Elective[6]	3
		Mathematics **or** Life and Physical Sciences Elective[6]	3
		Mathematics **or** Life and Physical Sciences Elective[6]	1
		Social and Behavioral Sciences[7] (C)	3
			13

Total Credit Hours   **60**

[1]**Life and Physical Sciences:** Complete two courses from BIOL 1306, 1307, 2401, 2402, 2404, CHEM 1311, 1312, GEOL 1303, 1304, PHYS 2325, or 2326. Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.

[2]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be counted in the discipline degree requirements for a total of two credit hours.

[3]**Mathematics:** Complete one course from MATH 1314, 2314, 2412, or 2413.

[4]**Language, Philosophy, and Culture:** Complete one course from ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, 2306, SPAN 2311, 2313, or 2315.

[5]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.

[6]**Mathematics or Life and Physical Sciences Electives:** Complete a total of 16 credit hours of Mathematics or Science courses. Courses may not be used more than once within the degree plan.
Mathematics Courses: MATH 1314, 2305, 2314, 2315, 2318, 2320, 2412, or 2413.
Science Courses: BIOL 1306 and 1106, 1307 and 1107, 1411, 1413, 2401, 2402, 2404, 2420, 2421, ENVR 1301, 1401, CHEM 1311 and 1111, 1312 and 1112, 2423, 2425, GEOL 1303 and 1103, 1304 and 1104, PHYS 2325 and 2125, or 2326 and 2126.

[7]**Social and Behavioral Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

Music-Audio Engineering Specialization

Associate of Applied Science Degree (AAS-MUSC)

The Associate of Applied Science Degree in Audio Engineering Specialization follows professional industry standards of recording studios, live music venues, and event presentations for public announcing and presentation. Students will learn techniques for recording musical instruments, voices, and ambient sounds used in popular music. Topics covered include the following subject areas: Acoustics, Digital Audio Technology, Electronics and Analog Equipment, Mastering, Microphones, Mixing and Critical Listening, Music Theory and Production, Sound Recording, Sound Theory, Signal Processing, Studio Equipment, Studio Etiquette and Musicianship. The capstone course for the AAS Degree is the MUSB 2186, Internship-Music Management; students will assist in actual live events with reputable sound companies to enhance and deepen their knowledge and skills in the practice of audio engineering.

For more information visit: epcc.edu/Academics/Music

First Semester			**Credit Hours**
ENGL	1301	Composition I (C)	3
MUSC	1327	Audio Engineering I	3
MUSC	1331	MIDI I	3
MUSI	1116	Sight Singing & Ear Training I	1
MUSI	1311	Music Theory I	1
			13

Second Semester			**Credit Hours**
COMM	1307	Introduction to Mass Communication	3
MUSB	1305	Survey of the Music Business	3
MUSC	2327	Audio Engineering II	3
MUSC	2355	MIDI II	3
MUSI	1181	Piano Class I	1
			13

Third Semester (Summer)			**Credit Hours**
MATH	1332	Contemporary Mathematics (Quantitative Reasoning (C) (MNS)	3
MUSI	1310	American Music (C) (HFA)	3
PSYC	2301	General Psychology (C) (SBS)	3
			9

Fourth Semester			**Credit Hours**
MUSC	1325	Acoustics	3
MUSC	1405	Live Sound I	4
MUSC	2330	Commercial Music Arranging and Composition	3
MUSC	2347	Audio Engineering III	3
			13

Fifth Semester			**Credit Hours**
MUSB	2355	Legal Aspects of the Entertainment Industry	3
MUSB	2186	Internship-Music Management	1
MUSC	2403	Live Sound II	4
MUSC	2448	Audio Engineering IV	4
			12

Total Credit Hours   **60**

Music Technology

Certificate of Completion (C2-MUST)

The Certificate of Completion in Music Technology program is focused on teaching and preparing the student for technical skills toward a career in the live sound, studio recording, and music production business. Students will gain valuable experience in audio engineering in a live studio, live sound events, MIDI and commercial music production, and music ensemble interaction. Over the six to eight months of the curriculum, opportunities will be available with exposure to guest lecturers, live local events, and other avenues of learning. A final capstone project to complete the certificate will include live audio mixing and MIDI programming for digital instruments and live musicians.

For more information visit: epcc.edu/Academics/Music

First Semester			**Credit Hours**
ENGL	1301	Composition I (C)	3
MUSB	1305	Survey of the Music Business	3
MUSC	1327	Audio Engineering I	3
MUSC	1331	MIDI I	3
MUSI	1116	Sight Singing & Ear Training I	1
MUSI	1311	Music Theory I	3
			16

Second Semester			Credit Hours
MUSB	2186	Internship-Music Management	1
MUSC	1325	Acoustics	3
MUSC	1405	Live Sound I	4
MUSC	2327	Audio Engineering II	3
MUSC	2330	Commercial Music Arranging and Composition	3
			14

Total Credit Hours   **30**

Physics

Associate of Science Degree (AS-PHYS)

Physics is the foundation of modern science and if you have a passion for understanding how things work and enjoy scientific experiments and mathematics, then this is the major for you. Physics is the science concerned with investigating and understanding the basic laws of nature from the domains of the very small sub-atomic particles to the very large astronomical objects, and everything in between.

For more information visit: epcc.edu/Academics/Physics

First Semester			Credit Hours
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
MATH	2413	Calculus I (C)	4
			13

Second Semester			Credit Hours
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
MATH	2314	Calculus II (C)	3
PHYS	2325	University Physics I (Lecture) (C)	3
PHYS	2125	University Physics I (Lab)	1
			13

Third Semester (Summer)			Credit Hours
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Language, Philosophy, and Culture[1] (C)	3
			9

Fourth Semester			Credit Hours
MATH	2315	Calculus III	3
PHYS	2326	University Physics II (Lecture (C	3
PHYS	2126	University Physics II (Lab	1
		Creative Arts[2] (C)	3
		Physics Program Elective A[3]	3
			13

Fifth Semester			Credit Hours
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
MATH	2320	Differential Equations	3
		Physics Program Elective B[3]	3
		Social and Behavioral Sciences[4] (C)	3
			12

Total Credit Hours   **60**

[1]**Language, Philosophy, and Culture:** Complete one course from ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, 2306, SPAN 2311, 2313, or 2315.
[2]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.
[3]**Physics Program Electives:** Complete a minimum of **six** credits from the following. Choose one course/pair from Physics Program Elective A and one course/pair from Physics Program Elective B.
Physics Program Elective A: BIOL 1306 and 1106, CHEM 1311 and 1111, GEOL 1303 and 1103, or ENGR 2301.
Physics Program Elective B: BIOL 1307 and 1107, CHEM 1312 and 1112, GEOL 1304 and 1104, or ENGR 2302.
[4]**Social and Behavioral Sciences:** Complete one course from CRIJ 1301, ECON 1301, 2301, 2302, PSYC 2301, 2306, 2314, SOCI 1301, 2301, or SPCH 1318.

Psychology

Associate of Science Degree (AS-PSYS)

Psychology is the scientific study of mental processes and behavior. The two-year Associate of Science in Psychology Degree prepares students to transfer directly into a Bachelor's of Science Degree program in Psychology at a four-year institution. The Associate of Science degree calls for higher level science and math courses than the Associate of Arts Degree. Science degrees (Associate of Science, Bachelor of Science, and Master of Science) are generally recommended for individuals interested in research-focused careers or advanced (graduate) studies; however, these options are not restricted to the Science degree.

For more information visit: epcc.edu/Academics/Psychology

First Semester			Credit Hours
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
PSYC	2301	General Psychology (CF)	3
		Mathematics[1] (C)	3
			15

Second Semester			Credit Hours
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
PSYC	2317	Statistical Methods in Psychology (F)	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Life and Physical Sciences[2] (C)	3
		Life and Physical Sciences Laboratory[3]	1
			16

Third Semester (Summer)			Credit Hours
		Psychology Elective[4]	3
		Language, Philosophy, and Culture[5] (C)	3
			6

Fourth Semester			Credit Hours
GOVT	2305	Federal Government (Federal Constitution & Topics(C	3
		Life and Physical Sciences[2] (C	3
		Life and Physical Sciences Laboratory[3]	1
		Psychology Elective[4]	3
		Psychology Elective[4]	3
		Creative Arts[6] (C	3
			16

Fifth Semester			Credit Hours
GOVT	2306	Texas Government (Texas	3
		Constitution & Topics) (C)	3
		Psychology Elective[4]	1
		Elective Option[7]	7̄

Total Credit Hours　　　　　　　　　　　**60**

[1]**Mathematics:** Complete MATH 2413 (preferred) or one course from MATH 1314, 2314, or 2412.

[2]**Life and Physical Sciences:** Complete two courses from BIOL 1306, 1307, 2401, 2402, 2404, CHEM 1311, 1312, GEOL 1303, 1304, PHYS 2325, or 2326. Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.

[3]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be counted in the discipline degree requirements for a total of two credit hours.

[4]**Psychology Electives:** Complete four courses from PSYC 2306, 2314, 2315, 2316, 2319, 2320, or 2330. Students pursuing the Psychology Field of Study should select PSYC 2314, 2319, 2320, and 2330 as their elective options.

[5]**Language, Philosophy, and Culture:** Complete one course from ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, 2306, SPAN 2311, 2313, or 2315.

[6]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.

[7]**Elective Option:** Complete a one-hour credit course. See the Course Descriptions section for courses with a "T."

Courses may not be used more than once within the degree plan.

SOCIAL & BEHAVIORAL SCIENCES

Social & Behavioral Sciences

Psychology

Associate of Arts Degree (AA-PSYC)

Psychology is the scientific study of mental processes and behavior. The two-year Associate of Arts Degree in Psychology prepares students to transfer directly into a Bachelor of Arts Degree program in Psychology at a four-year institution. Students are responsible for completing all prerequisite course(s) within the program. Arts degrees (Associate of Arts, Bachelor of Arts, and Master of Arts) are generally recommended for individuals interested in theoretical applications or service-focused careers; however, these options are not restricted to the Arts degree.

For more information visit: epcc.edu/Academics/Psychology

First Semester			Credit Hours
EDUC	1300	Learning Framework (C)	3
ENGL	1301	Composition I (C)	3
HIST	1301	United States History I (C)	3
PSYC	2301	General Psychology (CF)	3
		Mathematics[1] (C)	3
			15

Second Semester			Credit Hours
ENGL	1302	Composition II (C)	3
HIST	1302	United States History II (C)	3
PSYC	2317	Statistical Methods in Psychology (F)	3
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Life and Physical Sciences[2] (C)	3
		Life and Physical Sciences Laboratory[3]	1
			16

Third Semester (Summer)			Credit Hours
		Psychology Elective[4]	3
		Language, Philosophy, and Culture[5] (C)	3
			6

Fourth Semester			Credit Hours
GOVT	2305	Federal Government (Federal Constitution & Topics) (C)	3
		Life and Physical Sciences[2] (C)	3
		Life and Physical Sciences Laboratory[3]	1
		Psychology Elective[4]	3
		Psychology Elective[4]	3
		Creative Arts[6] (C)	3
			16

Fifth Semester			Credit Hours
GOVT	2306	Texas Government (Texas Constitution & Topics) (C)	3
		Psychology Elective[4]	3
		Elective Option[7]	1
			7

Total Credit Hours   **60**

[1]**Mathematics:** Complete one course from MATH 1314, 1324, 2314, 2412, or 2413.

[2]**Life and Physical Sciences:** Complete two courses from ASTR 1303, 1304, BIOL 1306, 1307, 1308, 1309, 2401, 2402, 2404, CHEM 1306, 1307, 1311, 1312, GEOL 1301, 1302, 1303, 1304, PHYS 1301, 1302, 1315, 2325, or 2326. Students must complete two laboratory science courses that pair with the two lecture science courses. BIOL 2401, 2402, and 2404 combine both lecture and laboratory components, one credit hour from each course will be counted towards the laboratory science requirement.

[3]**Life and Physical Sciences Laboratory:** Complete two lab science courses that pair with the selected Life & Physical Sciences Core Curriculum courses. One credit hour for each lab will be counted in the discipline degree requirements for a total of two credit hours.

[4]**Psychology Electives:** Complete four courses from PSYC 2306, 2314, 2315, 2316, 2319, 2320, or 2330. **Students pursuing the Psychology Field of Study should select PSYC 2314, 2319, 2320, and 2330 as their Psychology Electives.**

[5]**Language, Philosophy, and Culture:** Complete one course from ARCH 1301, ARTS 1303, 1304, COMM 1307, ENGL 2322, 2323, 2332, 2333, 2341, 2351, HIST 2321, 2322, PHIL 1301, 2303, 2306, SPAN 2311, 2313, or 2315.

[6]**Creative Arts:** Complete one course from ARTS 1301, COMM 2366, DANC 2303, DRAM 1310, MUSI 1306, or 1310.

[7]**Elective Option:** Complete a one-hour credit course. See the Course Descriptions section for courses with a "**T**." Courses may not be used more than once within the degree plan.

Sign Language/Interpreter Preparation

Associate of Applied Science Degree (AAS-SLNG)

The Associate of Applied Science Degree in Sign Language/ Interpreter Preparation prepares individuals for entry-level employment working with Deaf and hard-of-hearing individuals. Students are trained to serve as interpreters or communication support persons for Deaf and hard-of-hearing people in a number of settings. Strong language and cognitive abilities are required. The capstone course for the AAS Degree is SLNG 2331, Interpreting III, which prepares students to apply acquired skills to the state level and/or national certification processes.

For more information visit: epcc.edu/Academics/SignLanguage

First Semester (Summer)			Credit Hours
SLNG	1211	Fingerspelling and Numbers (Summer I)	2
SLNG	1304	American Sign Language (ASL) I (Summer I)	3
SLNG	1305	American Sign Language (ASL) II (Summer II)	3
			8

Second Semester			**Credit Hours**
ENGL	1301	Composition I (C)	3
SLNG	1317	Introduction to the Deaf Community	3
SLNG	1344	American Sign Language (ASL) III	3
		Social and Behavioral Sciences Elective[1] (C) (SBS)	3
			12

Third Semester			**Credit Hours**
SLNG	1321	Introduction to the Interpreting Profession	3
SLNG	1345	American Sign Language (ASL) IV	3
SLNG	1347	Deaf Culture	3
SPCH	1315	Public Speaking (C)	3
		Humanities or Fine Arts Elective[2] (C) (HFA)	3
			15

Fourth Semester (Summer)			**Credit Hours**
SLNG	1248	Vocabulary Development for Interpreters	2
SLNG	2301	Interpreting I	3
			5

Fifth Semester			**Credit Hours**
SLNG	2280	Cooperative Education-Sign Language Interpretation and Translation I	2
SLNG	2302	Interpreting II	3
SLNG	2315	Interpreting in Educational Settings	3
SLNG	2337	Multicultural Issues in Interpreting	3
		Mathematics Elective[3] (C) (MNS)	3
			14

Sixth Semester			**Credit Hours**
SLNG	1350	Sign-To-Voice	3
SLNG	2281	Cooperative Education-Sign Language Interpretation and Translation II	2
SLNG	2311	Interpreting in Specialized Settings	3
SLNG	2331	Interpreting III	3
			11

Total Credit Hours	**65**

[1]**Social and Behavioral Sciences Elective:** Complete one course from CRIJ 1301, GOVT 2305, 2306, PSYC 2301, or SOCI 1301.
[2]**Humanities or Fine Arts Elective:** Complete one course from ENGL 2322, 2323, 2332, 2333, PHIL 1301, or 2306.
[3]**Mathematics Elective:** Complete one course from MATH 1314, 1324, or 1332.

American Sign Language - Deaf Studies Certificate

Certificate of Completion (C1-SLNC)

The Certificate of Completion in American Sign Language - Deaf Studies prepares students to communicate directly with Deaf and hard-of-hearing persons in a range of conversational environments. The capstone course for this Certificate of Completion is SLNG 1345, American Sign Language (ASL) IV.

For more information visit: epcc.edu/Academics/SignLanguage

First Semester (Summer)			**Credit Hours**
SLNG	1211	Fingerspelling and Numbers (Summer I)	2
SLNG	1304	American Sign Language (ASL) I (Summer I)	3
SLNG	1305	American Sign Language (ASL) II (Summer II)	3
			8

Second Semester			**Credit Hours**
SLNG	1317	Introduction to the Deaf Community	3
SLNG	1344	American Sign Language (ASL) III	3
			6

Third Semester			**Credit Hours**
SLNG	1345	American Sign Language (ASL) IV	3
SLNG	1347	Deaf Culture	3
			6

Total Credit Hours	**20**

Social Work

Associate of Applied Science Degree (AAS-SCWK)

The Associate of Applied Science Degree in Social Work prepares individuals interested in working with people to obtain entry-level employment in the Social Work field. Social Work students are sensitive and caring people who, as a result of enrollment in the Social Work Program, are equipped with the necessary skills, knowledge, and attitudes to effectively serve people in need in a variety of community and social service agencies. During the second year of the program, students enroll in two semesters of internship and are placed at social service agencies consistent with their area of interest. Admission to internships require student completion of the first-year curriculum in Social Work and approval of Social Work faculty. Internship courses involve working a minimum of 15 hours per week at a social service agency and attending a weekly one-hour seminar class.

Completion of the three DAAC courses in addition to the AAS degree will meet the state of Texas education and practicum requirements to test for the Licensed Chemical Dependence Counselor (LCDC) credential. These courses are also offered in the Social Work-Drug/Alcohol Abuse Counseling Certificate Program. Individuals that are already licensed as an LCDC may complete the DAAC courses for continuing education hours in order to renew their LCDC license. Licensure in the field of Social Work in the State of Texas requires a minimum of a Bachelor's Degree in Social Work from an accredited Social Work Program. The capstone course for the AAS Degree in Social Work is SCWK 2487, Internship-Social Work II.

For more information visit: epcc.edu/Academics/SocialWork

First Semester			**Credit Hours**
ENGL	1301	Composition I (C)	3
PSYC	2301	General Psychology (C) (SBS)	3
SCWK	2307	Human Behavior and the Social Environment I	3
SCWK	2311	Interviewing and Counseling Theories	3
SOCW	2361	Introduction to Social Work	3
			15

Secon **Semester**			**Credit Hours**
SCWK **d**	1305	Group Work Intervention	3
SCWK	2301	Assessment and Case Management	3
SCWK	2372	Human Behavior and the Social Environment II	3
SOCI	1301	Introduction to Sociology (C) (SBS)	3
SOCW	2362	Social Welfare: Legislation, Programs, and Services	3
			15

Third Semester			**Credit Hours**
CMSW	1353	Family Intervention Strategies	3
SCWK	2331	Abnormal Behavior	3
SCWK	2486	Internship-Social Work I	4
SPCH	1315	Public Speaking (C) **or**	
SPCH	1321	Business & Professional Communication (C)	3
		Open Elective[1]	1
			14

Fourth Semester			**Credit Hours**
CMSW	1309	Problems of Children and Adolescents	3
MATH	1324	Mathematics for Business & Social Sciences (C) (MNS) **or**	
MATH	1332	Contemporary Mathematics (Quantitative Reasoning) (C) (MNS)	3
SCWK	1370	Social Work Practice and Services to Special Populations	3
SCWK	2487	Internship-Social Work II	4
		Humanities or Fine Arts Elective[2] (C) (HFA)	3
			16

Total Credit Hours   **60**

[1]**Open Elective:** Complete any college-level course. Courses may not be used more than once within the degree plan.
[2]**Humanities or Fine Arts Elective:** Complete one course from ARTS 1301, DRAM 1310, or MUSI 1306.

Drug/Alcohol Abuse Counseling Certificate

Certificate of Completion (C1-DAAC)

The Certificate of Completion in Drug/Alcohol Abuse Counseling prepares individuals to work with substance abusers in a variety of settings, including outpatient, inpatient, and rehabilitation programs. The curriculum encompasses two semesters; during the second semester, students enroll in internships and are placed with substance abuse agencies consistent with their area of interest. Admission to internships require students complete the first semester curriculum in Drug/Alcohol Abuse Counseling and approval from the Social Work faculty. Internship courses require students to work a minimum of 15 hours/week at substance abuse agencies and attend weekly one-hour seminar classes.

The Certificate of Completion in Drug/Alcohol Abuse Counseling is a combination of coursework and hands-on experience through the internship course to prepare students for entry-level positions in the substance abuse field.

Completion of this Certificate prepares students for licensure as Licensed Chemical Dependency Counselors in the State of Texas. These requirements include required coursework, a 300-hour Practicum (Internship), work experience hours at a drug/alcohol abuse agency, and passing the written exam given by the state agency that administers the LCDC license. Students completing this

Certificate will be eligible to receive licensure as Counselor Interns prior to completing all of the requirements for the LCDC license. Students should contact the appropriate state agency for current information about licensure as LCDC. The capstone course for the Certificate of Completion in Drug/Alcohol Abuse Counseling is SCWK 2487, Internship-Social Work II.

For more information visit: epcc.edu/Academics/SocialWork

First Semester			**Credit Hours**
DAAC	1319	Substance Related and Addictive Disorders	3
DAAC	2343	Current Issues	3
SCWK	2311	Interviewing and Counseling Theories	3
SCWK	2331	Abnormal Behavior	3
SOCW	2361	Introduction to Social Work	3
			15

Second Semester			**Credit Hours**
CMSW	1309	Problems of Children and Adolescents	3
DAAC	2341	Counseling Alcohol and Other Drug Addictions	3
SCWK	1305	Group Work Intervention	3
SCWK	2301	Assessment and Case Management	3
SCWK	2487	Internship-Social Work II	4
			16

Total Credit Hours   **31**

CONTINUING EDUCATION

CONTINUING EDUCATION

Basic Peace Officer Certification

Certificate of Completion (CE-CJLE)

The Texas Peace Officer Certification is divided into five training phases. The entire program is 768 classroom (contact) hours and exceeds the state minimum standard. Successful completion of this program will enable the student to sit for the State Licensing Examination, required for all Texas peace officers.

In-service training covers the state mandated training requirements and includes specialized training programs as determined by local agency needs. To help fulfill local training needs, the Training Academy facility consists of a state-of-the-art, 20-point indoor shooting range. The Academy also utilizes the Advanced Interactive-shooting System (A.I.S.) that challenges law enforcement.

For more information visit: epcc.edu/Academics/ContinuingEducation

Required Courses			**Contact Hours**
CJLE	1006	Basic Peace Officer I	176
CJLE	1012	Basic Peace Officer II	176
CJLE	1018	Basic Peace Officer III	176
CJLE	1024	Basic Peace Officer IV	176
CJLE	1029	Basic Peace Officer V	64
Total Certificate Hours			**768**

Nail Technology Certification

Certificate of Completion (CE-NAIL)

This 624-hour program prepares individuals to join one of the fastest areas of growth in the cosmetology industry – nail care.

The program emphasizes specialized training in safety, sanitation, state laws, rules and regulations, nail diseases and disorders, skin and nail care, and work ethics. The curriculum meets the Texas Department of Licensing and Regulation guides for cosmetology. The capstone course is CSME 2051, Preparation for the State Licensing Written Examination.

For more information visit: epcc.edu/Academics/ContinuingEducation

Required Courses			**Contact Hours**
CSME	1030	Orientation to Nail Technology	160
CSME	1031	Principles of Nail Technology I	112
CSME	1043	Manicuring and Related Theory	160
CSME	2030	Nail Enhancement	140
CSME	2051	Preparation for the State Licensing Practical Examination	52
Total Certificate Hours			**624**

Massage Therapy Certification

Certificate of Completion (CE-MSSG)

The 525-hour continuing education Massage Therapy Certificate Program prepares individuals to successfully qualify for national certification and licensure through the Texas Department of Licensing and Regulation. The Program is in the massage suite at the Administrative Services Center, 'B' Building, located at 9050 Viscount. The massage suite is a state-of-the-art facility, with classrooms and internship and spa facilities. Students learn advanced techniques such as sports, prenatal, and spa massage. The courses emphasize professionalism and safe practice.

Admission Program Requirements:
- High School diploma or GED.
- Reading level of 10th grade or above.
- Current CPR license.
- Current First Aid Certification.
- Orientation.

For more information visit: epcc.edu/Academics/ContinuingEducation

Required Courses			**Contact Hours**
MSSG	1005	Hydrotherapy/Therapeutic Modalities	20
MSSG	1007	Business Practices & Professional Ethics	45
MSSG	1009	Health and Hygiene	20
MSSG	1011	Massage Therapy Fundamentals I	125
MSSG	1013	Anatomy & Physiology for Massage	75
MSSG	2011	Massage Therapy Fundamentals II	75
MSSG	2013	Kinesiology for Massage	50
MSSG	2014	Pathology for Massage	40
MSSG	2086	Internship-Massage Therapy/ Therapeutic Massage	75
Total Certificate Hours			**525**

Continuing Education Course Descriptions

CJLE 1006	**Basic Peace Officer I**	**Hours 176**

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer II, III, IV, and V (supplement) to satisfy the Texas Commission on Law Enforcement approved Basic Peace Officer Training Academy. ***THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement. ***

CJLE 1012	**Basic Peace Officer II**	**Hours 176**

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer I, III, IV, and V (supplement) to satisfy the Texas Commission on Law Enforcement approved Basic Peace Officer Academy. ***THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement. ***

CJLE 1018	**Basic Peace Officer III**	**Hours 176**

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer I, II, IV, and V (supplement) to satisfy the Texas Commission on Law Enforcement approved Basic Peace Officer Academy. ***THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement. ***

CJLE 1024	**Basic Peace Officer IV**	**Hours 176**

Basic preparation for a new peace officer. Should be taken in conjunction with Basic Peace Officer I, II, III, and V (supplement) to satisfy the Texas Commission on Law Enforcement approved Basic Peace Officer Training Academy. ***THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement. ***

CJLE 1029	**Basic Peace Officer V**	**Hours 64**

Supplemental course taken in conjunction with Basic Peace Officer Courses I, II, III, and IV. Satisfies or exceeds the Texas Commission on Law Enforcement approved Basic Peace Officer Academy Course #1000. ***THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY Texas Commission on Law Enforcement. ***

CSME 1030	**Orientation to Nail Technology**	**Hours 160**

An overview of the fundamental skills and knowledge necessary for the field of nail technology.

CSME 1031	**Principles of Nail Technology I**	**Hours 112**

A course in the principles of nail technology. Topics include anatomy, physiology, theory, and skills related to nail technology.

CSME 1043	**Manicuring and Related Theory**	**Hours 160**

Presentation of the theory and practice of nail services. Topics include terminology, application, and workplace competencies related to nail services.

CSME 2030	**Nail Enhancement**	**Hours 140**

A course in the theory, application, and related technology of nail enhancements.

CSME 2051	**Preparation for the State Licensing Practical Examination**	**Hours 52**

Preparation for the state licensing practical examination.

MSSG 1005	**Hydrotherapy/ Therapeutic Modalities**	**Hours 20**

The use of accepted hydrotherapy and holistic healthcare modalities of external application of temperature for its reflexive effect.

MSSG 1007	**Business Practices & Professional Ethics**	**Hours 45**

The study of physical and financial office practices and marketing. Includes ethical practices for massage therapists as established by law or regulatory agency.

MSSG 1009	**Health & Hygiene**	**Hours 20**

The study of safety and sanitation practices including universal precautions. The importance of proper body mechanics, maintaining a healthy lifestyle, maintaining the massage environment, and the advantage of therapeutic relationships is also included.

MSSG 1011	**Massage Therapy Fundamentals I**	**Hours 125**

Introduction to the theory and the application of skills necessary to perform basic massage skills.

MSSG 1013	**Anatomy & Physiology for Massage**	**Hours 75**

In-depth coverage of the structure and function of the human body. Includes cell structure and function, tissues, body organization, and the integumentary, skeletal, muscular, nervous, and endocrine systems. Emphasizes homeostasis/wellness care. Meets the minimum 75-contact-hour requirement for Anatomy and Physiology for licensure.

MSSG 2011	**Massage Therapy Fundamentals II**	**Hours 75**

A continuation of Massage Therapy Fundamentals I. Emphasizes specialized techniques and assessment of client needs to identify a specific plan of care. Completes the requirements for Massage Techniques for licensure.

MSSG 2013	Kinesiology for Massage	Hours 50

Applied study of human kinesiology. Muscle movements and dysfunctions will be discussed and palpated. Includes theory and practice of functional muscle testing.

MSSG 2014	Pathology for Massage	Hours 40

General discussion of pathologies as they relate to massage therapy. Includes universal precautions and their management in professional practice. Also covers etiology, signs, symptoms, and the physiological and psychological reactions to disease and injury.

MSSG 2086	Internship-Massage Therapy/Therapeutic Massage	Hours 75

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.

*(C) Core Curriculum Course (F) Field of Study Course **T** Transferrable **W** WECM*

Credit Courses

Course Entry Requirements

The Texas State Legislature mandates that institutions assess all entering undergraduate students for readiness to enroll into college-level course work for mathematics, writing, and reading. All first-time students at EPCC are required to take assessment tests, unless exempted by transfer coursework from a previous college/university or National Examinations in mathematics, writing, and reading prior to enrollment. Students must meet proficiency (or exemption) requirements of all courses. For more information about course requirements and prerequisites, see an academic counselor or the following course descriptions. For more information about the Texas Success Initiative Assessment, Version 2.0 (TSIA2), see the Admissions & Registration – Testing Services section of this catalog.

Course Types

The following course types are indicated at the end of each course description:

T — **Transferable Credit in Texas (Lower-Division Academic Courses)**: Approved courses by the Texas Higher Education Coordinating Board for transfer among Texas community colleges and state public universities as freshman and sophomore courses. There is no guarantee, however, that a course which is "transferable" will apply to a specific major or degree at a four-year college or university. Check with the four-year institution for transferability and applicability.

W — **Workforce Education Courses (Lower-Division Technical Courses)**: Designated by the Texas Higher Education Coordinating Board as workforce education (technical) courses offered for credit. By design, the Workforce Education Course Manual (WECM) enhances the portability and transfer of credits and credentials between colleges and provides access to statewide workforce education. These courses are not designed to automatically transfer to public four-year colleges and universities. Check with the four-year institution for transferability and applicability.

Course Numbering System

EPCC has adopted the Texas Common Course Numbering System (TCCNS), which promotes the identification of transfer coursework among colleges and universities. The TCCNS consists of a uniform set of four-character abbreviations for academic disciplines (rubric or prefix) and four-digit course numbers (example: ENGL 1301). The first digit of the number reflects the academic level of the course (1 for freshman, 2 for sophomore). The second number reflects the semester credit hour value of the course. The third and fourth digits represent the sequence of the course. Developmental courses have also adopted the four-character rubric (example: MATH 0404) but are not transferable and therefore not part of the Texas Common Course Numbering System.

The letters that may follow the course title indicate the requirement that course fulfills for either an Associate of Arts (AA), Associate of Arts in Teaching (AAT), Associate of Science (AS), or Associate of Applied Science (AAS). These figures are as follows:

[C] — Texas Core Curriculum Courses: Completion of the Texas Core Curriculum is required for students pursuing an AA, AAT, or AS. The Core Curriculum consists of 42 semester credit hours that are designated within nine components (blocks). By completing these courses, students will achieve college-level competence in general education skills of reading, writing, speaking, using technology, and critical thinking. The Core Curriculum facilitates transfer of lower-division academic courses among Texas public colleges and universities. Refer to the Core Curriculum section of this catalog to see the listing of applicable courses.

[F] — Field of Study Courses: A set of courses that will satisfy the lower-division requirements for a baccalaureate degree in a specific academic area at any public university within the state of Texas. See the Field of Study section of this catalog to learn more about specific academic areas with a Field of Study.

[CF] — Core and Field of Study Courses: These courses can fulfill both a Core Curriculum component and part of a Field of Study.

General Education Courses: Each Associate of Applied Science degree plan contains at least 15 hours of General Education courses to ensure a broad-based education. The General Education courses are selected from the Texas Core Curriculum for smooth and seamless transfer between and among Texas higher education institutions.

Developmental Courses: In keeping with the state-mandated Texas Success Initiative (TSI), students who do not test into college-level coursework will have to enroll in developmental course(s). Developmental education prepares students for college-level courses in reading, writing, and mathematics. Developmental courses do not count toward graduation and do not fulfill any degree requirements at EPCC.

Non-Course Based Instruction Courses: El Paso Community College offers non-course based instruction (NCBI) in developmental education for Mathematics (prefix NCBM) and Reading/Writing (prefix INRW). These developmental education activities prepare students for college-level courses. NCBIs include interventions that use innovative learning approaches that, compared to lecture only classes, more effectively and efficiently prepare students for college-level work. NCBIs target students who miss placing into college-level work by a few points. NCBIs are a mandatory instructional component for certain courses, advised by counselors and advisors as appropriate.

English as a Second Language Courses: The English as a Second Language (ESOL) sequence of courses includes listening, speaking, reading, and writing. The courses offer non-native English speakers essential English language training as a pathway for college readiness. The courses include lab activities to reinforce classwork. Students interested in ESOL courses are required to take the ACCUPLACER ESL and will enter at levels determined by the results.

Other Helpful Information: Each course title in the Course Description section is followed by the number of semester credit hours (example: Credits 3 or Credits 4). At the end of each course description, within bold print, are prerequisite and/or co-requisite requirements and assessment testing (if applicable). Within bold parenthesis are the number of lecture hours each week and the number of laboratory or external learning hours each week [example: (3:3)]. Lastly, each description ends with the discipline the course is classified under, in italicized print.

Courses that are pending the approval of an accompanying program are indicated by a "*" at the beginning of their titles. These courses may not be offered until the program receives the appropriate approvals from a state or national agency.

Courses Prefix Information

Academic Courses

Will transfer to baccalaureate programs.
Check with EPCC Counselors or Advisors.

Prefix	Academic Course Subject
ACCT	Accounting
ARCH	Architecture
ARTS	Arts
ASTR	Astronomy
BCIS	Business Management
BIOL	Biological Sciences
BUSI	Business Management
CHEM	Chemistry
COMM	Mass Communication
COSC	Computer Science
CRIJ	Criminal Justice
DANC	Dance
DRAM	Theater
ECON	Economics
EDUC	Educational Psychology/Teacher Preparation
ENGL	English
ENGR	Engineering
ENVR	Biological Sciences/Geological Sciences
FREN	French
GEOL	Geological Sciences
GERM	German
GOVT	Government
HECO	Health Services
HIST	History
HUMA	Art/Chicanx Studies
KINE	Kinesiology
MATH	Mathematics
MUAP	Music
MUEN	Music
MUSI	Music
PHIL	Philosophy
PHYS	Physics
PSYC	Psychology
SOCI	Sociology
SOCW	Social Work
SPAN	Spanish
SPCH	Speech Communication
TECA	Teacher Preparation

Accelerated & Readiness Courses

Developmental courses are not transferable to baccalaureate programs. Check with EPCC Counselors or Advisors.

Prefix	Accelerated & Readiness Course Subject
INRW	Reading & Writing
ESOL	English as a Second Language
MATH/ NCBM	Mathematics

Career & Technical Education Courses

May or may not transfer to baccalaureate programs.
Check with EPCC Counselors or Advisors.

Prefix	Career & Technical Course Subject
ACNT	Accounting
ARCE	Computer Aided Design
ARTC	Advertising Graphics and Design
ARTV	Advertising Graphics and Design
AUMT	Automotive Technology
BMGT	Business Management/Industrial Manufacturing
BUSG	Business Management
CDEC	Child Development
CETT	Industrial Manufacturing/Renewable Energy Tech Systems
CHEF	Culinary Arts and Related Sciences
CHLT	Health Professions & Related Sciences
CJCR	Criminal Justice
CMSW	Social Work
CNBT	Renewable Energy Technology Systems
CRTR	Court Reporting
CSME	Cosmetology
DAAC	Social Work
DEMR	Diesel Technology
DFTG	Computer Aided Design/Industrial Manufacturing/Machining Tech
DHYG	Dental Hygiene
DMSO	Diagnostic Medical Sonography
DNTA	Dental Assisting
DSAE	Echocardiography (Adult)
DSVT	Diagnostic Medical Sonography
ECRD	Medical Assisting Technology
EEIR	Renewable Energy Technology Systems
ELMT	Industrial Manufacturing/Renewable Energy Tech Systems
ELPT	Electrical Technology/Renewable Energy Tech Systems
ELTN	Electrical Technology
EMSP	Emergency Medical Services
ENTC	Electrical Technology
EPCT	Renewable Energy Technology Systems
FCEL	Renewable Energy Technology Systems
FIRS	Fire Technology
FIRT	Fire Technology
FSHD	Fashion Technology
FSHN	Fashion Technology
HAMG	Hotel Operations
HART	Heating, Ventilation and Air Conditioning/Renewable Energy Tech Systems
HITT	Health Information Management
HMSY	Criminal Justice
HPRS	Health Services/Biological Sciences
HRPO	Business Management
HYDR	Industrial Manufacturing
IBUS	Business Management
INDS	Interior Design Technology
INMT	Industrial Manufacturing/Machining Tech
INSR	Business Management
ITCC	Information Technology Systems
ITNW	Information Technology Systems
ITSC	Information Technology Systems

ITSE	Information Technology Systems
ITSW	Information Technology Systems
ITSY	Information Technology Systems
LGLA	Paralegal
MCHN	Machining Technology
MDCA	Medical Assisting Technology
MLAB	Medical Laboratory Technology
MRKG	Business Management
MRMT	Health Information Management
MUSB	Music
MUSC	Music
NURA	Vocational Nursing
MUPC	Emergency Medical Services
OSHT	Renewable Energy Technology Systems
OTHA	Occupational Therapist Assistant
PHRA	Pharmacy Technology
PBHL	Health Professions & Related Sciences
PLAB	Medical Laboratory Technology
PLTC	Industrial Manufacturing/Machining Tech
POFI	Business Management
POFT	Business Management
PSTR	Culinary Arts and Related Sciences
PSYT	Health Professions & Related Sciences
PTHA	Physical Therapist Assistant
QCTC	Industrial Manufacturing
RADR	Medical Imaging Technology-Radiography
RBPT	Renewable Energy Technology Systems
RBTC	Industrial Manufacturing
RELE	Business Management
RETS	Renewable Energy Technology Systems
RNSG	Nursing
RSPT	Respiratory Care Technology
RSTO	Culinary Arts and Related Sciences
SCIT	Health Information Management
SCWK	Social Work
SLNG	Sign Language/Interpreter Preparation
SMFT	Industrial Manufacturing
SRGT	Surgical Technology
TRVM	Travel and Tourism
VNSG	Vocational Nursing
WLDG	Welding

Courses with a T *Symbol*

Transfer/Lower-Division Academic Courses:
Approved courses by the Texas Higher Education Coordinating Board for transfer among Texas community colleges and state public universities as freshman and sophomore general education courses. There is no guarantee, however, that a course which is "transfer" will apply to a specific major or degree at a four-year college or university. Check with the four-year institution for transferability.

Accounting

| ACCT 2301 | Principles of Financial Accounting |
| ACCT 2302 | Principles of Managerial Accounting |

Architecture

ARCH 1301	Architectural History I
ARCH 1302	Architectural History II
ARCH 1303	Architectural Design I
ARCH 1304	Architectural Design II
ARCH 1307	Architectural Graphics I
ARCH 1308	Architectural Graphics II
ARCH 1311	Introduction to Architecture
ARCH 1315	Architectural Computer Graphics
ARCH 2301	Architectural Freehand Drawing I
ARCH 2302	Architectural Freehand Drawing II
ARCH 2312	Architectural Technology
ARCH 2603	Architectural Design III
ARCH 2604	Architectural Design IV

Art

ARTS 1301	Art Appreciation
ARTS 1303	Art History I (Prehistoric to the 14th Century)
ARTS 1304	Art History II (14th Century to the Present)
ARTS 1311	Design I (2-Dimensional)
ARTS 1312	Design II (3-Dimensional)
ARTS 1316	Drawing I
ARTS 1317	Drawing II
ARTS 2313	Graphic Design
ARTS 2316	Painting I
ARTS 2317	Painting II
ARTS 2323	Life Drawing
ARTS 2326	Sculpture
ARTS 2333	Printmaking
ARTS 2341	Metals
ARTS 2346	Ceramics I
ARTS 2347	Ceramics II
ARTS 2348	Digital Media
ARTS 2356	Photography I (Fine Arts Emphasis)
ARTS 2357	Photography II (Fine Arts Emphasis)

Astronomy

ASTR 1103	Stars and Galaxies (Lab)
ASTR 1104	Solar System (Lab)
ASTR 1303	Stars and Galaxies (Lecture)
ASTR 1304	Solar System (Lecture)

Business Management

BCIS 1305	Business Computer Applications
BUSI 1301	Business Principles
BUSI 2305	Business Statistics

Biology

BIOL 1106	Biology for Science Majors I (Lab)
BIOL 1107	Biology for Science Majors II (Lab)
BIOL 1108	Biology for Non-Science Majors I (Lab)
BIOL 1109	Biology for Non-Science Majors II (Lab)
BIOL 1306	Biology for Science Majors I (Lecture)
BIOL 1307	Biology for Science Majors II (Lecture)
BIOL 1308	Biology for Non-Science Majors I (Lecture)

BIOL 1309   Biology for Non-Science Majors II (Lecture)
BIOL 1411   General Botany (Lecture + Lab)
BIOL 1413   General Zoology (Lecture + Lab)
BIOL 2401   Anatomy & Physiology I (Lecture + Lab)
BIOL 2402   Anatomy & Physiology II (Lecture + Lab)
BIOL 2404   Anatomy & Physiology (Specialized, Single-Semester Course, Lecture + Lab)
BIOL 2406   Environmental Biology (Lecture + Lab)
BIOL 2420   Microbiology for Non-Science Majors .. (Lecture + Lab)
BIOL 2421   Microbiology for Science Majors (Lecture + Lab)

Chemistry
CHEM 1106   Introductory Chemistry I (Lab, Allied Health Emphasis)
CHEM 1107   Introductory Chemistry II (Lab)
CHEM 1111   General Chemistry I (Lab)
CHEM 1112   General Chemistry II (Lab)
CHEM 1306   Introductory Chemistry I (Lecture, Allied Health Emphasis)
CHEM 1307   Introductory Chemistry II (Lecture)
CHEM 1311   General Chemistry I (Lecture)
CHEM 1312   General Chemistry II (Lecture)
CHEM 2423   Organic Chemistry I (Lecture + Lab)
CHEM 2425   Organic Chemistry II (Lecture + Lab)

Computer Science
COSC 1301   Introduction to Computing
COSC 1315   Introduction to Computer Programming
COSC 1320   C Programming
COSC 1436   Programming Fundamentals I
COSC 1437   Programming Fundamentals II
COSC 2336   Programming Fundamentals III

Criminal Justice
CRIJ 1301   Introduction to Criminal Justice
CRIJ 1306   Court Systems & Practices
CRIJ 1307   Crime in America
CRIJ 1310   Fundamentals of Criminal Law
CRIJ 1313   Juvenile Justice System
CRIJ 2301   Community Resources in Corrections
CRIJ 2313   Correctional Systems & Practices
CRIJ 2314   Criminal Investigation
CRIJ 2323   Legal Aspects of Law Enforcement
CRIJ 2328   Police Systems & Practices

Dance
DANC 1110   Tap Dance
DANC 1128   Ballroom & Social Dance
DANC 1151   Freshman Dance Performance
DANC 1201   Dance Composition & Improvisation
DANC 1241   Beginning Ballet
DANC 1245   Beginning Modern Dance
DANC 1247   Beginning Jazz Dance
DANC 1301   Dance Composition-Choreography
DANC 2151   Sophomore Dance Performance
DANC 2241   Intermediate Ballet
DANC 2245   Intermediate Modern Dance

DANC 2247   Intermediate Jazz Dance
DANC 2303   Dance Appreciation

Drama
DRAM 1120   Theater Practicum I
DRAM 1121   Theater Practicum II
DRAM 1310   Theater Appreciation
DRAM 1330   Stagecraft I
DRAM 1351   Acting I
DRAM 1352   Acting II
DRAM 2120   Theater Practicum III
DRAM 2121   Theater Practicum IV
DRAM 2331   Stagecraft II
DRAM 2355   Script Analysis
DRAM 2361   History of Theater I

Economics
ECON 1301   Introduction to Economics
ECON 2301   Principles of Macroeconomics
ECON 2302   Principles of Microeconomics

Education
EDUC 1300   Learning Framework
EDUC 1301   Introduction to the Teaching Profession
EDUC 2301   Introduction to Special Populations

English
ENGL 1301   Composition I
ENGL 1302   Composition II
ENGL 2307   Creative Writing
ENGL 2311   Technical & Business Writing
ENGL 2322   British Literature I
ENGL 2323   British Literature II
ENGL 2332   World Literature I
ENGL 2333   World Literature II
ENGL 2341   Forms to Literature
ENGL 2351   Mexican American Literature

Engineering
ENGR 1304   Engineering Graphics I
ENGR 2105   Electrical Circuits I (Lab)
ENGR 2301   Engineering Mechanics-Statics
ENGR 2302   Engineering Mechanics-Dynamics
ENGR 2305   Electrical Circuits I
ENGR 2308   Engineering Economics
ENGR 2332   Mechanics of Materials
ENGR 2334   Chemical Engineering Thermodynamics I
ENGR 2406   Introduction to Digital Systems (Lecture + Lab)

Environmental
ENVR 1301   Environmental Science I (Lecture)
ENVR 1401   Environmental Science I (Lecture + Lab)

French
FREN 1411   Beginning French I
FREN 1412   Beginning French II
FREN 2311   Intermediate French I
FREN 2312   Intermediate French II

Geology
GEOL 1101   Earth Sciences for Non-Science Majors I (Lab)
GEOL 1102   Earth Sciences for Non-Science Majors II (Lab)
GEOL 1103   Physical Geology (Lab)

GEOL 1104	Historical Geology (Lab)
GEOL 1301	Earth Sciences for Non-Science Majors I (Lecture)
GEOL 1302	Earth Sciences for Non-Science Majors II (Lecture)
GEOL 1303	Physical Geology (Lecture)
GEOL 1304	Historical Geology (Lecture)

German

GERM 1411	Beginning German I
GERM 1412	Beginning German II

Government

GOVT 2304	Introduction to Political Science
GOVT 2305	Federal Government (Federal Constitution & Topics)
GOVT 2306	Texas Government (Texas Constitution & Topics)
GOVT 2311	Mexican American & Latinx Politics

Health Profession & Related Sciences

HECO 1322	Nutrition & Diet Therapy

History

HIST 1301	United States History I
HIST 1302	United States History II
HIST 2301	Texas History
HIST 2311	Western Civilization I
HIST 2312	Western Civilization II
HIST 2321	World Civilizations I
HIST 2322	World Civilizations II
HIST 2327	Mexican American History I (to the United States-Mexico War Era)
HIST 2328	Mexican American History II (from the United States-Mexico War Era)

Humanities

HUMA 1305	Introduction to Mexican American Studies
HUMA 1311	Mexican American Fine Arts Appreciation

Kinesiology

KINE 1100	Conditioning
KINE 1104	Jogging
KINE 1108	Martial Arts
KINE 1116	Basketball
KINE 1120	Soccer
KINE 1164	Introduction to Physical Fitness & Wellness
KINE 1301	Foundations of Kinesiology
KINE 1306	First Aid
KINE 1338	Concepts of Physical Fitness
KINE 2100	Weight Training I
KINE 2116	Swimming I
KINE 2124	Volleyball I

Mass Communication

COMM 1307	Introduction to Mass Communication
COMM 1316	News Photography I
COMM 1336	Digital Video Production I
COMM 1337	Digital Video Production II
COMM 2303	Audio Production
COMM 2311	Media Writing
COMM 2315	News Reporting
COMM 2324	Practicum In Electronic Media
COMM 2327	Introduction to Advertising
COMM 2330	Introduction to Public Relations
COMM 2339	Writing for Radio, Television, & Film
COMM 2366	Film Appreciation
COMM 2389	Academic Cooperative Media Internship

Mathematics

MATH 1314	College Algebra
MATH 1324	Mathematics for Business & Social Sciences
MATH 1325	Calculus for Business & Social Sciences
MATH 1332	Contemporary Mathematics (Quantitative Reasoning)
MATH 1342	Elementary Statistical Methods
MATH 1350	Mathematics for Teachers I (Fundamentals of Mathematics I)
MATH 1351	Mathematics for Teachers II (Fundamentals of Mathematics II)
MATH 2305	Discrete Mathematics
MATH 2314	Calculus II
MATH 2315	Calculus III
MATH 2318	Linear Algebra
MATH 2320	Differential Equations
MATH 2412	Pre-Calculus Math
MATH 2413	Calculus I

Music

MUAP 1101	Introduction to Individual Instruction in Stringed Instrument I
MUAP 1102	Introduction to Individual Instruction in Stringed Instrument II
MUAP 1117	Introduction to Individual Instruction in Woodwind Instrument I
MUAP 1118	Introduction to Individual Instruction in Woodwind Instrument II
MUAP 1137	Introduction to Individual Instruction in Brass Instrument I
MUAP 1138	Introduction to Individual Instruction in Brass Instrument II
MUAP 1157	Introduction to Individual Instruction in Percussion Instrument I
MUAP 1158	Introduction to Individual Instruction in Percussion Instrument II
MUAP 1161	Introduction to Individual Instruction in Guitar Instrument I
MUAP 1162	Introduction to Individual Instruction in Guitar Instrument II
MUAP 1165	Introduction to Individual Instruction in Keyboard Instrument I
MUAP 1166	Introduction to Individual Instruction in Keyboard Instrument II
MUAP 1181	Introduction to Individual Instruction in Voice Instrument I
MUAP 1182	Introduction to Individual Instruction in Voice Instrument II
MUAP 1201	Introduction to Individual Instruction in Stringed Instrument I
MUAP 1202	Introduction to Individual Instruction in Stringed Instrument II
MUAP 1217	Introduction to Individual Instruction in Woodwind Instrument I
MUAP 1218	Introduction to Individual Instruction in Woodwind Instrument II

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*(C) Core Curriculum Course (F) Field of Study Course, **T** Transferrable **W** WECM*

MUAP 1237	Introduction to Individual Instruction in Brass Instrument I
MUAP 1238	Introduction to Individual Instruction in Brass Instrument II
MUAP 1257	Introduction to Individual Instruction in Percussion Instrument I
MUAP 1258	Introduction to Individual Instruction in Percussion Instrument II
MUAP 1261	Introduction to Individual Instruction in Guitar Instrument I
MUAP 1262	Introduction to Individual Instruction in Guitar Instrument II
MUAP 1265	Introduction to Individual Instruction in Keyboard Instrument I
MUAP 1266	Introduction to Individual Instruction in Keyboard Instrument II
MUAP 1281	Introduction to Individual Instruction in Voice Instrument I
MUAP 1282	Introduction to Individual Instruction in Voice Instrument II
MUAP 2201	Individual Instruction in Stringed Instrument III
MUAP 2202	Individual Instruction in Stringed Instrument IV
MUAP 2219	Individual Instruction in Woodwind Instrument III
MUAP 2220	Individual Instruction in Woodwind Instrument IV
MUAP 2239	Individual Instruction in Brass Instrument III
MUAP 2240	Individual Instruction in Brass Instrument IV
MUAP 2259	Individual Instruction in Percussion Instrument III
MUAP 2260	Individual Instruction in Percussion Instrument IV
MUAP 2261	Individual Instruction in Guitar Instrument III
MUAP 2262	Individual Instruction in Guitar Instrument IV
MUAP 2267	Individual Instruction in Keyboard Instrument III
MUAP 2268	Individual Instruction in Keyboard Instrument IV
MUAP 2283	Individual Instruction in Voice III
MUAP 2284	Individual Instruction in Voice IV
MUEN 1121	Concert Band I
MUEN 1122	Concert Band II
MUEN 1123	Orchestra I
MUEN 1124	Orchestra II
MUEN 1133	Guitar Ensemble I
MUEN 1134	Guitar Ensemble II
MUEN 1141	Chorus I
MUEN 1142	Chorus II
MUEN 2121	Concert Band III
MUEN 2122	Concert Band IV
MUEN 2123	Orchestra III
MUEN 2124	Orchestra IV
MUEN 2133	Guitar Ensemble III
MUEN 2134	Guitar Ensemble IV
MUEN 2141	Chorus III
MUEN 2142	Chorus IV

MUSI 1116	Sight Singing & Ear Training I
MUSI 1117	Sight Singing & Ear Training II
MUSI 1181	Piano Class I
MUSI 1182	Piano Class II
MUSI 1192	Guitar Class
MUSI 1306	Music Appreciation
MUSI 1307	Music Literature
MUSI 1310	American Music
MUSI 1311	Music Theory I
MUSI 1312	Music Theory II
MUSI 2116	Sight Singing & Ear Training III
MUSI 2117	Sight Singing & Ear Training IV
MUSI 2311	Music Theory III
MUSI 2312	Music Theory IV

Philosophy

PHIL 1301	Introduction to Philosophy
PHIL 1304	Introduction to World Religions
PHIL 2303	Introduction to Formal Logic
PHIL 2306	Introduction to Ethics
PHIL 2307	Introduction to Social & Political Philosophy
PHIL 2316	Classical Philosophy
PHIL 2321	Philosophy of Religion

Physics

PHYS 1101	College Physics I (Lab)
PHYS 1102	College Physics II (Lab)
PHYS 1115	Physical Science I (Lab)
PHYS 1301	College Physics I (Lecture)
PHYS 1302	College Physics II (Lecture)
PHYS 1315	Physical Science I (Lecture)
PHYS 2125	University Physics I (Lab)
PHYS 2126	University Physics II (Lab)
PHYS 2325	University Physics I (Lecture)
PHYS 2326	University Physics II (Lecture)

Psychology

PSYC 2301	General Psychology
PSYC 2306	Human Sexuality
PSYC 2314	Lifespan Growth & Development
PSYC 2315	Psychology of Adjustment
PSYC 2316	Psychology of Personality
PSYC 2317	Statistical Methods in Psychology
PSYC 2319	Social Psychology
PSYC 2320	Abnormal Psychology
PSYC 2330	Biological Psychology

Sociology

SOCI 1301	Introduction to Sociology
SOCI 1306	Social Problems
SOCI 2301	Marriage & the Family
SOCI 2319	Minority Studies

Social Work

SOCW 2361	Introduction to Social Work
SOCW 2362	Social Welfare: Legislation, Programs, and Services

Spanish

SPAN 1411	Beginning Spanish I
SPAN 1412	Beginning Spanish II
SPAN 2311	Intermediate Spanish I
SPAN 2312	Intermediate Spanish II
SPAN 2313	Spanish for Native/Heritage Speakers I

SPAN 2315   Spanish for Native/Heritage Speakers II

Speech Communication

SPCH 1311   Introduction to Speech Communication
SPCH 1315   Public Speaking
SPCH 1318   Interpersonal Communication
SPCH 1321   Business & Professional Communication
SPCH 2333   Discussion & Small Group Communication
SPCH 2335   Argumentation & Debate
SPCH 2341   Oral Interpretation

Teacher Preparation

TECA 1303   Families, School, & Community
TECA 1311   Educating Young Children
TECA 1318   Wellness of the Young Child
TECA 1354   Child Growth & Development

Credit Course Descriptions

A

ACCT 2301	Principles of Financial Accounting [F]	Credits 3

This course is an introduction to the fundamental concepts of financial accounting as prescribed by U.S. generally accepted accounting principles (GAAP) as applied to transactions and events that affect business organizations. Students will examine the procedures and systems to accumulate, analyze, measure, and record financial transactions. Students will use recorded financial information to prepare a balance sheet, income statement, statement of cash flows, and statement of shareholders' equity to communicate the business entity's results of operations and financial position to users of financial information who are external to the company. Students will study the nature of assets, liabilities, and owners' equity while learning to use reported financial information for purposes of making decisions about the company. Students will be exposed to International Financial Reporting Standards (IFRS). **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:1). Lab fee.** *Accounting Discipline.* **T**

ACCT 2302	Principles of Managerial Accounting [F]	Credits 3

This course is an introduction to the fundamental concepts of managerial accounting appropriate for all organizations. Students will study information from the entity's accounting system relevant to decisions made by internal managers, as distinguished from information relevant to users who are external to the company. The emphasis is on identification and assignment of product costs, operational budgeting and planning, cost control, and management decision making. Topics include product costing methodologies, cost behavior, operational and capital budgeting, and performance evaluation. **Prerequisite: ACCT 2301. (3:1). Lab fee.** *Accounting Discipline.* **T**

ACNT 1303	Introduction to Accounting I	Credits 3

A study of analyzing, classifying, and recording business transactions in a manual and computerized environment. Emphasis on understanding the complete accounting cycle and preparing financial statements, bank reconciliations, and payroll procedures and reporting. **(3:1). Lab fee.** *Accounting Discipline.* **W**

ACNT 1304	Introduction to Accounting II	Credits 3

A study of accounting for merchandising, notes payable, notes receivable, valuation of receivables and equipment, and valuation of inventories in a manual and computerized environment. **Prerequisite: ACNT 1303. (3:1). Lab fee.** *Accounting Discipline.* **W**

ACNT 1305	Forensic Accounting	Credits 3

Accounting fraud and examination designed to provide a basic understanding of the impact that fraud has on an organization. **(3.0).** *Accounting Discipline.* **W**

ACNT 1311	Introduction to Computerized Accounting	Credits 3

Introduction to utilizing the computer in maintaining accounting records with primary emphasis on a general ledger package. **(3:1). Lab fee.** *Accounting Discipline.* **W**

ACNT 1313	Computerized Accounting Applications	Credits 3

Use of the computer to develop and maintain accounting records and to process common business applications for managerial decision-making. **Prerequisites: [ACCT 2301 or ACNT 1303] and BCIS 1305. (3:1). Lab fee.** *Accounting Discipline.* **W**

ACNT 1329	Payroll and Business Tax Accounting	Credits 3

A study of payroll procedures, taxing entities, and reporting requirements of local, state, and federal taxing authorities in a manual and computerized environment. **(3:1). Lab fee.** *Accounting Discipline.* **W**

ACNT 1331	Federal Income Tax: Individual	Credits 3

A study of the federal tax law for preparation of individual income tax returns. **Prerequisite: ACCT 2301. (3:1). Lab fee.** *Accounting Discipline.* **W**

ACNT 2302	Accounting Capstone	Credits 3

Allows students to apply broad knowledge of the accounting profession through discipline specific projects involving the integration of individuals and teams performing activities to simulate workplace situations. **(3:0).** *Accounting Discipline.* **W**

ACNT 2303	Intermediate Accounting I	Credits 3

Analysis of generally accepted accounting principles, concepts, and theory underlying the preparation of financial statements. **Prerequisite: ACCT 2302. (3:1). Lab fee.** *Accounting Discipline.* **W**

ACNT 2380	Cooperative Education-Accounting I	Credits 3

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **Prerequisites: ACCT 2302 and ACNT 1304 and ACNT 1313. (1:20).** *Accounting Discipline.* **W**

ACNT 2381	Cooperative Education-Accounting II	Credits 3

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **Prerequisite: ACNT 2380. (1:20).** *Accounting Discipline.* **W**

ARCE 1352	Structural Drafting	Credits 3

A study of structural systems including concrete foundations and frames, wood framing and trusses, and structural steel framing systems. Includes detailing of concrete, wood, and steel to meet industry standards including the American Institute of Steel Construction and The American Concrete Institute. **Prerequisite: DFTG 1309. (2:4). Lab fee.** *Computer Aided Design Discipline.* **W**

ARCE 2344	Statics and Strength of Materials	Credits 3

Internal effects of forces acting upon elastic bodies and the resulting changes in form and dimensions. Includes stress, shear, bending moments, and simple beam design. **Prerequisites: DFTG 1309 and [MATH 1314, 1324, 1332, 1342, 2412, or 2413]. (2:4). Lab fee.** *Computer Aided Design Discipline.* **W**

ARCH 1301	Architectural History I [CF]	Credits 3

Part one of a survey of the history of world architecture from pre-history to the present. This course focuses on the period from pre-history up to at least the 14th Century. Course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria: A.7 History and Global Culture. Requires outside assignments. **Prerequisite: ENGL 1301 with a "C" or better. (3:0).** *Architecture Discipline.* **T**

ARCH 1302	Architectural History II [F]	Credits 3

Part two of a survey of the history of world architecture from pre-history to the present. This course focuses on the period of neo-classicism up to the modern era. Course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria: A.7 History and Global Culture. Requires outside assignments. **Prerequisite: ARCH 1301 with a "C" or better. (3:0).** *Architecture Discipline.* **T**

ARCH 1303	Architectural Design I [F]	Credits 3

An introductory studio providing a foundation in the conceptual, perceptual, and manual skills necessary for two-dimensional and three-dimensional design. Course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria: A.1 Professional Communication Skills; A.2 Design Thinking Skills; A.4 Architectural Design Skills; A.5 Ordering Systems. Requires outside assignments. **(2:4). Lab fee.** *Architecture Discipline.* **T**

ARCH 1304	Architectural Design II [F]	Credits 3

Creative problem solving and presentation of principles, concepts, and ideas as applied to introductory architectural projects. Course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria: A.1 Professional Communication Skills; A.2 Design Thinking Skills; A.4 Architectural Design Skills; A.5 Ordering Systems. Requires outside assignments. **Prerequisite: ARCH 1303 with a "C" or better. (2:4). Lab fee.** *Architecture Discipline.* **T**

ARCH 1307	Architectural Graphics I [F]	Credits 3

Introduction to basic drawing methods and tools. Exploration of techniques available for the design process with emphasis on two-dimensional and three-dimensional composition. Course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria: A.1 Professional Communication Skills. **(2:4). Lab fee.** *Architecture Discipline.* **T**

ARCH 1308	Architectural Graphics II [F]	Credits 3

Continuation of the study, methodology, and production of architectural drawings. Exploration of techniques available for the design process with emphasis on three-dimensional composition both analog and digital. Course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria: A.1 Professional Communication Skills; A.5 Ordering System. **Prerequisite: ARCH 1307 with a "C" or better. (2:4). Lab fee.** *Architecture Discipline.* **T**

ARCH 1311	Introduction to Architecture [F]	Credits 3

An introduction to architecture that explores the practices, principles, and wider context of architecture and design. Focuses on the role of architecture in society, culture, and the broader physical context of the built environment. Course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria: A.8 Cultural Diversity and Social Equity; D.1 Stakeholder Roles in Architecture. Requires outside assignments. **(3:0).** *Architecture Discipline.* **T**

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ARCH 1315	Architectural Computer Graphics	Credits 3

Effective use of representational media, computer aided design, and digital media to engage formal, organizational, and environmental principles. Emphasis on the appropriate media to inform two-dimensional and three-dimensional design based upon the conventions of architectural graphic communication. Course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria: A.1 Professional Communication Skills; A.4 Architecture Design Skills. **(2:4). Lab fee.** *Architecture Discipline.* **T**

ARCH 2301	Architectural Freehand Drawing I	Credits 3

Development of freehand drawing skills in architecture. Methods and skills, including emphasis on principles of light, shade, scale, proportion, line, and tonal quality for exploring and developing conceptual ideas and for clear graphic presentations. Course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria: A.1 Professional Communication Skills; A.4 Architecture Design Skills. Requires outside assignments. (2:4). **Lab fee.** *Architecture Discipline.* **T**

ARCH 2302	Architectural Freehand Drawing II	Credits 3

Advanced freehand design drawing skills in architecture. Emphasis is on using freehand techniques in visual thinking and analysis. Development of conceptual ideas for clear graphic presentations. Course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria: A.1 Professional Communication Skills; A.4 Architecture Design Skills. Requires outside assignments. **Prerequisite: ARCH 2301 with a "C" or better. (2:4). Lab fee.** *Architecture Discipline.* **T**

ARCH 2312	Architectural Technology [F]	Credits 3

Introduction to materials and methods in the design and construction of buildings. Course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria: B.7 Building Envelope Systems and Assemblies; B.8 Building Materials and Assemblies. Requires outside assignments. **(3:0).** *Architecture Discipline.* **T**

ARCH 2603	Architectural Design III [F]	Credits 6

An intermediate architectural design studio that continues and expands the study of concepts from Architectural Design II. The course is intended to fulfill all or part of each of the following 2014 National Architectural Accrediting Board (NAAB) Student Performance Criteria: A.4 Architectural Design Skills; A.6 Use of Precedents; B.2 Site Design. Requires outside assignments. **Prerequisites: ARCH 1304 and ARCH 1308 with a "C" or better. (4:8). Lab fee.** *Architecture Discipline.* **T**

ARCH 2604	Architectural Design IV [F]	Credits 6

A concluding architectural design studio for the lower-division that continues from Architectural Design III. Course is intended to fulfill all or part of each of the following 2014 National Architectural Accrediting Board (NAAB) Student Performance Criteria: B.1 Pre-Design; B.3 Codes and Regulations; B.5 Structural Systems. Requires outside assignments. **Prerequisite: ARCH 2603 with a "C" or better. (4:8). Lab fee.** *Architecture Discipline.* **T**

ARTC 1302	Digital Imaging I	Credits 3

Digital imaging using raster image editing and/or image creation software: scanning, resolution, file formats, output devices, color systems, and image-acquisitions. **(2:3). Lab fee.** *Advertising Graphics and Design Discipline.* **W**

ARTC 1321	Illustration Techniques I	Credits 3

A study of illustration techniques in various media. Emphasis on creative interpretation and the discipline of draftsmanship for visual communication of ideas. **(2:3). Lab fee.** *Advertising Graphics and Design Discipline.* **W**

ARTC 1325	Introduction to Computer Graphics	Credits 3

A survey of design concepts, terminology, processes, and procedures. Topics include computer graphics hardware, digital images, digital publishing, vector-based graphics, and interactive multimedia. **(2:3). Lab fee.** *Advertising Graphics and Design Discipline.* **W**

ARTC 1327	Typography	Credits 3

A study of letterforms and typographic concepts as elements of graphic communication. Emphasis on developing a current, practical typographic knowledge based on industry standards. **(2:3). Lab fee.** *Advertising Graphics and Design Discipline.* **W**

ARTC 1349	Art Direction I	Credits 3

Creation of projects in art direction for advertising graphic campaigns for products, services, or ideas. Topics include all campaign procedures from initial research and creative strategy to final execution and presentation of a comprehensive project. **(2:3). Lab fee.** *Advertising Graphics and Design Discipline.* **W**

ARTC 1353	Computer Illustration	Credits 3

Use of the tools and transformation options of an industry-standard vector drawing program to create complex illustrations or drawings. Presents the implementation of software for web design, illustration, and/or manipulation for reproduction. **(2:3). Lab fee.** *Advertising Graphics and Design Discipline.* **W**

ARTC 2301	Illustration Techniques II	Credits 3

Advanced study of illustration media and techniques using digital and/or traditional tools. Emphasis on conceptualization and composition. **(2:3). Lab fee.** *Advertising Graphics and Design Discipline.* **W**

ARTC 2311	History of Communication Graphics	Credits 3

Survey of the evolution of graphic arts in relation to the history of art. Includes formal, stylistic, social, political, economic, and historical aspects. Emphasis on art movements, schools of thought, individuals, and technology as they interrelate with graphic arts. **(3:0).** *Advertising Graphics and Design Discipline.* **W**

ARTC 2335	Portfolio Development for Graphic Design	Credits 3

Preparation of a portfolio comprised of completed graphic design projects. Evaluation and demonstration of portfolio presentation methods based on the student's specific area of study. Students need to have a fourth semester standing in Advertising Graphics and Design or instructor's approval. **Please contact the program coordinator prior to registering for this course. (2:3). Lab fee.** *Advertising Graphics and Design Discipline.* **W**

ARTC 2340	Computer Illustration II	Credits 3

Advanced use of software applications and/or various media with emphasis on output procedures, the resolution of complex design issues, and concept development. **Prerequisite: ARTC 1353. (2:3). Lab fee.** *Advertising Graphics and Design Discipline.* **W**

ARTS 1301	Art Appreciation [C]	Credits 3

A general introduction to the visual arts designed to create an appreciation of the vocabulary, media, techniques, and purposes of the creative process. Students will critically interpret and evaluate works of art within formal, cultural, and historical contexts. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Art Discipline.* **T**

ARTS 1303	Art History I (Prehistoric to the 14th Century) [C]	Credits 3

A chronological analysis of the historical and cultural contexts of painting, sculpture, architecture, and related visual arts from prehistoric times to the 14th century. Students will critically interpret and evaluate works of art within formal, cultural, and historical contexts. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Art Discipline.* **T**

ARTS 1304	Art History II (14th Century to the Present) [C]	Credits 3

A chronological analysis of the historical and cultural contexts of painting, sculpture, architecture, and related visual arts from the 14th century to the present day. Students will critically interpret and evaluate works of art within formal, cultural, and historical contexts. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Art Discipline.* **T**

ARTS 1311	Design I (2-Dimensional)	Credits 3

An introduction to the fundamental terminology, concepts, theory, and application of two-dimensional design. Emphasizes experimentation and practices in basic design projects using visual communication techniques and creative problem-solving. **(2:4). Lab fee.** *Art Discipline.* **T**

ARTS 1312	Design II (3-Dimensional)	Credits 3

An introduction to the fundamental terminology, concepts, theory, and application of three-dimensional design. Emphasizes experimentation and practices in design projects using visual communication techniques and creative problem-solving. **Prerequisite: ARTS 1311. (2:4). Lab fee.** *Art Discipline.* **T**

ARTS 1316	Drawing I	Credits 3

A foundation studio course exploring drawing with emphasis on descriptive, expressive and conceptual approaches. Students will learn to see and interpret a variety of subjects while using diverse materials and techniques. Coursework will facilitate a dialogue in which students will engage in critical analysis and begin to develop their understanding of drawing as a discipline. May include life drawing using a nude model. **(2:4). Lab fee.** *Art Discipline.* **T**

ARTS 1317	Drawing II	Credits 3

A studio course exploring drawing with continued emphasis on descriptive, expressive and conceptual approaches. Students will further develop the ability to see and interpret a variety of subjects while using diverse materials and techniques. Color media may also be explored. Coursework will facilitate a dialogue in which students will employ critical analysis to broaden their understanding of drawing as a discipline. May include life drawing using a nude model. **Prerequisite: ARTS 1316. (2:4). Lab fee.** *Art Discipline.* **T**

ARTS 2313	Graphic Design	Credits 3

Studio course that introduces basic objectives, principles, and methods used in graphic design. The course focuses on creativity, aesthetic judgment, and critical-thinking skills to expand conceptual solutions within the realm of contemporary graphic design. **(2:4). Lab fee.** *Art Discipline.* **T**

ARTS 2316	Painting I	Credits 3

Studio art course that introduces the fundamental principles, materials, and techniques of painting. Emphasis on exploring value, color, and composition. Students will engage in critical analysis and develop their understanding of painting as a discipline. May include life drawing using a nude model. **(2:4). Lab fee.** *Art Discipline.* **T**

ARTS 2317	Painting II	Credits 3

Studio art course that furthers the study of the principles, materials, and techniques of painting with increased emphasis on critical analysis of painting as a discipline. May include life drawing using a nude model. **Prerequisite: ARTS 2316. (2:4). Lab fee.** *Art Discipline.* **T**

ARTS 2323	Life Drawing	Credits 3

Studio art course that introduces the analytic study of the human form and the figure's potential for compositional and expressive use in drawing. Emphasizes anatomical structure and composition of the figure through the use of drawing media and study of a nude model. **Prerequisite: ARTS 1316. (2:4). Lab fee.** *Art Discipline.* **T**

ARTS 2326	Sculpture	Credits 3

A studio art course that introduces the materials, processes, and issues pertaining to the making of three-dimensional objects and environments. The course explores the use of varied materials and techniques along with the formal and conceptual principles that form the basis of contemporary sculpture. Focuses on studio production, safety, and aesthetic criticism. **(2:4). Lab fee.** *Art Discipline.* **T**

ARTS 2333	Printmaking	Credits 3

A studio art course that introduces the materials, processes, and concepts pertaining to traditional and contemporary printmaking. The course explores the use of varied tools and techniques along with the formal and conceptual principles to create editioned and unique works. Introduces the basics of relief, intaglio, and lithographic printmaking techniques including the terminology and brief history of these processes. **(2:4). Lab fee.** *Art Discipline.* **T**

ARTS 2341	Metals	Credits 3

A studio art course that introduces metalsmithing using basic techniques in jewelry design and metal construction. The course provides instruction and practical fabrication experience as it relates to the design and production of small-scale functional and/or non-functional objects. **(2:4). Lab Fee.** *Art Discipline.* **T**

ARTS 2346	Ceramics I	Credits 3

A studio art course that introduces basic building, throwing, and other techniques as it relates to the design and production of ceramic sculpture and pottery. Includes hand-building techniques, glazing and other surface treatments, and kiln firing procedures. May include an introduction to the potter's wheel. **(2:4). Lab fee.** *ArtDiscipline.* **T**

ARTS 2347	Ceramics II	Credits 3

A studio art course that furthers the study of building, throwing, and other techniques as it relates to the design and production of ceramic sculpture and pottery. Continued emphasis on creative form, techniques, and materials using the potter's wheel and hand-building techniques. **Prerequisite: ARTS 2346. (2:4). Lab fee.** *Art Discipline.* **T**

ARTS 2348	Digital Media	Credits 3

Studio art course that introduces the potential of basic digital media manipulation and graphic creation. The course emphasizes still and time-based media. **(2:4). Lab fee.** *Art Discipline.* **T**

ARTS 2356	Photography I (Fine Arts Emphasis)	Credits 3

A studio art course that introduces the technical and conceptual basics of photography as a creative medium. **(2:4). Lab fee.** *Art Discipline.* **T**

ARTS 2357	Photography II (Fine Arts Emphasis)	Credits 3

A studio art course that furthers the study of the technical and conceptual basics of photography as a creative medium. **Prerequisite: ARTS 2356. (2:4). Lab fee.** *ArtDiscipline.* **T**

ARTV 1303	Basic Animation	Credits 3

Examination of animation concepts, principles, and storyboard for basic production. Emphasizes creating movement and expression utilizing traditionally or digitally generated image sequences. **(2:3). Lab fee.** *Advertising Graphics and Design Discipline.* **W**

ASTR 1103	Stars and Galaxies (Lab)	Credits 1

Laboratory activities applied to the study of stars, galaxies, and the universe outside our solar system. **Corequisite: ASTR 1303. (0:2). Lab fee.** *Physics Discipline.* **T**

ASTR 1104	Solar System (Lab)	Credits 1

Laboratory activities applied to the study of the sun and its solar system, including its origin. **Corequisite: ASTR 1304. (0:2). Lab fee.** *Physics Discipline.* **T**

ASTR 1303	Stars and Galaxies (Lecture) [C]	Credits 3

Study of stars, galaxies, and the universe outside our solar system. May not be counted as physics credit toward a major or minor in physics, but may be counted as science credit for non-science majors. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. Corequisite: ASTR 1103. (3:0).** *Physics Discipline.* **T**

ASTR 1304	Solar System (Lecture) [C]	Credits 3

Study of the sun and its solar system, including its origin. May not be counted as physics credit toward a major or minor in physics, but may be counted as science credit for non-science majors. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. Corequisite: ASTR 1104. (3:0).** *Physics Discipline.* **T**

AUMT 1307	Automotive Electrical Systems	Credits 3

An overview of automotive electrical systems including topics in operational theory, testing, diagnosis, and repair of charging and starting systems, and electrical accessories. Emphasis on electrical principles, schematic diagrams, and service publications. May be taught manufacturer specific. **(2:4). Lab fee.** *Automotive Technology Discipline.* **W**

AUMT 1310	Automotive Brake Systems	Credits 3

Operation and repair of drum/disc type brake systems. Topics include brake theory, diagnosis, and repair of power, manual, anti-lock brake systems, and parking brakes. May be taught manufacturer specific. **(2:4). Lab fee.** *Automotive Technology Discipline.* **W**

AUMT 1316	Automotive Suspension and Steering Systems	Credits 3

Diagnosis and repair of automotive suspension and steering systems including electronically controlled systems. Includes component repair, alignment procedures and tire and wheel service. May be taught manufacturer specific. **(2:4). Lab fee.** *Automotive Technology Discipline.* **W**

AUMT 1319	Automotive Engine Repair	Credits 3

Fundamentals of engine operation, diagnosis and repair. Emphasis on identification, inspection, measurements, and disassembly, repair, and reassembly of the engine. May be taught manufacturer specific. **(2:4). Lab fee.** *Automotive Technology Discipline.* **W**

AUMT 1345	Automotive Climate Control Systems	Credits 3

Diagnosis and repair of manual/electronic climate control systems. Includes the refrigeration cycle and EPA guidelines for refrigerant handling. May be taught manufacturer specific. **Prerequisite: AUMT 1307. (2:4). Lab fee.** *Automotive Technology Discipline.* **W**

AUMT 2310	Automotive Service Consultant	Credits 3

Automotive service consulting skills and procedures. Includes vehicle identification, product knowledge, shop operations, warranty service contracts, communications, customer relations, internal relations, and sales skills. Emphasizes courtesy, professionalism, and communications. Covers the use of the flat rate manual. Provides hands-on experience in diagnostic and service repair procedures. Prepares students for employment in the automotive industry and serves as a precursor for Automotive Service Excellence (ASE) exams and eventual automotive technician certification in chosen areas. **Prerequisites: AUMT 2313 and AUMT 2325 and AUMT 2334. (2:4). Lab fee.** *Automotive Technology Discipline.* **W**

AUMT 2313	Automotive Drive Train and Axles	Credits 3

A study of automotive clutches, clutch operation devices, manual transmissions/transaxles, and differentials with emphasis on diagnosis and repair. May be taught manufacturer specific. **(2:4). Lab fee.** *Automotive Technology Discipline.* **W**

AUMT 2317	Automotive Engine Performance Analysis I	Credits 3

Theory, operation, diagnosis of drivability concerns, and repair of ignition and fuel delivery systems. Use of current engine performance diagnostic equipment. May be taught manufacturer specific **(2:4). Lab fee.** *Automotive Technology Discipline.* **W**

AUMT 2321	Automotive Electrical Diagnosis and Repair	Credits 3

Repair of automotive electrical subsystems, lighting, instrumentation, and accessories. Emphasis on accurate diagnosis and proper repair methods using various troubleshooting skills and techniques. May be taught manufacturer specific. **Prerequisite: AUMT 1307. (2:4). Lab fee.** *Automotive Technology Discipline.* **W**

AUMT 2325	Automatic Transmission and Transaxle	Credits 3

A study of the operation, hydraulic circuits and electronic controls of modern automatic transmissions and automatic transaxles. Diagnosis, disassembly, and assembly procedures with emphasis on the use of special tools and repair techniques. May be taught manufacturer specific. **(2:4). Lab fee.** *Automotive Technology Discipline.* **W**

AUMT 2334	Automotive Engine Performance Analysis II	Credits 3

Diagnosis and repair of emission systems, computerized engine performance systems, and advanced ignition and fuel systems. Includes use of advanced engine performance diagnostic equipment. May be taught manufacturer specific. **Prerequisite: AUMT 2317. (2:4). Lab fee.** *Automotive Technology Discipline.* **W**

AUMT 2337	Automotive Electronics	Credits 3

Study of electronic principles applied to microcomputers and communication systems. Includes digital fundamentals, and use of electronic test equipment. May be taught manufacturer specific. It is highly recommended that students complete AUMT 1307 before registering for this course. **(2:4). Lab fee.** *Automotive Technology Discipline.* **W**

AUMT 2380	Cooperative Education- Automobile/Automotive Mechanics Technology/ Technician I	Credits 3

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **Prerequisites: AUMT 1307 and AUMT 2317 and AUMT 2337. (1:20).** *Automotive Technology Discipline.* **W**

AUMT 2381	Cooperative Education- Automobile/Automotive Mechanics Technology/ Technician II	Credits 3

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **Prerequisite: AUMT 2380. (1:20).** *Automotive Technology Discipline.* **W**

B

BCIS 1305	Business Computer Applications [F]	Credits 3

Introduces and develops foundational skills in applying essential and emerging business productivity information technology tools. The focus of this course is on business productivity software applications, including word processing, spreadsheets, databases, presentation graphics, data analytics, and business-oriented utilization of the internet. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:1). Lab fee.** *Business Management Discipline.* **T**

BIOL 1106	Biology for Science Majors I (Lab)	Credits 1

This laboratory-based course accompanies BIOL 1306, Biology for Science Majors I. Laboratory activities will reinforce the fundamental principles of living organisms, including physical and chemical properties of life, organization, function, evolutionary adaptation, and classification. Study and examination of the concepts of cytology, reproduction, genetics, and scientific reasoning are included. **Corequisite: BIOL 1306. (0:3). Lab fee.** *Biology Discipline.* **T**

BIOL 1107	Biology for Science Majors I (Lab)	Credits 1

This laboratory-based course accompanies BIOL 1307, Biology for Science Majors II. Laboratory activities will reinforce study of the diversity and classification of life, including animals, plants, protists, fungi, and prokaryotes. Special emphasis will be given to anatomy, physiology, ecology, and evolution of plants and animals. **Students pursuing an Associate of Science are required to earn a "C" or better in this course. Prerequisite: BIOL 1106 with a "C" or better. Corequisite: BIOL 1307. (0:3). Lab fee.** *Biology Discipline.* **T**

BIOL 1108	Biology for Non-Science Majors I (Lab)	Credits 1

This laboratory-based course accompanies BIOL 1308, Biology for Non-Science Majors I. Laboratory activities will reinforce a survey of biological principles with an emphasis on humans, including chemistry of life, cells, structure, function, and reproduction. **Corequisite: BIOL 1308. (0:2). Lab fee.** *Biology Discipline.* **T**

BIOL 1109	Biology for Non-Science Majors II (Lab)	Credits 1

This laboratory-based course accompanies BIOL 1309, Biology for Non-Science Majors II. Laboratory activities will reinforce a survey of biological principles with an emphasis on humans, including evolution, ecology, plant and animal diversity, and physiology. **Prerequisite: BIOL 1108 with a "C" or better. Corequisite: BIOL 1309. (0:2). Lab fee.** *Biology Discipline.* **T**

BIOL 1306	Biology for Science Majors I (Lecture) [C]	Credits 3

Fundamental principles of living organisms will be studied, including physical and chemical properties of life, organization, function, evolutionary adaptation, and classification. Concepts of cytology, reproduction, genetics, and scientific reasoning are included. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. Corequisite: BIOL 1106. (3:0).** *Biology Discipline.* **T**

BIOL 1307	Biology for Science Majors II (Lecture) [C]	Credits 3

The diversity and classification of life will be studied, including animals, plants, protists, fungi, and prokaryotes. Special emphasis will be given to anatomy, physiology, ecology, and evolution of plants and animals. **Students pursuing an Associate of Science are required to earn a "C" or better in this course. Prerequisites: BIOL 1306 and 1106 with a "C" or better or Biology CLEP exam. Corequisite: BIOL 1107. (3:0).** *Biology Discipline.* **T**

BIOL 1308	Biology for Non-Science Majors I (Lecture) [C]	Credits 3

Provides a survey of biological principles with an emphasis on humans, including chemistry of life, cells, structure, function, and reproduction. This course is NOT intended for science majors. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. Corequisite: BIOL 1108. (3:0).** *Biology Discipline.* **T**

BIOL 1309	Biology for Non-Science Majors II (Lecture) [C]	Credits 3

This course will provide a survey of biological principles with an emphasis on humans, including evolution, ecology, plant and animal diversity, and physiology. This course is NOT intended for science majors. **Prerequisites: BIOL 1308 and 1108 with a "C" or better. Corequisite: BIOL 1109. (3:0).** *Biology Discipline.* **T**

BIOL 1411	General Botany (Lecture + Lab)	Credits 4

Fundamental biological concepts relevant to plant physiology, life cycle, growth and development, structure and function, and cellular and molecular metabolism. The role of plants in the environment, evolution, and phylogeny of major plant groups, algae, and fungi. Course includes laboratory activities. This course is intended for science majors. **Prerequisites: BIOL 1306 and BIOL 1106 with a "C" or better or Biology CLEP exam. (3:3). Lab fee.** *Biology Discipline.* **T**

BIOL 1413	General Zoology (Lecture + Lab)	Credits 4

Fundamental biological concepts relevant to animals, including systematics, evolution, structure and function, cellular and molecular metabolism, reproduction, development, diversity, phylogeny, and ecology. Course includes laboratory activities. This course is intended for science majors. **Prerequisites: BIOL 1306 and BIOL 1106 with a "C" or better or Biology CLEP exam. (3:4). Lab fee.** *Biology Discipline.* **T**

BIOL 2401	Anatomy & Physiology I (Lecture + Lab) [CF]	Credits 4

Anatomy and Physiology I is the first part of a two-course sequence. It is a study of the structure and function of the human body including cells, tissues and organs of the following systems: integumentary, skeletal, muscular, nervous and special senses. Emphasis is on the interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis. The lab provides a hands-on learning experience for exploration of human system components and basic physiology. Although BIOL 2402 may be taken concurrently, it is strongly recommended that BIOL 2401 is completed before BIOL 2402. **Prerequisites: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313; and BIOL 1306 and 1106 with a "C" or better or Biology CLEP exam. (3:3). Lab fee.** *Biology Discipline.* **T**

BIOL 2402	Anatomy & Physiology II (Lecture + Lab) [CF]	Credits 4

Anatomy and Physiology II is the second part of a two-course sequence. It is a study of the structure and function of the human body including the following systems: endocrine, cardiovascular, immune, lymphatic, respiratory, digestive (including nutrition), urinary (including fluid and electrolyte balance), and reproductive (including human development and genetics). Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis. The lab provides a hands-on learning experience for exploration of human system components and basic physiology. Although BIOL 2401 may be taken concurrently, it is strongly recommended that BIOL 2401 is completed before BIOL 2402. **Prerequisites: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313; and BIOL 1306 and 1106 with a "C" or better or Biology CLEP exam. (3:3). Lab fee.** *Biology Discipline.* **T**

BIOL 2404	Anatomy & Physiology (Specialized, Single-Semester Course, Lecture + Lab) [C]	Credits 4

Study of the structure and function of human anatomy, including the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems. Content may be either integrated or specialized. Designed for Allied Health students who need a single semester of Anatomy & Physiology. This course will not count as credit toward the Associate of Science degree in Biology. BIOL 2404 is NOT a substitute for BIOL 2401 and BIOL 2402. **Prerequisites: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313; and BIOL 1306 and 1106 with a "C" or better or Biology CLEP exam. (3:3). Lab fee.** *Biology Discipline.* **T**

BIOL 2406	Environmental Biology (Lecture + Lab)	Credits 4

Principles of environmental systems and ecology, including biogeochemical cycles, energy transformations, abiotic interactions, symbiotic relationships, natural resources and their management, lifestyle analysis, evolutionary trends, hazards and risks, and approaches to ecological research. Course includes laboratory activities. This course is NOT intended for science majors. **(3:3). Lab fee.** *Biology Discipline.* **T**

BIOL 2420	Microbiology for Non-Science Majors (Lecture + Lab)	Credits 4

This course covers basic microbiology and immunology and is primarily directed at pre-nursing, pre-allied health, and non-science majors. It introduces historical concepts of the nature of microorganisms, microbial diversity, the importance of microorganisms and acellular agents in the biosphere, and their roles in human and animal diseases. Major topics include bacterial structure as well as growth, physiology, genetics, and biochemistry of microorganisms. Emphasis is on medical microbiology, infectious diseases, and public health. Course includes laboratory activities. **Prerequisites: BIOL 1306 and 1106 with a "C" or better or Biology CLEP exam. (3:3). Lab fee.** *Biology Discipline.* **T**

BIOL 2421	Microbiology for Science Majors (Lecture + Lab) [F]	Credits 4

Principles of microbiology, including metabolism, structure, function, genetics, and phylogeny of microbes. The course will also examine the interactions of microbes with each other, hosts, and the environment. Requires unscheduled observation visits to the laboratory. **Prerequisites: BIOL 1306 and 1106 with a "C" or better or Biology CLEP exam; and CHEM 1311 and 1111 with a "C" or better or Chemistry CLEP exam**. **(3:3). Lab fee.** *Biology Discipline.* **T**

BMGT 1305	Communications in Management	Credits 3

Basic theory and processes of communication skills necessary for the management of an organization's workforce. Emphasizes written business communication documents. Successful completion of ENGL 1301 is strongly recommended. **(3:0).** *Business Management Discipline.* **W**

BMGT 1331	Production and Operations Management	Credits 3

Fundamentals of techniques used in the practice of production and operations management. Includes location, design, and resource allocation. Emphasizes equipment and plant layout necessary for improved production and best practices. **(3:1).** *Industrial Manufacturing Option Discipline.* **W**

BMGT 1341	Business Ethics	Credits 3

Discussion of ethical issues, the development of a moral frame of reference, and the need for an awareness of social responsibility in management practices and business activities. Includes ethical corporate responsibility and relationships between organizational departments, divisions, executive management, and the public. **(3:0).** *Business Management Discipline.* **W**

BMGT 2382	Cooperative Education-Business Administration and Management, General I	Credits 3

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **(1:20).** *Business Management Discipline.* **W**

BUSG 1301	Introduction to Business	Credits 3

Fundamental business principles including structure, functions, resources, and operational processes. **(3:0).** *Business Management Discipline.* **W**

BUSG 2305	Business Law/Contracts	Credits 3

Principles of law which form the legal framework for business activity including applicable statutes, contracts, and agency. **(3:0).** *Business Management Discipline.* **W**

BUSG 2309	Small Business Management/ Entrepreneurship	Credits 3

Starting, operating, and growing a small business. Includes essential management skills, how to prepare a business plan, accounting, financial needs, staffing, marketing strategies, and legal issues. **(3:0).** *Business Management Discipline.* **W**

BUSI 1301	BusinessPrinciples [F]	Credits 3

This course provides a survey of economic systems, forms of business ownership, and considerations for running a business. Students will learn various aspects of business, management, and leadership functions; organizational considerations; and decision-making processes. Financial topics are introduced, including accounting, money and banking, and securities markets. Also included are discussions of business challenges in the legal and regulatory environment, business ethics, social responsibility, and international business. Emphasized is the dynamic role of business in everyday life. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Business Management Discipline.* **T**

BUSI 2305	BusinessStatistics [F]	Credits 3

Descriptive and inferential statistical techniques for business and economic decision-making. Topics include the collection, description, analysis, and summarization of data; probability; discrete and continuous random variables; the binomial and normal distributions; sampling distributions; tests of hypotheses; estimation and confidence intervals; linear regression; and correlation analysis. Statistical software is used to analyze data throughout the course. **Prerequisite: [MATH 1324 or MATH 1314] and [BCIS 1305 or MATH 1325]. (3:1). Lab fee.** *Business Management Discipline.* **T**

C

CDEC 1303	Families, School& Community	Credits 3

Study of the child, family, community, schools, child care programs, and Head Start programs. Includes parent education and involvement, family and community lifestyles, child abuse, and current family life issues as it relates to infants and toddlers. Course content aligned with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Requires students to participate in a minimum of 16 hours of field experience with children from infancy through age 12 in a variety of settings with varied and diverse populations. **THIS COURSE IS NOT EQUIVALENT TO TECA 1303. (2:2). Lab fee.** *Child Development Discipline.* **W**

CDEC 1313	Curriculum Resources for Early ChildhoodPrograms	Credits 3

A study of the fundamentals of developmentally appropriate curriculum design and implementation in early care and education programs for children birth through age eight. **(2:2). Lab fee.** *Child Development Discipline.* **W**

CDEC 1318	Wellnessof theYoungChild	Credits 3

Factors impacting the well-being of young children. Includes healthy behavior, food, nutrition, fitness, and safety practices specifically targeting infants and toddlers. Focuses on local and national standards and legal implications of relevant policies and regulations. Course content is aligned with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Requires students to participate in a minimum of 16 hours field experience with children from infancy through age 12 in a variety of settings with varied and diverse populations. **THIS COURSE IS NOT EQUIVALENT TO TECA 1318. (2:2). Lab fee.** *Child Development Discipline.* **W**

CDEC 1319	Child Guidance	Credits 3

An exploration of guidance strategies for promoting prosocial behaviors with individual and groups of children. Emphasis on positive guidance principles and techniques, family involvement, and cultural influences. **(2:2). Lab fee.** *Child Development Discipline.* **W**

CDEC 1321	The Infant and Toddler	Credits 3

A study of appropriate infant and toddler programs (birth to age 3), including an overview of development, quality routines, learning environments, materials and activities, and teaching/guidance techniques. **(2:2). Lab fee.** *Child Development Discipline.* **W**

CDEC 1323	Observation and Assessment	Credits 3

A study of observation skills, assessment techniques, and documentation of children's development. Emphasizes the instruments and research pertaining to infants and toddlers. **(2:2). Lab fee.** *Child Development Discipline.* **W**

CDEC 1339	EarlyChildhood Development:0-3Years	Credits 3

Principles of typical growth and development from conception through three years of age. Emphasizes physical, cognitive, and social and emotional development. **(3:0).** *Child Development Discipline.* **W**

CDEC 1356	EmergentLiteracy for Early Childhood	Credits 3

An exploration of principles, methods, and materials for teaching language and literacy through a play-based integrated curriculum to children from birth through age eight. **(2:2). Lab fee.** *Child Development Discipline.* **W**

CDEC 1358	CreativeArtsfor Early Childhood	Credits 3

An exploration of principles, methods, and materials for teaching music, movement, visual arts, and dramatic play through process-oriented experiences to support divergent thinking for children birth through age eight. **(2:2). Lab fee.** *Child Development Discipline.* **W**

CDEC 1359	Children with Special Needs	Credits 3

A survey of information regarding children with special needs including possible causes and characteristics of exceptionalities, intervention strategies, available resources, referral processes, the advocacy role, and legislative issues. **(2:2). Lab fee.** *Child Development Discipline.* **W**

CDEC 1370	Language and Literacy for Infants and Toddlers	Credits 3

Explores and examines a concentration of theory and best practices for the effective development of language and communication skills as well as early literacy in infants and toddlers (ages 0-3 years). **(3:0).** *Child Development Discipline.* **W**

CDEC 2307	Math and Science for Early Childhood	Credits 3

Exploration of principles, methods, and materials for teaching children math and science concepts and process skills through discovery and play. **(2:2). Lab fee.** *Child Development Discipline.* **W**

CDEC 2315	Diverse Cultural/ Multilingual Education	Credits 3

An overview of diverse cultural and multilingual education including familial relationships, community awareness, diversity, and the needs of each and every child. **(2:2). Lab fee.** *Child Development Discipline.* **W**

CDEC 2326	Administration of Programs for Children I	Credits 3

Application of management procedures for early care and education programs. Includes planning, operating, supervising, and evaluating programs. Topics cover philosophy, types of programs, policies, fiscal management, regulations, staffing, evaluation, and communication. **(3:0).** *Child Development Discipline.* **W**

CDEC 2341	The School Age Child	Credits 3

A study of programs for the school age child, including an overview of development, learning environments, materials, activities and guidance techniques. **(2:2). Lab fee.** *Child Development Discipline.* **W**

CDEC 2374	Managing Non-Center Based Child Care Settings	Credits 3

Studies non-center-based child care settings. Emphasizes the establishment and maintenance of family, day, home, and school-age child care facilities. Surveys all records and documents necessary to operate a non-center-based child care facility successfully, including applications for licensing, evaluations, and maintaining records on staff and children. Emphasizes professional responsibilities, as well as legal implications involved in the operation of a non-center-based child care facility. **(3:0).** *Child Development Discipline.* **W**

CDEC 2384	Cooperative Education- Child Development I	Credits 3

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **(1:15). Professional Practice Insurance required.** *Child Development Discipline.* **W**

CETT 1302	Electricity Principles	Credits 3

Principles of electricity including proper use of test equipment, A/C and D/C circuits, and component theory and operations. **(2:2). Lab Fee.** *Industrial Manufacturing Option Discipline.* **W**

CETT 1407	Fundamentals of Electronics	Credits 4

Applies concepts of electricity, electronics, and digital fundamentals; supports programs requiring a general knowledge of electronics. Studies devices, circuits and systems primarily used in automated manufacturing and/or process control including computer controls and interfacing between mechanical, electronic, and computer equipment. **(3:3). Lab fee.** *Industrial Manufacturing Option Discipline.* **W**

CETT 1409	DC-AC Circuits	Credits 4

Fundamentals of DC circuits and AC circuits operation including Ohm's law, Kirchhoff's laws, networks, transformers, resonance, phasors, capacitive and inductive and circuit analysis techniques. **(3:2). Lab fee.** *Renewable Energy Technology Systems Discipline.* **W**

CHEF 1300	Professional Cooking and Meal Service	Credits 3

Technical aspects of food preparation in the commercial kitchen. This will be accomplished by preparing and serving meals according to a production schedule. Emphasis on teamwork, professionalism, guest relations, and table service. **Prerequisite: CHEF 1341. (2:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

CHEF 1301	Basic Food Preparation	Credits 3

A study of the fundamental principles of food preparation and cookery to include Brigade System, cooking techniques, material handling, heat transfer, sanitation, safety, nutrition, and professionalism. **Corequisites: CHEF 1305 and PSTR 1301. (2:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

CHEF 1302	Principles of Healthy Cuisine	Credits 3

Introduction to the principles of planning, preparation, and presentation of nutritionally balanced meals. Alternative methods and ingredients will be used to achieve a healthier cooking style. A grade of "C" or better is required in this course to take the next course. **(2:4). Lab fee**. *Culinary Arts and Related Sciences Discipline.* **W**

CHEF 1305	Sanitation and Safety	Credits 3

A study of personal cleanliness; sanitary practices in food preparation; causes, investigation, control of illness caused by food contamination (Hazard Analysis Critical Control Points); and workplace safety standards. **(3:0).** *Culinary Arts and Related Sciences Discipline.* **W**

CHEF 1314	A La Carte Cooking	Credits 3

A course in a la carte or "cooking to order" concepts. Topics include menu and recipe interpretation and conversion, organization of workstation, employment of appropriate cooking methods, plating, and saucing principles. **Prerequisite: CHEF 1300. Corequisites: CHEF 1410 and CHEF 2302. (2:4). Lab fee.** *Culinary Arts and Related SciencesDiscipline.* **W**

CHEF 1341	American Regional Cuisine	Credits 3

A study of the development of regional cuisines in the United States with emphasis on the similarities in production and service systems. Application of skills to develop, organize, and acquire knowledge of recipe strategies and production systems. **Prerequisites: CHEF 1301 and CHEF 1305. Corequisite: CHEF 1345. (2:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

CHEF 1345	International Cuisine	Credits 3

The study of classical cooking skills associated with the preparation and service of international and ethnic cuisines. Topics include similarities between food production systems used in the United States and other regions of the world. **Prerequisite: CHEF 1301. Corequisite: CHEF 1341. (2:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

CHEF 1410	Garde Manger	Credits 4

A study of cold foods and garnishes. Emphasis on design, techniques, and display of fine foods. **Prerequisite: CHEF 1300. Corequisites: CHEF 1314 and CHEF 2302. (2:6). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

CHEF 2264	Practicum (or Field Experience) - Culinary Arts / Chef Training I	Credits 2

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Lab is an on-campus experience. **Prerequisite: CHEF 1314. Corequisite: CHEF 2331. (0:14). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

CHEF 2302	Saucier	Credits 3

Instruction in the preparation of stocks, soups, classical sauces, contemporary sauces, accompaniments, and the pairing of sauces with a variety of foods. **Prerequisite: CHEF 1300. Corequisites: CHEF 1314 and CHEF 1410. (2:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

CHEF 2331	Advanced Food Preparation	Credits 3

Advanced concepts of food preparation and presentation techniques. **Prerequisite: CHEF 1314. Corequisite: CHEF 2264. (2:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

CHEM 1106	Introductory Chemistry I (Lab, Allied Health Emphasis) [F]	Credits 1

Accompanies CHEM 1306, Introductory Chemistry I. Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry, food/physiological chemistry, and environmental/consumer chemistry. Designed for non-science and allied health students. **Corequisite: CHEM 1306. (0:3). Lab fee.** *Chemistry Discipline.* **T**

CHEM 1107	Introductory Chemistry II (Lab) [F]	Credits 1

Accompanies CHEM 1307, Introductory Chemistry II. Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry, food/physiological chemistry, and environmental/consumer chemistry. Designed for non-science and allied health students. **Prerequisite: CHEM 1106 with a "C" or better. Corequisite: CHEM 1307. (0:3). Lab fee.** *Chemistry Discipline.* **T**

CHEM 1111	General Chemistry I (Lab) [F]	Credits 1

Basic laboratory experiments supporting theoretical principles presented in CHEM 1311; introduction of the scientific method, experimental design, data collection and analysis, and preparation of laboratory reports. **Corequisite: CHEM 1311. (0:3). Lab fee.** *Chemistry Discipline.* **T**

CHEM 1112	General Chemistry II (Lab) [F]	Credits 1

Basic laboratory experiments supporting theoretical principles presented in CHEM 1312; introduction to the scientific method, experimental design, chemical instrumentation, data collection and analysis, and preparation of laboratory reports. **Prerequisite: CHEM 1111 with a "C" or better. Corequisite: CHEM 1312. (0:3). Lab fee.** *Chemistry Discipline.* **T**

CHEM 1306	Introductory Chemistry I (Lecture, Allied Health Emphasis) [CF]	Credits 3

Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry, food/physiological chemistry, and environmental/consumer chemistry. Designed for non-science and allied health students. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. Corequisite: CHEM 1106. (3:0).** *Chemistry Discipline.* **T**

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

CHEM 1307	Introductory Chemistry II (Lecture) [CF]	Credits 3

Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry, food/physiological chemistry, and environmental/consumer chemistry. Designed for non-science and allied health students. **Prerequisites: CHEM 1306 and 1106 with a "C" or better. Corequisite: CHEM 1107. (3:0).** *Chemistry Discipline.* **T**

CHEM 1311	General Chemistry I (Lecture) [CF]	Credits 3

Fundamental principles of chemistry for majors in the sciences, health sciences, and engineering; topics include measurements, fundamental properties of matter, states of matter, chemical reactions, chemical stoichiometry, periodicity of elemental properties, atomic structure, chemical bonding, molecular structure, solutions, properties of gases, and an introduction to thermodynamics and descriptive chemistry. High school chemistry is strongly recommended. **Prerequisites: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313; and MATH 1314 with a "C" or better. Corequisite: CHEM 1111. (3:0)** *Chemistry Discipline.* **T**

CHEM 1312	General Chemistry II (Lecture) [CF]	Credits 3

Chemical equilibrium; phase diagrams and spectrometry; acid-base concepts; thermodynamics; kinetics; electrochemistry; nuclear chemistry; an introduction to organic chemistry and descriptive inorganic chemistry. **Prerequisite: CHEM 1311 and 1111 with a "C" or better. Corequisite: CHEM 1112. (3:0).** *Chemistry Discipline.* **T**

CHEM 2423	Organic Chemistry I (Lecture+Lab) [F]	Credits 4

Fundamental principles of organic chemistry will be studied, including the structure, bonding, properties, and reactivity of organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules, including spectroscopy. Laboratory activities will reinforce fundamental principles of organic chemistry. Methods for the purification and identification of organic compounds will be examined. This course is intended for students in science or pre-professional programs. **Prerequisites: CHEM 1312 and 1112 with a "C" or better. (3:3). Lab fee.** *Chemistry Discipline.* **T**

CHEM 2425	Organic Chemistry II (Lecture+Lab) [F]	Credits 4

Advanced principles of organic chemistry will be studied, including the structure, properties, and reactivity of aliphatic and aromatic organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules, including spectroscopy. Laboratory activities reinforce advanced principles of organic chemistry. This course is intended for students in science or pre-professional programs. **Prerequisite: CHEM 2423 with a "C" or better. (3:3). Lab fee.** *Chemistry Discipline.* **T**

CHLT 1301	Introduction to Community Health	Credits 3

Designed to provide a basic understanding of variables that affect health sectors in the community. A grade of "C" or better is required in this course to take the next course. **(3:0).** *Health Professions & Related Science Discipline.* **W**

CHLT 1341	Environmental Health	Credits 3

Survey of ecological principles and their application to the health and safety of physical and social environments, occupational settings, and human beings. Site visits to specific living quarters or occupational settings and measurement of environmental safety factors addressed. A grade of "C" or better is required in this course to take the next course. **(3:0).** *Health Professions & Related Science Discipline.* **W**

CJCR 2380	Cooperative Education - Corrections	Credits 3

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. To register for CJCR 2380, students must have successfully completed at least 36 hours of their coursework, including CRIJ 1306, CRIJ 2313, and CRIJ 2328. Additionally, they must obtain approval from the program coordinator. **(1:15).** *Criminal Justice Discipline.* **W**

CMSW 1309	Problems of Children and Adolescents	Credits 3

Examine common problems and evaluate effective prevention and intervention models of at-risk children and youth. Topics include social, family, educational systems impact, juvenile delinquency, teen sexuality, and mental health including addictive behaviors to promote wellness. **(3:0).** *Social Work Discipline.* **W**

CMSW 1353	Family Intervention Strategies	Credits 3

Study of family dynamics and current intervention strategies. Studies structure and function of family interventions, transformations and communication patterns. Examines areas of intervention and how the family relates to the social environment. **(3:0).** *Social Work Discipline.* **W**

CNBT 1302	Mechanical, Electrical & Plumbing Systems in Construction I	Credits 3

A presentation of the basic mechanical, electrical, and plumbing components in construction and their relationship to residential and light commercial buildings. **(2:3). Lab fee.** *Renewable Energy Technology Systems Discipline.* **W**

CNBT 2317	Green Building	Credits 3

Methods and materials used for buildings that conserve energy, water, and human resources. **(2:4). Lab fee.** *Renewable Energy Technology Systems Discipline.* **W**

COMM 1307	Introduction to Mass Communication [C]	Credits 3

Survey of basic content and structural elements of mass media and their functions and influences on society. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Mass Communication Discipline.* **T**

COMM 1316	News Photography I	Credits 3

Problems and practices of photography for newspapers. Includes instruction in camera and equipment operation and maintenance, film and plate developing, and printing media. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (2:2). Lab fee.** *Mass Communication Discipline.* **T**

COMM 1336	Digital Video Production I	Credits 3

Practical experience in the operation of studio and control room equipment, including both pre- and post-production needs. **(2:2). Lab fee.** *Mass Communication Discipline.* **T**

COMM 1337	Digital Video Production II	Credits 3

Practical experience in the operation of television studio and control room equipment, including both pre- and post-production needs. **Prerequisite: COMM 1336. (2:2). Lab fee.** *Mass Communication Discipline.* **T**

COMM 2303	Audio Production	Credits 3

Practical experience in the operation of audio equipment, including both pre- and post-production needs. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (2:2). Lab fee.** *Mass Communication Discipline.* **T**

COMM 2311	Media Writing	Credits 3

Fundamentals of writing for the mass media. Includes instruction in professional methods and techniques for gathering, processing, and delivering content. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Mass Communication Discipline.* **T**

COMM 2315	News Reporting	Credits 3

This course focuses on advanced news-gathering and writing skills. It concentrates on the three-part process of producing news stories: discovering the news, reporting the news, and writing the news in different formats. **Prerequisite: COMM 2311. (3:0).** *Mass Communication Discipline.* **T**

COMM 2324	Practicum in Electronic Media	Credits 3

Lecture and laboratory instruction and participation. **(1:5)**. *Mass Communication Discipline.* **T**

COMM 2327	Introduction to Advertising	Credits 3

Fundamentals of advertising including theory and strategy, copywriting, design, and selection of media. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Mass Communication Discipline.* **T**

COMM 2330	Introduction to Public Relations	Credits 3

Exploration of the history and development of public relations. Presentation of the theory behind and process of public relations, including the planning, implementation, and evaluation of PR campaigns. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Mass Communication Discipline.* **T**

COMM 2339	Writing for Radio, Television, & Film	Credits 3

Introduction to basic script formats, terminology, and writing techniques, including the writing of commercials, public service announcements, promotions, news, documentary, and fictional materials. **(3:0).** *Mass Communication Discipline.* **T**

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

COMM 2366	Film Appreciation [C]	Credits 3

Survey and analyze cinema including history, film techniques, production procedures, selected motion pictures, and cinema's impact on and reflection of society. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Mass Communication Discipline.* **T**

COMM 2389	Academic Cooperative: Media Internship	Credits 3

An instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of communication. Students interested in pre-professional experience should enroll in this course. **Students must secure an internship prior to the first day of class. To discuss Mass Communication related internships, please contact EPCC Career and Transfer Services at 915-831- 2636 or visit Room S16 in the Student Services Center at the Valle Verde Campus. As internship opportunities vary every semester, students are advised to reach out to their assigned instructor or contact Lisa Elliott, the Mass Communication advisor, at lelliot5@epcc.edu. (1:5). Lab fee.** *Mass Communication Discipline.* **T**

COSC 1301	Introduction to Computing	Credits 3

Overview of computer systems - hardware, operating systems, the internet, and application software including word processing, spreadsheets, presentation graphics, and databases. Current topics such as the effect of computers on society, and the history and use of computers in business, educational, and other interdisciplinary settings are also studied. This course is not intended to count toward a student's major field of study in business or computer science. Many universities may require a grade of "C" or better to apply this course as a transfer credit. **(3:1)**. *Computer Science Discipline*. **T**

COSC 1315	Introduction to Computer Programming	Credits 3

Introduction to computer programming for solving a variety of problems. This course is intended for non-computer science and non-computer engineering majors. Emphasis on the fundamentals of design, development, testing, implementation, and documentation of computer programs. Includes problem solving with structured techniques and algorithms using pseudo code and/or graphical representations. **(3:1). Lab fee.** *Computer Science Discipline.*

COSC 1320	C Programming	Credits 3

Introduces the fundamental concepts of structured programming in the C language. Topics include data types; control structures; functions, structures, arrays, pointers, pointer arithmetic, unions, and files; the mechanics of running, testing, and debugging programs; introduction to programming; and introduction to the historical and social context of computing. **(3:1). Lab fee.** *Computer Science Discipline.* **T**

COSC 1436	Programming Fundamentals I	Credits 4

Introduces the fundamental concepts of structured programming and provides a comprehensive introduction to programming for computer science and technology majors. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course assumes computer literacy. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (4:1). Lab fee.** *Computer Science Discipline.* **T**

COSC 1437	Programming Fundamentals II	Credits 4

This course focuses on the object-oriented programming paradigm, emphasizing the definition and use of classes along with fundamentals of object-oriented design. The course includes basic analysis of algorithms, searching and sorting techniques, and an introduction to software engineering processes. Students will apply techniques for testing and debugging software. **Prerequisite: COSC 1436. (4:1). Lab fee.** *Computer Science Discipline.* **T**

COSC 2336	Programming Fundamentals III	Credits 3

Further applications of programming techniques, introducing the fundamental concepts of data structures and algorithms. Topics include data structures (including stacks, queues, linked lists, hash tables, trees, and graphs), searching, sorting, recursion, and algorithmic analysis. Programs will be implemented in an appropriate object-oriented language. **Prerequisite: COSC 1437. (3:1). Lab fee.** *Computer Science Discipline.* **T**

CRIJ 1301	Introduction to Criminal Justice [CF]	Credits 3

This course provides a historical and philosophical overview of the American criminal justice system, including the nature, extent, and impact of crime; criminal law; and justice agencies and processes. **Prerequisite: Placement at college- level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Criminal Justice Discipline.* **T**

CRIJ 1306	Court Systems & Practices [F]	Credits 3

This course is a study of the court system as it applies to the structures, procedures, practices and sources of law in American courts, using federal and Texas statutes and case law. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Criminal Justice Discipline.* **T**

CRIJ 1307	Crime in America	Credits 3

American crime problems in historical perspective, social and public policy factors affecting crime, impact and crime trends, social characteristics of specific crimes, and prevention of crime. **(3:0).** *Criminal Justice Discipline.* **T**

CRIJ 1310	Fundamentals of Criminal Law [F]	Credits 3

This course is the study of criminal law including application of definitions, statutory elements, defenses and penalties using Texas statutes, the Model Penal Code, and case law. The course also analyzes the philosophical and historical development of criminal law and criminal culpability. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Criminal Justice Discipline.* **T**

CRIJ 1313	Juvenile Justice System	Credits 3

A study of the juvenile justice process to include specialized juvenile law, role of the juvenile law, role of the juvenile courts, role of police agencies, role of correctional agencies, and theories concerning delinquency. **(3:0).** *Criminal Justice Discipline.* **T**

CRIJ 2301	Community Resources in Corrections	Credits 3

An introductory study of the role of the community in corrections; community programs for adults and juveniles; administration of community programs; legal issues; future trends in community treatment. **(3:0).** *Criminal Justice Discipline.* **T**

CRIJ 2313	Correctional Systems & Practices [F]	Credits 3

This course is a survey of institutional and non-institutional corrections. Emphasis will be placed on the organization and operation of correctional systems; treatment and rehabilitation; populations served; Constitutional issues; and current and future issues. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Criminal Justice Discipline.* **T**

CRIJ 2314	Criminal Investigation	Credits 3

Investigative theory; collection and preservation of evidence; sources of information; interview and interrogation; uses of forensic sciences; case and trial preparation. **(3:0).** *Criminal Justice Discipline.* **T**

CRIJ 2323	Legal Aspects of Law Enforcement	Credits 3

Police authority; responsibilities; constitutional constraints; laws of arrest, search, and seizure; and police liability. **(3:0).** *Criminal Justice Discipline.* **T**

CRIJ 2328	Police Systems & Practices [F]	Credits 3

This course examines the establishment, role and function of police in a democratic society. It will focus on types of police agencies and their organizational structure, police-community interaction, police ethics, and use of authority. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Criminal Justice Discipline.* **T**

CRTR 1201	Introduction to Captioning/CART	Credits 2

Introduction to the fields of captioning and Communication Access Realtime Translation (CART). Topics include the American Disabilities Act (ADA), employment opportunities, and industry software and hardware. **(2:1). Lab fee.** *Court Reporting Discipline.* **W**

CRTR 1202	Law and Legal Terminology	Credits 2

Instruction in civil and criminal judicial systems (discovery, trial and appellate processes), and the legal terms used in court reporting. **(2:0).** *Court Reporting Discipline.* **W**

CRTR 1241	Captioning Technology I	Credits 2

Overview of captioning and Communication Access Realtime Translation (CART) procedures, software and hardware. **Prerequisites: CRTR 1314 and CRTR 1406. (2:1). Lab fee.** *Court Reporting Discipline.* **W**

CRTR 1242	Captioning Technology II	Credits 2

Hands-on skill development in captioning/Communication Access Realtime Translation (CART) for various assignments. **Prerequisite: CRTR 1241. (2:1). Lab fee.** *Court Reporting Discipline.* **W**

CRTR 1308	Realtime Court Reporting I	Credits 3

Development of computer and machine shorthand skills necessary for writing realtime for production of projects and assignments. **Prerequisites: CRTR 1314 and CRTR 1404. (3:1). Lab fee.** *Court Reporting Discipline.* **W**

CRTR 1312	Court Reporting Communications I	Credits 3

Study of the basic rules of English grammar, spelling, punctuation, capitalization, and proofreading skills as they apply to court reporting. **(3:0).** *Court Reporting Discipline.* **W**

CRTR 1314	Court Reporting Technology I	Credits 3

Introduction to computer-aided transcription systems. **(3:1). Lab fee.** *Court Reporting Discipline.* **W**

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

CRTR 1346	Captioning Reporting I	Credits 3

Introduction to realtime/captioning procedures. Topics include specialized vocabulary (legal, medical, media, education, etc.), utilizing realtime/caption equipment, the psychology for writing realtime, and the procedures for operation of realtime/captioning software and hardware. **Prerequisites: CRTR 1314 and CRTR 1406**. **(3:1). Lab fee.** *Court Reporting Discipline.* **W**

CRTR 1404	Machine Shorthand I	Credits 4

Instruction in general principles of realtime machine shorthand theory and skill building through read-back of dictation notes, machine practice, and transcription. To exit this course, students must write on a stenographic machine with the minimum speed stated in the syllabus and pass the appropriate assessments with 95% accuracy. This course is designed to be repeated to meet program requirements. **(4:1). Lab fee.** *Court Reporting Discipline.* **W**

CRTR 1406	Machine Shorthand II	Credits 4

Continued development of realtime shorthand skills through read-back, machine practice, and transcription. To exit this course, students must write on a stenographic machine with the minimum speed stated in the syllabus and pass the appropriate assessments with 95% accuracy. This course is designed to be repeated to meet program standards. **Prerequisite: CRTR 1404. (4:1). Lab fee.** *Court Reporting Discipline.* **W**

CRTR 2311	Court Reporting Communications II	Credits 3

In-depth coverage of grammar, spelling, punctuation, capitalization, vocabulary, and proofreading skills necessary to produce transcripts. **Prerequisite: CRTR 1312. (3:0).** *Court Reporting Discipline.* **W**

CRTR 2312	Court Reporting Procedures	Credits 3

Instruction in the role of the court reporter in court proceedings and/or depositions. **Prerequisites: CRTR 1202 and CRTR 1406. (3:0).** *Court Reporting Discipline.* **W**

CRTR 2331	Court Reporter Certification Preparation	Credits 3

Preparation for taking the Texas Certified Shorthand Reporter and the Registered Professional Reporter examinations through the use of mock examinations. To exit this course, students must write on a stenographic machine with the minimum speed stated in the syllabus and pass the appropriate assessments with 95% accuracy. This course is designed to be repeated. **Prerequisite: CRTR 2435. (3:1). Lab fee.** *Court Reporting Discipline.* **W**

CRTR 2333	Captioning Reporting II	Credits 3

In-depth study of realtime/captioning. Topics include the techniques utilized in writing seminars, conferences, conventions, and broadcast environments. **Prerequisite: CRTR 1346. (3:1). Lab fee.** *Court Reporting Discipline.* **W**

CRTR 2371	Preparation for the Certified Realtime Captioner (CRC)	Credits 3

Preparation for taking the Certified Realtime Captioner Written Exam, which consists of knowledge of technical aspects of writing realtime, advanced knowledge of language skills, understanding of the CART and Broadcast captioning environments, and the ability to effectively conduct research. **Prerequisites: CRTR 1242 and CRTR 2333. (3:0).** *Court Reporting Discipline.* **W**

CRTR 2380	Cooperative Education-Court Reporting/ Court Reporter	Credits 3

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **Prerequisites: CRTR 2312 and CRTR 2403. (1:15).** *Court Reporting Discipline.* **W**

CRTR 2401	Intermediate Machine Shorthand	Credits 4

Continued development of realtime machine shorthand skills through read-back, machine practice, and transcription. To exit this course, students must write on a stenographic machine with the minimum speed stated in the syllabus and pass the appropriate assessments with 95% accuracy. This course is designed to be repeated multiple times to meet program standards. **Prerequisite: CRTR 1406. (3:4). Lab fee.** *Court Reporting Discipline.* **W**

CRTR 2403	Advanced Machine Shorthand	Credits 4

In-depth coverage of realtime machine shorthand theory and continued skill building through read-back, machine practice, and transcript production. To exit this course, students must write on a stenographic machine with the minimum speed stated in the syllabus and pass the appropriate assessments with 95% accuracy. This course may be repeated multiple times until machine shorthand standards are met. **Prerequisite: CRTR 2401. (3:4). Lab fee.** C*ourt Reporting Discipline.* **W**

CRTR 2435	Accelerated Machine Shorthand	Credits 4

Mastery of high-speed dictation including read-back, machine practice, and transcription. To exit this course, students must write on a stenographic machine with the minimum speed stated in the syllabus and pass the appropriate assessments with 95% accuracy. This course may be repeated multiple times until machine shorthand standards are met. **Prerequisite: CRTR 2403. (3:4). Lab fee.** *Court Reporting Discipline.* **W**

CSME 1430	Orientation to Nail Technology	Credits 4

An overview of the fundamental skills and knowledge necessary for the field of nail technology. **Prerequisites: CSME 1505 and CSME 1443. (2:5). Lab fee. Professional Practice Insurance required.** *Cosmetology Discipline.* **W**

CSME 1443	Manicuring and Related Theory	Credits 4

Presentation of the theory and practice of nail services. Topics include terminology, application, and workplace competencies related to nail services. **Corequisites: CSME 1505 and CSME 1553. (2:5). Lab fee. Professional Practice Insurance required.** *Cosmetology Discipline.* **W**

CSME 1447	Principles of Skin Care/Facials and Related Theory	Credits 4

In-depth coverage of the theory and practice of skin care, facials, and cosmetics. **Prerequisite: CSME 1505. (2:5). Lab fee. Professional Practice Insurance required.** *Cosmetology Discipline.* **W**

CSME 1505	Fundamentals of Cosmetology	Credits 5

A course in the basic fundamentals of cosmetology. Topics include safety and sanitation, service preparation, manicure, facial, chemical services, shampoo, haircut, wet styling, and comb out. **Corequisites: CSME 1443 and CSME 1553. (3:6). Lab fee. Professional Practice Insurance required.** *Cosmetology Discipline.* **W**

CSME 1553	Chemical Reformation and Related Theory	Credits 5

Presentation of the theory and practice of chemical reformation including terminology, application, and workplace competencies. **Corequisites: CSME 1443 and CSME 1505. (3:4). Lab fee. Professional Practice Insurance required.** *Cosmetology Discipline.* **W**

CSME 2237	Advanced Cosmetology Techniques	Credits 2

Mastery of advanced cosmetology techniques including hair designs, professional cosmetology services, and workplace competencies. **Prerequisites: CSME 1443 and CSME 1430 and CSME 1447 and CSME 1505 and CSME 1553 and CSME 2401 and CSME 2410. (1:3). Lab fee. Professional Practice Insurance required.** *Cosmetology Discipline.* **W**

CSME 2401	The Principles of Hair Coloring and Related Theory	Credits 4

Presentation of the theory, practice, and chemistry of hair color. Topics include terminology, application, and workplace competencies related to hair color. **Prerequisite: CSME 1505. (2:5). Lab fee. Professional Practice Insurance required.** *Cosmetology Discipline.* **W**

CSME 2410	Advanced Haircutting and Related Theory	Credits 4

Advanced concepts and practice of haircutting. Topics include utilizing scissors, razor, and/or clippers. **Prerequisite: CSME 1505. (3:3). Lab fee. Professional Practice Insurance required.** *Cosmetology Discipline.* **W**

CSME 2439	Advanced Hair Design	Credits 4

Advanced concepts in the theory and practice of hair design. **Prerequisites: CSME 1430 and CSME 1447 and CSME 1505 and CSME 2401 and CSME 2410. (3:4). Lab fee. Professional Practice Insurance required.** *Cosmetology Discipline.* **W**

CSME 2541	Preparation for the State Licensing Examination	Credits 5

Preparation for the state licensing examination. A passing grade is required in this course to qualify for the state licensing examination. **Prerequisite: CSME 1505. (3:4). Lab fee. Professional Practice Insurance required.** *Cosmetology Discipline.* **W**

D

DAAC 1319	Substance-Related and Addictive Disorders	Credits 3

An overview of causes and consequences of substance-related and addictive disorders, the major drug classifications, and the counselor's code of ethics. Introduces various models which explain the etiology of addiction and addresses current addiction policies and programs. **(3:0).** *Social Work Discipline.* **W**

DAAC 2341	Counseling Alcohol and Other Drug Addictions	Credits 3

Advanced examination of knowledge, skills, attitudes, techniques, confidentiality and ethical guidelines applied in the counseling, treatment, prevention, and recovery of substance use disorders. **(3:0).** *Social Work Discipline.* **W**

DAAC 2343	Current Issues	Credits 3

Examination of current issues related to substance use and addictive disorders. **(3:0).** *Social Work Discipline.* **W**

DANC 1110	Tap Dance	Credits 1

Instruction in the fundamental techniques and concepts associated with Tap dance. May be repeated for credit once. **Prerequisite: DANC 1151. Corequisite: DANC 1201. (1:1).** *Dance Discipline.* **T**

DANC 1128	Ballroom & Social Dance	Credits 1

Introductory instruction in the fundamental techniques and concepts associated with Ballroom and Social Dance. May be repeated for credit once. **Prerequisite: DANC 1151. Corequisite: DANC 1201. (1:1).** *Dance Discipline.* **T**

DANC 1151	Freshman Dance Performance	Credits 1

Instruction in dance performance through experiential projects at the freshman level. May be repeated for credit once. Requires an audition to register for this course. Auditions are held during the second week of each semester (one week before course start date). **Prerequisite: DANC 1247. (0:3).** *Dance Discipline.* **T**

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

DANC 1201	DanceComposition-Improvisation	Credits 2

This introductory course in improvisation will investigate spontaneous problem solving as a means of generating movement for dance composition. Students will be called upon to explore and respond to various forms of stimuli in a safe and supportive learning environment within solo and group work. **Prerequisite: DANC 1151. Corequisite: DANC 2151. (2:1).** *Dance Discipline.* **T**

DANC 1241	Beginning Ballet	Credits 2

Instruction in the fundamental techniques and concepts associated with ballet. May be repeated for credit once. **Corequisite: DANC 1247. (2:1).** *Dance Discipline.* **T**

DANC 1245	Beginning Modern Dance	Credits 2

Instruction in the fundamental techniques and concepts associated with the concert form of modern dance. May be repeated for credit once. **Prerequisite: DANC 1151. Corequisite: DANC 1301. (2:1).** *Dance Discipline.* **T**

DANC 1247	Beginning Jazz Dance	Credits 2

Instruction in the fundamental techniques and concepts associated with jazz dance. May be repeated for credit once. **Corequisite: DANC 1241. (2:1).** *Dance Discipline.* **T**

DANC 1301	Dance Composition-Choreography	Credits 3

This course is an examination of the principles of movement generation, phrasing, choreographic structure, and manipulation. Integration of choreographic principles will foster the growth of personal artistic style. **Prerequisite: DANC 1151. Corequisite: DANC 1245. (3:1).** *Dance Discipline.* **T**

DANC 2151	Sophomore Dance Performance	Credits 1

Instruction in dance performance through experiential projects at the sophomore level. May be repeated for credit once. Requires an audition to register for this course. Auditions are held during the second week of each semester (one week before course start date). **Prerequisite: DANC 1151. Corequisite: DANC 1201. (0:3).** *Dance Discipline.* **T**

DANC 2241	Intermediate Ballet	Credits 2

Instruction in the intermediate techniques and concepts associated with ballet. May be repeated for credit once. Requires instructor's approval. **Prerequisite: DANC 1247. Corequisite: DANC 1151. (2:1).** *Dance Discipline.* **T**

DANC 2245	Intermediate Modern Dance	Credits 2

Instruction in the intermediate techniques and concepts associated with the concert form of modern dance. May be repeated for credit once. Requires instructor's approval. **(2:1).** *Dance Discipline.* **T**

DANC 2247	Intermediate Jazz Dance	Credits 2

Instruction in the intermediate techniques and concepts associated with jazz dance. May be repeated for credit once. **Prerequisite: DANC 1247. Corequisite: DANC 1151. (2:1).** *Dance Discipline.* **T**

DANC 2303	Dance Appreciation [C]	Credits 3

A general survey of dance forms designed to create an appreciation of the vocabulary, techniques, and purposes of the creative process. This course includes critical interpretation and evaluations of choreographic works and dance forms within cultural and historical contexts. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Dance Discipline.* **T**

DEMR 1305	BasicElectrical Systems	Credits 3

Basic principles of electrical systems of diesel-powered equipment with emphasis on starters, alternators, and batteries. **(2:3). Lab fee.** *Diesel Technology Discipline.* **W**

DEMR 1306	Diesel EngineI	Credits 3

An introduction to the basic principles of diesel engines and systems. **(2:3). Lab fee.** *Diesel Technology Discipline.* **W**

DEMR 1313	Fuel Systems	Credits 3

Overview of diesel fuel systems and related components. **(2:3). Lab fee.** *Diesel Technology Discipline.* **W**

DEMR 1317	BasicBrake Systems	Credits 3

Basic principles of brake systems. Emphasis on maintenance, repairs, and troubleshooting. **(2:3). Lab fee.** *Diesel Technology Discipline.* **W**

DEMR 1323	Heating, Ventilation, and Air Conditioning (HVAC) Troubleshooting and Repair	Credits 3

Introduction to heating, ventilation, and air conditioning theory, testing, and repair. Emphasis on refrigerant reclamation, safety procedures, specialized tools, and repairs. **(2:3). Lab fee.** *Diesel Technology Discipline.* **W**

DEMR 1327	Tractor Trailer Service and Repair	Credits 3

An introduction to and familiarization with components and systems related to tractor trailer service. Emphasis on records required by the Department of Transportation. **(2:3). Lab fee.** *Diesel Technology Discipline.* **W**

DEMR 1329	Preventative Maintenance	Credits 3

An intermediate course designed to provide the student with basic knowledge of proper servicing practices. Content includes record keeping and condition of major systems. **(1:4). Lab fee.** *Diesel Technology Discipline.* **W**

DEMR 1330	Steering and Suspension I	Credits 3

A study of design, function, maintenance, and repair of steering and suspension systems. Emphasis on troubleshooting and repair of failed components. **(1:4). Lab fee.** *Diesel Technology Discipline.* **W**

DEMR 1416	Basic Hydraulics	Credits 4

Fundamentals of hydraulics including components and related systems. **(3:2). Lab fee.** *Diesel Technology Discipline.* **W**

DEMR 1421	Power Train I	Credits 4

Fundamental repair and theory of power trains including clutches, transmissions, drive shafts, and differentials. Emphasis on inspection and repair. **(3:2). Lab fee.** *Diesel Technology Discipline.* **W**

DEMR 1449	Diesel Engine II	Credits 4

An in-depth coverage of disassembly, repair, identification, evaluation, and reassembly of diesel engines. **Prerequisite: DEMR 1306. (3:2). Lab fee.** *Diesel Technology Discipline.* **W**

DEMR 2280	Cooperative Education-Diesel Mechanics Technology/Technician	Credits 2

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **(1:7).** *Diesel Technology Discipline.* **W**

DEMR 2334	Advanced Diesel Tune-Up and Troubleshooting	Credits 3

Advanced concepts and skills required for tune-up and troubleshooting procedures of diesel engines. Emphasis on the science of strategy-based diagnostics. **Prerequisite: DEMR 1329. (2:2). Lab fee.** *Diesel Technology Discipline.* **W**

DEMR 2432	Electronic Controls	Credits 4

Intermediate skills in diagnostic and programming techniques of electronic control systems. **Prerequisite: DEMR 1305. (3:2). Lab fee.** *Diesel Technology Discipline.* **W**

DFTG 1309	Basic Computer-Aided Drafting	Credits 3

An introduction to computer-aided drafting. Emphasis is placed on setup; creating and modifying geometry; storing and retrieving predefined shapes; placing, rotating, and scaling objects, adding text and dimensions, using layers, coordinate systems, and plot/print to scale. **(2:4). Lab fee.** *Computer Aided Design Discipline.* **W**

DFTG 1317	Architectural Drafting-Residential	Credits 3

Preparation of architectural drawings for residential structures with emphasis on light frame construction methods, including architectural drafting procedures, practices, terms, and symbols. **Corequisite: DFTG 1309. (2:4). Lab fee.** *Computer Aided Design Discipline.* **W**

DFTG 1325	Blueprint Reading and Sketching	Credits 3

An introduction to reading and interpreting working drawings for fabrication processes and associated trades. Use of sketching techniques to create pictorial and multiple-view drawings. Students learn basic precision measuring techniques, thread systems and symbols used in industry. **(2:2).** *Machining Technology Discipline.* **W**

DFTG 1330	Civil Drafting I	Credits 3

Preparation of civil drawings including drafting methods and principles used in civil engineering. **(2:4). Lab fee.** *Computer Aided Design Discipline.* **W**

DFTG 1333	Mechanical Drafting	Credits 3

Preparation of mechanical drawings including dimensioning and tolerances, sectioning techniques, orthographic projection, and pictorial drawings. **Corequisite: DFTG 1309. (2:4). Lab fee.** *Computer Aided Design Discipline.* **W**

DFTG 1413	Drafting for Specific Occupations	Credits 4

Discussion of theory and practice with drafting methods and the terminology required to prepare working drawings in specific or various occupational fields. **(3:3). Lab Fee.** *Industrial Manufacturing Option Discipline.* **W**

DFTG 2321	Topographical Drafting	Credits 3

Plotting of surveyor's field notes. Includes drawing elevations, contour lines, plan and profiles, and laying out traverses. **Prerequisite: DFTG 1309. (2:4). Lab fee.** *Computer Aided Design Discipline.* **W**

DFTG 2328	Architectural Drafting-Commercial	Credits 3

Preparation of architectural drawings for commercial structures with emphasis on construction methods, including architectural drafting procedures, practices, governing codes, accessibility requirements, terms and symbols. **Prerequisite: DFTG 1309. (2:4). Lab fee.** *Computer Aided Design Discipline.* **W**

DFTG 2332	Advanced Computer-Aided Drafting	Credits 3

Application of advanced CAD techniques. **Prerequisite: DFTG 1309. (2:4). Lab fee.** *Computer Aided Design Discipline.* **W**

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

DFTG 2340	Solid Modeling/Design	Credits 3

A computer-aided modeling course. Development of three-dimensional drawings and models from engineering sketches and orthographic drawings and utilization of three-dimensional models in design work. **Prerequisite: DFTG 1309. (2:4). Lab fee.** *Computer Aided Design Discipline.* **W**

DFTG 2380	Cooperative Education-Drafting and Design Technology/Technician, General I	Credits 3

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **Prerequisite: DFTG 1309. (1:20).** *Computer Aided Design Discipline.* **W**

DFTG 2412	Technical Illustration and Presentation	Credits 4

Study of pictorial drawings including isometrics, obliques, perspectives, charts, and graphs. Emphasis on rendering and using different media. **Prerequisite: DFTG 1309. (3:3). Lab fee.** *Computer Aided Design Discipline.* **W**

DFTG 2450	Geometric Dimensioning and Tolerancing	Credits 4

Geometric dimensioning and tolerancing, according to standards, application of various geometric dimensions and tolerances to production drawings. **Prerequisite: DFTG 1309. (3:3). Lab fee.** *Computer Aided Design Discipline.* **W**

DFTG 2471	3D Printing	Credits 4

Creates 3D printed models from drawings, sketches, and digital files. Students provide their own 3D printing supplies. **Prerequisite: DFTG 1309. (3:3). Lab fee.** *Computer Aided Design Discipline.* **W**

DHYG 1127	Preventive Dental Hygiene Care	Credits 1

The role of the dental hygienist as a therapeutic oral health care provider with emphasis on concepts of disease management, health promotion, communication, and behavior modification. A grade of "C" or better is required in this course to take the next course. **Corequisites: BIOL 2404 and CHEM 1306 and 1106. (0:4). Lab fee.** *Dental Hygiene Discipline.* **W**

DHYG 1207	General and Dental Nutrition	Credits 2

General nutrition and nutritional biochemistry emphasizing the effect nutrition has on oral health. A grade of "C" or better is required in this course to take the next course. **Prerequisites: DHYG 2161 and ENGL 1301 and PSYC 2301 or PSYC 2314. Corequisites: DHYG 1215 and DHYG 2231 and DHYG 2362. (2:1). Lab fee.** *Dental Hygiene Discipline.* **W**

DHYG 1215	Community Dentistry	Credits 2

The principles and concepts of community public health and dental health education emphasizing community assessment, educational planning, implementation, and evaluation including methods and materials used in teaching dental health education in various community settings. A grade of "C" or better is required in this course to take the next course. **Prerequisites: DHYG 2161 and ENGL 1301 and PSYC 2301 or PSYC 2314. Corequisites: DHYG 1207 and DHYG 2231 and DHYG 2362. (1:3). Lab fee.** *Dental Hygiene Discipline.* **W**

DHYG 1235	Pharmacology for the Dental Hygienist	Credits 2

Classification of drugs and their uses, actions, interactions, side effects, contraindications, with emphasis on dental applications. A grade of "C" or better is required in this course to take the next course. **Prerequisites: DHYG 1239 and DHYG 1301 and DHYG 1304 and DHYG 1431 and SPCH 1315 or SPCH 1318 or SPCH 1321. Corequisites: DHYG 1319 and DHYG 1261 and DHYG 1311 and DHYG 2201. (2:0).** *Dental Hygiene Discipline.* **W**

DHYG 1239	General and Oral Pathology	Credits 2

Disturbances in human body development, diseases of the body, and disease prevention measures with emphasis on the oral cavity and associated structures. A grade of "C" or better is required in this course to take the next course. **Prerequisites: BIOL 2404 and CHEM 1306 and 1106 and DHYG 1127. Corequisites: DHYG 1301 and DHYG 1304 and DHYG 1431. (2:1). Lab fee.** *Dental Hygiene Discipline.* **W**

DHYG 1261	Clinical-Dental Hygiene/Hygienist I	Credits 2

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisites: DHYG 1239 and DHYG 1301 and DHYG 1304 and DHYG 1431 and SPCH 1315 or SPCH 1318 or SPCH 1321. Corequisites: DHYG 1319 and DHYG 1235 and DHYG 1311 and DHYG 2201. (0:12). Lab fee. Professional Practice Insurance required.** *Dental Hygiene Discipline.* **W**

DHYG 1301	Orofacial Anatomy, Histology & Embryology	Credits 3

The histology and embryology of oral tissues, gross anatomy of the head and neck, tooth morphology, and individual tooth identification. A grade of "C" or better is required in this course to take the next course. **Prerequisites: BIOL 2404 and CHEM 1306 and 1106 and DHYG 1127. Corequisites: DHYG 1239 and DHYG 1304 and DHYG 1431. (2:4). Lab fee.** *Dental Hygiene Discipline.* **W**

DHYG 1304	Dental Radiology	Credits 3

Fundamentals of oral radiography, including techniques, interpretation, quality assurance, and ethics. A grade of "C" or better is required in this course to take the next course. **Prerequisites: BIOL 2404 and CHEM 1306 and 1106 and DHYG 1127. Corequisites: DHYG 1239 and DHYG 1301 and DHYG 1431. (2:4). Lab fee. Professional Practice Insurance required.** *Dental Hygiene Discipline.* **W**

DHYG 1311	Periodontology	Credits 3

Normal and diseased periodontium including the structural, functional, and environmental factors. Emphasis on etiology, pathology, treatment modalities, and therapeutic and preventive periodontics. A grade of "C" or better is required in this course to take the next course. **Prerequisites: DHYG 1239 and DHYG 1301 and DHYG 1304 and DHYG 1431 and SPCH 1315 or SPCH 1318 or SPCH 1321. Corequisites: DHYG 1319 and DHYG 1235 and DHYG 1261 and DHYG 2201. (2:2). Lab fee.** *Dental Hygiene Discipline.* **W**

DHYG 1319	Dental Materials	Credits 3

Physical and chemical properties of dental materials including the application and manipulation of the various materials used in dentistry. A grade of "C" or better is required in this course to take the next course. **Prerequisites: DHYG 1239 and DHYG 1301 and DHYG 1304 and DHYG 1431 and SPCH 1315 or SPCH 1318 or SPCH 1321. Corequisites: DHYG 1235 and DHYG 1261 and DHYG 1311 and DHYG 2201. (2:4). Lab fee.** *Dental HygieneDiscipline.* **W**

DHYG 1431	Preclinical Dental Hygiene	Credits 4

Foundational knowledge for performing clinical skills and management of medical emergencies for patients with emphasis on procedures and rationale for performing dental hygiene care. Introduction to ethical principles as they apply to dental hygiene care. A grade of "C" or better is required in this course to take the next course. **Prerequisites: BIOL 2404 and CHEM 1306 and 1106 and DHYG 1127. Corequisites: DHYG 1239 and DHYG 1301 and DHYG 1304. (2:8). Lab fee. Professional Practice Insurance required.** *Dental Hygiene Discipline.* **W**

DHYG 2102	AppliedCommunity Dentistry	Credits 1

Application of the principles and concepts of community public health and dental health education emphasizing community assessment, educational planning, implementation, and evaluation including methods and materials used in teaching dental health education in various community settings. A grade of "C" or better is required in this course to take the next course. **Prerequisites: DHYG 1207 and DHYG 1215 and DHYG 2231 and DHYG 2362. Corequisites: DHYG 2253 and DHYG 2363. (0:3). Lab fee. Professional Practice Insurance required.** *Dental Hygiene Discipline.* **W**

DHYG 2161	Clinical-DentalHygiene/ Hygienist II	Credits 1

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisites: BIOL 2420 or BIOL 2421 and DHYG 1319 and DHYG 1235 and DHYG 1261 and DHYG 1311 and DHYG 2201. Corequisite: ENGL 1301. (0:6). Lab fee. Professional Practice Insurance required.** *Dental Hygiene Discipline.* **W**

DHYG 2201	Dental HygieneCare I	Credits 2

Dental hygiene care for the medically or dentally compromised patient including supplemental instrumentation techniques. A grade of "C" or better is required in this course to take the next course. **Prerequisites: DHYG 1239 and DHYG 1301 and DHYG 1304 and DHYG 1431 and SPCH 1315 or SPCH 1318 or SPCH 1321. Corequisites: DHYG 1319 and DHYG 1235 and DHYG 1261 and DHYG 1311. (2:1). Lab fee.** *Dental Hygiene Discipline.* **W**

DHYG 2231	Dental HygieneCare II	Credits 2

A continuation of Dental Hygiene Care I. Dental hygiene care for the medically or dentally compromised patient including advanced instrumentation techniques. A grade of "C" or better is required in this course to take the next course. **Prerequisites: DHYG 2161 and ENGL 1301 and PSYC 2301 or PSYC 2314. Corequisites: DHYG 1207 and DHYG 1215 and DHYG 2362. (2:1). Lab fee.** *Dental Hygiene Discipline.* **W**

DHYG 2253	DentalHygiene Practice	Credits 2

Emphasis on the laws governing the practice of dentistry and dental hygiene, moral standards, and the ethical standards established by the dental hygiene profession. Practice settings for the dental hygienist, office operations, and preparation for employment, and introduction to the dental team. A grade of "C" or better is required in this course to take the next course. **Prerequisites: DHYG 1207 and DHYG 1215 and DHYG 2231 and DHYG 2362. Corequisites: DHYG 2102 and DHYG 2363. (2:1). Lab fee.** *Dental Hygiene Discipline.* **W**

DHYG 2362	Clinical-DentalHygiene/ Hygienist III	Credits 3

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisites: DHYG 2161 and ENGL 1301 and PSYC 2301 or PSYC 2314. Corequisites: DHYG 1207 and DHYG 1215 and DHYG 2231. (0:12). Lab fee. Professional Practice Insurance required.** *Dental Hygiene Discipline.* **W**

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

DHYG 2363	Clinical-DentalHygiene/ Hygienist IV	Credits 3

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisites: DHYG 1207 and DHYG 1215 and DHYG 2231 and DHYG 2362. Corequisites: DHYG 2102 and DHYG 2253. (0:18). Lab fee. Professional Practice Insurance required.** *Dental Hygiene Discipline.* **W**

DMSO 1210	Introduction to Sonography	Credits 2

An introduction to the profession of sonography and the role of the sonographer. Emphasis on medical terminology, ethical/legal aspects, written and verbal communication, and professional issues relating to registry, accreditation, professional organizations and history of the profession. A grade of "C" or better is required in this course to take the next course. **(2:1). Lab fee.** *Diagnostic Medical Sonography Discipline.* **W**

DMSO 1242	IntermediateUltrasound Physics	Credits 2

Continuation of Basic Ultrasound Physics. Includes interaction of ultrasound with tissues, mechanics of ultrasound production and display, various transducer designs and construction, quality assurance, bioeffects, and image artifacts. May introduce methods of Doppler flow analysis. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DMSO 1302. (2:1). Lab fee. Physics Mock Exam fee.** *Diagnostic Medical Sonography Discipline.* **W**

DMSO 1260	Clinical-DiagnosticMedical Sonography/Sonographerand UltrasoundTechnician I	Credits 2

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **(0:12). Professional Practice Insurance required.** *Diagnostic Medical Sonography Discipline.* **W**

DMSO 1302	BasicUltrasound Physics	Credits 3

Basic acoustical physics and acoustical waves in human tissue. Emphasis on ultrasound transmission in soft tissues, attenuation of sound energy, parameters affecting sound transmission, and resolution of sound beams. A grade of "C" or better is required in this course to take the next course. **(3:1). Lab fee.** *Diagnostic Medical Sonography Discipline.* **W**

DMSO 1355	Sonographic Pathophysiology	Credits 3

Pathology and pathophysiology of the abdominal structures visualized with ultrasound. Includes abdomen and pelvis. A grade of "C" or better is required in this course to take the next course. **Prerequisites: DMSO 1441 and DMSO 2405 and DSVT 1200. (3:0).** *Diagnostic Medical Sonography Discipline.* **W**

DMSO 1441	Abdominopelvic Sonography	Credits 4

Normal anatomy and physiology of the abdominal and pelvic cavities as related to scanning techniques, transducer selection, and scanning protocols. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DMSO 2405. (4:1). Lab fee. ABD Mock Exam fee.** *Diagnostic Medical Sonography Discipline.* **W**

DMSO 1460	Clinical-Diagnostic Medical Sonography/Sonographer and Ultrasound Technician II	Credits 4

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DMSO 1260. (0:24). Professional Practice Insurance required.** *DiagnosticMedical SonographyDiscipline.* **W**

DMSO 2266	Practicum- (or Field Experience)-Diagnostic Medical Sonography/ Sonographer and Ultrasound Technician I	Credits 2

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DMSO 1460. Corequisite: DSVT 1200. (0:18). Professional Practice Insurance required.** *Diagnostic Medical Sonography Discipline.* **W**

DMSO 2345	Advanced Sonography Practices	Credits 3

Exploration of advanced sonographic procedures and emerging ultrasound applications. A grade of "C" or better is required in this course to take the next course. **Prerequisites: DSVT 1200 and DMSO 1355 and DMSO 2353. (3:0).** *Diagnostic Medical SonographyDiscipline.* **W**

DMSO 2351	Doppler Physics	Credits 3

Doppler and hemodynamic principles relating to arterial and venous imaging and testing. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DMSO 1242. (3:1). Lab fee.** *Diagnostic Medical SonographyDiscipline.* **W**

DMSO 2353	Sonography of Superficial Structures	Credits 3

Detailed study of normal and pathological superficial structures as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols. A grade of "C" or better is required in this course to take the next course. **Prerequisites: DSVT 1200 and DMSO 1441. (3:1).** *Diagnostic Medical Sonography Discipline.* **W**

DMSO 2366	Practicum- (or Field Experience)-Diagnostic Medical Sonography/ Sonographer and Ultrasound Technician III	Credits 3

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DMSO 2367. (0:30). Professional Practice Insurance required.** *Diagnostic Medical Sonography Discipline.* **W**

DMSO 2367	Practicum- (or Field Experience)-Diagnostic Medical Sonography/ Sonographer and Ultrasound Technician II	Credits 3

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DMSO 2266. (0:24). Professional Practice Insurance required.** *Diagnostic Medical Sonography Discipline.* **W**

DMSO 2405	Sonography of Obstetrics/Gynecology	Credits 4

Detailed study of the pelvis and obstetrics/gynecology as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols as well as fetal abnormalities. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DMSO 1210. (4:1). Lab fee. OB/GYN Mock Exam fee.** *Diagnostic Medical Sonography Discipline.* **W**

DNTA 1202	Communication and Behavior in theDentalOffice	Credits 2

The study of human interaction and communication in the dental office. Studies motivation and learning experiences as related to health professionals and human behavior. A grade of "C" or better is required in this course to take the next course. **(2:0).** *Dental Assisting Discipline.* **W**

DNTA 1245	Preventive Dentistry	Credits 2

The study of nutrition and preventable dental disease and community dental health. A grade of "C" or better is required in this course to take the next course. **(1:2). Lab fee.** *Dental Assisting Discipline.* **W**

DNTA 1251	DentalOffice Management	Credits 2

Use computers and/or manual systems to process dental information and interpret and practice learned dental office management skills. A grade of "C" or better is required in this course to take the next course. **(1:3). Lab fee.** *Dental Assisting Discipline.* **W**

DNTA 1301	Dental Materials	Credits 3

Composition, properties, procedures and safety standards related to dental materials. Includes American Dental Association regulated standard precautions practiced in the lab and classroom settings. A grade of "C" or better is required in this course to take the next course. **(2:3). Lab fee.** *Dental Assisting Discipline.* **W**

DNTA 1305	Dental Radiology	Credits 3

Introduction to radiation physics, radiation protection, and the operation of radiographic equipment. Instruction in exposure, processing and mounting of dental radiographs, and study of federal and state safety and standard practices for the classroom and lab settings. A grade of "C" or better is required in this course to take the next course. **(2:4). Lab fee.** *Dental Assisting Discipline.* **W**

DNTA 1311	Dental Science	Credits 3

A fundamental study of anatomical systems with emphasis placed on head and neck anatomy. Topics include the physiology, morphology, and embryology of the deciduous and the permanent teeth along with basic dental terminology. A grade of "C" or better is required in this course to take the next course. **(3:1). Lab fee.** *Dental Assisting Discipline.* **W**

DNTA 1315	Chairside Assisting	Credits 3

A study of pre-clinical chairside assisting procedures, instrumentation, OSHA and other regulatory agencies' standards, infection and hazard control protocol, equipment safety and maintenance. A grade of "C" or better is required in this course to take the next course. **Corequisite: DNTA 1353. (2:4). Lab fee.** *Dental Assisting Discipline.* **W**

DNTA 1353	Dental Assisting Applications	Credits 3

An expanded study of dental assisting techniques with emphasis on four-handed dentistry and utilization of armamentarium for general practice and specialty procedures. A grade of "C" or better is required in this course to take the next course. **Corequisite: DNTA 1315. (1:5). Lab fee. Professional Practice Insurance required.** *Dental Assisting Discipline.* **W**

DNTA 1447	Advanced Dental Science	Credits 4

An advanced study of anatomical systems, pharmacology, oral pathology, and developmental abnormalities. A grade of "C" or better is required in this course to take the next course. **(4:0).** *Dental Assisting Discipline.* **W**

DNTA 2230	**Seminar for the Dental Assistant**	**Credits 2**

Analysis of case studies during the clinical phase of practicum/clinical. A grade of "C" or better is required in this course to take the next course. **(2:0).** *Dental Assisting Discipline.* **W**

DNTA 2252	**Advanced Dental Radiology**	**Credits 2**

Advanced radiographic procedures for specific and special needs patients. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DNTA 1305. (0:4). Lab fee. Professional Practice Insurance required.** *Dental Assisting Discipline.* **W**

DNTA 2350	**Advanced Dental Assisting Applications**	**Credits 3**

An advanced study of dental assisting expanded functions with emphasis on four-handed dentistry utilization of tray setups for specific general practice and specialty procedures. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DNTA 1353. (1:5) Lab fee.** *Dental Assisting Discipline.* **W**

DNTA 2360	**Clinical-Dental Assisting/ Assistant I**	**Credits 3**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DNTA 1305. (0:18). Lab fee. Professional Practice Insurance required.** *Dental Assisting Discipline.* **W**

DNTA 2363	**Clinical-Dental Assisting/ Assistant II**	**Credits 3**

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisites: DNTA 2360 and DNTA 2252. (0:18). Lab fee. Professional Practice Insurance required.** *Dental Assisting Discipline.* **W**

DRAM 1120	**Theater Practicum I**	**Credits 1**

Practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions. Provides hands-on experience with set construction. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (0:3). Lab fee.** *Theater Discipline.* **T**

DRAM 1121	**Theater Practicum II**	**Credits 1**

Practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions. Provides hands-on experience with lighting and sound. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (0:3). Lab fee.** *Theater Discipline.* **T**

DRAM 1310	**Theater Appreciation [C]**	**Credits 3**

Survey of theater including its history, dramatic works, stage techniques, production procedures, and relation to other art forms. Participation in productions may be required. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Theater Discipline.* **T**

DRAM 1330	**Stagecraft I**	**Credits 3**

Study and application of the methods and components of theatrical production that may include one or more of the following: theater facilities, scenery construction and painting, properties, lighting, costume, makeup, sound, and theatrical management. Participation in the stagecraft aspects of production is required for all students registered for this course. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Theater Discipline.* **T**

DRAM 1351	**Acting I**	**Credits 3**

An introduction to the fundamental principles and tools of acting as used in auditions, rehearsals, and performances. This may include ensemble performing, character and script analysis, and basic theater terminology. This exploration will emphasize the development of the actor's instrument: voice, body and imagination. Performance rehearsal lab participation is required for all students registered for this course. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Theater Discipline.* **T**

DRAM 1352	**Acting II**	**Credits 3**

Exploration and further training within the basic principles and tools of acting, including an emphasis on critical analysis of oneself and others. The tools include ensemble performing, character and script analysis, and basic theater terminology. This will continue the exploration of the development of the actor's instrument: voice, body and imagination. Performance rehearsal lab participation is required for all students registered for this course. **Prerequisite: DRAM 1351. (3:0).** *Theater Discipline.* **T**

DRAM 2120	Theater PracticumIII	Credits 1

Practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions. Provides hands-on experience with stage management. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (0:3). Lab fee.** *Theater Discipline.* **T**

DRAM 2121	Theater PracticumIV	Credits 1

Practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (0:3). Lab fee.** *Theater Discipline.* **T**

DRAM 2331	Stagecraft II	Credits 3

Continued study and application of methods and components of theatrical production that may include one or more of the following: theater facilities, scenery construction and painting, properties, lighting, costume, makeup, sound and theatrical management. Participation in the stagecraft aspects of production is required for all students registered for this course. **Prerequisite: DRAM 1330. (3:0).** *Theater Discipline.* **T**

DRAM 2355	Script Analysis	Credits 3

Examination of foundational skills for understanding the structure and content of play scripts for interpretation and conceptualization in theater productions by directors, designers, actors, and technicians. Introduces students to significant plays in the history of dramatic literature in the playwright's social and cultural context. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Theater Discipline.* **T**

DRAM 2361	History of Theater I	Credits 3

Study of the history of the theater from primitive times through the Renaissance. **(3:0).** *Theater Discipline.* **T**

DSAE 1203	Introduction to Echocardiography Techniques	Credits 2

An introduction to scanning techniques and procedures with hands-on experience in a lab setting. Emphasis is placed on the sonographic evaluation of the normal adult heart. A grade of "C" or better is required in this course to take the next course**. (2:1). Lab fee.** *Echocardiography Discipline.* **W**

DSAE 1264	Practicum (or Field Experience)-Diagnostic Medical Sonography/ Sonographer and Ultrasound Technician I	Credits 2

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DSAE 1203. (0:18). Professional Practice Insurance required.** *Echocardiography Discipline.* **W**

DSAE 1265	Practicum (or Field Experience)-Diagnostic Medical Sonography/ Sonographer and Ultrasound Technician II	Credits 2

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DSAE 1264. (0:18). Professional Practice Insurance required.** *Echocardiography Discipline.* **W**

DSAE 1266	Practicum (or Field Experience)-Diagnostic Medical Sonography/ Sonographer and Ultrasound Technician III	Credits 2

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DSAE 1265. (0:15). Professional Practice Insurance required.** *Echocardiography Discipline.* **W**

DSAE 1267	Practicum (or Field Experience)-Diagnostic Medical Sonography/ Sonographer and Ultrasound Technician IV	Credits 2

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DSAE 1266. (0:18). Professional Practice Insurance required.** *Echocardiography Discipline.* **W**

DSAE 1315	Principles of Adult Echocardiography	Credits 3

An introduction to cardiovascular anatomy and physiology, including hemodynamics and spatial relationships of the normal adult heart. Topics include anatomical correlation of 2-D, M-Mode, and Doppler sonographic imaging. Scanning techniques are correlated and taught in the laboratory sessions. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DSAE 1203. (3:1). Lab fee.** *Echocardiography Discipline.* **W**

DSAE 1340	Diagnostic Electrocardiography	Credits 3

Cardiac testing including the techniques and interpretation of patient physical assessment. Covers electrocardiography, stress testing, Holter monitoring, vital signs, and cardiovascular pharmacology. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DSAE 1203. (3:1). Lab fee.** *Echocardiography Discipline.* **W**

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

DSAE 1367	Practicum (or Field Experience)-Diagnostic Medical Sonography/ Sonographer and Ultrasound Technician V	Credits 3

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DSAE 1267. (0:24). Professional Practice Insurance required.** *Echocardiography Discipline.* **W**

DSAE 2303	Cardiovascular Concepts	Credits 3

Anatomy, physiology, and pathophysiology of the cardiovascular system. Focuses on cardiac and vascular structural anatomy and relationships, electrical innervation, embryology, and hemodynamics of the heart and vascular system. Includes pathophysiology, etiology, pathology, signs, symptoms, risk factors, and treatment of cardiovascular diseases. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DSAE 1315. (3:0).** *Echocardiography Discipline.* **W**

DSAE 2304	Echocardiographic Evaluation of Pathology I	Credits 3

Adult acquired cardiac pathologies. Topics include cardiovascular pathophysiology, quantitative measurements, and the application of 2-D, M-Mode, and Doppler. Recognition of the sonographic appearances of cardiovascular disease is stressed. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DSAE 2303. (3:1). Lab fee.** *Echocardiography Discipline.* **W**

DSAE 2337	Echocardiographic Evaluation of Pathology II	Credits 3

A continuation of Echocardiographic Evaluation of Pathology I with emphasis on cardiac disease. A discussion of quantitative measurements and application of 2-D, M-Mode, Doppler and recognition of the sonographic appearances of cardiac disease is stressed. A grade of "C" or better is required in this course to take the next course. **Prerequisite: DSAE 2304. (3:1). Lab fee.** *Echocardiography Discipline.* **W**

DSVT 1200	Principles of Vascular Technology	Credits 2

Introduction to non-invasive vascular technology modalities. Includes 2D imaging, Doppler, plethysmography, and segmental pressures. Emphasis on performing basic venous and arterial imaging and non-imaging exams. A grade of "C" or better is required in this course to take the next course. **Prerequisites: DMSO 1302 and DMSO 1441 or DSAE 2303. (2:1). Lab fee.** *Diagnostic Medical Sonography Discipline.* **W**

E

ECON 1301	Introduction to Economics [C]	Credits 3

A survey of microeconomic and macroeconomic principles for non-business majors. Microeconomic topics will include supply and demand, consumer behavior, price and output decisions by firms under various market structures, factor markets, market failures, international trade, and exchange rates. Macroeconomic topics will include national income, unemployment, inflation, business cycles, aggregate supply and demand, monetary and fiscal policy, and economic growth. This course will not satisfy the requirement of ECON 2301 or ECON 2302 and may not be taken for credit toward any Business degree plan. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Economics Discipline.* **T**

ECON 2301	Principles of Macroeconomics [CF]	Credits 3

An analysis of the economy as a whole including measurement and determination of Aggregate Demand and Aggregate Supply, national income, inflation, and unemployment. Other topics include international trade, economic growth, business cycles, fiscal policy and monetary policy. It is recommended that students successfully complete MATH 1324 before taking this course. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Economics Discipline.* **T**

ECON 2302	Principles of Microeconomics [CF]	Credits 3

Analysis of the behavior of individual economic agents, including consumer behavior and demand, producer behavior and supply, price and output decisions by firms under various market structures, factor markets, market failures, and international trade. It is recommended that students successfully complete MATH 1324 before taking this course. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Economics Discipline.* **T**

ECRD 1111	Electrocardiography	Credits 1

Fundamentals of cardiovascular anatomy and physiology. Includes basic electrocardiography procedures, interpretation of basic dysrhythmias, and appropriate treatment modalities. A grade of "C" or better is required in this course to take the next course. **(0:4). Lab fee. Professional Practice Insurance required.** *Medical Assisting Discipline.* **W**

ECRD 1211	Electrocardiography	Credits 2

Fundamentals of cardiovascular anatomy and physiology. Includes basic electrocardiography procedures, interpretation of basic dysrhythmias, and appropriate treatment modalities. A grade of "C" or better is required in this course to take the next course. **Prerequisites: MDCA 1305 and MDCA 1310 and MDCA 1313 and MDCA 1409 and MDCA 1417. (1:3). Lab fee. Professional Practice Insurance required.** *Medical Assisting Technology Discipline.* **W**

EDUC 1300	Learning Framework [C]	Credits 3

Provides the foundation for effective learning in Core Curriculum courses at El Paso Community College. A study of the research and theory in the psychology of learning, cognition, and motivation; factors that impact learning, and application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners. Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Educational Psychology Discipline.* **T**

EDUC 1301	Introduction to the Teaching Profession [F]	Credits 3

An enriched and integrated pre-service course and content experience that provides active recruitment and institutional support of students interested in a teaching career, especially in high need fields. The course provides students with opportunities to participate in early field observations at all levels of P-12 schools with varied and diverse student populations and provides students with support from college and school faculty, preferably in small cohort groups, for the purpose of introduction to and analysis of the culture of schooling and classrooms. Course content should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards; and the course must include a minimum of 16 contact hours of field experience in P-12 classrooms. The student must pass a criminal background check conducted by the School District while enrolled in the course. 30 volunteer hours are required. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:1).** *Teacher Preparation Discipline.* **T**

EDUC 2301	Introduction to Special Populations [F]	Credits 3

An enriched, integrated pre-service course and content experience that provides an overview of schooling and classrooms from the perspectives of language, gender, socioeconomic status, ethnic and academic diversity, and equity with an emphasis on factors that facilitate learning. The course provides students with opportunities to participate in early field observations of P-12 special populations and should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Must include a minimum of 16 contact hours of field experience in P-12 classrooms with special populations. The student must pass a criminal background check conducted by the School District while enrolled in the course. 30 volunteer hours are required. **(3:1).** *Teacher Preparation Discipline.* **T**

EEIR 1309	National Electrical Code	Credits 3

Interpretation of the National Electrical Code for residential, commercial, and industrial wiring. Emphasis on designing, constructing, and troubleshooting electrical systems. **(3:1). Lab fee.** *Renewable Energy Technology Systems Discipline.* **W**

EEIR 2370	Electrical and Electronics	Credits 3

Provides essential topics of electricity and electronics to understand various types of solar energy systems. Includes topics on Ohm's Law, DC/AC circuit analysis methodology, semiconductor devices and circuits, photovoltaic devices and applications, and power electronics. **(2:3). Lab fee.** *Renewable Energy Technology Systems Discipline.* **W**

ELMT 1302	Solar Photovoltaic Systems	Credits 3

Design and installation of solar photovoltaic systems and their applications. **(2:3). Lab fee.** *Renewable Energy Technology Systems Discipline.* **W**

ELMT 1411	Solar Fundamentals	Credits 4

Study of heat transference, motors, pumps and other mechanical devices; solid state switches; photovoltaic plates and energy conversion; thermal dynamics; and solar energy. **(3:3). Lab fee.** *Renewable Energy Technology Systems Discipline.* **W**

ELMT 2341	Electromechanical Systems	Credits 3

Application of electromechanical systems. Emphasizes programmable control devices and solid-state systems. **(2:3). Lab fee.** *Renewable Energy Technology Systems Discipline.* **W**

ELMT 2433	Industrial Electronics	Credits 4

Devices, circuits, and systems primarily used in automated manufacturing and/or process control including computer controls and interfacing between mechanical, electrical, electronic, and computer equipment. Includes presentation of programming schemes. **Prerequisite: CETT 1407. (3:3). Lab fee.** *Industrial Manufacturing Option Discipline.* **W**

ELPT 1320	Fundamentals of Electricity II	Credits 3

Introduces alternating current (AC). Includes AC voltage, frequency, mechanical and electrical degrees, waveforms, resistors, capacitors, and inductors. Study of Ohm's Law, electrical symbols, ladder diagrams, and relay. **(2:2). Lab fee.** *Electrical Technology Discipline.* **W**

ELPT 1321	Introduction to Electrical Safety and Tools	Credits 3

Safety rules and regulations. Includes the selection, inspection, use, and maintenance of common tools for electricians. Emphasis on OSHA and NEC code compliance. **(3:1). Lab fee.** *Electrical Technology Discipline.* **W**

ELPT 1325	National Electrical Code I	Credits 3

An introductory study of the National Electric Code (NEC) for those employed in fields requiring knowledge of the Code. Emphasis on wiring design, protection, methods, and materials; equipment for general use; and basic calculations. **(2:2).** *Electrical Technology Discipline.* **W**

ELPT 1341	Motor Control	Credits 3

Operating principles of solid-state and conventional controls along with their practical applications. Includes braking, jogging, plugging, safety interlocks, wiring, and schematic diagram interpretations. Introduces starting and stopping circuits and variable frequency drives. **(2:2). Lab fee.** *Electrical Technology Discipline.* **W**

ELPT 1370	Introduction to Electrical Blueprint Reading	Credits 3

Discusses the theory and the terminology required to interpret working drawings in the electrical field. Focuses on blueprint reading and implementing electrical installation requirements in residential, commercial and industrial applications per the National Electrical Code. Includes instruments of measurement, industry standards and procedures. **(2:2).** *Electrical Technology Discipline.* **W**

ELPT 1419	Fundamentals of Electricity I	Credits 4

An introduction to basic direct current (DC) theory including electron theory and direct current applications. Introduction to single and 3 phase circuits. Emphasis on commercial and industrial components and systems. **(2:4). Lab fee.** *Electrical Technology Discipline.* **W**

ELPT 2325	National Electrical Code II	Credits 3

In-depth coverage of the National Electrical Code (NEC) for those employed in fields requiring knowledge of the Code. Emphasis on wiring protection and methods, special conditions, and advanced calculations. Prepares students to take the Journeyman Electrical exam upon successful completion of all Texas Department of Licensing and Regulation requirements. It is highly recommended that students complete ELPT 1325 before registering for this course. **(3:1).** *Electrical Technology Discipline.* **W**

ELPT 2337	Electrical Planning and Estimating	Credits 3

Planning and estimating for residential, commercial, and industrial wiring systems. Includes a variety of electrical techniques. **(3:1). Lab fee.** *Renewable Energy Technology Systems Discipline.* **W**

ELTN 1343	Electrical Troubleshooting	Credits 3

Maintenance, operation, troubleshooting, and repair of circuits of various residential, commercial, and industrial electrical systems. It is highly recommended that students complete ELPT 1341 before registering for this course. **(2:2). Lab fee.** *Electrical Technology Discipline.* **W**

EMSP 1147	Pediatric Life Support	Credits 1

Theory and skills necessary for the management of pediatric or neonatal emergencies. This course was designed to be repeated multiple times to improve student proficiency. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **(1:0).** *Emergency Medical Services Discipline.* **W**

EMSP 1160	Clinical-Emergency Medical Technology/Technician (EMT Paramedic) I	Credits 1

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **Corequisite: EMSP 1501. (0:3). Professional Practice Insurance required.** *Emergency Medical Services Discipline.* **W**

EMSP 1161	Clinical-Emergency Medical Technology/Technician (EMT Paramedic) II	Credits 1

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. It is recommended that students take EMSP 1438 prior to or at the same time as this course. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **Prerequisites: EMSP 1160 and EMSP 1501. Corequisite: EMSP 1356. (0:5). Lab fee. Professional Practice Insurance required.** *Emergency Medical Services Discipline.* **W**

EMSP 1162	Clinical-Emergency Medical Technology/Technician (EMT Paramedic) III	Credits 1

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **Prerequisites: EMSP 1160 and EMSP 1161 and EMSP 1356 and EMSP 1438 and EMSP 1501. Corequisite: EMSP 1355. (0:5). Professional Practice Insurance required.** *Emergency Medical Services Discipline.* **W**

EMSP 1163	Clinical-Emergency Medical Technology/Technician (EMT Paramedic)	Credits 1

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **(0:3). Professional Practice Insurance required.** *Emergency Medical Services Discipline.* **W**

EMSP 1355	Trauma Management	Credits 3

Knowledge and skills in the assessment and management of patients with traumatic injuries. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **Prerequisites: EMSP 1160 and EMSP 1161 and EMSP 1356 and EMSP 1438 and EMSP 1501. Corequisite: EMSP 1162. (2:2). Lab fee. Professional Practice Insurance required.** *Emergency Medical Services Discipline.* **W**

EMSP 1356	Patient Assessment and Airway Management	Credits 3

Knowledge and skills required to perform patient assessment, airway management, and artificial ventilation. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **Prerequisites: EMSP 1160 and EMSP 1501. Corequisite: EMSP 1161. (2:3). Lab fee. Professional Practice Insurance required.** *Emergency Medical Services Discipline.* **W**

EMSP 1438	Introduction to Advanced Practice	Credits 4

Fundamental elements associated with emergency medical services to include preparatory practices, pathophysiology, medication administration, and related topics. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **Prerequisites: EMSP 1160 and EMSP 1501. (3:4). Lab fee. Professional Practice Insurance required.** *Emergency Medical Services Discipline.* **W**

EMSP 1471	Community Paramedic	Credits 4

Addresses the critical shortages of health care professionals and services in rural and remote areas. The Community Paramedic (CP) will fill gaps in health care in underserved communities. Community Paramedics are members of a distinct community that plays an important role by assessing and evaluating community services and systems. The student will be trained in the design and delivery of a collaborative health approach to the community. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **(3:3). Lab fee. Professional Practice Insurance required.** *Emergency Medical Services Discipline.* **W**

EMSP 1501	Emergency Medical Technician	Credits 5

Preparation for certification as an Emergency Medical Technician (EMT). A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. Corequisite: EMSP 1160. (3:7). Lab fee. Professional Practice Insurance required.** *Emergency Medical Services Discipline.* **W**

EMSP 2135	Advanced Cardiac Life Support	Credits 1

Theory and skills necessary for the management of cardiovascular emergencies as specified by the American Heart Association (AHA) guidelines. This course was designed to be repeated multiple times to improve student proficiency. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **(1:0).** *Emergency Medical Services Discipline.* **W**

EMSP 2143	Assessment Based Management	Credits 1

A summative experience covering comprehensive, assessment-based patient care management for the paramedic level. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **Corequisite: EMSP 2266. (0:4). Lab fee. Professional Practice Insurance required.** *Emergency Medical Services Discipline.* **W**

EMSP 2160	Clinical-Emergency Medical Technology/Technician (EMT Paramedic) IV	Credits 1

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **Prerequisites: EMSP 1160 and EMSP 1161 and EMSP 1162 and EMSP 1355 and EMSP 1356 and EMSP 1438 and EMSP 1501 and EMSP 2305 and EMSP 2444 and EMSP 2306 or RNSG 1301. Corequisite: EMSP 2430. (0:5). Professional Practice Insurance required**. *Emergency Medical Services Discipline.* **W**

EMSP 2163	Clinical-Emergency Medical Technology/Technician (EMT Paramedic)	Credits 1

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **(0:3). Professional Practice Insurance required.** *Emergency Medical Services Discipline.* **W**

EMSP 2266	Practicum (or Field Experience)-Emergency Medical Technology/ Technician (EMT Paramedic)	Credits 2

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **Prerequisites: EMSP 1356 and EMSP 1438 and EMSP 1161 and EMSP 1355 and EMSP 2305 and EMSP 1162. Corequisite: EMSP 2143. (0:15). Professional Practice Insurance required.** *Emergency Medical Services Discipline.* **W**

EMSP 2305	EMS Operations	Credits 3

Knowledge and skills to safely manage multi-casualty incidents and rescue situations; utilize air medical resources; identify hazardous materials and other specialized incidents. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **Prerequisites: EMSP 1160 and EMSP 1501. (2:2). Lab fee. Professional Practice Insurance required.** *Emergency Medical Services Discipline.* **W**

EMSP 2306	Emergency Pharmacology	Credits 3

A study of drug classifications, actions, therapeutic uses, adverse effects, routes of administration, and calculation of dosages. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **(2:3). Lab fee.** *Emergency Medical Services Discipline.* **W**

EMSP 2430	Special Populations	Credits 4

Knowledge and skills necessary to assess and manage ill or injured patients in diverse populations to include neonatology, pediatrics, geriatrics, and other related topics. It is recommended that students take EMSP 2534 prior to or at the same time as this course. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **Prerequisites: EMSP 1160 and EMSP 1161 and EMSP 1162 and EMSP 1355 and EMSP 1356 and EMSP 1438 and EMSP 1501 and EMSP 2305 and EMSP 2444 and EMSP 2306 or RNSG 1301. Corequisite: EMSP 2160. (3:2). Lab fee. Professional Practice Insurance required.** *Emergency Medical Services Discipline.* **W**

EMSP 2444	Cardiology	Credits 4

Assessment and management of patients with cardiac emergencies. Includes single and multi-lead ECG interpretation. It is recommended that students take either EMSP 2306 or RNSG 1301 prior to or at the same time as this course. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **Prerequisites: EMSP 1160 and EMSP 1161 and EMSP 1162 and EMSP 1355 and EMSP 1356 and EMSP 1438 and EMSP 2305. (3:3). Lab fee. Professional Practice Insurance required.** *Emergency Medical Services Discipline.* **W**

EMSP 2458	Critical Care Paramedic	Credits 4

Prepares healthcare personnel to function as members of a critical care transport team. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **(3:3). Lab fee. Professional Practice Insurance required.** *Emergency Medical Services Discipline.* **W**

EMSP 2534	Medical Emergencies	Credits 5

Knowledge and skills in the assessment and management of patients with medical emergencies, including medical overview, neurology, gastroenterology, immunology, pulmonology, urology, hematology, endocrinology, toxicology, and other related topics. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **Prerequisites: EMSP 1160 and EMSP 1161 and EMSP 1162 and EMSP 1355 and EMSP 1356 and EMSP 1438 and EMSP 1501 and EMSP 2305 and EMSP 2444 and EMSP 2306 or RNSG 1301. (4:3). Lab fee. Professional Practice Insurance required.** *Emergency Medical Services Discipline.* **W**

ENGL 1301	Composition I [CF]	Credits 3

Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion of INRW 0311 or INRW 0312 or INRW 0313 with a "C" or better; OR concurrent enrollment in INRW 0311 or INRW 0313. (3:0).** *English Discipline.* **T**

ENGL 1302	Composition II [CF]	Credits 3

Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of verbal, visual, and multimedia texts (including artistic literature); systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions including the application of these to literature. **Prerequisite: ENGL 1301 with a "C" or better. (3:0).** *English Discipline.* **T**

ENGL 2307	Creative Writing	Credits 3

Practical experience in the techniques of imaginative writing. May include fiction, nonfiction, poetry, screenwriting, or drama. **Prerequisite: ENGL 1301 with a "C" or better. (3:0).** *English Discipline.* **T**

ENGL 2311	Technical & Business Writing [F]	Credits 3

Intensive study of and practice in professional settings. Focus on the types of documents necessary to make decisions and take action on the job, such as proposals, reports, instructions, policies and procedures, email messages, letters, and descriptions of products and services. Practice individual and collaborative processes involved in the creation of ethical and efficient documents. **Prerequisite: ENGL 1301 with a "C" or better. (3:0).** *English Discipline.* **T**

ENGL 2322	British Literature I [CF]	Credits 3

A survey of the development of British literature from the Anglo-Saxon period to the eighteenth century. Students will study works of prose, poetry, drama, and fiction in relation to their historical, linguistic, and cultural contexts. Texts will be selected from a diverse group of authors and traditions. This course is strongly recommended for those pursuing a major in English at the baccalaureate level. **Prerequisite: ENGL 1301 with a "C" or better. (3:0).** *English Discipline.* **T**

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

ENGL 2323	British Literature II [CF]	Credits 3

A survey of the development of British literature from the Romantic period to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. This course is strongly recommended for those pursuing a major in English at the baccalaureate level. ENGL 2322 is not required in order to enroll in ENGL 2323. **Prerequisite: ENGL 1301 with a "C" or better. (3:0).** *English Discipline.* **T**

ENGL 2332	World Literature I [CF]	Credits 3

A survey of world literature from the ancient world through the sixteenth century. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. All selections are read in English translations. **Prerequisite: ENGL 1301 with a "C" or better. (3:0).** *English Discipline.* **T**

ENGL 2333	World Literature II [CF]	Credits 3

A survey of world literature from the seventeenth century to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. All selections are read in English translations. ENGL 2332 is not required in order to enroll in ENGL 2333. **Prerequisite: ENGL 1301 with a "C" or better. (3:0).** *English Discipline.* **T**

ENGL 2341	Forms of Literature [CF]	Credits 3

The study of one or more literary genres including, but not limited to, poetry, fiction, drama, and film. **Prerequisite: ENGL 1301 with a "C" or better. (3:0).** *English Discipline.* **T**

ENGL 2351	Mexican American Literature [CF]	Credits 3

A survey of Mexican American/Chicanx literature from Mesoamerica to the present. Students will study literary works of fiction, poetry, drama, essays, and memoirs in relation to their historical, linguistic, political, regional, gendered, and cultural contexts. Texts will be selected from a diverse group of authors, literary movements, and media forms. Topics and themes may include the literary performance of identity and culture, aesthetic mediation of racialization, struggle and protest, and artistic activism. **Prerequisite: ENGL 1301 with a "C" or better. (3:0).** *English Discipline.* **T**

ENGR 1304	Engineering Graphics I	Credits 3

Introduction to computer-aided drafting using CAD software and sketching to generate two- and three-dimensional drawings based on the conventions of engineering graphical communication; topics include spatial relationships, multi-view projections and sectioning, dimensioning, graphical presentation of data, and fundamentals of computer graphics. **Prerequisite: MATH 1314 with a "C" or better or by placement by exam. (2:2). Lab fee**. *Engineering Discipline.* **T**

ENGR 2105	Electrical Circuits I Lab	Credits 1

Laboratory experiments supporting theoretical principles presented in ENGR 2305 involving DC and AC circuit theory, network theorems, time, and frequency domain circuit analysis. Introduction to principles and operation of basic laboratory equipment; laboratory report preparation. **Corequisite: ENGR 2305. (0:3). Lab fee.** *Engineering Discipline.* **T**

ENGR 2301	Engineering Mechanics-Statics	Credits 3

Basic theory of engineering mechanics, using calculus, involving the description of forces, moments, and couples acting on stationary engineering structures; equilibrium in two- and three-dimensions; free-body diagrams; friction; centroids; centers of gravity; and moments of inertia. **Prerequisites: MATH 2314 (can be taken concurrently) and PHYS 2325 and 2125 with a "C" or better. (3:0).** *Engineering Discipline.* **T**

ENGR 2302	Engineering Mechanics-Dynamics	Credits 3

Basic theory of engineering mechanics, using calculus, involving the motion of particles, rigid bodies, and systems of particles; Newton's Laws; work and energy relationships; principles of impulse and momentum; application of kinetics and kinematics to the solution of engineering problems. **Prerequisite: ENGR 2301 with a "C" or better. (2:2).** *Engineering Discipline.* **T**

ENGR 2305	Electrical Circuits I	Credits 3

Principles of electrical circuits and systems. Basic circuit elements (resistance, inductance, mutual inductance, capacitance, independent and dependent controlled voltage, and current sources). Topology of electrical networks; Kirchhoff's laws; node and mesh analysis; DC circuit analysis; operational amplifiers; transient and sinusoidal steady-state analysis; AC circuit analysis; first- and second-order circuits; Bode plots; and use of computer simulation software to solve circuit problems. **Prerequisites: MATH 2314 and PHYS 2326 and PHYS 2126 with a "C" or better or MATH 2320 (can be taken concurrently). (3:0).** *Engineering Discipline.* **T**

ENGR 2308	Engineering Economics	Credits 3

Methods used for determining the comparative financial desirability of engineering alternatives. Provides the student with the basic tools required to analyze engineering alternatives in terms of their worth and cost, an essential element of engineering practice. The student is introduced to the concept of the time value of money and the methodology of basic engineering economy techniques. The course will address some aspects of sustainability and will provide the student with the background to enable them to pass the Engineering Economy portion of the Fundamentals of Engineering exam. **Prerequisite: MATH 2413 with a grade of "C" or better. (3:0).** *Engineering Discipline.* **T**

ENGR 2332	Mechanics of Materials	Credits 3

Stresses, deformations, stress-strain relationships, torsions, beams, shafts, columns, elastic deflections in beams, combined loading, and combined stresses. **Prerequisite: ENGR 2301 with a "C" or better. (3:0).** *Engineering Discipline.* **T**

ENGR 2334	Chemical Engineering Thermodynamics I	Credits 3

Fundamental concepts of energy and thermodynamics (e.g., temperature, thermodynamic equilibrium, and heat) will be introduced; the course emphasizes techniques in the application of the fundamentals of thermodynamics to various processes as they frequently occur in chemical and bimolecular engineering. Provides the basic skills and tools necessary in designing and analyzing real-life engineering systems. Serves as preparation for other advanced courses in thermodynamics, energy conversion, heat transfer, etc. **Prerequisites: MATH 2315 with a "C" or better. (3:0).** *Engineering Discipline.* **T**

ENGR 2406	Introduction to Digital Systems (Lecture + Lab)	Credits 4

Introduction to theory and design of digital logic, circuits, and systems. Number systems, operations and codes; logic gates; Boolean Algebra and logic simplification; Karnaugh maps; combinational logic; functions of combinational logic; flip-flops and related devices; counters; shift registers; sequential logic; memory and storage. Basic laboratory experiments support theoretical principles of the course and include preparation of laboratory reports. **Prerequisite: MATH 1314 with a "C" or better or by placement exam. (3:3). Lab fee.** *Engineering Discipline.* **T**

ENTC 2414	Facility Operation and Maintenance I	Credits 4

Management of the interaction among facility, people, equipment, operation, service, and maintenance. Includes building structure and interior elements, air conditioning, furniture, grounds, and waste management. **(3:3). Lab fee.** *Electrical Technology Discipline.* **W**

ENTC 2439	Facility Operation and Maintenance II	Credits 4

Requirements of building electrical systems, fire codes, lighting distribution, power sources, alarm systems, and interior and exterior communication. **Prerequisite: ENTC 2414. (3:3). Lab fee.** *Electrical Technology Discipline.* **W**

ENVR 1301	Environmental Science I (Lecture)	Credits 3

A survey of the forces, including humans, that shape our physical and biologic environment, and how they affect life on Earth. Introduction to the science and policy of global and regional environmental issues, including pollution, climate change, and sustainability of land, water, and energy resources. **(3:0).** *Geology Discipline.* **T**

ENVR 1401	Environmental Science I (Lecture + Lab)	Credits 4

A survey of the forces, including humans, that shape our physical and biologic environment, and how they affect life on Earth. Introduction to the science and policy of global and regional environmental issues, including pollution, climate change, and sustainability of land, water, and energy resources. **(3:3). Lab fee.** *Biology Discipline.* **T**

EPCT 1311	Introduction to Environmental Science	Credits 3

An overview of environmental science and current global concerns, and a brief history of environmental ethics, resource use, and conservation. Discussion of fundamental principles of resource economics and environmental health. **(3:0).** *Renewable Energy Technology Systems Discipline.* **W**

ESOL 0325	ESOL Oral Communication I	Credits 3

Develops listening and speaking skills in speakers of languages other than English and prepares them to function in educational, vocational and/or personal English-speaking contexts in a multicultural, multilingual society. High Beginning level. May not be counted toward graduation requirements. A grade of "C" or better will be required for advancement to the next course. **Prerequisite: Assessment of English language proficiency. (3:1). Lab fee.** *English as a Second Language Discipline.*

ESOL 0326	ESOL Oral Communication II	Credits 3

Develops listening and speaking skills in speakers of languages other than English and prepares them to function in educational, vocational and/or personal English-speaking contexts in a multicultural, multilingual society. Intermediate level. May not be counted toward graduation requirements. A grade of "C" or better will be required for advancement to the next course. **Prerequisite: Assessment of English language proficiency or ESOL 0325. (3:1). Lab fee.** *English as a Second Language Discipline.*

ESOL 0327	ESOL Oral Communication III	Credits 3

Develops listening and speaking skills in speakers of languages other than English and prepares them to function in educational, vocational and/or personal English-speaking contexts in a multicultural, multilingual society. Advanced level. May not be counted toward graduation requirements. A grade of "C" or better will be required for advancement to the next course. **Prerequisite: Assessment of English language proficiency or ESOL 0326. (3:1). Lab fee.** *English as a Second Language Discipline.*

ESOL 0344	ESOL Reading and Vocabulary I	Credits 3

Develops English reading proficiency and vocabulary for academic, career, or personal purposes in speakers of languages other than English and prepares them to function in a multicultural, multilingual society. High Beginner level. May not be counted toward graduation requirements. A grade of "C" or better will be required for advancement to the next course. **Prerequisite: Assessment of English language proficiency. (3:1). Lab fee.** *English as a Second Language Discipline.*

ESOL 0345	ESOL Reading and Vocabulary II	Credits 3

Develops English reading proficiency and vocabulary for academic, career, or personal purposes in speakers of languages other than English and prepares them to function in a multicultural, multilingual society. Intermediate level. May not be counted toward graduation requirements. A grade of "C" or better will be required for advancement to the next course. **Prerequisite: Assessment of English language proficiency or ESOL 0344. (3:1). Lab fee.** *English as a Second Language Discipline.*

ESOL 0354	Writing for Non-Native Speakers I	Credits 3

Develops English reading proficiency and vocabulary for academic, career, or personal purposes in speakers of languages other than English and prepares them to function in a multicultural, multilingual society. High Beginner level. May not be counted toward graduation requirements. A grade of "C" or better will be required for advancement to the next course. **Prerequisite: Assessment of English language proficiency. (3:1). Lab fee.** *English as a Second Language Discipline.*

ESOL 0355	Writing for Non-Native Speakers II	Credits 3

Develops English reading proficiency and vocabulary for academic, career, or personal purposes in speakers of languages other than English and prepares them to function in a multicultural, multilingual society. Intermediate level. May not be counted toward graduation requirements. A grade of "C" or better will be required for advancement to the next course. **Prerequisite: Assessment of English language proficiency or ESOL 0354. (3:1). Lab fee.** *English as a Second Language Discipline*

F

FCEL 1305	Fuel Cell and Alternative/ Renewable Energy	Credits 3

Types and applications of alternative/renewable energy sources. Emphasizes fuel cell applications and processes, reformation of fuels, heat transfer, chemical reaction, power conditioning, combined heat and power, and distributed generation systems. **(2:2). Lab fee.** *Renewable Energy Systems Technology Discipline.* **W**

FIRS 1103	Firefighter Agility and Fitness Preparation	Credits 1

Physical ability testing methods. Rigorous training in skills and techniques needed in typical fire department physical ability tests. A grade of "C" or better is required in this course to take the next course. **(0:3).** *Fire Technology Discipline.* **W**

FIRS 1401	Firefighter Certification I	Credits 4

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification II, III, IV, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION (TCFP). ** A grade of "C" or better is required in this course to take the next course. **Prerequisites: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313; and FIRS 1103 and FIRT 1301 and FIRT 1319. Corequisites: FIRS 1407 and FIRS 1413 and FIRS 1419 and FIRS 1433. (3:4). Lab fee.** *Fire Technology Discipline.* **W**

FIRS 1407	Firefighter Certification II	Credits 4

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, III, IV, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION. ** A grade of "C" or better is required in this course to take the next course. **Prerequisites: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313; and FIRS 1103 and FIRT 1301 and FIRT 1319. Corequisites: FIRS 1401 and FIRS 1413 and FIRS 1419 and FIRS 1433. (3:4). Lab fee.** *Fire Technology Discipline.* **W**

FIRS 1413	Firefighter Certification III	Credits 4

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, IV, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION. ** A grade of "C" or better is required in this course to take the next course. **Prerequisites: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313; and FIRS 1103 and FIRT 1301 and FIRT 1319. Corequisites: FIRS 1401 and FIRS 1407 and FIRS 1419 and FIRS 1433. (2:6). Lab fee.** *Fire Technology Discipline.* **W**

FIRS 1419	Firefighter Certification IV	Credits 4

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, III, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION (TCFP). ** A grade of "C" or better is required in this course to take the next course. **Prerequisites: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313; and FIRS 1103 and FIRT 1301 and FIRT 1319. Corequisites: FIRS 1401 and FIRS 1407 and FIRS 1413 and FIRS 1433. (3:3). Lab fee.** *Fire Technology Discipline.* **W**

FIRS 1433	Firefighter Certification VII	Credits 4

One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, III, and IV to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION (TCFP). ** A grade of "C" or better is required in this course to take the next course. **Prerequisites: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313; and FIRS 1103 and FIRT 1301 and FIRT 1319. Corequisites: FIRS 1401 and FIRS 1407 and FIRS 1413 and FIRS 1419. (2:6). Lab fee.** *Fire Technology Discipline.* **W**

FIRS 2344	Driver/Operator-Pumper	Credits 3

Meets curriculum requirements of the Texas Commission on Fire Protection (TCFP) for Driver/Operator-Pumper. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION** **(2:2). Lab fee.** *Fire Technology Discipline.* **W**

FIRT 1202	Plan Examiner	Credits 2

Course required for Plan Examiner certification. Meets the curriculum requirements of the Texas Commission on Fire Protection (TCFP) for Plan Examiner. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION. ** **(2:1). Lab fee.** *Fire Technology Discipline.* **W**

FIRT 1301	Fundamentals of Fire Protection	Credits 3

Orientation to the fire service, career opportunities, and related fields. This course meets Fire and Emergency Services Higher Education (FESHE) Model Curriculum core requirements. **(3:0).** *Fire Technology Discipline.* **W**

FIRT 1303	Fire and Arson Investigation I	Credits 3

Basic fire and arson investigation practices. Emphasis on fire behavior principles related to fire cause and origin determination. **(3:0).** *Fire Technology Discipline.* **W**

FIRT 1305	Public Education Programs	Credits 3

Preparation of firefighters and fire officers to develop public fire safety awareness. Emphasis on implementation of fire and public safety programs in an effort to reduce the loss of life. **(3:0).** *Fire Technology Discipline.* **W**

FIRT 1307	Fire Prevention Codes and Inspections	Credits 3

Local building and fire prevention codes. Fire prevention inspections, practices, and procedures. This course meets Fire and Emergency Services Higher Education (FESHE) Model Curriculum core requirements. **(3:0).** *Fire Technology Discipline.* **W**

FIRT 1309	Fire Administration I	Credits 3

Introduction to the organization and management of a fire department and the relationship of government agencies to the fire service. Emphasis on fire service leadership from the perspective of the company officer. **(3:1). Lab fee.** *Fire Technology Discipline.* **W**

FIRT 1315	Hazardous Materials I	Credits 3

The chemical characteristics and behavior of various materials. Storage, transportation, handling hazardous emergency situations, and the methods of hazard mitigation. **(3:0).** *Fire Technology Discipline.* **W**

FIRT 1319	Firefighter Health and Safety	Credits 3

Firefighter occupational safety and health in emergency and non-emergency situations. This course meets Fire and Emergency Services Higher Education (FESHE) Model Curriculum core requirements. **(3:0).** *Fire Technology Discipline.* **W**

FIRT 1327	Building Construction in the Fire Service	Credits 3

Components of building construction that relate to life safety. Includes relationship of construction elements and building design impacting fire spread in structures. Focuses on firefighter safety, preplanning fire operations, and operating at emergencies. **(3:0).** *Fire Technology Discipline.* **W**

FIRT 1338	Fire Protection Systems	Credits 3

Design and operation of fire detection and alarm systems, heat and smoke control systems, special protection and sprinkler systems, water supply for fire protection, and portable fire extinguishers. This course meets Fire and Emergency Services Higher Education (FESHE) Model Curriculum core requirements. **(3:0).** *Fire Technology Discipline.* **W**

FIRT 1340	Fire Inspector II	Credits 3

One in a series of two courses required for Fire Inspector certification. Meets the curriculum requirements of the Texas Commission on Fire Protection (TCFP) for Fire Inspector II. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION. ** **(3:1). Lab fee.** *Fire Technology Discipline.* **W**

FIRT 1342	Fire Officer I	Credits 3

Meets the curriculum requirements of the Texas Commission on Fire Protection (TCFP) for Fire Officer I certification. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION. ** Students must have instructor or Fire Technology Coordinator approval. **(3:1). Lab fee.** *Fire Technology Discipline.* **W**

FIRT 1343	Fire Officer II	Credits 3

Meets the curriculum requirements of the Texas Commission on Fire Protection (TCFP) for Fire Officer II certification. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION. ** Students must have instructor or Fire Technology Coordinator approval. **(3:1). Lab fee.** *Fire Technology Discipline.* **W**

FIRT 1353	Legal Aspects of Fire Protection	Credits 3

Summarize basic criminal and civil law; discuss relevant tort law; and describe state and federal legal systems as they relate to the fire service. **(3:0).** *Fire Technology Discipline.* **W**

FIRT 1408	Fire Inspector I	Credits 4

One in a series of two courses required for Fire Inspector certification. Meets the curriculum requirements of the Texas Commission on Fire Protection (TCFP) for Fire Inspector I. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION. ** **(3:3). Lab fee.** *Fire Technology Discipline.* **W**

FIRT 1445	Hazardous Materials II	Credits 4

Mitigation practices and techniques to control hazardous material spills and leaks. **Prerequisite: FIRT 1315. (3:3). Lab fee.** *Fire Technology Discipline.* **W**

FIRT 2305	Fire Instructor I	Credits 3

Preparation of fire and emergency services personnel to deliver instruction from a prepared lesson plan. Includes the use of instructional aids and evaluation instruments to meet the curriculum requirements of the Texas Commission on Fire Protection (TCFP) for Fire Instructor I certification. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION. ** **(3:1). Lab fee.** *Fire Technology Discipline.* **W**

FIRT 2307	Fire Instructor II	Credits 3

Development of individual lesson plans for a specific topic including learning objectives, instructional aids, and evaluation instruments. Includes techniques for supervision and coordination of activities of other instructors to meet the curriculum requirements of the Texas Commission on Fire Protection (TCFP) for Fire Instructor II certification. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION. ** **(3:1). Lab fee.** *Fire Technology Discipline.* **W**

FIRT 2309	Firefighting Strategies and Tactics I	Credits 3

Analysis of the nature of fire problems and selection of initial strategies and tactics including an in-depth study of efficient and effective use of staffing and equipment to mitigate the emergency. **(3:0).** *Fire Technology Discipline.* **W**

FIRT 2331	Firefighting Strategies and Tactics II	Credits 3

Emphasis on the use of incident management in large scale command problems and other specialized fire incidents. **Prerequisite: FIRT 2309. (3:0).** *Fire Technology Discipline.* **W**

FIRT 2351	Company Fire Officer	Credits 3

A capstone course covering fire ground operations and supervisory practices. Includes performance evaluation of incident commander, safety officer, public information officer, and shift supervisor duties. **(3:1). Lab fee.** *Fire TechnologyDiscipline.* **W**

FIRT 2433	Fire and Arson Investigation II	Credits 4

Fire Investigation techniques and defense of findings in a courtroom setting. **Prerequisite: FIRT 1303. (3:3). Lab fee.** *Fire Technology Discipline.* **W**

FREN 1411	Beginning French I	Credits 4

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. **(3:2).** *Foreign Languages Discipline.* **T**

FREN 1412	Beginning French II	Credits 4

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. **Prerequisite: FREN 1411. (3:2).** *Foreign Languages Discipline.* **T**

FREN 2311	Intermediate French I	Credits 3

Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. **Prerequisite: FREN 1412. (3:0).** *Foreign Languages Discipline.* **T**

FREN 2312	Intermediate French II	Credits 3

Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. **Prerequisite: FREN 2311. (3:0).** *Foreign Languages Discipline.* **T**

FSHD 1311	Fashion History	Credits 3

Survey of the evolution of fashion change, traced through garment development from ancient times to present day. A study of customs and silhouettes of each historical period and their modern day adaptations. Emphasizes the roles that technology, politics, economics, art, and sociology play in fashion's continual change. **(3:0).** *Fashion Technology Discipline.* **W**

FSHD 1322	Fashion Sketching	Credits 3

Fundamentals of quick sketching to communicate design ideas. Instruction in drawing the male and female fashion figure. Emphasis on simple methods for making quick sketches to illustrate style information. Explores concepts in the design of fashion apparel. **(2:2). Lab fee.** *Fashion Technology Discipline.* **W**

FSHD 1328	Flat Pattern Design I	Credits 3

An introduction to the creative design of clothing through the flat pattern method. General principles of pattern-making using the basic five piece dress sloper. A study of dart manipulation, slashing and spreading the pattern and contouring sew lines. **(2:3). Lab fee.** *Fashion Technology Discipline.* **W**

FSHD 1346	Fashion Illustration Media	Credits 3

Skill development in fashion figure drawing with emphasis on fashion details and body movement. Instruction in illustrating a wide variety of clothing on the fashion model in various media including computer-aided techniques. **Prerequisite: FSHD 1322. (2:2). Lab fee.** *Fashion Technology Discipline.* **W**

FSHD 2305	Computer Aided Apparel Design	Credits 3

Fundamentals of computerized pattern design and marker making, as they pertain to the industrial production of apparel products. **(2:2). Lab fee.** *Fashion Technology Discipline.* **W**

FSHD 2306	Draping (Fashion/Apparel Design)	Credits 3

A study of three-dimensional fashion design conceptualization by draping in muslin or fashion fabric directly on the dress form. Skill development in observing grain of fabric, identifying drapable fabrics, and creating designs suitable for draping. Emphasizes good design and commercial value. Presentation of major fashion designers' draping techniques. **Prerequisite: FSHN 1315. (2:3). Lab fee.** *Fashion Technology Discipline.* **W**

FSHD 2343	Fashion Collection Design	Credits 3

Advanced concepts in designing a collection of marketable apparel. Instruction in developing a design work board for a specific target market and selecting the most marketable ideas for the collection. Emphasis on resource development, fabric selection, estimating wholesale costs, and initial pattern and garment production. **(2:2). Lab fee.** *Fashion Technology Discipline.* **W**

FSHD 2344	Fashion Collection Production	Credits 3

A continuation of the Fashion Collection Design course. Emphasis on the production, costing, and marketing of a cohesive collection of fashion apparel. Instruction in completing production patterns for all collection garments. **Prerequisites: FSHN 1301 and FSHN 1315 and FSHD 1322 and FSHD 1328 and FSHD 2343. Corequisite: FSHD 2371. (2:2). Lab fee.** *Fashion Technology Discipline.* **W**

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FSHD 2371	Apparel Product Development	Credits 3

Studies advanced concepts in the development and production of apparel. Instructs in the assessment of production capabilities. Develops skills in sourcing, purchasing, and problem resolution. Emphasizes the use of computers in design, planning and production. **Prerequisites: FSHN 1301 and FSHN 1315 and FSHD 1322 and FSHD 1328 and FSHD 2343. Corequisite: FSHD 2344. (2:2). Lab fee.** *Fashion Technology Discipline.* **W**

FSHN 1301	Textiles	Credits 3

A general study of textiles with emphasis on factors that affect the hand, appearance, and performance in clothing use. Examination of the fibers, yarns, dyeing, printing and finishing, methods of production, and the properties of a wide variety of fabrics. Application of textiles used in the apparel industry. **(2:2). Lab fee.** *Fashion Technology Discipline.* **W**

FSHN 1311	Garment Construction	Credits 3

Introduction to equipment, techniques, and skills used to construct apparel, including assembling various garment components. **(2:2). Lab fee.** *Fashion Technology Discipline.* **W**

FSHN 1315	Draping (Apparel and Textile Marketing Management)	Credits 3

Instruction in draping various designs on a dress form and translating the designs to a muslin pattern. Teaches students three-dimensional conceptualization and includes the construction of garments using patterns developed. **(2:2). Lab fee.** *Fashion Technology Discipline.* **W**

FSHN 2301	Fashion Promotion	Credits 3

A survey of fashion direction, publicity, and fashion event coordination. Emphasis on fashion event production from idea to runway including theme development, stage/set design, choreography, music coordination, lighting, line-up, model fittings, rehearsal, and press kit or portfolio development. **Prerequisite: FSHD 2343. (2:2). Lab fee.** *Fashion Technology Discipline.* **W**

FSHN 2303	Fashion Buying	Credits 3

Fundamentals of fashion buying with instruction in planning, pricing, and purchasing retail fashion inventories. Identification of wholesale merchandise resources. Instruction in calculating retail math functions of buying. **Prerequisite: FSHN 2305. (3:0).** *Fashion Technology Discipline.* **W**

FSHN 2305	Fashion Retailing	Credits 3

An overview of retailing procedures used in various types of fashion companies. A study of operations, personnel, merchandising, sales promotion, and finance and control. Emphasizes profit and loss, pricing, markup, inventory control, shortages, forecasting, store organization, and events. Examination of job opportunities available in the retail fashion industry. Introduces product display and arrangement, emphasizing the principles and elements of design. **(3:0).** *Fashion Technology Discipline.* **W**

FSHN 2380	Cooperative Education- Apparel and Textile Manufacture	Credits 3

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **Prerequisite: FSHN 1322. (1:15).** *Fashion Technology Discipline.* **W**

FSHN 2382	Cooperative Education- Fashion Merchandising	Credits 3

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **Prerequisites: FSHD 2343 and FSHN 1301. Corequisite: FSHN 2301. (1:15).** *Fashion Technology Discipline.* **W**

G

GEOL 1101	Earth Sciences for Non-Science Majors I (Lab)	Credits 1

This laboratory-based course accompanies GEOL 1301, Earth Sciences I. Activities will cover methods used to collect and analyze data in geology, meteorology, oceanography, and astronomy. **Corequisite: GEOL 1301. (0:2). Lab fee.** *Geology Discipline.* **T**

GEOL 1102	Earth Sciences for Non-Science Majors II (Lab)	Credits 1

This laboratory-based course accompanies GEOL 1302, Earth Sciences II. Activities will focus on methods used to collect and analyze data related to natural resources, hazards, and climate variability. **Prerequisite: GEOL 1101. Corequisite: GEOL 1302. (0:2). Lab fee.** *Geology Discipline.* **T**

GEOL 1103	Physical Geology (Lab)	Credits 1

This laboratory-based course accompanies GEOL 1303, Physical Geology. Laboratory activities will cover methods used to collect and analyze earth science data. **Corequisite: GEOL 1303. (0:3). Lab fee.** *Geology Discipline.* **T**

GEOL 1104	Historical Geology (Lab)	Credits 1

This laboratory-based course accompanies GEOL 1304, Historical Geology. Laboratory activities will introduce methods used by scientists to interpret the history of life and major events in the physical development of Earth from rocks and fossils. **Prerequisite: GEOL 1103. Corequisite: GEOL 1304. (0:3). Lab fee.** *Geology Discipline.* **T**

GEOL 1301	Earth Sciences for Non-Science Majors I (Lecture) [C]	Credits 3

Survey of geology, meteorology, oceanography, and astronomy. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. Corequisite: GEOL 1101. (3:0).** *Geology Discipline.* **T**

GEOL 1302	Earth Sciences for Non-Science Majors II (Lecture) [C]	Credits 3

Extension of the study of geology, astronomy, meteorology, and oceanography, focusing on natural resources, hazards, and climate variability. **Prerequisite: GEOL 1301 and 1101 or GEOL 1303 and 1103. Corequisite: GEOL 1102. (3:0).** *Geology Discipline.* **T**

GEOL 1303	Physical Geology (Lecture) [C]	Credits 3

Introduction to the study of critical materials and resources, and the physical processes that have modified and shaped the surface and interior of the Earth over time. These processes are described by theories based on experimental data and geologic data gathered from field observations. Intended for majors in science, engineering, or business; or for enhanced geological learning compared to GEOL 1301. Requires a one-day field trip and/or special project analysis. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. Corequisite: GEOL 1103. (3:0).** *Geology Discipline.* **T**

GEOL 1304	Historical Geology (Lecture) [C]	Credits 3

A comprehensive survey of the history of life and major events in the physical development of Earth as interpreted from rocks and fossils. Intended for majors in science, engineering, or business. **Prerequisite: GEOL 1303 and 1103. Corequisite: GEOL 1104. (3:0).** *Geology Discipline.* **T**

GERM 1411	Beginning German I	Credits 4

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. **(3:2).** *Foreign Languages Discipline.* **T**

GERM 1412	Beginning German II	Credits 4

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. **Prerequisite: GERM 1411. (3:2).** *Foreign Languages Discipline.* **T**

GOVT 2304	Introduction to Political Science [F]	Credits 3

Introductory survey of the discipline of political science focusing on the scope and methods of the field, and the substantive topics in the discipline including the theoretical foundations of politics, political interaction, political institutions and how political systems function. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion of INRW 0311 or INRW 0312 or INRW 0313 with a "C" or better; OR concurrent enrollment in INRW 0313. (3:0).** *Government Discipline.* **T**

GOVT 2305	Federal Government (Federal Constitution & Topics) [CF]	Credits 3

Origin and development of the U.S. Constitution, structure and powers of the national government including the legislative, executive, and judicial branches, federalism, political participation, the national election process, public policy, civil liberties, and civil rights. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion of INRW 0311 or INRW 0312 or INRW 0313 with a "C" or better; OR concurrent enrollment in INRW 0313. (3:0).** *Government Discipline.* **T**

GOVT 2306	Texas Government (Texas Constitution & Topics) [CF]	Credits 3

Origin and development of the Texas constitution, structure and powers of state and local government, federalism and inter-governmental relations, political participation, the election process, public policy, and the political culture of Texas. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion of INRW 0311 or INRW 0312 or INRW 0313 with a "C" or better; OR concurrent enrollment in INRW 0313. (3:0).** *Government Discipline.* **T**

GOVT 2311	Mexican American & Latinx Politics [F]	Credits 3

The study of Mexican American and Latinx politics within the American political experience. Topics include historical, cultural, socioeconomic, and constitutional issues that pertain to the study of Mexican Americans and other Latinx populations in the United States. Other topics such as political participation, governmental institutions, electoral politics, political representation, demographic trends, and other contemporary public policy debates will also be addressed. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion of INRW 0311 or INRW 0312 or INRW 0313 with a "C" or better; OR concurrent enrollment in INRW 0313. (3:0).** *Government Discipline.* **T**

H

HAMG 1300	Introduction to the Casino and Gaming Industry	Credits 3

Overview of casino and gaming operations including the economic impact on the hospitality industry and its surrounding community. **(3:0).** *Hotel Operations Discipline.* **W**

HAMG 1313	Front Office Management	Credits 3

Functions of front office operations as they relate to customer service. Includes a study of front office interactions with other departments in the lodging operation. **(3:1).** *Hotel Operations Discipline.* **W**

HAMG 1317	Recreational Services	Credits 3

The study of the recreation and entertainment industry. Emphasizes sporting and entertainment venues, tourism attractions, and other public and private sector special events. **(3:0).** *Hotel Operations Discipline.* **W**

HAMG 1321	Introduction to Hospitality Industry	Credits 3

An exploration of the elements and career opportunities within the multiple segments of the hospitality industry. Studies the industry's growth and development; the organization of food and beverages; hotel, travel, and tourism operations; career opportunities and future trends. **(3:0).** *Hotel Operations Discipline.* **W**

HAMG 1340	Hospitality Legal Issues	Credits 3

A course in legal and regulatory requirements that impact the hospitality industry. Topics include Occupational Safety and Health Administration (OSHA), labor regulations, tax laws, tip reporting, franchise regulations, and product liability laws. **(3:0).** *Hotel Operations Discipline.* **W**

HAMG 1342	Guest Room Management	Credits 3

A study of the working relationship among housekeeping, front office, and maintenance in the lodging industry. **(3:0).** *Hotel Operations Discipline.* **W**

HAMG 2266	Practicum (or Field Experience)-Hospitality Administration/Management, General	Credits 2

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. **Prerequisite: HAMG 1313. (0:14).** *Hotel Operations Discipline.* **W**

HAMG 2302	Hospitality Security and Loss Prevention	Credits 3

Overview of the issues surrounding the need for security and loss prevention in the hospitality industry. **(3:0).** *Hotel Operations Discipline.* **W**

HART 1401	Basic Electricity For HVAC	Credits 4

Principles of electricity as required by HVAC, including proper use of test equipment, electrical circuits, and component theory and operation. **(3:3). Lab fee.** *Heating, Ventilation, and Air Conditioning Discipline.* **W**

HART 1403	Air Conditioning Control Principles	Credits 4

A basic study of HVAC and refrigeration controls; troubleshooting of control components; emphasis on use of wiring diagrams to analyze high and low voltage circuits; a review of Ohm's law as applied to air conditioning controls and circuits. **Prerequisite: HART 1401. (3:3). Lab fee.** *Heating, Ventilation, and Air Conditioning Discipline.* **W**

HART 1407	Refrigeration Principles	Credits 4

An introduction to the refrigeration cycle, heat transfer theory, temperature/pressure relationship, refrigerant handling, refrigeration components, and safety. **(3:3). Lab fee.** *Heating, Ventilation, and Air Conditioning Discipline.* **W**

HART 1441	Residential Air Conditioning	Credits 4

A study of components, applications, and installation of mechanical air conditioning systems including operating conditions, troubleshooting, repair, and charging of air conditioning systems. Students must pass the 410A and EPA Section 608 Exam with a 70% to be certified. Students may be required to pay a separate fee for the 410A guide and exam.

Prerequisites: HART 1401 and HART 1407. (3:3). Lab fee. *Heating, Ventilation, and Air Conditioning Discipline.* **W**

HART 1445	Gas and Electric Heating	Credits 4

Study of the procedures and principles used in servicing heating systems including gas fired furnaces and electric heating systems. **(3:3). Lab fee.** *Heating, Ventilation, and Air Conditioning Discipline.* **W**

HART 2280	Cooperative Education-Heating, Air Conditioning and Refrigeration Technology/ Technician	Credits 2

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **(1:10).** *Renewable Energy Systems Technology Discipline.* **W**

HART 2380	Cooperative Education-Heating, Air Conditioning and Refrigeration Technology/ Technician	Credits 3

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **Prerequisite: HART 1441. (1:20).** *Heating, Ventilation, and Air Conditioning Discipline.* **W**

HART 2438	Air Conditioning Installation and Startup	Credits 4

A study of air conditioning system installation, refrigerant piping, condensate disposal, and air cleaning equipment with emphasis on startup and performance testing. **Prerequisite: HART 1441. (3:3). Lab fee.** *Heating, Ventilation, and Air Conditioning Discipline.* **W**

HART 2442	Commercial Refrigeration	Credits 4

Theory and practical application in the maintenance of commercial refrigeration; medium and low temperature applications and ice machines. Upon successful completion of OSHA training, students may receive the OSHA Certification. **Prerequisites: HART 1401 and HART 1407. (3:3). Lab fee.** *Heating, Ventilation, and Air Conditioning Discipline.* **W**

HART 2470	Pneumatics and System Controllers	Credits 4

Examines the theory and operation of pneumatic controls and system controllers in the classroom and applies the theory in laboratory activities. Troubleshooting and repairing of heating, ventilating and air conditioning pneumatic controls systems are included. **Prerequisite: HART 1403. (3:3). Lab fee.** *Heating, Ventilation, and Air Conditioning Discipline.* **W**

HECO 1322	Nutrition & Diet Therapy [F]	Credits 3

This course introduces general nutritional concepts in health and disease and includes practical applications of that knowledge. Special emphasis is given to nutrients and nutritional processes including functions, food sources, digestion, absorption, and metabolism. Food safety, availability, and nutritional information including food labels, advertising, and nationally established guidelines are addressed. A grade of "C" or better is required in this course to take the next course. **(3:0).** *Health Professionals & Related Sciences Discipline.* **T**

HIST 1301	United States History I [C]	Credits 3

A survey of the social, political, economic, cultural, and intellectual history of the United States from the pre-Columbian era to the Civil War/Reconstruction period. United States History I includes the study of pre-Columbian, colonial, revolutionary, early national, slavery and sectionalism, and the Civil War/Reconstruction eras. Themes that may be addressed in United States History I include: American settlement and diversity, American culture, religion, civil and human rights, technological change, economic change, immigration and migration, and creation of the federal government. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion of INRW 0311 or INRW 0312 or INRW 0313 with a "C" or better; OR concurrent enrollment in INRW 0313. (3:0).** *History Discipline.* **T**

HIST 1302	United States History II [C]	Credits 3

A survey of the social, political, economic, cultural, and intellectual history of the United States from the Civil War/Reconstruction era to the present. United States History II examines industrialization, immigration, world wars, the Great Depression, Cold War and post-Cold War eras. Themes that may be addressed in United States History II include: American culture, religion, civil and human rights, technological change, economic change, immigration and migration, urbanization and suburbanization, the expansion of the federal government, and the study of U.S. foreign policy. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion of INRW 0311 or INRW 0312 or INRW 0313 with a "C" or better; OR concurrent enrollment in INRW 0313. (3:0).** *History Discipline.* **T**

HIST 2301	Texas History	Credits 3

A survey of the political, social, economic, cultural, and intellectual history of Texas from the pre-Columbian era to the present. Themes that may be addressed in Texas History include: Spanish colonization and Spanish Texas; Mexican Texas; the Republic of Texas; statehood and secession; oil, industrialization, and urbanization; civil rights; and modern Texas. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion of INRW 0311 or INRW 0312 or INRW 0313 with a "C" or better; OR concurrent enrollment in INRW 0313. (3:0).** *History Discipline.* **T**

HIST 2311	Western Civilization I	Credits 3

A survey of the social, political, economic, cultural, religious, and intellectual history of Europe and the Mediterranean world from human origins to the 17th century. Themes that should be addressed in Western Civilization I include the cultural legacies of Mesopotamia, Egypt, Greece, Rome, Byzantium, Islamic civilizations, and Europe through the Middle Ages, Renaissance, and Reformations. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion of INRW 0311 or INRW 0312 or INRW 0313 with a "C" or better; OR concurrent enrollment in INRW 0313. (3:0).** *History Discipline.* **T**

HIST 2312	Western Civilization II	Credits 3

A survey of the social, political, economic, cultural, religious, and intellectual history of Europe and the Mediterranean world from the 17th century to the modern era. Themes that should be addressed in Western Civilization II include absolutism and constitutionalism, growth of nation states, the Enlightenment, revolutions, classical liberalism, industrialization, imperialism, global conflict, the Cold War, and globalism. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion of INRW 0311 or INRW 0312 or INRW 0313 with a "C" or better; OR concurrent enrollment in INRW 0313. (3:0).** *History Discipline.* **T**

HIST 2321	World Civilizations I [C]	Credits 3

A survey of the social, political, economic, cultural, religious, and intellectual history of the world from the emergence of human cultures through the 15th century. The course examines major cultural regions of the world in Africa, the Americas, Asia, Europe, and Oceania and their global interactions over time. Themes include the emergence of early societies, the rise of civilizations, the development of political and legal systems, religion and philosophy, economic systems and trans-regional networks of exchange. The course emphasizes the development, interaction, and impact of global exchange. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion of INRW 0311 or INRW 0312 or INRW 0313 with a "C" or better; OR concurrent enrollment in INRW 0313. (3:0).** *History Discipline.* **T**

HIST 2322	World Civilizations II [C]	Credits 3

A survey of the social, political, economic, cultural, religious, and intellectual history of the world from the 15th century to the present. The course examines major cultural regions of the world in Africa, the Americas, Asia, Europe, and Oceania and their global interactions over time. Themes include maritime exploration and transoceanic empires, nation/state formation and industrialization, imperialism, global conflicts and resolutions, and global economic integration. The course emphasizes the development, interaction, and impact of global exchange. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion of INRW 0311 or INRW 0312 or INRW 0313 with a "C" or better; OR concurrent enrollment in INRW 0313. (3:0).** *History Discipline.* **T**

HIST 2327	Mexican American History I (to the United States-Mexico War Era)	Credits 3

A survey of the economic, social, political, intellectual, and cultural history of Mexican Americans/Chicanx. Periods include early indigenous societies, conflict and conquest, early European colonization and empires, New Spain, early revolutionary period, Mexican independence and nation building, United States expansion to the United States-Mexico War Era. Themes to be addressed are mestizaje and racial formation in the early empire, rise and fall of native and African slavery, relationship to early global economies, development of New Spain's/Mexico's northern frontier, gender and power, missions, resistance and rebellion, emergence of Mexican identities, California mission secularization, Texas independence, United States' wars with Mexico, and the making of borders and borderlands. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion of INRW 0311 or INRW 0312 or INRW 0313 with a "C" or better; OR concurrent enrollment in INRW 0313. (3:0).** *History Discipline.* **T**

HIST 2328	Mexican American History II (from the United States-Mexico War Era)	Credits 3

A survey of the economic, social, political, intellectual, and cultural history of Mexican Americans/Chicanx. Periods include the United States-Mexico War Era, incorporation of Northern Mexico into the United States, Porfirian Mexico, and the nineteenth century American West, 1910 Mexican Revolution and Progressive Era, the Great Depression and New Deal, World War II and the Cold War, Civil Rights Era, Conservative Ascendancy, the age of NAFTA and turn of the 21st Century developments. Themes to be addressed are the making of borders and borderlands, impact of Treaty of Guadalupe Hidalgo, gender and power, migration and national identities, citizenship and expulsion, nineteenth century activism and displacement, industrialization and the making of a transnational Mexican working class, urbanization and community formation, emergence of a Mexican American Generation, war and citizenship, organized advocacy and activism, Chicano Movement, changing identifications and identities, trade and terrorism. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion of INRW 0311 or INRW 0312 or INRW 0313 with a "C" or better; OR concurrent enrollment in INRW 0313. (3:0).** *History Discipline.* **T**

HITT 1166	Practicum (or Field Experience)-Health Information/Medical Records Technology/ Technician	Credits 1

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "C" or better is required in this course to take the next course. **Prerequisites: HITT 1311 and HITT 1401. (0:10). Professional Practice Insurance required.** *Health Information Management Discipline.* **W**

HITT 1205	Medical Terminology I	Credits 2

Study of medical terms through word origin and structure. Introduction to abbreviations and symbols, surgical and diagnostic procedures, and medical specialties. A grade of "C" or better is required in this course to take the next course. **(2:0).** *Health Information Management Discipline.* **W**

HITT 1267	Practicum (or Field Experience)-Health Information/Medical Records Technology/ Technician	Credits 2

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "C" or better is required in this course to take the next course. **Prerequisite: HITT 1166. (0:14). Professional Practice Insurance required.** *Health Information Management Discipline.* **W**

HITT 1270	Documentation Practices	Credits 2

Studies fundamental health record documentation requirements and practices for inpatient and outpatient health care facilities across the health care spectrum. Includes topics on requirements for paper, hybrid, and electronic health records. A grade of "C" or better is required in this course to take the next course. **Prerequisite: HITT 1401. (2:1). Lab fee.** *Health Information Management Discipline.* **W**

HITT 1311	Health Information Systems	Credits 3

Introduction to health IT standards, health-related data structures, software applications, and enterprise architecture in health care and public health. A grade of "C" or better is required in this course to take the next course. **(3:1). Lab fee.** *Health Information Management Discipline.* **W**

HITT 1341	Coding and Classification Systems	Credits 3

Fundamentals of coding rules, conventions, and guidelines using clinical classification systems. A grade of "C" or better is required in this course to take the next course. **Prerequisite: HITT 1401. (2:4). Lab fee.** *Health Information Management Discipline.* **W**

HITT 1342	Ambulatory Coding	Credits 3

Fundamentals of ambulatory coding rules, conventions, and guidelines. A grade of "C" or better is required in this course to take the next course. **Prerequisite: HITT 1341. (2:4). Lab fee.** *Health Information Management Discipline.* **W**

HITT 1353	Legal and Ethical Aspects of Health Information	Credits 3

Concepts of privacy, security, confidentiality, ethics, health care legislation, and regulations relating to the maintenance and use of health information. A grade of "C" or better is required in this course to take the next course. **(2:2). Lab fee.** *Health Information Management Discipline.* **W**

HITT 1371	Advanced Health Informatics Spreadsheets	Credits 3

This course is designed to familiarize students with core concepts in communicating information through effective data visualization. Provides analytics meaning patterns in the data and data visualization communicates the information clearly through graphical means. This course introduces students to data visualization elements and best practices in data visualization using software best suited for this purpose. Students will gain hands-on experience building explanatory and exploratory visualizations, using health care data. A grade of "C" or better is required in this course to take the next course. **Prerequisite: HITT 1470. (2:3). Lab fee**. *Health Information Management Discipline.* **W**

HITT 1372	Health Informatics Database Programming	Credits 3

This course addresses current needs in database design and use for optimized computer-human interaction, for rigorous security, and for robust modeling that can transform raw data into useful information. This course will also provide a deep exploration into data standards and what part that plays in the field of informatics. Students will gain a solid understanding of, and extensive practice with, structured query language (SQL). A grade of "C" or better is required in this course to take the next course. **Prerequisite: HITT 1311. Corequisite: HITT 2166. (2:3). Lab fee.** *Health Information Management Discipline.* **W**

HITT 1401	Health Data Content and Structure	Credits 4

Introduction to systems and processes for collecting, maintaining, and disseminating primary and secondary health related information including content of health record, documentation requirements, registries, indices, licensing, regulatory agencies, forms, and screens. A grade of "C" or better is required in this course to take the next course. **(3:3). Lab fee.** *Health Information Management Discipline.* **W**

HITT 1470	Introduction to Health Informatics Spreadsheets and Databases	Credits 4

This course will provide students with a foundation in data preparation and preliminary analytics using software applicable for research, quality improvement and industry large-scale data analytics projects. This course will include the following skills: data analysis with publicly available data sets; cleansing and imputing data; descriptive statistics; and data visualization. A grade of "C" or better is required in this

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course to take the next course. **(3:3). Lab fee.** *Health Information Management Discipline.* **W**

HITT 2149	RHIT Competency Review	Credits 1

Review Health Information Technology (HIT) competencies, skills, and knowledge. A grade of "C" or better is required in this course to take the next course. **Corequisite: HITT 2266. (0:3). Lab fee.** *Health Information Management Discipline.* **W**

HITT 2166	Practicum (or Field Experience)-Health Information/Medical Records Technology/Technician	Credits 1

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "C" or better is required in this course to take the next course. **Prerequisites: HITT 1311 and HITT 1371 and HITT 1470 and HITT 2313**. **(0:10).** Professional Practice Insurance required. *Health Information Management Discipline.* **W**

HITT 2228	Introduction to Public Health	Credits 2

A survey of how health care and public health services are organized and delivered in the U.S. Covers public policy, relevant organizations and their interrelationships, professional roles, legal and regulatory issues, and payment systems. Includes health reform initiatives in the U.S. A grade of "C" or better is required in this course to take the next course. **(2:0).** *Health Professions & Related Science Discipline.* **W**

HITT 2245	Coding Certification Exam Review	Credits 2

Review of coding competencies and skills in preparation for a coding certification exam. A grade of "C" or better is required in this course to take the next course. **Corequisite: HITT 1267. (0:4). Lab fee.** *Health Information Management Discipline.*

HITT 2260	Clinical-Health Information/Medical Records Technology/Technician II	Credits 2

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Corequisite: HITT 2335. (0:11). Professional Practice Insurance required.** *Health Information Management Discipline.* **W**

HITT 2266	Practicum (or Field Experience)-Health Information/Medical Records Technology/Technician I	Credits 2

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "C" or better is required in this course to take the next course. **Corequisites: HITT 2339 and HITT 2443. (0:14). Professional Practice Insurance required.** *Health Information Management Discipline.* **W**

HITT 2313	Working with Health IT Systems	Credits 3

A laboratory course in which students work with systems using simulated data, performing EHR access by user. Includes experiencing threats to security and appreciating the need for standards, high levels of usability, and how errors can occur. A grade of "C" or better is required in this course to take the next course. **Prerequisite: HITT 1311. (2:3). Lab fee.** *Health Information Management Discipline.* **W**

HITT 2331	Medical Terminology-Advanced	Credits 3

Study of advanced terminology in various medical and surgical specialties including disease processes. A grade of "C" or better is required in this course to take the next course. **(3:0).** *Health Information Management Discipline.* **W**

HITT 2335	Coding and Reimbursement Methodologies	Credits 3

Advanced coding techniques with emphasis on case studies, health records, and federal regulations regarding prospective payment systems and methods of reimbursement. A grade of "C" or better is required in this course to take the next course. **Prerequisites: HITT 1341 and HITT 1342. Corequisite: HITT 2260. (2:4). Lab fee.** *Health Information Management Discipline.* **W**

HITT 2339	Health Information Organization and Supervision	Credits 3

Principles of organization and supervision of human, financial, and physical resources. A grade of "C" or better is required in this course to take the next course. **Corequisites: HITT 2266 and HITT 2443. (2:3). Lab fee.** *Health Information Management Discipline.* **W**

HITT 2340	Advanced Medical Billing and Reimbursement	Credits 3

Skill development in coding to prepare reimbursement forms in various health care settings for submission to payors. A grade of "C" or better is required in this course to take the next course. **Prerequisites: HITT 1166 and HITT 1270 and HITT 1341 and HITT 1342. (1:4). Lab fee.** *Health Information Management Discipline.* **W**

HITT 2346	Advanced Medical Coding	Credits 3

Advanced concepts of ICD and CPT coding rules, conventions, and guidelines in complex case studies. Investigation of government regulations and changes in health care reporting. A grade of "C" or better is required in this course to take the next course. **Prerequisites: HITT 1341 and HITT 1342 and HITT 2430. (2:4). Lab fee.** *Health Information Management Discipline.* **W**

HITT 2430	Pathophysiology and Pharmacology	Credits 4

Study of the pathology and general health management of diseases and injuries across the life span. Topics include etiology, symptoms, and the physical and psychological reactions to diseases and injuries. A study of drug classifications, actions, therapeutic uses, adverse effects, routes of administration, and calculation of dosages. **Prerequisite: BIOL 2404 or SCIT 1407. (2:6) Lab fee.** *Health Information Management Discipline.* **W**

HITT 2443	Quality Assessment and Performance Improvement	Credits 4

Study of quality standards and methodologies in the health information management environment. Topics include licensing, accreditation, compilation and presentation of data in statistical formats, quality management and performance improvement functions, utilization management, risk management, and medical staff data quality issues. Approaches to assessing patient safety issues and implementation of quality management and reporting through electronic systems. A grade of "C" or better is required in this course to take the next course. **Corequisites: HITT 2266 and HITT 2339. (3:4). Lab fee.** *Health Information Management Discipline.* **W**

HMSY 1337	Introduction to Homeland Security	Credits 3

Overview of homeland security. Evaluation of the progression of homeland security issues throughout Texas and the United States. An examination of the roles undertaken and methods used by governmental agencies and individuals to respond to those issues. **(3:0).** *Criminal Justice Discipline.* **W**

HMSY 1340	Homeland Security Intelligence Operations	Credits 3

A study of the intelligence community. Includes the role of intelligence and law enforcement. Topics include collection methods, management of operations, classification, production and analysis, and assessment of threat vulnerability. Source development will be conducted. **(3:0).** *Criminal Justice Discipline.* **W**

HMSY 1342	Understanding and Combating Terrorism	Credits 3

Study of terrorism and reasons why America is a terrorist target. Includes methods of combating domestic and international terrorism, special radical populations, terrorist operations, cyber-terrorism, narco-terrorism, the mind of the terrorist, and organized crime's impact on terrorism. **(3:0).** *Criminal Justice Discipline.* **W**

HMSY 2337	Managing a Unified Incident Command	Credits 3

A study of the common set of procedures of the unified incident command system for organizing personnel, facilities, equipment, and communications to successfully coordinate multi-agency response. Includes the identification and application of key roles and functional responsibilities for professionally managing multi-agency incidents. Also covers one or more practical application exercises and/or scenarios. Upon completion, the student applies knowledge and skills to meet the program objectives. **(3:0).** *Criminal Justice Discipline.* **W**

HPRS 1201	Introduction to Health Professions	Credits 2

An overview of roles of various members of the health care system, educational requirements, and issues affecting the delivery of health care. A grade of "C" or better is required in this course to take the next course. **(2:0).** *Health Professions & Related Science Discipline.* **W**

HPRS 1202	Wellness and Health Promotion	Credits 2

An overview of wellness theory and its application throughout the life span. Focus is on attitude development, impact of cultural beliefs, and communication of wellness. A grade of "C" or better is required in this course to take the next course. **(2:0).** *Health Professions & Related Science Discipline.* **W**

HPRS 1205	Essentials of Medical Law/ Ethics for Health Professionals	Credits 2

Introduction to the relationship between legal aspects and ethics in health care, with emphasis on the ethical and legal responsibilities of health care professionals. A grade of "C" or better is required in this course to take the next course. **(2:0).** *Health Professions & Related Science Discipline.* **W**

HPRS 1206	Essentials of Medical Terminology	Credits 2

A study of medical terminology, word origin, structure, and application. A grade of "C" or better is required in this course to take the next course. **(2:0).** *Health Professions & Related Science Discipline.* **W**

HPRS 1209	Interpretation of Laboratory Results	Credits 2

An introduction to interpretation of commonly ordered laboratory results used to evaluate a patient's status. A grade of "C" or better is required in this course to take the next course **(2:0).** *Health Professions & Related Science Discipline. Discipline.* **W**

HPRS 1291	Special Topics in Health Professions and Related Sciences, Other	Credits 2

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. A grade of "C" or better is required in this course to take the next course. **(2:0).** *Health Professions & Related Science Discipline.* **W**

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HPRS 2300	Pharmacology for Health Professions	Credits 3

A study of drug classifications, actions, therapeutic uses, adverse effects, routes of administration, and calculation of dosages. A grade of "C" or better is required in this course to take the next course **(3:0)**. *Health Professions & Related Science Discipline.* **W**

HPRS 2301	Pathophysiology	Credits 3

Study of the pathology and general health management of diseases and injuries across the life span. Topics include etiology, symptoms, and the physical and psychological reactions to diseases and injuries. **Prerequisites: BIOL 2401 and BIOL 2402. (3:0).** *Biology Discipline.* **W**

HRPO 2301	Human Resources Management	Credits 3

Behavioral and legal approaches to the management of human resources in organizations. Includes topics on how to handle international human resources. **(3:0).** *Business Management Discipline.* **W**

HUMA 1305	Introduction to Mexican American Studies [F]	Credits 3

This interdisciplinary survey examines the different cultural, artistic, economic, historical, political, and social aspects of the Mexican American/Chicano/a communities. It also covers issues such as dispossession, immigration, transnationalism, and other topics that have shaped the Mexican American experience. **Prerequisite: ENGL 1301 with a "C" or better (can be taken concurrently). (3:0).** *English Discipline.* **T**

HUMA 1311	Mexican American Fine Arts Appreciation [F]	Credits 3

This course is an exploration of the purposes and processes in the visual and performing arts (such as music, painting, drama, and dance) and the ways in which they express the values of the Mexican American/Chicano/a experience. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Art Discipline.* **T**

HYDR 1445	Hydraulics and Pneumatics	Credits 4

Discussion of the fundamentals of hydraulics and pneumatics, components of each system, and the operations, maintenance, and analysis of each system. **(3:3). Lab fee.** *Industrial Manufacturing Option Discipline.* **W**

I

IBUS 1305	Introduction to International Business and Trade	Credits 3

The techniques for entering the international marketplace. Emphasis on the impact and dynamics of sociocultural, demographic, economic, technological, and political-legal factors in the foreign trade environment. Topics include patterns of world trade, internationalization of the firm, and operating procedures of the multinational enterprise. **(3:0).** *Business Management Discipline.* **W**

INDS 1311	Fundamentals of Interior Design	Credits 3

An introduction to the elements and principles of design, the interior design profession, and the interior design problem-solving process. **(2:2). Lab fee.** *Interior Design Technology Discipline.* **W**

INDS 1315	Materials, Methods and Estimating	Credits 3

A study of materials, methods of construction and installation, and estimating for interior design applications. Includes window treatments, wall coverings, and floorings. **Prerequisite: INDS 1311 or INDS 1349 or INDS 2313. (2:2). Lab fee.** *Interior Design Technology Discipline.* **W**

INDS 1319	Technical Drawing for Interior Designers	Credits 3

An introduction to reading and preparing technical construction drawings for interior design, including plans, elevations, details, schedules, dimensions and lettering, and utilizes CAD applications. **(2:2). Lab fee.** *Interior Design Technology Discipline.* **W**

INDS 1341	Color Theory and Application	Credits 3

A study of color theory and its applications to interior design. **(2:2). Lab fee.** *Interior Design Technology Discipline.* **W**

INDS 1345	Commercial Design I	Credits 3

A study of design principles applied to furniture layout and space planning for commercial interiors. **Prerequisite: INDS 1349 or INDS 2313. (2:2). Lab fee.** *Interior Design Technology Discipline.* **W**

INDS 1349	Fundamentals of Space Planning	Credits 3

The study of residential and light commercial spaces, including programming, codes, standards, space planning, drawings and presentations. **(2:2). Lab fee.** *Interior Design Technology Discipline.* **W**

INDS 1351	**History of Interiors I**	**Credits 3**

An historical survey of design in architecture, interiors, furnishings, and decorative elements from the ancient cultures through the Italian Renaissance time period with consideration of Spanish, French, English, and American. **(3:0).** *Interior Design Technology Discipline.* **W**

INDS 2305	**Interior Design Graphics**	**Credits 3**

Skill development in computer-generated graphics and technical drawings for interior design applications. **Prerequisite: INDS 1319. (2:2). Lab fee.** *Interior Design Technology Discipline.* **W**

INDS 2307	**Textiles for Interior Design**	**Credits 3**

The study of interior design textiles including characteristics, care, codes, and applications. **(2:2). Lab fee.** *Interior Design Technology Discipline.* **W**

INDS 2310	**Kitchen and Bath Design**	**Credits 3**

Principles of kitchen and bath design. Emphasizes programming, space planning, and universal design. Includes innovative products and finishes. **Prerequisites: INDS 1315 and INDS 1319 and INDS 1349**. **(2:2). Lab fee.** *Interior Design Technology Discipline.* **W**

INDS 2313	**Residential Design I**	**Credits 3**

The study of residential spaces, including the identification of client needs, programming, standards, space planning, drawings, and presentations. **(2:2). Lab fee.** *Interior Design Technology Discipline.* **W**

INDS 2315	**Lighting for Interior Designers**	**Credits 3**

Fundamentals of lighting design, including lamps, luminaires, lighting techniques, and applications for residential and commercial projects. **(2:2). Lab fee.** *Interior Design Technology Discipline.* **W**

INDS 2317	**Rendering Techniques**	**Credits 3**

A study of rendering techniques for formal interior design presentation, using a variety of media. **(2:2). Lab fee.** *Interior Design Technology Discipline.* **W**

INDS 2321	**Presentation Drawing**	**Credits 3**

An introduction to two- and three-dimensional presentations, including drawings with one- and two-point perspectives, plans, and elevations using a variety of media. **(2:2). Lab fee.** *Interior Design Technology Discipline.* **W**

INDS 2325	**Professional Practices for Interior Designers**	**Credits 3**

A study of business practices and procedures for interior designers, including professional ethics, project management, marketing, legal issues, and charging a client. **(3:0).** *Interior Design Technology Discipline.* **W**

INDS 2330	**Interior Design Building Systems**	**Credits 3**

An overview of building materials, mechanical systems, and construction techniques as applied to interior design. Discussion of codes, project sequencing and the interpretation of detailed working drawings. **Prerequisites: INDS 1319 and INDS 1349. (2:2). Lab fee.** *Interior Design Technology Discipline.* **W**

INDS 2337	**Portfolio Presentation**	**Credits 3**

A course in the preparation and presentation of a comprehensive interior design portfolio, including resume preparation, employment interview skills, and goal setting. Students must have fourth semester standing and program approval. **Prerequisites: INDS 1315 and INDS 1341 and INDS 1349 and INDS 2305 and INDS 2307 and INDS 2313 and INDS 2315 and INDS 2321 and INDS 2325. Corequisite: INDS 2387. (2:2). Lab fee.** *Interior Design Technology Discipline.* **W**

INDS 2371	**Advanced Kitchen and Bath**	**Credits 3**

Develops the skills for solving problems, concept and theme design, knowledge in producing professional working documents, ability in presenting the design concept, and processing the development of an advanced kitchen project and an advanced bathroom project from inception to completion. **Prerequisites: INDS 1315 and INDS 1319 and INDS 1349 and INDS 2310. (2:2). Lab fee.** *Interior Design Technology Discipline.* **W**

INDS 2372	**Project Management for Interior Design**	**Credits 3**

Includes skills and knowledge in project management such as preparing advanced construction documents and mastery of the interior design project phases, project schedules, timelines, and project budgets. **Prerequisites: INDS 1319 and INDS 1349 and INDS 2310 and INDS 2325 and INDS 2330. (2:2). Lab fee.** *Interior Design Technology Discipline.* **W**

INDS 2387	**Internship-Interior Design**	**Credits 3**

A work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. A learning plan is developed by the college and the employer. Students completing the Kitchen and Bath certificate are recommended to complete INDS 2310 before enrolling in this course. It is highly recommended that students in the Associate degree complete INDS 2313 and INDS 2307 before enrolling in this course. **Prerequisites: INDS 1315 and INDS 1319 and INDS 1341 and INDS 1349 and INDS 2305 and INDS 2315 and INDS 2321 and INDS 2325. (0:15).** *Interior Design Technology Discipline.* **W**

INMT 1305	**Introduction to Industrial Maintenance**	**Credits 3**

Basic mechanical skills and repair techniques common to most fields of industrial maintenance. Topics include precision measuring instruments and general safety rules common in industry, including lock-out/tag-out. **(2:4). Lab fee.** *Industrial Manufacturing Option Discipline.* **W**

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

INMT 1319	Manufacturing Processes	Credits 3

Exploration of a variety of methods used in manufacturing. Theory and application of processes including but not limited to metal forming, welding, machining, heat treating, plating, assembly procedures, and process control considerations, casting and injection molding. **(2:2).** *Industrial Manufacturing Option Discipline.* **W**

INMT 1370	Introduction to Computer for Industrial Applications	Credits 3

Provides an overview of basic computer hardware and software used in the industrial and manufacturing fields. Introduces hardware, software, systems and procedures used in plant automation and industrial maintenance. Explores the use of computer systems by technicians in manufacturing operations. Introduces basic maintenance and troubleshooting of hardware and software in the manufacturing environment. **(2:2). Lab fee.** *Industrial Manufacturing Option Discipline.* **W**

INMT 2280	Cooperative Education-Manufacturing Technology/Technician	Credits 2

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **(1:9).** *Industrial Manufacturing Option Discipline.* **W**

INMT 2334	Numerical Control/Computerized Numerical Control Programming (NC/CNC)	Credits 3

A study of the principles and concepts of numerical control through computer applications, specifically in the area of programming for the control of machine tools in computer integrated manufacturing (CIM). **(2:4). Lab fee.** *Machining Technology Discipline.* **W**

INMT 2345	Industrial Troubleshooting	Credits 3

An advanced study of the techniques used in troubleshooting various types of industrial equipment to include mechanical, electrical, hydraulic, and pneumatic systems and their control devices. Emphasis will be placed on the use of schematics and diagrams in conjunction with proper troubleshooting procedures. **(2:2). Lab fee.** *Industrial Manufacturing Option Discipline.* **W**

INRW 0310	Fundamentals of Integrated Reading & Writing	Credits 3

Integrates base level reading and writing to prepare students for INRW co-requisite support course (INRW 0311 or INRW 0312) by reinforcing essential knowledge of reading and writing strategies. Topics include applying critical reading skills for organizing, analyzing, and retaining material and developing written work appropriate to the audience, purpose, situation, and length of the assignment. This course integrates fundamental reading comprehension skills, vocabulary, and rate, with foundational skills in writing a variety of academic essays. Successful completion of the course includes a portfolio, reading assignments, and paragraph to short essay documents, and a grade of "C" or better. This course may not be counted toward graduation requirements. **Prerequisite: Placement by TSIA2 or equivalent. (3:0).** *English Discipline.*

INRW 0311	Integrated Reading & Writing	Credits 3

Integrates developmental Reading and Writing designed to prepare students for college credit level classes by reinforcing essential knowledge of reading and writing strategies. Topics include applying critical reading skills for organizing, analyzing, and retaining material and developing written work appropriate to the audience, purpose, situation, and length of the assignment. This course integrates fundamental reading comprehension skills, vocabulary, and rate, with foundational skills in writing a variety of academic essays. Successful completion of the course includes a portfolio and a grade of "C" or better. May not be counted toward graduation requirements. **Prerequisite: Placement by TSIA2 or equivalent; OR completion of INRW 0310 with a "C" or better. (3:0).** *English Discipline.*

INRW 0312	Discipline Focused-Integrated Reading & Writing	Credits 3

Integration of critical reading and academic writing skills. Successful completion of this course if taught at the upper (exit) levels fulfills TSI requirements for reading and/or writing. Students in this course must be co-enrolled in a content area. Course completion will be designated on a final average of 70% or above. **Prerequisite: Placement by TSIA2 or equivalent; OR completion of INRW 0310 with a "C" or better. (3:0).** *Reading Discipline.*

INRW 0313	Reading and Writing Academic Foundations	Credits 3

Integration of critical reading and academic writing skills for speakers of languages other than English. Successful completion of this course if taught at the upper (exit) level fulfills TSIA2 requirements for reading and/or writing. Advanced level. **Prerequisite: Placement by TSIA2 or equivalent; OR Placement by Accuplacer or equivalent; OR Completion of ESOL 0345 and ESOL 0355 with a "C" or better. (3:1). Lab fee.** *English as a Second Language Discipline.*

INSR 1209	Principles of Insurance	Credits 2

The overall concepts of the insurance industries based upon the profile of each of the industry types, organizational structures, and careers in the insurance industry. May prepare students to take the licensing exam sponsored by the Texas Department of Insurance. **(2:1)**. *Business Management Discipline.* **W**

INSR 1217	Insurance Customer Service Representative	Credits 2

Fundamental front-line customer service support for the delivery of information and quality service. Includes information about general insurance policies, terminology, and customer service procedures. May prepare students to take the licensing exam sponsored by the Texas Department of Insurance. **(2:1)**. *Business Management Discipline.* **W**

INSR 1351	Essentials of Risk Management	Credits 3

Risk management decision-making process with emphasis on identification and analysis of loss exposures and development of alternative techniques for the treatment of each exposure. **(3:0)**. *Business Management Discipline.* **W**

INSR 1372	Insurance Practice for Special Areas	Credits 3

Identifies Crisis Management and catastrophic events as a sudden, unexpected, unavoidable, and severe calamity or disaster that involves a large population and normally generates an extraordinarily large amount of loss. Identifies protection against legal liability for personal and commercial risks arising from ownership, maintenance, or use of business premises, defects in manufactured products and completed operations. **(3:0)**. *Business Management Discipline.* **W**

INSR 2311	Worker's Compensation and Medical Aspects of Claims	Credits 3

The history and rationale for the worker's compensation system and the rapidly changing regulatory environment. Topics include the importance of adequate medical knowledge in adjusting claims. **(3:0)**. *Business Management Discipline.* **W**

INSR 2340	Multiline Insurance Sales and Marketing	Credits 3

Prospecting and presentation, types of coverage, identifying client needs, terminology, and analyzing homeowners coverage. Includes information related to sales transitions, analyzing automobile and specialized coverage, tax implications, loss ratios and agent responsibilities. **(3:0)**. *Business Management Discipline.* **W**

ITCC 1314	CCNA 1: Introduction to Networks	Credits 3

This course covers networking architecture, structure, security, and functions; introduces the principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operations to provide a foundation for the curriculum. **Prerequisite: ITSC 1301. (3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITCC 1344	CCNA 2: Switching, Routing, and Wireless Essentials	Credits 3

Describes the architecture, components, and operations of routers and switches in small networks and introduces wireless local area networks (WLAN) and security concepts; provides an in-depth understanding of how routers and switches operate and are implemented in the LAN environment. **Prerequisite: ITCC 1314. (3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITCC 2320	CCNA 3: Enterprise Networking, Security, and Automation	Credits 3

Describes the architecture, components, operations, and security to scale for large, complex networks, including wide area network (WAN) technologies. Emphasizes network security concepts and introduces network virtualization and automation. **Prerequisite: ITCC 1344. (3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITNW 1308	Implementing and Supporting Client Operating Systems	Credits 3

The fundamentals of managing and configuring local, network, and distributed network clients. Topics may adapt to changes in industry practices. **(3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITNW 1309	Fundamentals of Cloud Computing	Credits 3

Introduction to cloud computing from a business and technical perspective, including cloud concepts, services, architecture, system integration, connectivity, data center migration, administration, security, compliance and technical support. Coverage includes preparation for industry certifications. Topics may adapt to changes in industry practices. **(3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITNW 1336	Cloud Deployment & Infrastructure Management	Credits 3

Focus on Cloud infrastructure, deployment, security models, and key considerations in migrating to Cloud computing. Includes the technologies and processes required to build on-premise and Cloud environments, including computation, storage, networking, virtualization, business continuity, security, and management. **(3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITNW 1353	Supporting Network Server Infrastructure	Credits 3

Installing, configuring, managing, and supporting a network infrastructure. **Prerequisite: ITNW 1308. (3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITNW 1354	Implementing and Supporting Servers	Credits 3

Implement, administer, and troubleshoot information systems that incorporate servers in a networked computing environment. **Prerequisite: ITCC 1314. (3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITSC 1301	Introduction to Computers	Credits 3

Overview of computer information systems. Introduces computer hardware, software, procedures, and human resources. Explores the integration of application usage and provides exploration on the impact within the business community and society as a whole. **(3:1).** *Information Technology Systems Discipline.* **W**

ITSC 1305	Introduction to PC Operating Systems	Credits 3

Introduction to personal computer operating systems including installation, configuration, file management, memory and storage management, control of peripheral devices, and use of utilities. **(3:1).** *Information Technology Systems Discipline.* **W**

ITSC 1316	Linux Installation and Configuration	Credits 3

Introduction to Linux operating system. Includes Linux installation, basic administration, utilities and commands, upgrading, networking, security, and application installation. Emphasizes hands-on setup, administration, and management of Linux. **(3:1).** *Information Technology Systems Discipline.* **W**

ITSC 2325	Advanced Linux	Credits 3

Provides instruction in advanced open-source Linux operating system. Develop directory services for clients, support users remotely, and install and configure network services. **Prerequisite: ITSC 1316. (3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITSC 2380	Cooperative Education-Computer and Information Sciences, General I	Credits 3

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. Students must have approval from ITSC Coordinator. **(1:20).** *Information Technology Systems Discipline.* **W**

ITSC 2381	Cooperative Education-Computer and Information Sciences, General II	Credits 3

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **Prerequisite: ITSC 2380. (1:20).** *Information Technology Systems Discipline.* **W**

ITSE 1307	Introduction to C++ Programming	Credits 3

Introduction to computer programming using C++. Emphasis on the fundamentals of object-oriented design with development, testing, implementation, and documentation. Includes language syntax, data and file structures, input/output devices, and files. **Prerequisite: ITSE 1329. (3:1).** *Information Technology Systems Discipline.* **W**

ITSE 1311	Beginning Web Programming	Credits 3

Skills development in web programming including mark-up and scripting languages. **Prerequisite: ITSC 1301 or ARTC 1325 or ARTC 1353. (3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITSE 1329	Programming Logic and Design	Credits 3

Problem-solving applying structured techniques and representation of algorithms using design tools. Includes testing, evaluation, and documentation. Topics may adapt to changes in industry practices. **(3:1).** *Information Technology Systems Discipline.* **W**

ITSE 1333	Mobile Applications Development	Credits 3

An overview of different mobile platforms and their development environments. **Prerequisite: ITSE 1329. (3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITSE 1345	Introduction to Oracle SQL	Credits 3

An introduction to the design and creation of relational databases using Oracle. Topics include storing, retrieving, updating, and displaying data using Structured Query Language (SQL). **(3:1).** *Information Technology Systems Discipline.* **W**

ITSE 1350	System Analysis and Design	Credits 3

Introduction to the planning, design, and construction of computer information systems using the systems development life cycle and other appropriate design tools. **Prerequisite: ITSE 1329. (3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITSE 1359	Introduction to Scripting Languages	Credits 3

Introduction to scripting languages including basic data types, control structures, regular expressions, input/output, and textual analysis. Topics may adapt to changes in industry practices. **Prerequisite: ITSE 1329 or ITSY 1300. (3:1).** *Information Technology Systems Discipline.* **W**

ITSE 2309	Database Programming	Credits 3

Database development using database programming techniques emphasizing database structures, modeling, and database access. **Prerequisite: ITSC 1301. (3:1).** *Information Technology Systems Discipline.* **W**

ITSE 2317	Java Programming	Credits 3

Java programming for applications and web applets. **Prerequisite: ITSE 1329. (3:1).** *Information Technology Systems Discipline.* **W**

ITSE 2349	Advanced Visual Basic Programming	Credits 3

Advanced Visual Basic programming including file access methods, data structures, modular programming, program testing and documentation. **Prerequisite: ITSE 1329. (3:1).** *Information Technology Systems Discipline.* **W**

ITSE 2380	Cooperative Education- Computer Programming /Programmer, General	Credits 3

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **(1:20).** *Information Technology Systems Discipline.* **W**

ITSW 1313	Introduction to Data Entry	Credits 3

Training in data input. Includes source documents, conversion of source data into computer input media, input record layout design, and input coding. **(3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITSW 2334	Advanced Spreadsheets	Credits 3

Advanced techniques for developing and modifying spreadsheets. Includes macros and data analysis functions. Includes fundamental concepts of spreadsheets and their design. Demonstrates formula creation to include function usage. Covers business analysis including what-if, charts, accounting and finance functions and protection of data. **Prerequisite: ITSC 1301 or BCIS 1305. (3:1).** *Information Technology Systems Discipline.* **W**

ITSY 1300	Fundamentals of Information Security	Credits 3

An introduction to information security including vocabulary and terminology, ethics, the legal environment, and risk management. Identification of exposures and vulnerabilities and countermeasures are addressed. The importance of appropriate planning, policies and controls is also discussed. **(3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITSY 2300	Operating System Security	Credits 3

Safeguard operating systems by demonstrating support skills and designing and implementing security processes. Identify security threats and monitor security implementations. Use best practices to configure operating systems to industry security standards. **(3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITSY 2301	Firewalls and Network Security Design	Credits 3

Identify elements of secure network design that may include segmentation, Firewall implementation or a combination thereof to mitigate various types of security threats and attacks. Use Best Practices to design, implement, and monitor a network security plan. Examine security incident postmortem reporting and ongoing network security activities. **(3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITSY 2330	Intrusion Detection	Credits 3

Computer information systems security monitoring, intrusion detection, and crisis management. Includes alarm management, signature configuration, sensor configuration, and troubleshooting components. Emphasizes identifying, resolving, and documenting network crises and activating the response team **(3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITSY 2342	Incident Response & Handling	Credits 3

In-depth coverage of incident response and incident handling, including identifying sources of attacks and security breaches; analyzing security logs; recovering the system to normal; performing postmortem analysis; and implementing and modifying security measures. **(3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITSY 2343	Computer System Forensics	Credits 3

In-depth study of system forensics including methodologies used for analysis of computer security breaches. Collect, document and evaluate evidence to perform postmortem analysis of a security breach. Students should have an understanding of basic computer hardware. **(3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

ITSY 2359	Security Assessment and Auditing	Credits 3

Comprehensive experience for the security curriculum. Synthesizes technical material covered in prior courses to monitor, audit, analyze, and revise computer and network security systems that ensure industry specific levels of protection are in place to assure regulatory compliance. **(3:1). Lab fee.** *Information Technology Systems Discipline.* **W**

K

KINE 1100	Conditioning	Credits 1

Develops physical fitness components such as flexibility, strength, and endurance through participation in calisthenics, aerobics, and jogging. **(0:3).** *Kinesiology Discipline.* **T**

KINE 1104	Jogging	Credits 1

Covers the basic skills of running, stretching, form, pace, and breathing. Includes students' participation. **(0:3).** *Kinesiology Discipline.* **T**

KINE 1108	Martial Arts	Credits 1

Covers the basic skills of self-defense, including blocks, strikes, kicks, form practice, and weapons application. Involves students' participation. **(0:3).** *Kinesiology Discipline.* **T**

KINE 1116	Basketball	Credits 1

Emphasizes the basic skills and techniques of playing basketball. Includes a review of the history, rules, and terminology of basketball. **(0:3).** *Kinesiology Discipline.* **T**

KINE 1120	Soccer	Credits 1

Covers the basic skills and techniques of soccer such as kicking, dribbling, trapping, passing, and heading. Includes a study of the history, rules, and terminology of soccer. **(0:3).** *Kinesiology Discipline.* **T**

KINE 1164	Introduction to Physical Fitness & Wellness	Credits 1

This course will provide an overview of the lifestyle necessary for fitness and health. Students will participate in physical activities and assess their fitness status. Students will be introduced to proper nutrition, weight management, cardiovascular health, flexibility, and strength training. **Prerequisite: KINE 1338. (0:3).** *Kinesiology Discipline.* **T**

KINE 1301	Foundations of Kinesiology	Credits 3

The purpose of this course is to provide students with an introduction to human movement that includes the historical development of physical education, exercise science, and sport. This course offers the student both an introduction to the knowledge base, as well as, information on expanding career opportunities. **(3:0).** *Kinesiology Discipline.* **T**

KINE 1306	First Aid	Credits 3

Instruction and practice for emergency care. Designed to enable students to recognize and avoid hazards within their environment, to render intelligent assistance in case of accident or sudden illness, and to develop skills necessary for the immediate and temporary care of the victim. Successful completion of the course may enable the student to receive a certificate from a nationally recognized agency. Provides CPR certification and Basic Life Support (BLS) for Healthcare providers through the American Heart Association. National Safety Council Certificates upon successful completion of the course. **(3:0).** *Kinesiology Discipline.* **T**

KINE 1338	Concepts of Physical Fitness	Credits 3

This course is designed to familiarize students with knowledge, understanding and values of health related fitness and its influence on the quality of life emphasizing the development and implementation of fitness programs. **(3:0).** *Kinesiology Discipline.* **T**

KINE 2100	Weight Training I	Credits 1

Presents the skills and techniques of weightlifting such as proper lifting, exercises, breathing, spotting, and safety procedures. Includes a review of the history, terminology, and principles of weight training. Includes students' participation. **(0:3).** *Kinesiology Discipline.* **T**

KINE 2116	Swimming I	Credits 1

Covers the basic principles and fundamental skills such as strokes, diving, floating, and breathing. Includes students' participation and is designed for beginners. **(0:3). Lab fee.** *Kinesiology Discipline.* **T**

KINE 2124	Volleyball I	Credits 1

Covers the basic skills, techniques, history, rules, and terminology of volleyball. Includes students' participation. **(0:3).** *Kinesiology Discipline.* **T**

L

LGLA 1301	Legal Research and Writing	Credits 3

Presents the fundamentals of legal research and writing emphasizing the paralegal's role including resources and processes used in legal research and writing. **Prerequisite: LGLA 1303. (3:0).** *Paralegal Discipline.* **W**

LGLA 1303	Legal Research	Credits 3

Presents legal research techniques emphasizing the paralegal's role. **(3:0).** *Paralegal Discipline.* **W**

LGLA 1307	Introduction to Law and the Legal Professions	Credits 3

Overview of the law and the legal professions including legal concepts, systems, and terminology; substantive areas of law and the federal and state judicial systems; ethical obligations and regulations; professional trends and issues with emphasis on the paralegal's role. **(3:0).** *Paralegal Discipline.* **W**

LGLA 1345	Civil Litigation	Credits 3

Presents fundamental concepts and procedures of civil litigation including pretrial, trial, and post-trial phases of litigation and emphasizes the paralegal's role in civil litigation. **(3:0).** *Paralegal Discipline.* **W**

LGLA 1351	Contracts	Credits 3

Presents fundamental concepts of contract law including formation, performance, and enforcement of contracts under the common law and the Uniform Commercial Code as well as a study of deceptive trade practices with emphasis on the paralegal's role in contract law. **(3:0).** *Paralegal Discipline.* **W**

LGLA 1353	Wills, Trusts and Probate Administration	Credits 3

Fundamental concepts of the law of wills, trusts, and probate administration emphasizing the paralegal's role. **(3:0).** *Paralegal Discipline.* **W**

LGLA 1355	Family Law	Credits 3

Fundamental concepts of family law including formal and informal marriages, divorce, annulment, marital property, and the parent-child relationship with emphasis on the paralegal's role in family law. **(3:0).** *Paralegal Discipline.* **W**

LGLA 1359	Immigration Law	Credits 3

Presents fundamental concepts of immigration law including substantive and procedural law related to visa applications, deportation, naturalization, and citizenship emphasizing the paralegal's role in immigration law. **(3:0).** *Paralegal Discipline.* **W**

LGLA 2303	Torts and Personal Injury Law	Credits 3

Fundamental concepts of tort and personal injury law including intentional torts, negligence, strict liability and the Medical Liability Act with emphasis on the paralegal's role. **(3:0).** *Paralegal Discipline.* **W**

LGLA 2309	Real Property	Credits 3

Presents fundamental concepts of real property law including the nature of real property, title rights and duties of ownership, preparation of documents, land use, voluntary and involuntary conveyances, and the recording of and searching for real estate documents emphasizing the paralegal's role in property law. **(3:0).** *Paralegal Discipline.* **W**

LGLA 2313	Criminal Law and Procedure	Credits 3

Fundamental concepts of criminal law and procedure from arrest to final disposition including principles of federal and state law emphasizing the role of the paralegal in the criminal justice system. **(3:0).** *Paralegal Discipline.* **W**

LGLA 2335	Advanced Civil Litigation	Credits 3

Implementation of advanced civil litigation techniques with emphasis on the paralegal's role. Builds upon skills acquired in prior civil litigation courses. **Prerequisite: LGLA 1345. (3:0).** *Paralegal Discipline.* **W**

LGLA 2380	Cooperative Education- Legal Assistant/Paralegal I	Credits 3

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. Students must be in second year standing and have program coordinator's approval to enroll in this course. **Prerequisites: LGLA 1303 and LGLA 1307 and LGLA 1345 and LGLA 2335. (1:15).** *Paralegal Discipline.* **W**

LGLA 2381	Cooperative Education- Legal Assistant/ Paralegal II	Credits 3

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **Prerequisite: LGLA 2380. (1:15).** *Paralegal Discipline.* **W**

M

MATH 0305	Intermediate Algebra	Credits 3

A study of relations and functions, inequalities, algebraic expressions and equations (absolute value, polynomial, radical, rational), with a special emphasis on linear and quadratic expressions and equations. May not be counted toward graduation requirements. **Prerequisite: Placement by TSIA2 or equivalent. (3:0).** *Mathematics Discipline.*

MATH 0404	Foundations of Mathematical Reasoning	Credits 4

Surveys a variety of mathematical topics needed to prepare students for college level statistics, quantitative reasoning, and/or algebra-based courses. Topics include numeracy with an emphasis on estimation and fluency with large numbers; evaluating expressions and formulas; rates, ratios, and proportions; percentages; solving equations; linear models; data interpretations including graphs and tables; verbal, algebraic and graphical representations of functions; and exponential models. May not be counted toward graduation requirements. **Prerequisite: Placement by TSIA2 or equivalent; OR completion of NCBM 0302 with a "C" or better. Corequisite: MATH 1342. (4:0).** *Mathematics Discipline.*

MATH 1314	College Algebra [C]	Credits 3

In-depth study and applications of polynomial, rational, radical, exponential and logarithmic functions, and systems of equations using matrices. Additional topics such as sequences, series, probability, and conics may be included. **Prerequisite: Placement at college-level Mathematics by TSIA2 or equivalent; OR completion of NCBM 0114 with a "CR" or NCBM 0314 with a "C" or better; OR concurrent enrollment in NCBM 0114 or NCBM 0314. (3:1). Lab fee.** *Mathematics Discipline.* **T**

MATH 1324	Mathematics for Business & Social Sciences [CF]	Credits 3

The application of common algebraic functions, including polynomial, exponential, logarithmic, and rational, to problems in business, economics, and the social sciences are addressed. The applications include mathematics of finance, including simple and compound interest and annuities; systems of linear equations; matrices; linear programming; and probability, including expected value. **Prerequisite: Placement at college-level Mathematics by TSIA2 or equivalent; OR completion of NCBM 0124 with a "CR" or NCBM 0324 with a "C" or better; OR concurrent enrollment in NCBM 0124 or NCBM 0324. (3:0).** *Mathematics Discipline.* **T**

MATH 1325	Calculus for Business & Social Sciences	Credits 3

This course is the basic study of limits and continuity, differentiation, optimization and graphing, and integration of elementary functions, with emphasis on applications in business, economics, and social sciences. This course is not a substitute for MATH 2413, Calculus I. **Prerequisite: MATH 1314 or MATH 1324 with a "C" or better. (3:0).** *Mathematics Discipline.* **T**

MATH 1332	Contemporary Mathematics (Quantitative Reasoning) [C]	Credits 3

Intended for Non-STEM (Science, Technology, Engineering, and Mathematics) majors. Topics include introductory treatments of sets and logic, financial mathematics, probability and statistics with appropriate applications. Number sense, proportional reasoning, estimation, technology, and communication should be embedded throughout the course. Additional topics may be covered. **Prerequisite: Placement at college-level Mathematics by TSIA2 or equivalent; OR completion of NCBM 0132 with a "CR"; OR concurrent enrollment in NCBM 0132. (3:0).** *Mathematics Discipline.* **T**

MATH 1342	Elementary Statistical Methods [CF]	Credits 3

Collection, analysis, presentation and interpretation of data, and probability. Analysis includes descriptive statistics, correlation and regression, confidence intervals, and hypothesis testing. Use of appropriate technology is recommended. **Prerequisite: Placement at college-level Mathematics by TSIA2 or equivalent; OR completion of NCBM 0142 with a "CR" or MATH 0404 with a "C" or better; OR concurrent enrollment in NCBM 0142 or MATH 0404. (3:0).** *Mathematics Discipline.* **T**

MATH 1350	Mathematics for Teachers I (Fundamentals of Mathematics I) [F]	Credits 3

This course is intended to build or reinforce a foundation in fundamental mathematics concepts and skills. It includes the conceptual development of the following: sets, functions, numeration systems, number theory, and properties of the various number systems with an emphasis on problem solving and critical thinking. This course is designed specifically for students who seek teacher certification. **Prerequisite: MATH 1314 or 1324 or 1342 with a "C" or better. (3:0).** *Mathematics Discipline.* **T**

MATH 1351	Mathematics for Teachers II (Fundamentals of Mathematics II) [F]	Credits 3

This course is intended to build or reinforce a foundation in fundamental mathematics concepts and skills. It includes the concepts of geometry, measurement, probability, and statistics with an emphasis on problem solving and critical thinking. **Prerequisite: MATH 1314 or MATH 1324 or MATH 1342 with a "C" or better. (3:0).** *Mathematics Discipline.* **T**

MATH 2305	Discrete Mathematics	Credits 3

A course designed to prepare math, computer science, and engineering majors for a background in abstraction, notation, and critical thinking for the mathematics most directly related to computer science. Topics include logic, relations, functions, basic set theory, countability and counting arguments, proof techniques, mathematical induction, combinatorics, discrete probability, recursion, sequence and recurrence, elementary number theory, graph theory, and mathematical proof techniques. **Prerequisite: MATH 2413 with a "C" or better. (3:0).** *Mathematics Discipline.* **T**

MATH 2314	Calculus II [C]	Credits 3

Differentiation and integration of transcendental functions; parametric equations and polar coordinates; techniques of integration; sequences and series; improper integrals. **Prerequisite: MATH 2413 with a "C" or better**. **(3:0).** *Mathematics Discipline.* **T**

MATH 2315	Calculus III	Credits 3

Advanced topics in calculus, including vectors and vector-valued functions, partial differentiation, Lagrange multipliers, multiple integrals, and Jacobians; application of the line integral, including Green's Theorem, the Divergence Theorem, and Stokes' Theorem. **Prerequisite: MATH 2314 with a "C" or better. (3:0).** *Mathematics Discipline.* **T**

MATH 2318	Linear Algebra	Credits 3

Introduces and provides models for application of the concepts of vector algebra. Topics include finite dimensional vector spaces and their geometric significance; representing and solving systems of linear equations using multiple methods, including Gaussian elimination and matrix inversion; matrices; determinants; linear transformations; quadratic forms; eigenvalues and eigenvector; and applications in science and engineering. **Prerequisite: MATH 2314 with a "C" or better. (3:0).** *Mathematics Discipline.* **T**

MATH 2320	Differential Equations	Credits 3

Ordinary differential equations, including linear equations, systems of equations, equations with variable coefficients, existence and uniqueness of solutions, series solutions, singular points, transform methods, and boundary value problems; application of differential equations to real-world problems. **Prerequisite: MATH 2314 with a "C" or better. (3:0).** *Mathematics Discipline.* **T**

MATH 2412	Pre-Calculus Math [C]	Credits 4

In-depth combined study of algebra, trigonometry, and other topics for calculus readiness. **Prerequisite: MATH 1314 with a "C" or better or by placement exam. (4:1). Lab fee.** *Mathematics Discipline.* **T**

MATH 2413	Calculus I [C]	Credits 4

Limits and continuity; the Fundamental Theorem of Calculus; definition of the derivative of a function and techniques of differentiation; applications of the derivative to maximizing or minimizing a function; the chain rule, mean value theorem, and rate of change problems; curve sketching; definite and indefinite integration of algebraic, trigonometric, and transcendental functions, with an application to calculation of areas. **Prerequisite: MATH 2412 with a "C" or better or by placement exam. (4:0).** *Mathematics Discipline.* **T**

MCHN 1305	Metals and Heat Treatment	Credits 3

Introduction to the properties of metals and principles of heat treatment. **(2:2). Lab fee.** *Machining Technology Discipline.* **W**

MCHN 1308	Basic Lathe	Credits 3

An introduction to the common types of lathes. Emphasis on basic parts, nomenclature, lathe operations, safety, machine mathematics, blueprint reading, and theory. **(2:4). Lab fee.** *Machining Technology Discipline.* **W**

MCHN 1313	Basic Milling Operations	Credits 3

An introduction to the common types of milling machines, part nomenclature, basic machine operations and procedures, safety, machine mathematics, blueprint reading, and theory. **(2:4). Lab fee.** *Machining Technology Discipline.* **W**

MCHN 1326	Introduction to Computer-Aided Manufacturing (CAM)	Credits 3

A study of Computer-Aided Manufacturing (CAM) software which is used to develop applications for manufacturing. Emphasis on tool geometry, tool selection, and the tool library. **(2:4). Lab fee.** *Machining Technology Discipline.* **W**

MCHN 1335	Grinders, Outside, Internal, Surface	Credits 3

An introduction to types and operation of outside diameter, internal diameter, and surface grinders. Emphasis on identification, selection, and replacement of grinding wheels, ring tools. **(2:4). Lab fee.** *Machining Technology Discipline.* **W**

MCHN 1438	Basic Machine Shop I	Credits 4

A course that introduces the student to machining fundamentals. The student will use basic machine tools including the lathe, milling machine, drill press, power saw, and bench grinder. Machine terminology, theory, math, part layout, and bench work using common measuring tools is included. Emphasis is placed on shop safety, housekeeping, and preventative maintenance. **(3:3). Lab fee.** *Machining Technology Discipline.* **W**

MCHN 2272	Electrical Discharge Machine	Credits 2

Introduces students to the Electrical Discharge Machine (EDM). Focuses on the operation of the EDM, calculation of machine settings, accuracy of electrodes and correct electrode design and construction. **(1:2). Lab fee.** *Machining Technology Discipline.* **W**

MCHN 2331	Operation of CNC Turning Centers	Credits 3

CNC operations with an emphasis on turning centers. **(2:4). Lab fee.** *Machining Technology Discipline.* **W**

MCHN 2334	Operation of CNC Machining Centers	Credits 3

CNC operations with an emphasis on machining centers. **(2:4). Lab fee.** *Machining Technology Discipline.* **W**

MDCA 1264	Practicum (or Field Experience)-Medical/ Clinical Assistant	Credits 2

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "C" or better is required in this course to take the next course. **Prerequisites: MDCA 1305 and MDCA 1310 and MDCA 1313 and MDCA 1409 and MDCA 1417 and MDCA 1421 and MDCA 1443 and MDCA 1448 and MDCA 1452. Corequisites: ECRD 1211 and MDCA 1370. (0:15). Professional Practice Insurance required.** *Medical Assisting Technology Discipline.* **W**

MDCA 1305	Medical Law and Ethics	Credits 3

Instruction in principles, procedures, and regulations involving legal and ethical relationships among physicians, patients, and medical assistants in ambulatory care settings. A grade of "C" or better is required in this course to take the next course. **Corequisite: MDCA 1409. (3:0).** *Medical Assisting Technology Discipline.* **W**

MDCA 1310	Medical Assistant Interpersonal and Communication Skills	Credits 3

Emphasis on the application of basic psychological principles and the study of behavior as they apply to special populations. Topics include procedures for self-understanding and social adaptability in interpersonal communication with patients and co-workers in an ambulatory care setting. A grade of "C" or better is required in this course to take the next course. **Prerequisite: MDCA 1421. Corequisite: MDCA 1417. (3:1). Lab fee.** *Medical Assisting Technology Discipline.* **W**

MDCA 1313	Medical Terminology for Medical Assistants	Credits 3

A study and practical application of a medical vocabulary system. Includes structure, recognition, analysis, definition, spelling, pronunciation, and combination of medical terms from prefixes, suffixes, roots, and combining forms. A grade of "C" or better is required in this course to take the next course. **(3:1). Lab fee.** *Medical Assisting Technology Discipline.* **W**

MDCA 1370	Procedures in a Clinical Setting II	Credits 3

Emphasizes the medical assistant's role(s) in emergency preparedness. Includes primary assessment in emergency situations, preparing for and responding to emergencies in the ambulatory care setting, understanding legal and ethical considerations of providing emergency care, and demonstrating appropriate interventions to prevent disease transmission in emergency situations. A grade of "C" or better is required in this course to take the next course. **Prerequisites: MDCA 1305 and MDCA 1310 and MDCA 1313 and MDCA 1409 and MDCA 1417. (2:2). Lab fee.** *Medical Assisting Technology Discipline.* **W**

MDCA 1371	Medical Assisting Credentialing Exam Review	Credits 3

Prepares for the Certified Medical Assistant (American Association of Medical Assistants) or Registered Medical Assistant (American Medical Technologists) credentialing exam. A grade of "C" or better is required in this course to take the next course. **Prerequisites: MDCA 1305 and MDCA 1310 and MDCA 1313 and MDCA 1409 and MDCA 1417 and MDCA 1421 and MDCA 1443 and MDCA 1448 and MDCA 1452. Corequisites: ECRD 1211 and MDCA 1264 and MDCA 1370. (3:0).** *Medical Assisting Technology Discipline.* **W**

MDCA 1409	Anatomy and Physiology for Medical Assistants	Credits 4

Emphasis on structure and function of human cells, tissues, organs, and systems with overview of common pathophysiology. A grade of "C" or better is required in this course to take the next course. **Corequisite: MDCA 1305. (4:0).** *Medical Assisting Technology Discipline.* **W**

MDCA 1417	Procedures in a Clinical Setting I	Credits 4

Emphasis on patient assessment, examination, and treatment as directed by physician. Includes vital signs, collection and documentation of patient information, asepsis, office clinical procedures, and other treatments as appropriate for ambulatory care settings. Lab coat is required for this course and will not be provided by the instructor. A grade of "C" or better is required in this course to take the next course. **Prerequisites: MDCA 1305 and MDCA 1313 and MDCA 1409. Corequisite: MDCA 1448. (3:3). Lab fee. Professional Practice Insurance required.** *Medical Assisting Technology Discipline.* **W**

MDCA 1421	Administrative Procedures	Credits 4

Medical office procedures including appointment scheduling, medical records creation and maintenance, interpersonal communications, bookkeeping tasks, coding, billing, collecting, third party reimbursement, credit arrangements, and computer use in the medical office. A grade of "C" or better is required in this course to take the next course. **Corequisites: MDCA 1305 and MDCA 1409. (3:3). Lab fee.** *Medical Assisting Technology Discipline.* **W**

MDCA 1443	Medical Insurance	Credits 4

Emphasizes medical office coding for payment and reimbursement by patient or third party payers for ambulatory care settings. A grade of "C" or better is required in this course to take the next course. **(3:3). Lab fee.** *Medical Assisting Technology Discipline.* **W**

MDCA 1448	Pharmacology & Administration of Medications	Credits 4

Instruction in concepts and application of pharmacological principles. Focuses on drug classifications, principles and procedures of medication administration, mathematical systems and conversions, calculation of drug problems, and medico-legal responsibilities of the medical assistant. Lab coat is required for this course and will not be provided by the instructor. A grade of "C" or better is required in this course to take the next course. **Prerequisites: MDCA 1305 and MDCA 1313 and MDCA 1409. Corequisite: MDCA 1417. (3:3). Lab fee.** *Medical Assisting Technology Discipline.* **W**

MDCA 1452	Medical Assistant Laboratory Procedures	Credits 4

Application of governmental health care guidelines. Includes specimen collection and handling, quality assurance, and quality control in performance of Clinical Laboratory Improvement Amendments (CLIA)-waived laboratory testing. A grade of "C" or better is required in this course to take the next course. **Prerequisites: MDCA 1305 and MDCA 1313 and MDCA 1409. (3:3). Lab fee. Professional Practice Insurance required.** *Medical Assisting Technology Discipline.* **W**

MLAB 1127	Coagulation	Credits 1

A course in coagulation theory, procedures, and practical applications. Includes quality control, quality assurance, lab safety, and laboratory procedures which rely on commonly performed manual and/or semi-automated methods. A grade of "C" or better is required in this course to take the next course. **Corequisite: MLAB 2360. (1:1). Lab fee.** *Medical Laboratory Technology Discipline.* **W**

MLAB 1201	Introduction to Clinical Laboratory Science	Credits 2

Introduction to medical laboratory science, structure, equipment, and philosophy. A grade of "C" or better is required in this course to take the next course. **(1:3). Lab fee.** *Medical Laboratory Technology Discipline.* **W**

MLAB 1211	Urinalysis and Body Fluids	Credits 2

An introduction to the study of urine and body fluid analysis. Includes the anatomy and physiology of the kidney, physical, chemical and microscopic examination of urine, cerebrospinal fluid, and other body fluids as well as quality control, quality assurance and lab safety. A grade of "C" or better is required in this course to take the next course. **(1:3). Lab fee.** *Medical Laboratory Technology Discipline.* **W**

MLAB 1231	Parasitology/ Mycology	Credits 2

A study of the taxonomy, morphology, and pathogenesis of human parasites and fungi, including the practical application of laboratory procedures, quality control, quality assurance, and lab safety. Includes the study of clinical virology. A grade of "C" or better is required in this course to take the next course. **Corequisite: MLAB 2462. (1:4). Lab fee.** *Medical Laboratory Technology Discipline.* **W**

MLAB 1235	Immunology/ Serology	Credits 2

An introduction to the theory and application of basic immunology, including the immune response, principles of antigen-antibody reactions, and the principles of serological procedures as well as quality control, quality assurance and lab safety. A grade of "C" or better is required in this course to take the next course. **(1:3). Lab fee.** *Medical Laboratory Technology Discipline.* **W**

MLAB 1415	Hematology	Credits 4

The study of blood cells in normal and abnormal conditions. Instruction in the theory and practical application of hematology procedures, including quality control, quality assurance, lab safety, manual and/or automated methods as well as blood cell maturation sequences, and normal and abnormal morphology with associated diseases. A grade of "C" or better is required in this course to take the next course. **Corequisites: MLAB 1211 and MLAB 1235. (3:4). Lab fee.** *Medical Laboratory Technology Discipline.* **W**

MLAB 2238	Advanced Topics in Medical Laboratory Technician/Assistant	Credits 2

This course examines the integration of all areas of the clinical laboratory and correlates laboratory test data with diagnostic applications and pathophysiology using critical thinking skills. A grade of "C or better is required in this course to take the next course. **Prerequisites: MLAB 1415 and MLAB 2431 and MLAB 2434. (2:0).** *Medical Laboratory Technology Discipline.* **W**

MLAB 2360	Clinical- Clinical/Medical Laboratory Technician	Credits 3

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Includes clinical practice in the areas of clinical chemistry and microbiology. A grade of "C" or better is required in this course to take the next course. **Prerequisite: MLAB 1201 and MLAB 1211 and MLAB 1235 and MLAB 1415. (0:13). Professional Practice Insurance required.** *Medical Laboratory Technology Discipline.* **W**

MLAB 2401	Clinical Chemistry	Credits 4

An introduction to the principles, procedures, physiological basis, and significance of testing performed in clinical chemistry. Includes quality control, reference values, and lab safety. A grade of "C" or better is required in this course to take the next course. **Corequisite: MLAB 2462. (3:4). Lab fee.** *Medical Laboratory Technology Discipline.* **W**

MLAB 2431	Immunohematology	Credits 4

A study of blood antigens and antibodies. Presents quality control, basic laboratory technique and lab safety. Includes the principles, procedures and clinical significance of test results in genetics, blood group systems, pre-transfusion testing, adverse effects of transfusions, donor selection and components, and hemolytic disease of the newborn. A grade of "C" or better is required in this course to take the next course. **Prerequisite: MLAB 1235. (3:4). Lab fee.** *Medical Laboratory Technology Discipline.* **W**

MLAB 2434	Clinical Microbiology	Credits 4

Instruction in the theory, practical application, and pathogenesis of clinical microbiology, including collection, quality control, quality assurance, lab safety, setup, identification, susceptibility testing, and reporting results. A grade of "C" or better is required in this course to take the next course. **Corequisite: MLAB 2360. (3:4). Lab fee.** *Medical Laboratory Technology Discipline.* **W**

MLAB 2461	Clinical- Clinical/Medical Laboratory Technician	Credits 4

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Includes clinical practice in the areas of clinical chemistry, microbiology, urinalysis, hematology, serology, immunohematology, coagulation. A grade of "C" or better is required in this course to take the next course. **Prerequisites: MLAB 2360 and MLAB 2431 and MLAB 2434. (0:13). Professional Practice Insurance required.** *Medical Laboratory Technology Discipline.* **W**

MLAB 2462	Clinical- Clinical/Medical Laboratory Technician	Credits 4

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Includes clinical practice in the areas of clinical chemistry, microbiology, urinalysis, hematology, serology, immunohematology, coagulation. A grade of "C" or better is required in this course to take the next course. **Prerequisites: MLAB 2461 and MLAB 2434. Corequisites: MLAB 1231 and MLAB 2238 and MLAB 2401. (0:15). Professional Practice Insurance required.** *Medical Laboratory Technology Discipline.* **W**

MRKG 1311	Principles of Marketing	Credits 3

Introduction to the marketing mix functions and process. Includes identification of consumer and organizational needs and explanation of environmental issues. Includes topics that will require the student to create a marketing plan for implementation in the U.S. or internationally. **(3:0).** *Business Management Discipline.* **W**

MRKG 2349	Advertising and Sales Promotion	Credits 3

Integrated marketing communications. Includes advertising principles and practices. Emphasizes multi-media of persuasive communication including buyer behavior, budgeting, and regulatory constraints. **(3:0).** *Business Management Discipline.* **W**

MRMT 1307	Medical Transcription I	Credits 3

Fundamentals of medical transcription with hands-on experience in transcribing actual physician dictation including basic reports such as history and physicals, discharge summaries, consultations, operative reports, and other medical reports. Utilizes technology compatible with industry standards. Designed to develop speed and accuracy. A grade of "C" or better is required in this course to take the next course. **(2:3). Lab fee.** *Health Information Management Discipline.* **W**

MRMT 1370	Introduction To Medical Transcription	Credits 3

Introduces the field of medical transcription. Emphasizes English and style essentials, word processing basics, and efficiency exercises for medical transcriptionists. A grade of "C" or better is required in this course to take the next course. **(3:0).** *Health Information Management Discipline.* **W**

MRMT 2357	Advanced Medical Transcription	Credits 3

Application of highly developed medical transcription skills. Includes use of technology and medical resources to produce correct medical documents from their inception as dictated materials to their inclusion in the patient health record. A grade of "C" or better is required in this course to take the next course. **(2:3). Lab fee.** *Health Information Management Discipline.* **W**

MRMT 2433	Medical Transcription II	Credits 4

Transcription of medical reports with increasing speed and accuracy including history and physicals, consultations, discharge summaries, operative reports, and other medical reports. A grade of "C" or better is required in this course to take the next course. **(3:4). Lab fee.** *Health Information Management Discipline.* **W**

MRMT 2462	Clinical-Medical Transcription/ Transcriptionist I	Credits 4

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **(0:18). Professional Practice Insurance required.** *Health Information Management Discipline.* **W**

MRMT 2463	Clinical-Medical Transcription/ Transcriptionist II	Credits 4

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **(0:16). Professional Practice Insurance required.** *Health Information Management Discipline.* **W**

MUAP 1101	Introduction to Individual Instruction in Stringed Instrument I [F]	Credits 1

Provides individual instruction for the non-music major or an entering music major needing remedial work on violin, viola, cello, or string bass. This course is available when the principal instrument is in the string group. Provides one half- hour lesson per week. **(1:0).** *Music Discipline.* **T**

MUAP 1102	Introduction to Individual Instruction in Stringed Instrument II [F]	Credits 1

Continues individual instruction for the non-music major or an entering music major needing remedial work on violin, viola, cello, or string bass. This course is available when the principal instrument is in the string group. Provides one half- hour lesson per week. Must attend weekly departmental/studio recitals and perform twice in recital and a jury at the end of the semester. **(1:0).** *Music Discipline.* **T**

MUAP 1117	Introduction to Individual Instruction in Woodwind Instrument I [F]	Credits 1

Provides individual instruction for the non-music major or an entering music major needing remedial work on flute, oboe, clarinet, saxophone, or bassoon. This course is available when the principal instrument is in the woodwind group. Provides one half-hour lesson per week. **(1:0).** *Music Discipline.* **T**

MUAP 1118	Introduction to Individual Instruction in Woodwind Instrument II [F]	Credits 1

Continues individual instruction for the non-music major or an entering music major needing remedial work on flute, oboe, clarinet, saxophone, or bassoon. This course is available when the principal instrument is in the woodwind group. Provides one half-hour lesson per week. Must attend weekly departmental/studio recitals and perform twice in recital and a jury at the end of the semester. **(1:0).** *Music Discipline.* **T**

MUAP 1137	Introduction to Individual Instruction in Brass Instrument I [F]	Credits 1

Provides individual instruction for the non-music major or an entering music major needing remedial work on trumpet, horn, trombone, euphonium, or tuba. This course is available when the principal instrument is in the brass family. Provides one half-hour lesson per week **(1:0).** *Music Discipline.* **T**

MUAP 1138	Introduction to Individual Instruction in Brass Instrument II [F]	Credits 1

Continues individual instruction for the non-music major or an entering music major needing remedial work on trumpet, horn, trombone, euphonium, or tuba. This course is available when the principal instrument is in the brass family. Provides one half-hour lesson per week. Must attend weekly departmental/studio recitals and perform twice in recital and a jury at the end of the semester. **(1:0).** *Music Discipline.* **T**

MUAP 1157	Introduction to Individual Instruction in Percussion Instrument I [F]	Credits 1

Provides individual instruction for the non-music major or an entering music major needing remedial work on percussion instruments. This course is available when the principal instrument is in the percussion family. Provides one half-hour lesson per week. **(1:0).** *Music Discipline.* **T**

MUAP 1158	Introduction to Individual Instruction in Percussion Instrument II [F]	Credits 1

Continues individual instruction for the non-music major or an entering music major needing remedial work on percussion instruments. This course is available when the principal instrument is in the percussion family. Provides one half-hour lesson per week. Must attend weekly departmental/studio recitals and perform twice in recital and a jury at the end of the semester. **(1:0).** *Music Discipline.* **T**

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

MUAP 1161	Introduction to Individual Instruction in Guitar Instrument I [F]	Credits 1

Provides individual instruction for the non-music major or an entering music major needing remedial work on guitar instruments. This course is available when the principal instrument is in the guitar family. Provides one half-hour lesson per week. **(1:0).** *Music Discipline.* **T**

MUAP 1162	Introduction to Individual Instruction in Guitar Instrument II [F]	Credits 1

Provides individual instruction for the non-music major or an entering music major needing remedial work on guitar instruments. This course is available when the principal instrument is in the guitar family. Provides one half-hour lesson per week. Must attend weekly departmental/studio recitals and perform twice in recital and a jury at the end of the semester. **(1:0).** *Music Discipline.* **T**

MUAP 1165	Introduction to Individual Instruction in Keyboard Instrument I [F]	Credits 1

Provides individual instruction for the non-music major or an entering music major needing remedial work on keyboard instruments. This course is available when the principal instrument is in the keyboard family. Provides one half-hour lesson per week. **(1:0).** *Music Discipline.* **T**

MUAP 1166	Introduction to Individual Instruction in Keyboard Instrument II [F]	Credits 1

Continues individual instruction for the non-music major or an entering music major needing remedial work on keyboard instruments. This course is available when the principal instrument is in the keyboard family. Provides one half-hour lesson per week. Must attend weekly departmental/studio recitals and perform twice in recital and a jury at the end of the semester. **(1:0).** *Music Discipline.* **T**

MUAP 1181	Introduction to Individual Instruction in Voice Instrument I [F]	Credits 1

Provides individual instruction for the non-music major or an entering music major needing remedial vocal work. This course is available when the principal instrument is voice. Provides one half-hour lesson per week. **(1:0).** *Music Discipline.* **T**

MUAP 1182	Introduction to Individual Instruction in Voice Instrument II [F]	Credits 1

Continues individual instruction for the non-music major or an entering music major needing remedial vocal work. This course is available when the principal instrument is voice. Provides one half-hour lesson per week. Must attend weekly departmental/studio recitals and perform twice in recital and a jury at the end of the semester. **(1:0).** *Music Discipline.* **T**

MUAP 1201	Individual Instruction in Stringed Instrument I [F]	Credits 2

Provides individual study of violin, viola, cello, bass, and string bass. This course is required when the principal instrument is in the string group. Provides one one-hour lesson and nine practice hours per week. **(2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 1202	Individual Instruction in Stringed Instrument II [F]	Credits 2

Continues individual study of violin, viola, cello, bass, and string bass. This course is required when the principal instrument is in the string group. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 1201. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 1217	Individual Instruction in Woodwind Instrument I [F]	Credits 2

Provides individual study of flute, oboe, clarinet, saxophone, and other instruments in the woodwind group. This course is required when the principal instrument is in the woodwind group. Provides one one-hour lesson and nine practice hours per week. **(2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 1218	Individual Instruction in Woodwind Instrument II [F]	Credits 2

Continues individual study of flute, oboe, clarinet, saxophone, and other instruments in the woodwind group. This course is required when the principal instrument is in the woodwind group. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 1217. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 1237	Individual Instruction in Brass Instrument I [F]	Credits 2

Provides individual study of trumpet, trombone, French horn, tuba, baritone, sousaphone, and other instruments in the brass group. This course is required when the principal instrument is in the brass group. Provides one one-hour lesson and nine practice hours per week. **(2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 1238	Individual Instruction in Brass Instrument II [F]	Credits 2

Continues individual study of trumpet, trombone, French horn, tuba, baritone, sousaphone and other instruments in the brass group. This course is required when the principal instrument is in the brass group. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 1237. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 1257	Individual Instruction in Percussion Instrument I [F]	Credits 2

Provides individual study of snare drum, kettledrum, bass drum, cymbals, bells, and other percussion instruments. This course is required when the principal instrument is percussion. Provides one one-hour lesson and nine practice hours per week. **(2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 1258	Individual Instruction in Percussion Instrument II [F]	Credits 2

Continues individual study of snare drum, kettledrum, bass drum, cymbals, bells, and other percussion instruments. This course is required when the principal instrument is percussion. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 1257. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 1261	Individual Instruction in Guitar Instrument I [F]	Credits 2

Provides individual study of guitar. This course is required when guitar is the principal instrument. Provides one one-hour lesson and nine practice hours per week. **(2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 1262	Individual Instruction in Guitar Instrument II [F]	Credits 2

Continues individual study of guitar. This course is required when guitar is the principal instrument. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 1261. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 1265	Individual Instruction in Keyboard Instrument I [F]	Credits 2

Provides individual study of piano and other keyboard instruments. This course is required when the principal instrument is in the keyboard group. Provides one one-hour lesson and nine practice hours per week. **(2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 1266	Individual Instruction in Keyboard Instrument II [F]	Credits 2

Continues individual study of piano and other keyboard instruments. This course is required when the principal instrument is in the keyboard group. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 1265. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 1281	Individual Instruction in Voice I [F]	Credits 2

Provides individual study of voice. This course is required when the principal instrument is voice. Provides one one-hour lesson and nine practice hours per week. **(2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 1282	Individual Instruction in Voice II [F]	Credits 2

Continues individual study of voice. This course is required when the principal instrument is voice. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 1281. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 2201	Individual Instruction in Stringed Instrument III [F]	Credits 2

Continues individual study of violin, viola, cello, bass, and string bass. This course is required when the principal instrument is in the string group. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 1202. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 2202	Individual Instruction in Stringed Instrument IV [F]	Credits 2

Continues individual study of violin, viola, cello, bass, and string bass. This course is required when the principal instrument is in the string group. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 2201. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 2219	Individual Instruction in Woodwind Instrument III [F]	Credits 2

Continues individual study of flute, oboe, clarinet, saxophone, and other instruments in the woodwind group. This course is required when the principal instrument is in the woodwind group. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 1218. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 2220	Individual Instruction in Woodwind Instrument IV [F]	Credits 2

Continues individual study of flute, oboe, clarinet, saxophone, and other instruments in the woodwind group. This course is required when the principal instrument is in the woodwind group. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 2219. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 2239	Individual Instruction in Brass Instrument III [F]	Credits 2

Continues individual study of trumpet, trombone, French horn, tuba, baritone, sousaphone, and other instruments in the brass group. This course is required when the principal instrument is in the brass group. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 1238. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 2240	Individual Instruction in Brass Instrument IV [F]	Credits 2

Continues individual study of trumpet, trombone, French horn, tuba, baritone, sousaphone, and other instruments in the brass group. This course is required when the principal instrument is in the brass group. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 2239. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 2259	Individual Instruction in Percussion Instrument III [F]	Credits 2

Continues individual study of snare drum, kettledrum, bass drum, cymbals, bells, and other percussion instruments. This course is required when the principal instrument is percussion. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 1258. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 2260	Individual Instruction in Percussion Instrument IV [F]	Credits 2

Continues individual study of snare drum, kettledrum, bass drum, cymbals, bells, and other percussion instruments. This course is required when the principal instrument is percussion. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 2259. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 2261	Individual Instruction in Guitar Instrument III [F]	Credits 2

Continues individual study of guitar. This course is required when guitar is the principal instrument. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 1262. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 2262	Individual Instruction in Guitar Instrument IV [F]	Credits 2

Continues individual study of guitar. This course is required when guitar is the principal instrument. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 2261. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 2267	Individual Instruction in Keyboard Instrument III [F]	Credits 2

Continues individual study of piano and other keyboard instruments. This course is required when the principal instrument is in the keyboard group. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 1266. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 2268	Individual Instruction in Keyboard Instrument IV [F]	Credits 2

Continues individual study of piano and other keyboard instruments. This course is required when the principal instrument is in the keyboard group. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 2267. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 2283	Individual Instruction in Voice III [F]	Credits 2

Continues individual study of voice. This course is required when the principal instrument is voice. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 1282. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUAP 2284	Individual Instruction in Voice IV [F]	Credits 2

Continues individual study of voice. This course is required when the principal instrument is voice. Provides one one-hour lesson and nine practice hours per week. **Requires Music Coordinator's approval. Prerequisite: MUAP 2283. (2:0). Individual Instruction fee.** *Music Discipline.* **T**

MUEN 1121	Concert Band I [F]	Credits 1

Provides rehearsal and performance of contemporary and traditional concert band literature. Open to all brass, woodwind, and percussion instrumentalists with previous experience and music-reading proficiency. Students must provide their own instrument. Three rehearsal hours per week. **(0:3).** *Music Discipline.* **T**

MUEN 1122	Concert Band II [F]	Credits 1

Continues rehearsal and performance of contemporary and traditional concert band literature. Open to all brass, woodwind, and percussion instrumentalists with previous experience and music-reading proficiency. Students must provide their own instrument. Three rehearsal hours per week. **Prerequisite: MUEN 1121. (0:3).** *Music Discipline.* **T**

MUEN 1123	Orchestra I [F]	Credits 1

Provides rehearsal and performance of contemporary and traditional orchestral literature. Open to all string, brass, woodwind, and percussion instrumentalists with previous experience and music-reading proficiency. Students must provide their own instrument. Three rehearsal hours per week. **(0:3).** *Music Discipline.* **T**

MUEN 1124	Orchestra II [F]	Credits 1

Continues rehearsal and performance of contemporary and traditional orchestral literature. Open to all string, brass, woodwind, and percussion instrumentalists with previous experience and music-reading proficiency. Students must provide their own instrument. Three rehearsal hours per week. **Prerequisite: MUEN 1123. (0:3).** *Music Discipline.* **T**

MUEN 1133	Guitar Ensemble I [F]	Credits 1

Provides ensemble instruction in folk, classical, and contemporary music presentation. **(0:3).** *Music Discipline.* **T**

MUEN 1134	Guitar Ensemble II [F]	Credits 1

Continues ensemble instruction in folk, classical, and contemporary music presentation. **Prerequisite: MUEN 1133. (0:3).** *Music Discipline.* **T**

MUEN 1141	Chorus I [F]	Credits 1

Trains students in popular, classical, and contemporary ensemble music presentation. Choral techniques and group vocal placement, breathing, and diction are taught. **(0:3).** *Music Discipline.* **T**

MUEN 1142	Chorus II [F]	Credits 1

Continues training students in popular, classical, and contemporary ensemble music presentation. Choral techniques and group vocal placement, breathing, and diction are taught. **Prerequisite: MUEN 1141. (0:3).** *Music Discipline.* **T**

MUEN 2121	Concert Band III [F]	Credits 1

Continues rehearsal and performance of contemporary and traditional concert band literature. Open to all brass, woodwind, and percussion instrumentalists with previous experience and music-reading proficiency. Students must provide their own instrument. Three rehearsal hours per week. **Prerequisite: MUEN 1122. (0:3).** *Music Discipline.* **T**

MUEN 2122	Concert Band IV [F]	Credits 1

Continues rehearsal and performance of contemporary and traditional concert band literature. Open to all brass, woodwind, and percussion instrumentalists with previous experience and music-reading proficiency. Students must provide their own instrument. Three rehearsal hours per week. **Prerequisite: MUEN 2121. (0:3).** *Music Discipline.* **T**

MUEN 2123	Orchestra III [F]	Credits 1

Continues rehearsal and performance of contemporary and traditional orchestral literature. Open to all string, brass, woodwind, and percussion instrumentalists with previous experience and music-reading proficiency. Students must provide their own instrument. Three rehearsal hours per week. **Prerequisite: MUEN 1124. (0:3).** *Music Discipline.* **T**

MUEN 2124	Orchestra IV [F]	Credits 1

Continues rehearsal and performance of contemporary and traditional orchestral literature. Open to all string, brass, woodwind, and percussion instrumentalists with previous experience and music-reading proficiency. Students must provide their own instrument. Three rehearsal hours per week. **Prerequisite: MUEN 2123. (0:3).** *Music Discipline.* **T**

MUEN 2133	Guitar Ensemble III [F]	Credits 1

Continues ensemble instruction in folk, classical, and contemporary music presentation. **Prerequisite: MUEN 1134. (0:3).** *Music Discipline.* **T**

MUEN 2134	Guitar Ensemble IV [F]	Credits 1

Continues ensemble instruction in folk, classical, and contemporary music presentation. **Prerequisite: MUEN 2133. (0:3).** *Music Discipline.* **T**

MUEN 2141	Chorus III [F]	Credits 1

Continues training students in popular, classical, and contemporary ensemble music presentation. Choral techniques and group vocal placement, breathing, and diction are taught. **Prerequisite: MUEN 1142. (0:3).** *Music Discipline.* **T**

MUEN 2142	Chorus IV [F]	Credits 1

Continues training students in popular, classical, and contemporary ensemble music presentation. Choral techniques and group vocal placement, breathing, and diction are taught. **Prerequisite: MUEN 2141. (0:3).** *Music Discipline.* **T**

MUSB 1305	Survey of the Music Business	Credits 3

An overview of the music industry including songwriting, live performance, the record industry, music merchandising, contracts and licenses, and career opportunities. **(3:0).** *Music Discipline.* **W**

MUSB 1341	Concert Promotion and Venue Management	Credits 3

Includes considerations in purchasing a club, concert promotion and advertising, talent buying, city codes, insurance, Texas Alcoholic Beverage Commission Regulation, performance rights organization licenses, personnel management, and concert production and administration. **Prerequisite: MUSB 1305. (2:4).** *Music Discipline.* **W**

MUSB 2186	Internship - Music Management	Credits 1

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. **Prerequisites: MUSC 1327 and MUSC 1331. (0:6).** *Music Discipline.* **W**

MUSB 2302	Performance and Promotion for Independent Artists	Credits 3

The theory and techniques of surviving as a modern independent band or artist. **Prerequisite: MUSB 1305. (2:4).** *Music Discipline.* **W**

MUSB 2305	Music Publishing	Credits 3

The administrative and marketing aspects of music publishing including the application of current copyright law, developing songwriters, rights exploration, and royalty collection. **Prerequisite: MUSB 1305. (3:0).** *Music Discipline.* **W**

MUSB 2309	The Record Industry	Credits 3

Overview of the record industry and the organization of large and small record companies. Emphasizes record company function such as artist and repertoire (A & R), promotion, marketing business affairs, and administration and distribution including Internet-based distribution. **(2:4).** *Music Discipline.* **W**

MUSB 2345	Live Music and Talent Management	Credits 3

An examination of the role, scope, and activities of the talent manager including establishing the artist/manager relationship; planning the artist's career; and developing goals, strategies, and tactics with an overall view of the live music business. **Prerequisite: MUSB 1305. (2:2).** *Music Discipline.* **W**

MUSB 2350	Commercial Music Project	Credits 3

The primary objective of this course is to apply the skills learned in other Commercial Music courses. This is a hands-on project-oriented course aimed at helping students create a portfolio of their work. Artists and their music will be the focus. Each student must design and complete his/her own project with instructor approval. **Prerequisite: MUSC 1331. (2:4). Lab fee.** *Music Discipline.* **W**

MUSB 2355	Legal Aspects of the Entertainment Industry	Credits 3

Copyright law and the various agreements used in the entertainment industry. Emphasizes contracts used by music publishers, record companies, artist managers, record producers, film and television producers, and booking agencies. **(3:0).** *Music Discipline.* **W**

MUSB 2386	Internship - Music Management	Credits 3

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. **Prerequisites: MUSB 1305, MUSB 1341, MUSB 2302 and MUSB 2345. Corequisite: MUSB 2355. (0:9).** *Music Discipline.* **W**

MUSC 1325	Acoustics	Credits 3

Principles of sound in air, sound in recording, and sound reinforcement. Topics include acoustical properties of studios, live performance facilities, resonance, and electronic and acoustic control. **(2:4).** *Music Discipline.* **W**

MUSC 1327	Audio Engineering I	Credits 3

The tools, personnel and standard workflow of a recording studio. Topics include fundamentals of sound and overview of tracking, editing, and mixing audio. **(2:2). Lab fee.** *Music Discipline.* **W**

MUSC 1331	MIDI I	Credits 3

Exploration of Musical Instrument Digital Interface (MIDI) systems and applications. Includes the MIDI language and applications in the studio environment using software-based sequencing programs. **(2:2). Lab fee.** *Music Discipline.* **W**

MUSC 1405	Live Sound I	Credits 4

An overview of the field of live sound. Includes principles of live sound and the theory and interconnection of the components of a sound reinforcement system. **(2:4). Lab fee.** *Music Discipline.* **W**

MUSC 2327	Audio Engineering II	Credits 3

Implementation of the recording process, including microphones, audio console, multi-track recorder, and signal processing devices. **Prerequisite: MUSC 1327. (2:4). Lab fee.** *Music Discipline.* **W**

MUSC 2330	Commercial Music Arranging and Composition	Credits 3

Presentation of techniques for arranging and composing projects in the commercial music industry. **(2:4).** *Music Discipline.* **W**

MUSC 2347	Audio Engineering III	Credits 3

Advanced techniques in recording and manipulation of audio. Includes digital audio editing, recording techniques, and signal processing. **Prerequisite: MUSC 2327. (2:4). Lab fee.** *Music Discipline.* **W**

MUSC 2355	MIDI II	Credits 3

Advanced MIDI concepts and techniques. Includes synchronizing MIDI and audio and advanced sequencer operation. **(2:2). Lab fee.** *Music Discipline.* **W**

MUSC 2403	Live Sound II	Credits 4

Overview of stage monitor systems. Includes monitor systems set-up and operation and stage management. Also covers interactivity between sound management, performance quality and audience experience. **Prerequisite: MUSC 1405. (2:4). Lab fee.** *Music Discipline.* **W**

MUSC 2448	Audio Engineering IV	Credits 4

Continued enhancement of recording, mixing, arranging, and editing. Includes the role of the producer in session planning, communication, budgeting, business aspects, technical considerations, and music markets. **Prerequisite: MUSC 2347. (2:4). Lab fee.** *Music Discipline.* **W**

MUSI 1116	Sight Singing & Ear Training I [F]	Credits 1

Singing tonal music in treble and bass clefs, and aural study of elements of music, such as scales, intervals and chords, and dictation of basic rhythm, melody and diatonic harmony. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. Corequisite: MUSI 1311. (1:1).** *Music Discipline.* **T**

MUSI 1117	Sight Singing & Ear Training II [F]	Credits 1

Singing tonal music in various clefs, continued aural study of the elements of music, and dictation of intermediate rhythm, melody and diatonic harmony. **Prerequisite: MUSI 1116. Corequisite: MUSI 1312. (1:1).** *Music Discipline.* **T**

MUSI 1181	Piano Class I	Credits 1

Beginning class instruction in the fundamentals of keyboard technique. Open to all. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (0:3). Lab fee.** *Music Discipline.* **T**

MUSI 1182	Piano Class II	Credits 1

Advanced beginning class instruction in the fundamentals of keyboard technique. Open to all. **Prerequisite: MUSI 1181. (0:3). Lab fee.** *Music Discipline.* **T**

MUSI 1192	Guitar Class	Credits 1

Class instruction in fundamental guitar playing, including technique, music-reading, fretboard theory, melodic and harmonic realizations. Open to all. **(0:3).** *Music Discipline.* **T**

MUSI 1306	Music Appreciation [C]	Credits 3

Understanding music through the study of cultural periods, major composers, and musical elements, illustrated with audio recordings and live performances. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Music Discipline.* **T**

MUSI 1307	Music Literature [F]	Credits 3

A survey of the styles and forms of music as it developed from the middle ages to the present. This course will familiarize the student with cultural context, terminology, genres, and notation. Recommended for students with some background in music and assumes the ability to read music. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (2:3).** *Music Discipline.* **T**

MUSI 1310	American Music [C]	Credits 3

A general survey of various styles of music of the Americas, including but not limited to jazz, folk, rock, and contemporary music. Open to all. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Music Discipline.* **T**

MUSI 1311	Music Theory I [F]	Credits 3

The study of analysis and writing of tonal melody and diatonic harmony, including fundamental music concepts, scales, intervals, chords, seventh chords, and early four-part writing. Analysis of small compositional forms. Optional correlated study at the keyboard. Open to all. **Corequisite: MUSI 1116. (2:4). Lab Fee.** *Music Discipline.* **T**

MUSI 1312	Music Theory II [F]	Credits 3

The study of analysis and writing of tonal melody and diatonic harmony, including all diatonic chords and seventh chords in root position and inversions, non-chord tones, and functional harmony. Introduction to more complex topics, such as modulation, may occur. Optional correlated study at the keyboard. Open to all. **Prerequisite: MUSI 1311 with a "C" or better, or with permission from the Music Program Coordinator. Corequisite: MUSI 1117. (3:0).** *Music Discipline.* **T**

MUSI 2116	Sight Singing & Ear Training III [F]	Credits 1

Singing more difficult tonal music in various clefs, aural study including dictation of more complex rhythm, melody, chromatic harmony, and extended tertian structures. **Prerequisite: MUSI 1117. Corequisite: MUSI 2311. (1:1).** *Music Discipline.* **T**

MUSI 2117	Sight Singing & Ear Training IV [F]	Credits 1

Singing advanced tonal music and introduction of modal and post-tonal melodies. Aural study including dictation of advanced rhythm, melody, and harmony. **Prerequisite: MUSI 2116. Corequisite: MUSI 2312. (1:1).** *Music Discipline.* **T**

MUSI 2311	Music Theory III [F]	Credits 3

Advanced harmony voice leading, score analysis and writing of more advanced tonal harmony including chromaticism and extended-tertian structures. Optional correlated study at the keyboard. Open to all. **Prerequisite: MUSI 1312 with a "C" or better, or with permission from the Music Program Coordinator. Corequisite: MUSI 2116. (3:0).** *Music Discipline.* **T**

MUSI 2312	Music Theory IV [F]	Credits 3

Continuation of advanced chromaticism and survey of analytical and compositional procedures in post-tonal music. Optional correlated study at the keyboard. Open to all. **Prerequisite: MUSI 2311 with a "C" or better, or with permission from the Music Program Coordinator. Corequisite: MUSI 2117. (3:0).** *Music Discipline.* **T**

N

NCBM 0114	Non-Course Based Instruction for MATH 1314	Credits 1

Reviews the material covered in MATH 1314, College Algebra. This material is reordered for a "just-in-time" to complement the MATH 1314 material. This course is a Non-Course Based Option that supports students whose placement scores indicate that they can succeed in MATH 1314 with co-enrollment in NCBM 0114. **Prerequisite: Placement by TSIA2 or equivalent. Corequisite: MATH 1314. (1:0).** *Mathematics Discipline.*

NCBM 0124	Non-Course Based Instruction for MATH 1324	Credits 1

Reviews the material covered in MATH 1324, Mathematics for Business & Social Sciences. This material is reordered for a "just-in-time" to complement the MATH 1324 material. This course is a Non-Course Based Option that supports students whose placement scores indicate that they can succeed in MATH 1324 with co-enrollment in NCBM 0124. **Prerequisite: Placement by TSIA2 or**

equivalent. **Corequisite: MATH 1324. (1:0).** *Mathematics Discipline.*

NCBM 0132	Non-Course Based Instruction for MATH 1332	Credits 1

Reviews the material covered in MATH 1332, Contemporary Mathematics (Quantitative Reasoning). This material is reordered for a "just-in-time" to complement the MATH 1332 material. This course is a Non-Course Based Option that supports students whose placement scores indicate that they can succeed in MATH 1332 with co-enrollment in NCBM 0132. **Prerequisite: Placement by TSIA2 or equivalent. Corequisite: MATH 1332. (1:0).** *Mathematics Discipline.*

NCBM 0142	Non-Course Based Instruction for MATH 1342	Credits 1

Reviews the material covered in MATH 1342, Elementary Statistical Methods. This material is reordered for a "just-in-time" to complement the MATH 1342 material. This course is a Non-Course Based Option that supports students whose placement scores indicate that they can succeed in MATH 1342 with co-enrollment in NCBM 0142. **Prerequisite: Placement by TSIA2 or equivalent. Corequisite: MATH 1342. (1:0).** *Mathematics Discipline.*

NCBM 0302	Non-Course Based Instruction for MATH	Credits 3

Provides a deep and intense study of Operations of Real Numbers & Rounding to include whole numbers, integers, fractions, decimals, ratios, and percents. The course will also dive deep into solving equations. Provides introduction to factoring and will contain study skills throughout the course. **Prerequisite: Placement by TSIA2 or equivalent. (3:0).** *Mathematics Discipline.*

NCBM 0314	Non-Course Based Instruction for MATH 1314	Credits 3

Provides a "just-in-time" integration of reordered Developmental Skills needed to complement MATH 1314 concepts. This course is a Non-Course Based Option that supports students whose placement scores indicate that they can succeed in MATH 1314 with co-enrollment in NCBM 0314. **Prerequisite: Placement by TSIA2 or equivalent; OR completion of NCBM 0302 with a "C" or better. Corequisite: MATH 1314. (3:0).** *Mathematics Discipline.*

NCBM 0324	Non-Course Based Instruction for MATH 1324	Credits 3

Provides a "just-in-time" integration of reordered Developmental Skills needed to complement MATH 1324 concepts. This course is a Non-Course Based Option that supports students whose placement scores indicate that they can succeed in MATH 1324 with co-enrollment in NCBM 0324. **Prerequisite: Placement by TSIA2 or equivalent; OR completion of NCBM 0302 with a "C" or better. Corequisite: MATH 1324. (3:0).** *Mathematics Discipline.*

NURA 1160	Clinical-Nursing Assistant/ Aide and Patient Care Assistant/Aide	Credits 1

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course and/or for this course to be eligible for "course completion" credit or eligibility to take licensing exam. **(0:3). Professional Practice Insurance required.** *Vocational Nursing Discipline.* **W**

NURA 1301	Nurse Aide for Health Care	Credits 3

Knowledge, skills, and abilities essential to provide basic care to residents of long-term care facilities. Topics include resident's rights, communication, safety, observation, reporting and assisting residents in maintaining basic comfort and safety. Emphasis on effective interaction with members of the health care team, restorative services, mental health, and social services needs. A grade of "C" or better is required in this course to take the next course. **(1:6). Lab fee. Professional Practice Insurance required.** *Vocational Nursing Discipline.* **W**

NUPC 1420	Patient Care Technician/Assistant	Credits 4

Training, skills, and knowledge needed to gain employment as a Patient Care Technician in a hospital setting. A grade of "C" or better is required in this course to take the next course. **(4:0). Professional Practice Insurance required.** *Emergency Medical Services Discipline.* **W**

O

OSHT 1305	OSHA Regulations-Construction Industry	Credits 3

A study of Occupational Safety and Health Administration (OSHA) regulations pertinent to the construction industry. **(3:0).** *Renewable Energy Technology Systems Discipline.* **W**

OTHA1161	Clinical-Occupational Therapy Assistant	Credits 1

A health-related work-based learning experience that enables the students to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "B" or better is required in this course to take the next course. **Prerequisites BIOL 2404, ENGL 1301, PSYC 2301, PSYC 2314, and SPCH 1318 with a "C" or better. (0:5). Professional Practice Insurance required.** *Occupational Therapist Assistant Discipline.* **W**

OTHA 1162	Clinical-Occupational Therapy Assistant	Credits 1

A health-related work-based learning experience that enables the students to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "B" or better is required in this course to take the next course. **(0:5). Professional Practice Insurance required.** *Occupational Therapist AssistantDiscipline.* **W**

OTHA 1163	Clinical-Occupational Therapy Assistant	Credits 1

A health-related work-based learning experience thatenables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "B" or better is required in this course to take the next course. **(0:5). Professional Practice Insurance required.** *Occupational Therapist Assistant Discipline.* **W**

OTHA 1253	OccupationalPerformance for Elders	Credits 2

Occupational performance of elders. Includes frames of reference, evaluation tools and techniques, and intervention strategies. A grade of "B" or better is required in this course to take the next course. **Prerequisites: BIOL 2404, ENGL 1301, PSYC 2301, PSYC 2314, SPCH 1318 with a "C" or better and OTHA 1161, OTHA 1162, OTHA 1163, OTHA 1309, OTHA 1315, OTHA 1319, OTHA 1341, OTHA 1349, OTHA 2209, OTHA 2301, and OTHA 2302 with a "B" or better. (2:1). Lab fee.** *Occupational Therapist Assistant Discipline.* **W**

OTHA 1305	PrinciplesofOccupational Therapy	Credits 3

Introduction to occupational therapy including the historical development and philosophy. Emphasis on the roles of the occupational therapy assistant. Topics include occupation; occupational therapy personnel; current health care environment; and moral, legal, and ethical issues. A grade of "B" or better is required in this course to take the next course. **Prerequisites: BIOL 2404, ENGL 1301, PSYC 2301, PSYC 2314, and SPCH 1318 with a "C" or better. (2:3). Lab fee.** *Occupational Therapist Assistant Discipline.* **W**

OTHA 1309	Human Structureand FunctioninOccupational Therapy	Credits 3

Study of the biomechanics of human motion. Emphasis onthe musculoskeletal system including skeletal structure, muscles and nerves, and biomechanical assessment procedures. A

OTHA 1315	Therapeutic Use of Occupations or Activities I	Credits 3

Various occupations or activities used as therapeutic interventions in occupational therapy. Emphasis on awareness of activity demands, contexts, adapting, grading, and safe implementation of occupations or activities. A grade of "B" or better is required in this course to take the next course. **Prerequisites: BIOL 2404, ENGL 1301, PSYC 2301, PSYC 2314 with" C" or better and OTHA 1305, OTHA 1309, and OTHA 2301 with a "B" or better. (2:3). Lab fee.** *Occupational Therapist Assistant Discipline.* **W**

OTHA 1319	Therapeutic Interventions I	Credits 3

Concepts, techniques, and assessments leading to proficiency in skills and activities used as treatment interventions in occupational therapy (OT). Emphasizes the occupationa therapy assistant's role in the OT process. A grade of "B" or better is required in this course to take the next course **Prerequisites BIOL 2404, ENGL 1301, PSYC 2301, PSYC 2314 with a "C" or better and OTHA 1305, OTHA 1309, and OTHA 2301 with a "B" or better. (2:3). Lab fee** *Occupationa Therapist Assistant Discipline.* **W**

OTHA 1341	Occupational Performance from Birth through Adolescence	Credits 3

Occupational performance of newborns through adolescents Includes frames of reference, evaluation tools and techniques and intervention strategies. A grade of "B" or better is required in this course to take the next course. **Prerequisites: BIOL 2404, ENGL 1301, PSYC 2301, PSYC 2314 with a "C" or better and OTHA 1305, OTHA 1309, and OTHA 2301 with a "B" or better. Corequisite: OTHA 1161. (2:4). Lab fee** *Occupational Therapist Assistant Discipline.* **W**

OTHA 1349	Occupational Performance of Adulthood	Credits 3

Occupational performance of adults. Includes frames of reference, evaluation tools and techniques, and intervention strategies. A grade of "B" or better is required in this course to take the next course. **Prerequisites: OTHA 1162, OTHA 1305, OTHA 1309, OTHA 1315, OTHA 1319, OTHA 1341, OTHA 2301, and OTHA 2302 with a "B" or better. Corequisite: OTHA 1163. (2:3). Lab fee.** *Occupational Therapist Assistant Discipline.* **W**

OTHA 2204	Neurology in Occupational Therapy	Credits 2

Study of neuroanatomy and neurophysiology as it relates to neurological conditions commonly treated in occupational therapy. A grade of "B" or better is required in this course to take the next course. **Prerequisites: OTHA 1161, OTHA 1305, OTHA 1309, OTHA 1315, OTHA 1319, OTHA 1341, and OTHA 2301 with a "B" or better. (1:3). Lab fee.** *Occupational Therapist Assistant Discipline.* **W**

OTHA 2209	Mental Health in Occupational Therapy	Credits 2

Promotion of mental health and wellness through occupational therapy. Topics include theory and intervention strategies to enhance occupational performance. A grade of "B" or better is required in this course to take the next course. **Prerequisites: OTHA 1162, OTHA 1305, OTHA 1309, OTHA 1315, OTHA 1319, OTHA 1341, and OTHA 2301 with a "B" or better. (1:4). Lab fee.** *Occupational Therapist Assistant Discipline.* **W**

OTHA 2230	Workplace Skills for the Occupational Therapy Assistant	Credits 2

Seminar-based course designed to complement Level II fieldwork by creating a discussion forum addressing events, skills, knowledge, and/or behaviors related to the practice environment. Application of didactic coursework to the clinic and test-taking strategies for certification exams. A grade of "B" or better is required in this course to take the next course. **Prerequisites: OTHA 1161, OTHA 1162, OTHA 1163, OTHA 1253, OTHA 1305, OTHA 1309, OTHA 1315, OTHA 1319, OTHA 1341, OTHA 1349, OTHA 2204, OTHA 2209, OTHA 2235, OTHA 2266, OTHA 2301, and OTHA 2302 with a "B" or better. (2:0).** *Occupational Therapist Assistant Discipline.* **W**

OTHA 2235	Health Care Management in Occupational Therapy	Credits 2

Explores the roles of the occupational therapy assistant in health care delivery. Topics include documentation, reimbursement, credentialing, ethical standards, health care team role delineation, and management. A grade of "B" or better is required in this course to take the next course. **Prerequisites: OTHA 1161, OTHA 1162, OTHA 1163, OTHA 1253, OTHA 1305, OTHA 1309, OTHA 1315, OTHA 1319, OTHA 1341, OTHA 1349, OTHA 2204, OTHA 2209, OTHA 2266, OTHA 2301, OTHA 2302 with a "B" or better. (2:0).** *Occupational Therapist Assistant Discipline.* **W**

OTHA 2266	Practicum (or Field Experience)- Occupational Therapy Assistant	Credits 2

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "B" or better is required in this course to take the next course. **Prerequisites: OTHA 1161, OTHA 1162, OTHA 1163, OTHA 1305, OTHA 1309, OTHA 1315, OTHA 1319, OTHA 1341, OTHA 1349, OTHA 2204, OTHA 2209, OTHA 2301, and OTHA 2302 with a "B" or better. (0:20). Professional Practice Insurance required.** *Occupational Therapist Assistant Discipline.* **W**

OTHA 2267	Practicum (or Field Experience)- Occupational Therapy Assistant	Credits 2

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "B" or better is required in this course to take the next course. **Prerequisites: OTHA 1161, OTHA 1162, OTHA 1163, OTHA 1253, OTHA 1305, OTHA 1309, OTHA 1315, OTHA 1319, OTHA 1341, OTHA 1349, OTHA 2204, OTHA 2209, OTHA 2235, OTHA 2266, OTHA 2301, OTHA 2302 with a "B" or better. (0:20). Professional Practice Insurance required.** *Occupational Therapist Assistant Discipline.* **W**

OTHA 2301	Pathophysiology in Occupational Therapy	Credits 3

Pathology and general health management of diseases and injuries across the lifespan encountered in occupational therapy treatment settings. Includes etiology, symptoms, and the client's physical and psychosocial reactions to disease and injury. A grade of "B" or better is required in this course to take the next course. **Prerequisites: BIOL 2404, ENGL 1301, PSYC 2301, PSYC 2314, and SPCH 1318 with a "C" or better. (3:1). Lab fee.** *Occupational Therapist Assistant Discipline.* **W**

OTHA 2302	Therapeutic Use of Occupations or Activities II	Credits 3

Emphasis on advanced techniques and applications used in traditional and non-traditional practice settings. A grade of "B" or better is required in this course to take the next course. **Prerequisites: BIOL 2404, ENGL 1301, PSYC 2301, PSYC 2314 with a "C" or better, and OTHA 1161, OTHA 1305, OTHA 1309, OTHA 1315, OTHA 1319, OTHA 1341, and OTHA 2301 with a "B" or better. (2:3). Lab fee.** *Occupational Therapist Assistant Discipline.* **W**

P

PBHL 1291	Special Topics in Public Health, General	Credits 2

Topics address recently identified current events, skills, knowledg and/or attitudes and behaviors pertinent to the technology

PHIL 1301	Introduction to Philosophy [C]	Credits 3

A study of major issues in philosophy and/or the work of major philosophical figures in philosophy. Topics may include theories of reality, theories of knowledge, theories of value, and their practical applications. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Philosophy Discipline.* **T**

PHIL 1304	Introduction to World Religions	Credits 3

A comparative study of world religions, including but not limited to Hinduism, Buddhism, Judaism, Christianity, and Islam. **(3:0).** *Philosophy Discipline.* **T**

PHIL 2303	Introduction to Formal Logic [C]	Credits 3

The purpose of the course is to introduce the student to symbolic logic, including syllogisms, propositional and predicate logic, and logical proofs in a system of rules. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Philosophy Discipline.* **T**

PHIL 2306	Introduction to Ethics [C]	Credits 3

The systematic evaluation of classical and/or contemporary ethical theories concerning the good life, human conduct in society, morals, and standards of value**. Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Philosophy Discipline.* **T**

PHIL 2307	Introduction to Social & Political Philosophy	Credits 3

A study of major issues in social and political theory and/or the work of major philosophical figures in this area. **(3:0).** *Philosophy Discipline.* **T**

PHIL 2316	Classical Philosophy	Credits 3

Study of major philosophers and philosophical themes from the ancient through medievel periods. **(3:0).** *Philosophy Discipline* **T**

PHIL 2321	Philosophy of Religion	Credits 3

Study of the major issues in the philosophy of religion such as the existence and nature of God, the relationships between faith and reason the nature of religius language, relingions experience, and the problem of evil. **(3:0).** P*hilosophy Discipline* **T**

PHRA 1215	Pharmacy Terminology	Credits 2

A study of word origins and structure through the introduction of prefixes, suffixes, and root words as it relates to a pharmaceutical setting. Focuses on translation and recognition of commonly used pharmacy abbreviations. A grade of "C" or better is required in this course to take the next course. **(2:0).** *Pharmacy Technology Discipline.* **W**

PHRA 1243	PharmacyTechnician CertificationReview	Credits 2

A review of major topics covered on the national Pharmacy Technician Certification Examination (PTCE). A grade of "C" or better is required in this course to take the next course. **Prerequisites: PHRA 1309 and PHRA 1413. (2:1). Pharmacy Mock Exam fee. Lab fee.** *Pharmacy Technology Discipline.* **W**

PHRA 1261	Clinical-Pharmacy Technician/Assistant I	Credits 2

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisites: PHRA 1309 and PHRA 1413. (0:8). Professional Practice Insurance required.** *Pharmacy Technology Discipline.* **W**

PHRA 1304	Pharmacotherapy and Disease Process	Credits 3

A study of the disease state and therapeutic properties of drugs used in pharmaceutical therapy. A grade of "C" or better is required in this course to take the next course **(3:0).** *Pharmacy Technology Discipline.* **W**

PHRA 1306	ComputerizedDrug DeliverySystems	Credits 3

Fundamentals of pharmacy computer information systems and technology within the health care system. Includes specialized skills in the production of pharmaceutical documentation using selected pharmacy software packages and an overview of equipment and devices for drug distribution and preparation. A grade of "C" or better is required in this course to take the next course. **(1:4). Lab fee.** *Pharmacy Technology Discipline.* **W**

PHRA 1309	Pharmaceutical Mathematics I	Credits 3

Solving pharmaceutical calculation problems encountered in the preparation and distribution of drugs. A grade of "C" or better is required in this course to take the next course**. (3:1). Lab fee.** *Pharmacy Technology Discipline.* **W**

PHRA 1345	CompoundingSterile Preparations	Credits 3

The process of compounding sterile preparations and aseptic technique within legal and regulatory guidelines specified by USP <797> standards. A grade of "C" or better is required in this course to take the next course. **Prerequisite: PHRA 1309. (2:3). Lab fee.** *Pharmacy Technology Discipline.* **W**

PHRA 1347	Pharmaceutical Mathematics II	Credits 3

Advanced concepts of Pharmaceutical Mathematics. A grade of "C" or better is required in this course to take the next course. **Prerequisite: PHRA 1309. (3:0).** *Pharmacy Technology Discipline.* **W**

PHRA 1413	Community PharmacyPractice	Credits 4

Introduction to the skills necessary to process, prepare, label, and maintain records of prescriptions in a community pharmacy to include customer service, count and pour techniques, prescription calculations, drug selection and preparation, over-the-counter drugs, inventory management and legal parameters. A grade of "C" or better is required in this course to take the next course. **(3:2). Lab fee.** *Pharmacy Technology Discipline.* **W**

PHRA 1541	Pharmacy Drug Therapy and Treatment	Credits 5

Study of therapeutic agents, their classifications, properties, actions, and effects on the human body and their role in the management of disease. Provides detailed information regarding drug dosages, side effects, interactions, toxicities, and incompatibilities. A grade of "C" or better is required in this course to take the next course. **(5:1). Lab fee.** *Pharmacy Technology Discipline.* **W**

PHRA 2160	Clinical-Pharmacy Technician/AssistantII	Credits 1

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisite: PHRA 1309. (0:6). Professional Practice Insurance required.** *Pharmacy Technology Discipline.* **W**

PHRA 2161	Clinical-Pharmacy Technician/AssistantIII	Credits 1

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisite: PHRA 1309. (0:6). Professional Practice Insurance required.** *Pharmacy Technology Discipline.* **W**

PHYS 1101	CollegePhysicsI (Lab)	Credits 1

This laboratory-based course accompanies PHYS 1301, College Physics I. Laboratory activities will reinforce fundamental principles of physics, using algebra and trigonometry; the principles and applications of classical mechanics and thermodynamics, including harmonic motion, mechanical waves and sound, physical systems, Newton's Laws of Motion, and gravitation and other fundamental forces; emphasis will be on problem solving. **Corequisite: PHYS 1301. (0:3). Lab fee.** *Physics Discipline.* **T**

PHYS 1102	College Physics II (Lab)	Credits 1

This laboratory-based course accompanies PHYS 1302, College Physics II. Laboratory activities will reinforce fundamental principles of physics, using algebra and trigonometry; the principles and applications of electricity and magnetism, including circuits, electrostatics, electromagnetism, waves, sound, light, optics, and modern physics topics; with emphasis on problem solving. **Prerequisite: PHYS 1101 with a "C" or better. Corequisite: PHYS 1302. (0:3) Lab fee.** *Physics Discipline.* **T**

PHYS 1115	Physical Science I (Lab) [F]	Credits 1

This laboratory-based course accompanies PHYS 1315, Physical Science I. Course designed for non-science majors that surveys topics from physics, chemistry, geology, astronomy, and meteorology. **Corequisite: PHYS 1315. (0:2). Lab fee.** *Physics Discipline.* **T**

PHYS 1301	College Physics I (Lecture) [C]	Credits 3

Fundamental principles of physics, using algebra and trigonometry; the principles and applications of classical mechanics and thermodynamics, including harmonic motion, mechanical waves and sound, physical systems, Newton's Laws of Motion, and gravitation and other fundamental forces; with emphasis on problem solving. May be counted as science credit for non-science and Health Career majors. **Prerequisites: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313; and MATH 1314 or MATH 2412 with a "C" or better or by placement exam. Corequisite: PHYS 1101. (3:0).** *Physics Discipline.* **T**

PHYS 1302	College Physics II (Lecture) [C]	Credits 3

Fundamental principles of physics, using algebra and trigonometry; the principles and applications of electricity and magnetism, including circuits, electrostatics, electromagnetism, waves, sound, light, optics, and modern physics topics; with emphasis on problem solving. May be counted as science credit for non-science and Health Career majors. **Prerequisite: PHYS 1301 and 1101 with a "C" or better. Corequisite: PHYS 1102. (3:0).** *Physics Discipline.* **T**

PHYS 1315	Physical Science I (Lecture) [CF]	Credits 3

Course designed for non-science majors that surveys topics from physics, chemistry, geology, astronomy, and meteorology. May be counted as science credit for non-science majors. **Prerequisite: Completion of College Level Mathematics (MATH 1314 or 1324 or 1332 or 1342) with a "C" or better. Corequisite: PHYS 1115. (3:0).** *Physics Discipline.* **T**

PHYS 2125	University Physics I (Lab)	Credits 1

Basic laboratory experiments supporting theoretical principles presented in PHYS 2325 involving the principles and applications of classical mechanics, including harmonic motion and physical systems; experimental design, data collection and analysis, and preparation of laboratory reports. **Corequisite: PHYS 2325. (0:3). Lab fee.** *Physics Discipline.* **T**

PHYS 2126	University Physics II (Lab)	Credits 1

Laboratory experiments supporting theoretical principles presented in PHYS 2326 involving the principles of electricity and magnetism, including circuits, electromagnetism, waves, sound, light, and optics; experimental design, data collection and analysis, and preparation of laboratory reports. **Corequisite: PHYS 2326. (0:3). Lab fee.** *Physics Discipline.* **T**

PHYS 2325	University Physics I (Lecture) [C]	Credits 3

Fundamental principles of physics, using calculus, for science, computer science, and engineering majors; the principles and applications of classical mechanics, including harmonic motion, physical systems and thermodynamics; and emphasis on problem solving. **Prerequisite: MATH 2413 with a "C" or better. Corequisite: PHYS 2125. (3:0).** *Physics Discipline.* **T**

PHYS 2326	University Physics II (Lecture) [C]	Credits 3

Principles of physics for science, computer science, and engineering majors, using calculus, involving the principles of electricity and magnetism, including circuits, electromagnetism, waves, sound, light, and optics. **Prerequisites: PHYS 2325 and PHYS 2125 with a "C" or better and MATH 2314 with a "C" or better. Corequisite: PHYS 2126. (3:0).** *Physics Discipline.* **T**

PLAB 1160	Clinical-Phlebotomy/Phlebotomist	Credits 1

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **(0:3). Lab fee. Professional Practice Insurance required.** *Medical Laboratory Technology Discipline.* **W**

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

PLAB 1323	Phlebotomy	Credits 3

Skill development in the performance of a variety of blood collection methods using proper techniques and standard precautions. Includes vacuum collection devices, syringes, capillary skin puncture, butterfly needles and blood culture, and specimen collection on adults, children, and infants. Emphasis on infection prevention, patient identification, specimen labeling, quality assurance, specimen handling, processing, accessioning, professionalism, ethics, and medical terminology. A grade of "C" or better is required in this course to take the next course. **(2:3). Lab fee. Professional Practice Insurance required.** *Medical Laboratory Technology Discipline.* **W**

PLTC 1301	Introduction to Plastics	Credits 3

A survey course designed to introduce the student to the field of plastics. An overview of thermoplastic and thermoset materials and the major processing methods utilized by industry. Emphasis on the operation of lab equipment and process methods associated with the materials and end products. **(2:3). Lab fee.** *Industrial Manufacturing Option Discipline.* **W**

PLTC 1343	Mold Design and Maintenance	Credits 3

A study of the basic design parameters of plastic injection molds including mold flow, nominal walls projection, depressions, ejector systems, runners, gates, parting lines, and general mold configurations. Emphasis on maintenance techniques on in-house molds. Covers essential rules for designing molds for amorphous, crystalline and thermoset plastics. **(2:3). Lab fee.** *Machining Technology Discipline.* **W**

POFI 1104	Computer Fundamentals	Credits 1

Computer application specific software (Microsoft Office Outlook). Emphasizes the concurrent development of office skills and computer knowledge. This course is designed to be repeated multiple times to improve student proficiency. Provides instruction in creating and viewing messages; scheduling appointments and tasks; managing messages; creating and managing contacts, tasks, and notes. **(1:1). Lab fee.** *Business Management Discipline.* **W**

POFI 1270	Introduction to Microsoft PowerPoint	Credits 2

Provides instruction in the utilization of presentation software to produce multimedia presentations. Covers graphics, text, sound, animation and/or video that may be used in presentation development. **(2:1). Lab fee.** *Business Management Discipline.* **W**

POFI 1349	Spreadsheets	Credits 3

Skill development in the concepts, procedures, and application of spreadsheets for business. This course is designed to be repeated multiple times to improve student proficiency. **(3:1). Lab fee.** Business Management Discipline. **W**

POFI 2301	Word Processing	Credits 3

Word processing software focusing on business applications. Covers formatting a document, working with templates, mail merge, tables, and pictures. This course is designed to be repeated multiple times to improve student proficiency. **Prerequisite: POFT 1329. (3:1). Lab fee.** *Business Management Discipline.* **W**

POFI 2350	Databases	Credits 3

In-depth instruction of database theory and the practical applications of a database. This course is designed to be repeated multiple times to improve student proficiency. **(3:1). Lab fee.** *Business Management Discipline.* **W**

POFT 1301	Business English	Credits 3

Introduction to a practical application of basic language usage skills with emphasis on fundamentals of writing and editing for business. **(3:0).** *Business Management Discipline.* **W**

POFT 1309	Administrative Office Procedures I	Credits 3

Study of current office procedures, duties, and responsibilities applicable to an office environment. Capstone course. **Prerequisite: POFI 2301. (3:1). Lab fee.** *Business Management Discipline.* **W**

POFT 1329	Beginning Keyboarding	Credits 3

Skill development in keyboarding techniques. Emphasis on development of acceptable speed and accuracy levels and formatting basic documents. To exit this course, student must keyboard a minimum speed of 25 wpm by touch with 5 or less errors on at least three 5-minute timed writings. Proficiency exam available. **(3:1). Lab fee.** *Business Management Discipline.* **W**

POFT 2380	Cooperative Education-Administrative Assistant and Secretarial Science, General	Credits 3

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. Second year, second semester standing or approval by instructor. **Prerequisites: POFI 1349 and POFI 2301. (1:20).** *Business Management Discipline.* **W**

PSTR 1210	Pies, Tarts, Teacakes and Cookies	Credits 2

Focus on preparation of American and European style pie and tart fillings and dough, cookies, teacakes, custard and batters. Instruction of finishing and presentation techniques. **Prerequisites: CHEF 1305 and PSTR 1301. Corequisite: PSTR 1343. (1:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

PSTR 1301	Fundamentals of Baking	Credits 3

Fundamentals of baking including dough, quick breads, pies, cakes, cookies, and tarts. Instruction in flours, fillings, and ingredients. Topics include baking terminology, tool and equipment use, formula conversions, functions of ingredients, and the evaluation of baked products. **Corequisites: CHEF 1301 and CHEF 1305. (2:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

PSTR 1305	Breads and Rolls	Credits 3

Concentration on fundamentals of chemically and yeast raised breads and rolls. Instruction on commercial preparation of a wide variety of products. **Prerequisite: PSTR 2331. (2:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

PSTR 1312	Laminated Dough, Pate a Choux, and Donuts	Credits 3

Focus on preparation of laminated dough to include puff pastry, croissant, Danish and a variety of pate a choux products and donuts. Fillings and finishing techniques included. **Prerequisite: PSTR 2331. (2:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

PSTR 1340	Plated Desserts	Credits 3

Preparation and service of hot and cold desserts with a focus on individual desserts, a la minute preparations, and numerous components within one preparation. Emphasis on station organization, timing, and service coordination for restaurant dessert production. **Prerequisite: PSTR 2331. (2:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

PSTR 1342	Quantity Bakeshop Production	Credits 3

Advanced baking techniques to include volume production of a variety of breads and desserts. **Prerequisite: PSTR 2264. Corequisite: PSTR 1340. (2:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

PSTR 1343	Bakery Operations and Management	Credits 3

Introduction to management, marketing, supervision, and sanitation principles required in retail bakery operations. Emphasis on cost control, pricing, computer usage, and personnel issues. **Prerequisite: PSTR 1301. (2:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

PSTR 2264	Practicum (or Field Experience)-Baking and Pastry Arts/Baker/Pastry Chef I	Credits 2

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Lab is an on-campus experience. **Prerequisite: PSTR 2331. Corequisite: PSTR 1305. (0:14). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

PSTR 2270	Mexican Breads and Pastries	Credits 2

Focus on the breads, pastries, and other baked products representative of classical Mexican bakeshops. Instruction in finishing and presentation techniques. **(1:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

PSTR 2331	Advanced Pastry Shop	Credits 3

A study of classical desserts, French and international pastries, hot and cold desserts, ice creams and ices, chocolate work, and decorations. Emphasis on advanced techniques. **Prerequisite: PSTR 1343. (2:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

PSYC 2301	General Psychology [CF]	Credits 3

General Psychology is a survey of the major psychological topics, theories and approaches to the scientific study of behavior and mental processes. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Psychology Discipline.* **T**

PSYC 2306	Human Sexuality [C]	Credits 3

This course will provide an overview of the broad field of human sexuality. Topics will be covered from various perspectives - biological, sociological, anthropological, etc., but will focus primarily on the psychological perspective. The goal is for each student to learn factual, scientifically based information that will provoke thought and contribute to his/her own decision-making on sexual issues outside of the classroom. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Psychology Discipline.* **T**

PSYC 2314	Lifespan Growth & Development [CF]	Credits 3

Lifespan Growth and Development is a study of social, emotional, cognitive and physical factors and influences of a developing human from conception to death. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Psychology Discipline.* **T**

PSYC 2315	Psychology of Adjustment	Credits 3

Study of the processes involved in adjustment of individuals to their personal and social environments. **(3:0).** *Psychology Discipline.* **T**

PSYC 2316	Psychology of Personality	Credits 3

Study of various approaches to determinants, development, and assessment of personality. **Prerequisite: PSYC 2301 with a "C" or better. (3:0).** *Psychology Discipline.* **T**

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

PSYC 2317	Statistical Methods in Psychology [F]	Credits 3

This course covers descriptive and inferential statistics used in psychological research and assessment. It includes measurement, characteristics of distributions; measures of central tendency and variability; transformed scores; correlation and regression; probability theory; and hypotheses testing and inference. **Prerequisites: PSYC 2301 with a "C" or better; and MATH 1314 or 1324. (3:0).** *Psychology Discipline.* **T**

PSYC 2319	Social Psychology [F]	Credits 3

Study of individual behavior within the social environment. Topics may include socio-psychological processes, attitude formation and change, interpersonal relations, group processes, self, social cognition, and research methods. **Prerequisite: PSYC 2301 with a "C" or better. (3:0).** *Psychology Discipline.* **T**

PSYC 2320	Abnormal Psychology [F]	Credits 3

This course provides an introduction to the psychological, biological, and socio-cultural factors involved in the development, diagnosis, and treatment of psychological disorders. It includes a review of the historical understanding of abnormal behavior and the development of modern diagnostic systems. It includes discussion of psychological research and practice as it relates to mental health and psychological functioning, as well as legal and ethical issues. **Prerequisite: PSYC 2301 with a "C" or better. (3:0).** *Psychology Discipline.* **T**

PSYC 2330	Biological Psychology [F]	Credits 3

An introduction to the biological bases of behavior. Topics include evolution, genetics, research methods in behavioral neuroscience, motivation and emotion, sensation and perception, learning and memory, lifespan development, cognition, psychological disorders, and other complex behaviors. **Prerequisite: PSYC 2301 with a "C" or better. (3:0).** *Psychology Discipline.* **T**

PSYT 2345	Principles of Behavior Management and Modification	Credits 3

An analysis of behavior management and cognitive theories and techniques with emphasis on their applications. A grade of "C" or better is required in this course to take the next course. **(3:0).** *Health Professions & Related Science Discipline.* **W**

PTHA 1166	Practicum (or Field Experience)-Physical Therapist Assistant	Credits 1

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "B" or better is required in this course to take the next course. **Prerequisites: PTHA 1225 and PTHA 1309 and PTHA 1321 and PTHA 1413. (0:7). Lab fee. Professional Practice Insurance required.** *Physical Therapist Assistant Discipline.* **W**

PTHA 1167	Practicum (or Field Experience)-Physical Therapist Assistant	Credits 1

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "B" or better is required in this course to take the next course. **Prerequisites: PTHA 1166 and PTHA 1431 and PTHA 2301 and PTHA 2509. (0:10). Lab fee. Professional Practice Insurance required.** *Physical Therapist Assistant Discipline.* **W**

PTHA 1225	Communication in Health Care	Credits 2

Communication theories and principles for optimal delivery of health care. Introduces the basics of physical therapy documentation. This course includes electronic medical documentation. A grade of "B" or better is required in this course to take the next course. **Prerequisite: HPRS 1206. (1:3). Lab fee.** *Physical Therapist Assistant Discipline.* **W**

PTHA 1309	Introduction to Physical Therapy	Credits 3

Introduction to the profession of physical therapy and the role of the physical therapist assistant. Includes the application of basic patient handling, functional skills, communication, and selected data collection techniques. Field trips and supervised learning experiences supplement this course. Students who complete this course will be eligible for employment as a Physical Therapy Aide. A grade of "B" or better is required in this course to take the next course. **Prerequisite: BIOL 2401 and BIOL 2402 and ENGL 1301 and HPRS 1206. (2:4). Lab fee. Professional Practice Insurance required.** *Physical Therapist Assistant Discipline.* **W**

PTHA 1321	Pathophysiology for the PTA	Credits 3

Study of the pathophysiology of diseases/conditions encountered in physical therapy. A grade of "B" or better is required in this course to take the next course. **Prerequisites: BIOL 2401 and BIOL 2402. (3:1). Lab fee. Professional Practice Insurance required.** *Physical Therapist Assistant Discipline.* **W**

PTHA 1413	Functional Anatomy	Credits 4

The relationship of the musculoskeletal and neuromuscular systems to normal and abnormal movement. A grade of "B" or better is required in this course to take the next course. **Prerequisites: BIOL 2401 and BIOL 2402. (2:6). Lab fee. Professional Practice Insurance required.** *Physical Therapist Assistant Discipline.* **W**

PTHA 1431	Biophysical Agents	Credits 4

Biophysical principles, physiological effects, efficacy, and application of physical agents. Students will also be exposed to selected techniques of massage. A grade of "B" or better is required in this course to take the next course. **Prerequisites: BIOL 2401 and BIOL 2402 and HPRS 1206 and PTHA 1321. (2:6). Lab fee. Professional Practice Insurance required.** *Physical Therapist Assistant Discipline.* **W**

PTHA 1491	Special Topics in Physical Therapy Assistant	Credits 4

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. Check with Program Coordinator for the current topic and content of this course. A grade of "B" or better is required in this course to take the next course. **Prerequisites: PSYC 2314 and PTHA 1225 and PTHA 1321 and PTHA 1309 and PTHA 2166 and PTHA 2301. (2:4). Lab fee. Professional Practice Insurance required.** *Physical Therapist Assistant Discipline.* **W**

PTHA 2166	Practicum (or Field Experience)-Physical Therapist Assistant	Credits 1

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "B" or better is required in this course to take the next course. **Prerequisite: PTHA 1167. (0:10). Lab fee. Professional Practice Insurance required.** *Physical Therapist Assistant Discipline.* **W**

PTHA 2266	Practicum (or Field Experience)-Physical Therapist Assistant	Credits 2

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. A grade of "B" or better is required in this course to take the next course. **Prerequisites: PTHA 1491 and PTHA 2166 and PTHA 2305 and PTHA 2431 and PTHA 2435. (0:18). Lab fee. Professional Practice Insurance required.** *Physical Therapist Assistant Discipline.* **W**

PTHA 2301	Essentials of Data Collection	Credits 3

Data collection techniques used to assist patient/client management. Manual muscle testing and goniometry are part of this course. A grade of "B" or better is required in this course to take the next course. **Prerequisites: BIOL 2401 and BIOL 2402 and HPRS 1206. (2:4). Lab fee. Professional Practice Insurance required.** *Physical Therapist Assistant Discipline.* **W**

PTHA 2305	Neurology	Credits 3

Study of neuroanatomy and neurophysiology as it relates to neurological conditions. A grade of "B" or better is required in this course to take the next course. **Prerequisites: BIOL 2401 and BIOL 2402 and PTHA 1413 and PTHA 2301 and PTHA 2509. (2:2). Lab fee.** *Physical Therapist Assistant Discipline.* **W**

PTHA 2339	Professional Issues	Credits 3

Discussion of professional issues and behaviors related to clinical practice; preparation for transition into the workforce. A grade of "B" or better is required in this course to take the next course. **Prerequisites: PTHA 1225 and PTHA 1309. (2:3). Lab fee. Professional Practice Insurance required. FSBPT PEAT. Score builders Online Advantage fee. Non-refundable fee.** *Physical Therapist Assistant Discipline.* **W**

PTHA 2431	Management of Neurological Disorders	Credits 4

Comprehensive rehabilitation techniques of selected neurological disorders. A grade of "B" or better is required in this course to take the next course. **Prerequisites: BIOL 2401 and BIOL 2402 and PTHA 1413 and PTHA 1431 and PTHA 2166. (2:6). Lab fee. Professional Practice Insurance required.** *Physical Therapist Assistant Discipline.* **W**

PTHA 2435	Rehabilitation Techniques	Credits 4

Comprehensive rehabilitation of selected diseases and disorders. Familiarizes students with the use of aquatic therapy, back stabilization techniques, cardio-pulmonary rehabilitation techniques, orthotics and prosthetics care and utilization, wound care techniques, and women's health issues. A grade of "B" or better is required in this course to take the next course. **Prerequisites: PTHA 1413 and PTHA 2301 and PTHA 2509. (2:6). Lab fee. Professional Practice Insurance required.** *Physical Therapist Assistant Discipline.* **W**

PTHA 2509	Therapeutic Exercise	Credits 5

Concepts, principles, and application of techniques related to therapeutic exercise and functional training. A grade of "B" or better is required in this course to take the next course. **Prerequisites: BIOL 2401 and BIOL 2402 and PTHA 1321 and PTHA 1309. (3:6). Lab fee. Professional Practice Insurance required.** *Physical Therapist Assistant Discipline.* **W**

Q

QCTC 1343	Quality Assurance	Credits 3

Principles and applications designed to introduce quality assurance. **(2:2). Lab fee.** *Industrial Manufacturing Option Discipline.* **W**

(C) Core Curriculum Course (F) Field of Study Course **T** *Transferrable* **W** *WECM*

R

RADR 1262	Clinical-Radiologic Technology/Science Radiographer I	Credits 2

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **(0:8). Professional Practice Insurance required.** *Medical Imaging Technology-Radiography Discipline.* **W**

RADR 1313	Principles of Radiographic Imaging I	Credits 3

Radiographic image quality and the effects of exposure variables. A grade of "C" or better is required in this course to take the next course. **(2:4). Lab fee.** *Medical Imaging Technology-Radiography Discipline.* **W**

RADR 1317	Radiographic Anatomy and Physiology I	Credits 3

Survey of basic human anatomy and physiology. The localization and identification of human anatomy on the radiographic image is emphasized. A grade of "B" or better is required in this course to take the next course. **(2:3). Lab fee.** *Medical Imaging Technology-Radiography Discipline.* **W**

RADR 1363	Clinical-Radiologic Technology/Science-Radiographer II	Credits 3

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisite: RADR 1262. (0:18). Professional Practice Insurance required.** *Medical Imaging Technology-Radiography Discipline.* **W**

RADR 1411	Basic Radiographic Procedures	Credits 4

An introduction to radiographic positioning terminology, manipulation of equipment, positioning and alignment of the anatomic structure and equipment, and evaluation of images for demonstration of basic anatomy. A grade of "C" or better is required in this course to take the next course. **(2:6). Lab fee.** *Medical Imaging Technology-Radiography Discipline.* **W**

RADR 1462	Clinical-Radiologic Technology/Science-Radiographer III	Credits 4

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisite: RADR 1363. (0:18). Professional Practice Insurance required.** *Medical Imaging Technology-Radiography Discipline.* **W**

RADR 1463	Clinical-Radiologic Technology/Science-Radiographer IV	Credits 4

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisite: RADR 1462. (0:21). Professional Practice Insurance required.** *Medical Imaging Technology-Radiography Discipline.* **W**

RADR 1563	Clinical-Radiologic Technology/Science-Radiographer V	Credits 5

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisite: RADR 1463. (0:27). Professional Practice Insurance required.** *Medical Imaging Technology-Radiography Discipline.* **W**

RADR 2205	Principles of Radiographic Imaging II	Credits 2

Radiographic image quality and the effects of exposure variables, and the synthesis of all variables in image production. A grade of "C" or better is required in this course to take the next course. **Prerequisite: RADR 1313. (1:4). Lab fee.** *Medical Imaging Technology-Radiography Discipline.* **W**

RADR 2213	Radiation Biology and Protection	Credits 2

Effects of radiation exposure on biological systems. Includes typical medical exposure levels, methods for measuring and monitoring radiation, and methods for protecting personnel and patients from excessive exposure. A grade of "C" or better is required in this course to take the next course. **(2:1). Lab fee.** *Medical Imaging Technology-Radiography Discipline.* **W**

RADR 2235	Radiologic Technology Seminar	Credits 2

A capstone course focusing on the synthesis of professional knowledge, skills, and attitudes in preparation for professional employment and lifelong learning. A grade of "C" or better is required in this course to take the next course. **(1:4). Lab fee.** *Medical Imaging Technology-Radiography Discipline.* **W**

RADR 2309	Radiographic Imaging Equipment	Credits 3

Equipment and physics of x-ray production. Includes basic x-ray circuits. Also examines the relationship of conventional and digital equipment components to the imaging process. A grade of "C" or better is required in this course to take the next course. **(2:4). Lab fee.** *Medical Imaging Technology-Radiography Discipline.* **W**

RADR 2333	Advanced Medical Imaging	Credits 3

An exploration of specialized imaging modalities. Includes concepts and theories of equipment operations and their integration for medical diagnosis. A grade of "C" or better is required in this course to take the next course. **(2:4). Lab fee.** *Medical Imaging Technology-Radiography Discipline.* **W**

RADR 2401	Intermediate Radiographic Procedures	Credits 4

A continuation of the study of the manipulation of radiographic equipment, positioning and alignment of the anatomic structure and equipment, and evaluation of images for demonstration of anatomy. A grade of "C" or better is required in this course to take the next course. **Prerequisite: RADR 1411. (2:6). Lab fee.** *Medical Imaging Technology-Radiography Discipline.* **W**

RADR 2431	Advanced Radiographic Procedures	Credits 4

Positioning and alignment of anatomic structures and equipment, evaluation of images for demonstration of anatomy and related pathology. A grade of "C" or better is required in this course to take the next course. **(2:6). Lab fee.** *Medical Imaging Technology-Radiography Discipline.* **W**

RBPT 2345	Onsite Power Generation and Renewable Energy	Credits 3

A study of the application of residential onsite power generation with an emphasis on renewable energy. Includes systems that produce electrical energy and thermal energy. Also covers determination of residential energy loads and their comparison to onsite power generation and an exploration of off-grid, on-grid, net-zero, and distributed applications. **Prerequisites: ELMT 1411 and FCEL 1305. (2:3). Lab fee.** *Renewable Energy Systems Technology Discipline.* **W**

RBTC 1245	Robot Interfacing	Credits 2

A study of the basic principles of robot controllers, controller input/output, memory, and interfacing with computer integrated manufacturing. **(1:4). Lab fee.** *Industrial Manufacturing Option Discipline.* **W**

RBTC 1305	Robotic Fundamentals	Credits 3

An introduction to flexible automation. Topics include installation, repair, maintenance, and development of flexible robotic manufacturing systems. **Prerequisite: CETT 1407. (2:2). Lab fee.** *Industrial Manufacturing Option Discipline.* **W**

RBTC 1401	Programmable Logic Controllers	Credits 4

A study in programmable logic controllers (PLC). Topics include processor units, numbering systems, memory organization, relay type devices, timers, counters, data manipulators, and programming. Emphasis on the ladder logic, system design and multiple process integration. **(3:3). Lab fee.** *Industrial Manufacturing Option Discipline.* **W**

RELE 1300	Contract Forms and Addenda	Credits 3

Promulgated Contract Forms, shall include but is not limited to unauthorized practice of law, broker-lawyer committee, current promulgated and approved forms, commission rules governing use of forms and case studies involving use of forms. **(3:0).** *Business Management Discipline.* **W**

RELE 1301	Principles of Real Estate I	Credits 3

A beginning overview of licensing as a real estate broker or salesperson. Includes ethics of practice as a license holder, titles to and conveyance of real estate, legal descriptions, deeds, encumbrances and liens, distinctions between personal and real property, appraisal, finance and regulations, closing procedures, and real estate mathematics. Covers at least three hours of classroom instruction on federal, state, and local laws relating to housing discrimination, housing credit discrimination, and community reinvestment. Fulfills at least 30 of 60 hours of required instruction for salesperson license. **(3:0).** *Business Management Discipline.* **W**

RELE 1309	Real Estate Law	Credits 3

Legal concepts of real estate, land description, real property rights, estates in land, contracts, conveyances, encumbrances, foreclosures, recording procedures, and evidence of title. **(3:0).** *Business Management Discipline.* **W**

RELE 1311	Law of Contracts	Credits 3

Elements of a contract, offer and acceptance, statute of frauds, specific performance and remedies for breach, unauthorized practice of law, commission rules relating to use of adopted forms, and owner disclosure requirements. **(3:0).** *Business Management Discipline.* **W**

RELE 1319	Real Estate Finance	Credits 3

Monetary systems, primary and secondary money markets, sources of mortgage loans, federal government programs, loan applications, processes and procedures, closing costs, alternative financial instruments, equal credit opportunity laws affecting mortgage lending, Community Reinvestment Act, and the state housing agency. **(3:0).** *Business Management Discipline.* **W**

RELE 1338	Principles of Real Estate II	Credits 3

A continuing overview of licensing as a broker or salesperson. Includes ethics of practice as a license holder, titles to and conveyance of real estate, legal descriptions, deeds, encumbrances and liens, distinctions between personal and real property, appraisal, finance and regulations, closing procedures, and real estate mathematics. Covers at least three hours of classroom instruction on federal, state, and local laws relating to housing discrimination, housing credit discrimination, and community reinvestment. Fulfills at least 30 of 60 hours of required instruction for salesperson license. **Prerequisite: RELE 1301. (3:0).** *Business Management Discipline.* **W**

RELE 2301	Law of Agency	Credits 3

Law of agency including principal-agent and master-servant relationships, the authority of an agent, the termination of an agent's authority, the fiduciary and other duties of an agent, employment law, deceptive trade practices, listing or buying representation procedures, and the disclosure of an agency. **(3:0).** *Business Management Discipline.* **W**

RETS 1270	Review & Preparation for the NABCEP for Entry-Level Certification	Credits 2

Provides training for students to work with residential solar photovoltaic systems including DC/AC, NACE, & Principals of PV solar systems. Studies the entry level certification to prepare students to take the North American Board of Certified Energy Practitioners (NABCEP) exam. **(2:0).** *Renewable Energy Technology Systems Discipline.* **W**

RNSG 1115	Health Assessment	Credits 1

Development of skills and techniques required for a comprehensive nursing health assessment within a legal/ethical framework, preparing the student to utilize the systematic problem-solving process (nursing process). Designed for students within the nursing programs, re-entry, transfer, and advanced placement students only. A grade of "C" or better is required in this course to take the next course.

(1:1). Lab fee. *Nursing Discipline.* **W**

RNSG 1208	Dosage Calculations for Nursing	Credits 2

Read, interpret, and solve dosage calculation problems. Covers various measurement systems. Admission to the program is required to enroll in this course. Students must successfully complete this course to take/stay enrolled in RNSG 1260 and RNSG 1413. A grade of "C" or better is required in this course to take the next course. **Prerequisites: BIOL 2401 and BIOL 2402 and [MATH 1314 or MATH 1324 or MATH 1342] and RNSG 1301. (1:4). Lab fee and Lab Kit fee. Medical Insurance required.** *Nursing Discipline.* **W**

RNSG 1260	Clinical-Registered Nursing/Registered Nurse	Credits 2

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts while providing fundamental nursing care to adult patients. Direct supervision is provided by the clinical professional. Admission to the program is required to enroll in this course. Students must successfully complete RNSG 1208 with a "C" or better to take/stay enrolled in RNSG 1260 and RNSG 1413. A grade of "C" or better is required in this course to take the next course. **Prerequisites: BIOL 2401 and BIOL 2402 and [MATH 1314 or MATH 1324 or MATH 1342] and RNSG 1208 and RNSG 1301. Corequisite: RNSG 1413. (0:8). Professional Practice Insurance required. Medical Insurance required.** *Nursing Discipline.* **W**

RNSG 1261	Clinical-Registered Nursing/Registered Nurse	Credits 2

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts to patient/families with common medical- surgical problems. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisites: BIOL 2401 and BIOL 2402 and [MATH 1314 or MATH 1324 or MATH 1342] and RNSG 1301 and RNSG 1208 and RNSG 1260 and RNSG 1413. Corequisite: RNSG 1441. (0:8). Professional Practice Insurance required. Medical Insurance required.** *Nursing Discipline.* **W**

RNSG 1262	Clinical-Registered Nursing/Registered Nurse	Credits 2

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts to pediatric, maternal/newborn and women's health, and mental health disorders. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Admission as an advanced placement student and a current Vocational/Practical Nurse License is required to take this course. Prerequisites: BIOL 2401 and BIOL 2402 and [MATH 1314 or MATH 1324 or MATH 1342] and PSYC 2314 and RNSG 1115 and RNSG 1301. Corequisites: RNSG 1327 and RNSG 1347. (0:8). Professional Practice Insurance required. Medical Insurance required.** *Nursing Discipline.* **W**

RNSG 1301	Pharmacology	Credits 3

Introduction to the science of pharmacology with emphasis on the actions, interactions, adverse effects, and nursing implications of drug classifications. Content includes the roles and responsibilities of the professional nurse in safe administration of medications and pharmacological agents within a legal/ethical framework. This course is a mandatory and ranking course for the nursing program. Course completion is required before ranking into the Nursing program. A grade of "C" or better is required in this course to take the next course. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Nursing Discipline.* **W**

RNSG 1327	Transition to Professional Nursing	Credits 3

Content includes health promotion, expanded and subspecialty comprehensive specialized assessments and reassessments based on evaluation, analysis of data, critical thinking skills and systematic problem-solving process, pharmacology, interdisciplinary teamwork, communication, and applicable competencies in knowledge, clinical judgment, advanced nursing skills, and professional values within a legal/ethical framework throughout the life span. Differentiates between roles of the professional nurse and the licensed vocational nurse. Students will meet the needs of pediatric, maternal/newborn and women's health, and mental health patients. A grade of "C" or better is required in this course to take the next course. **Admission as an advanced placement student and a current Vocational/Practical Nurse License is required to take this course. Prerequisites: BIOL 2401 and BIOL 2402 and [MATH 1314 or MATH 1324 or MATH 1342] and PSYC 2314 and RNSG 1115 and RNSG 1301. Corequisites: RNSG 1262 and RNSG 1347. (3:1). Lab fee. Medical Insurance required.** *Nursing Discipline.* **W**

RNSG 1343	**Complex Concepts of Adult Health**	**Credits 3**

Integration of previous knowledge and skills related to common adult health needs into the continued development of the professional nurse as a provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession in the care of adult patients and families with complex medical-surgical health care needs associated with all body systems. Emphasis on complex knowledge, critical thinking, judgments, skills, and professional values within a legal/ethical framework. Utilizes a systematic problem-solving process with emphasis on advanced assessment and reassessment based on evaluation. Students must successfully complete this course and RNSG 2162 to take/stay enrolled in RNSG 2130 and RNSG 2221 and RNSG 2261. A grade of "C" or better is required in this course to take the next course. **Prerequisites: RNSG 2201 and RNSG 2262 and RNSG 2308 and RNSG 2263 or RNSG 1262 and RNSG 1327 and RNSG 1347 and RNSG 1115. Corequisites: RNSG 2130 and RNSG 2162. (3:1). Lab fee and Lab Kit fee. Medical Insurance required.** *Nursing Discipline.* **W**

RNSG 1347	**Concepts of Clinical Decision-Making I**	**Credits 3**

Integration of previous knowledge and skills into the continued development of the professional nurse as a provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession. Emphasis on clinical decision-making for clients in medical-surgical settings experiencing health problems involving gastrointestinal disorders, endocrine and metabolic disorders, reproductive and sexual disorders, musculoskeletal disorders, eye-ear-nose-throat disorders and integumentary disorders. Discussion of critical thinking, evidence-based knowledge, clinical judgment, skills, and professional values within a legal/ethical framework. Differentiates between the roles of the professional nurse and the licensed vocational nurse. Utilizes a systematic problem-solving process with emphasis on assessments. A grade of "C" or better is required in this course to take the next course. **Prerequisites: BIOL 2401 and BIOL 2402 and [MATH 1314 or MATH 1324 or MATH 1342] and PSYC 2314 and RNSG 1115 and RNSG 1301. Corequisites: RNSG 1262 and RNSG 1327. (3:1). Lab fee and Lab Kit fee. Medical Insurance required.** *Nursing Discipline.* **W**

RNSG 1413	**Foundations for Nursing Practice**	**Credits 4**

Introduction to the role of the professional nurse as a provider of patient-centered care, patient safety advocate, member of the health care team and member of the profession. Content includes fundamental concepts of nursing practice, history of professional nursing, and a systematic framework for decision-making and critical thinking. Emphasis on knowledge, judgment, skills, and professional values within a legal/ethical framework. Discusses the basics of disease, the essentials of patient care management, and basic psychomotor skills. Utilizes basic systematic problem-solving skills (the nursing process), emphasizing assessment, nursing diagnosis, and planning. Admission to the program is required to enroll in this course. Students must successfully complete RNSG 1208 with a "C" or better to take/stay enrolled in RNSG 1413 and RNSG 1260. A grade of "C" or better is required in this course to take the next course. **Prerequisites: BIOL 2401 and BIOL 2402 and [MATH 1314 or MATH 1324 or MATH 1342] and RNSG 1208 and RNSG 1301. Corequisite: RNSG 1260. (3:4). Lab fee and Lab Kit fee. Medical Insurance required.** *Nursing Discipline.* **W**

RNSG 1441	**Common Concepts of Adult Health**	**Credits 4**

Basic integration of the role of the professional nurse as a provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession. Study of the common concepts of caring for adult patients and families with medical-surgical health care needs related to body systems, emphasizing critical thinking, evidenced-based knowledge, judgment, skills, and professional values within a legal/ethical framework. Utilizes a systematic problem-solving process with emphasis on implementation and evaluation. A grade of "C" or better is required in this course to take the next course. **Prerequisites: RNSG 1208 and RNSG 1260 and RNSG 1413. Corequisite: RNSG 1261. (3:3). Lab fee and Lab Kit fee. Medical Insurance required.** *Nursing Discipline.* **W**

RNSG 2130	**Professional Nursing Review and Licensure Preparation**	**Credits 1**

Review of concepts required for licensure examination and entry into the practice of professional nursing. Includes review of the application process of the National Council Licensure Examination for Registered Nurses (NCLEX-RN) test plan, assessment of knowledge deficits, and remediation. Uses all steps of the nursing process. Students must successfully complete RNSG 1343 and RNSG 2162 to take/stay enrolled in RNSG 2130, RNSG 2221, and RNSG 2261. A grade of "C" or better is required in this course to take the next course. **Prerequisites: RNSG 2201 and RNSG 2262 and RNSG 2308 and RNSG 2263 or RNSG 1262 and RNSG 1327 and RNSG 1347 and RNSG 1115. Corequisites: RNSG 1343 and RNSG 2162. (1:1). Lab fee. Medical Insurance required. NCLEX-RN Review Course fee.** *Nursing Discipline.* **W**

RNSG 2162	Clinical-Registered Nursing/Registered Nurse	Credits 1

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts to adult patients/families with complex medical-surgical problems. Direct supervision is provided by the clinical professional. Students must successfully complete this course and RNSG 1343 to take/stay enrolled in RNSG 2130 and RNSG 2221 and RNSG 2261. A grade of "C" or better is required in this course to take the next course. **Prerequisites: RNSG 2201 and RNSG 2262 and RNSG 2308 and RNSG 2263 or RNSG 1262 and RNSG 1327 and RNSG 1347 and RNSG 1115. Corequisites: RNSG 1343 and RNSG 2130. (0:6). Professional Practice Insurance required. Medical Insurance required.** *Nursing Discipline.* **W**

RNSG 2201	Care of Children and Families	Credits 2

Study of concepts related to the provision of nursing care for children and their families, emphasizing judgment, critical thinking, and professional values within a legal/ethical framework. Correlates growth and development to medical-surgical conditions of pediatric patients. Explains the roles of the professional nurse in caring for children and families. Utilizes a systematic problem-solving process with emphasis on pediatric assessment and reassessment based on evaluation. A grade of "C" or better is required in this course to take the next course. **Prerequisites: RNSG 1261 and RNSG 1441 and RNSG 2213 and RNSG 2260 and PSYC 2314. Corequisite: RNSG 2262. (2:1). Lab fee and Lab Kit fee. Medical Insurance required.** *Nursing Discipline.* **W**

RNSG 2213	Mental Health Nursing	Credits 2

Principles and concepts of mental health, psychopathology, and treatment modalities related to the nursing care of patients and their families. Explains the roles of the professional nurse in caring for patients and families experiencing mental health problems; utilizing critical thinking and therapeutic communication. Utilizes a systematic problem-solving process with emphasis on mental health assessment, implementation and evaluation. A grade of "C" or better is required in this course to take the next course. **Prerequisites: RNSG 1208 and RNSG 1260 and RNSG 1413. Corequisite: RNSG 2260. (2:0). Medical Insurance required.** *Nursing Discipline.* **W**

RNSG 2221	Professional Nursing: Leadership and Management	Credits 2

Exploration of leadership and management principles applicable to the roles of the professional nurse. Includes application of knowledge, judgment, skills, and professional values within a legal/ethical framework. Utilizes all steps of a systematic problem-solving process and critical thinking to plan and manage care for patients and their families. Examines the factors impacting the role of professional nursing and healthcare. Students must successfully complete RNSG 1343 and RNSG 2162 to take/stay enrolled in this course. A grade of "C" or better is required in this course to take the next course. **Prerequisites: RNSG 2201 and RNSG 2262 and RNSG 2308 and RNSG 2263 or RNSG 1262 and RNSG 1327 and RNSG 1347 and RNSG 1115 and RNSG 1343 and RNSG 2162. Corequisites: RNSG 2130 and RNSG 2261. (2:0). Medical Insurance required.** *Nursing Discipline.* **W**

RNSG 2260	Clinical-Registered Nursing/Registered Nurse	Credits 2

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts for patients with major psychiatric disorders. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisites: RNSG 1208 and RNSG 1260 and RNSG 1413. Corequisite: RNSG 2213. (0:8). Professional Practice Insurance required. Medical Insurance required.** *Nursing Discipline.* **W**

RNSG 2261	Clinical-Registered Nursing/Registered Nurse	Credits 2

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts in coordinating the care of groups of patients. Direct supervision is provided by the clinical professional. Students learn to manage patient/family care. Students must successfully complete RNSG 1343 and RNSG 2162 to take/stay enrolled in this course. A grade of "C" or better is required in this course to take the next course. **Prerequisites: RNSG 2201 and RNSG 2262 and RNSG 2263 and RNSG 2308 or RNSG 1262 and RNSG 1327 and RNSG 1347 and RNSG 1115 and RNSG 1343 and RNSG 2162. Corequisites: RNSG 2130 and RNSG 2221. (0:8). Professional Practice Insurance required. Medical Insurance required.** *Nursing Discipline.* **W**

RNSG 2262	Clinical-Registered Nursing/Registered Nurse	Credits 2

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts to pediatric patients/families. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisites: RNSG 1261 and RNSG 1441 and RNSG 2213 and RNSG 2260 and PSYC 2314. Corequisite: RNSG 2201. (0:8). Professional Practice Insurance required. Medical Insurance required.** *Nursing Discipline.* **W**

RNSG 2263	Clinical-Registered Nursing/Registered Nurse	Credits 2

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts to maternal/newborn and women's health patients. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisites: RNSG 1261 and RNSG 1441 and RNSG 2213 and RNSG 2260 and PSYC 2314. Corequisite: RNSG 2308. (0:8). Professional Practice Insurance required. Medical Insurance required.** *Nursing Discipline.* **W**

RNSG 2308	Maternal/Newborn Nursing and Women's Health	Credits 3

Concepts related to nursing care for childbearing families and women's health issues. Content includes knowledge, judgment, skill, and professional values within a legal/ethical framework. Includes critical thinking and a focus on common/high-risk changes in women and the childbearing family during all phases of pregnancy. Analyzes selected issues in women's health. Current trends, preventative care, and health education are explored. Utilizes a systematic problem-solving process with emphasis on perinatal/neonatal/women's health assessment and reassessment based on evaluation. A grade of "C" or better is required in this course to take the next course. **Prerequisites: RNSG 1261 and RNSG 1441 and RNSG 2213 and RNSG 2260 and PSYC 2314. Corequisite: RNSG 2263. (3:1). Lab fee and Lab Kit fee. Medical Insurance required.** *Nursing Discipline.* **W**

RSPT 1201	Introduction to Respiratory Care	Credits 2

An introduction to the field of respiratory care. A grade of "C" or better is required in this course to take the next course. **(2:1). Lab fee.** *Respiratory Care Technology Discipline.* **W**

RSPT 1340	Advanced Cardiopulmonary Anatomy and Physiology	Credits 3

Provides an advanced presentation of anatomy and physiology of the cardiovascular and pulmonary system. A grade of "C" or better is required in this course to take the next course. **Corequisite: RSPT 1360. (1:5). Lab fee.** *Respiratory Care Technology Discipline.* **W**

RSPT 1360	Clinical-Respiratory Care Therapy/Therapist I	Credits 3

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Corequisite: RSPT 1340. (0:16). Professional Practice Insurance required.** *Respiratory Care Technology Discipline.* **W**

RSPT 1410	Respiratory Care Procedures I	Credits 4

Essential knowledge of the equipment and techniques used in the treatment of cardiopulmonary disease. A grade of "C" or better is required in this course to take the next course. **(2:6). Lab fee.** *Respiratory Care Technology Discipline.* **W**

RSPT 1411	Respiratory Care Procedures II	Credits 4

Develops essential knowledge and skills of airway care and mechanical ventilation. A grade of "C" or better is required in this course to take the next course. **Prerequisite: RSPT 1201. Corequisite: RSPT 2461. (2:6). Lab fee.** *Respiratory Care Technology Discipline.* **W**

RSPT 2130	Respiratory Care Examination Preparation	Credits 1

Comprehensive review to optimize respiratory care credentialing exam success. A grade of "C" or better is required in this course to take the next course. **Prerequisite: RSPT 2414. (0:3). Lab fee.** *Respiratory Care Technology Discipline.* **W**

RSPT 2135	Pediatric Advanced Life Support	Credits 1

A comprehensive course designed to develop the skills for resuscitation of the infant and child. Includes strategies for preventing cardiopulmonary arrest and identification of high risk infants and children. May include certification based on American Heart Association standards. A grade of "C" or better is required in this course to take the next course. **(1:1). Lab fee.** *Respiratory Care Technology Discipline.* **W**

RSPT 2239	Advanced Cardiac Life Support	Credits 2

Advanced Cardiac Life Support (ACLS) with an emphasis on airway management. Designed to develop skills for resuscitation of the adult. Includes strategies for managing and stabilizing the cardiopulmonary arrested patient. May include certification based on American Heart Association standards. A grade of "C" or better is required in this course to take the next course. **Prerequisite: RSPT 1411. (1:3). Lab fee.** *Respiratory Care Technology Discipline.* **W**

RSPT 2310	Cardiopulmonary Disease	Credits 3

Etiology, pathogenesis, pathology, diagnosis, history, prognosis, manifestations, treatment, and detection of cardiopulmonary diseases. A grade of "C" or better is required in this course to take the next course. **(3:0).** *Respiratory Care Technology Discipline.* **W**

RSPT 2317	Cardiopulmonary Pharmacology	Credits 3

A study of drugs that affect cardiopulmonary systems. Emphasis on classification, route of administration, dosages/calculations, and physiological interactions. A grade of "C" or better is required in this course to take the next course. **(3:0).** *Respiratory Care Technology Discipline.* **W**

RSPT 2358 — Respiratory Care Patient Assessment — Credits 3

Integration of patient examination techniques, including patient history and physical exam, lab studies, x-ray, pulmonary function, arterial blood gases, and invasive and non-invasive hemodynamics. A grade of "C" or better is required in this course to take the next course. **Prerequisite: RSPT 2317. Corequisite: RSPT 2361. (3:0).** *Respiratory Care Technology Discipline.* **W**

RSPT 2360 — Clinical-Respiratory Care Therapy/Therapist III — Credits 3

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisite: RSPT 2461. Corequisite: RSPT 2414. (0:15). Professional Practice Insurance required.** *Respiratory Care Technology Discipline.* **W**

RSPT 2361 — Clinical-Respiratory Care Therapy/Therapist IV — Credits 3

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisite: RSPT 2360. (0:16). Professional Practice Insurance required.** *Respiratory Care Technology Discipline.* **W**

RSPT 2414 — Mechanical Ventilation — Credits 4

The study of mechanical ventilation with emphasis on ventilator classification, methods, principles, and operational characteristics. A grade of "C" or better is required in this course to take the next course. **Corequisite: RSPT 2360. (4:1). Lab fee.** *Respiratory Care Technology Discipline.* **W**

RSPT 2453 — Neonatal/Pediatric Cardiopulmonary Care — Credits 4

A study of neonatal and pediatric cardiopulmonary care. A grade of "C" or better is required in this course to take the next course. **(4:0).** *Respiratory Care Technology Discipline.* **W**

RSPT 2461 — Clinical-Respiratory Care Therapy/Therapist II — Credits 4

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisite: RSPT 1360. (0:24). Professional Practice Insurance required.** *Respiratory Care Technology Discipline.* **W**

RSTO 1201 — Beverage Management — Credits 2

A study of the beverage service of the hospitality industry including spirits, wines, beers, and non-alcoholic beverages. Topics include purchasing, resource control, legislation, marketing, physical plant requirements, staffing, service, and the selection of wines to enhance foods. Emphasizes legal changes and safe service. **Prerequisites: CHEF 1301 and CHEF 1305. Corequisite: HAMG 1321. (2:0).** *Culinary Arts and Related Sciences Discipline.* **W**

RSTO 1204 — Dining Room Service — Credits 2

Introduces the principles, concepts, and systems of professional table service. Topics include dining room organization, scheduling, and management of food service personnel. Examines people skills, proper guest relations, and service of meals. **Corequisite: TRVM 1201. (2:1). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

RSTO 1221 — Menu Management — Credits 2

A study of the food service principles involved in menu planning, layout, and evaluation for a variety of types of facilities and service methods. Emphasis on analysis of menu profitability, modification, commodity use, and other activities generated by the menu. **(2:1). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

RSTO 1270 — Wine and Food Pairing — Credits 2

Examines the basic techniques for pairing of wine and food. Emphasizes the flavor elements that make up a dish and which of those elements is most important when pairing the dish with wine, how various components in wine affect food flavor, and explores complementary and contrasting pairings. **(1:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

RSTO 1319 — Viticulture and Enology — Credits 3

A study of the growing regions, production, processing, and distribution of domestic and international wines. Topics include types of wine grapes, varieties of wine, proper storage procedures, and the techniques of proper wine service. **Corequisites: RSTO 1221 and HAMG 1340. (2:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

RSTO 1325 — Purchasing for Hospitality Operations — Credits 3

Study of purchasing and inventory management of foods and other supplies to include development of purchase specifications, determination of order quantities, formal and informal price comparisons, proper receiving procedures, storage management, and issue procedures. Emphasis on product cost analysis, yields, pricing formulas, controls, and record keeping at each stage of the purchasing cycle. **Prerequisites: CHEF 1305 and MATH 1314, 1324, 1332, 1342, 2314, 2412, or 2413 with a "C" or better. (3:1). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

RSTO 2405	Management of Food Production and Service	Credits 4

A study of quantity cookery and management problems pertaining to commercial and institutional food service, merchandising and variety in menu planning, and customer food preferences. Includes laboratory experiences in quantity food preparation and service. **Prerequisite: HAMG 1321. (2:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

RSTO 2407	Catering	Credits 4

Principles, techniques, and applications for both on-premises, off-premises, and group marketing of catering operations including food preparation, holding, and transporting techniques. **Prerequisite: RSTO 1319. Corequisite: RSTO 1270. (2:4). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

RSTO 2431	Food Service Management	Credits 4

Mastery of actual management experiences in supervision, training, planning, and control of a variety of food service operation formats may include cafeteria, table service, meetings, banquets, and catered events. Includes personal relations and employee relations in Food Service. **(3:2). Lab fee.** *Culinary Arts and Related Sciences Discipline.* **W**

S

SCIT 1407	Applied Human Anatomy and Physiology I	Credits 4

An applied systematic study of the structure and function of the human body. Includes anatomical terminology, cells, tissues, and the following systems: integumentary, skeletal, muscular, nervous, and endocrine. Emphasis on homeostasis. A grade of "C" or better is required in this course to take the next course. **(3:3). Lab fee.** *Health Information Management Discipline.* **W**

SCWK 1305	Group Work Intervention	Credits 3

Exploration of the various stages and techniques of group work with emphasis on roles, tasks, and challenges. Topics include the fundamentals of group function, group structure, communication patterns within groups, effective group facilitation skills, and techniques used to address populations. **(3:0).** *Social Work Discipline.* **W**

SCWK 1370	Social Work Practice and Services to Special Populations	Credits 3

Assists students with acquiring knowledge of the needs of marginalized populations within the El Paso, TX border area. Explores frameworks for understanding social changes and community practice. Addresses the needs of victims of intimate partner violence, immigrants, asylees, refugees, survivors of human trafficking, LGBTQ individuals, local Latino population and homelessness. Studies the theory and practice procedures targeting domestic and international policies that purport to protect migrant populations, Latinos and other marginalized groups that have been historically under-represented and/or affected by discrimination. This course is designed to empower future social workers with the conceptual framework and knowledge base necessary for effective intervention. **(3:0).** *Social Work Discipline.* **W**

SCWK 2301	Assessment and Case Management	Credits 3

Exploration of procedures to identify and evaluate an individual's and/or family's strengths, weaknesses, problems, and needs in order to develop an effective plan of action. Topics include oral and written communications essential for screening, assessment, and case management to determine the need for prevention, intervention, and/or referral. Addresses client rights, confidentiality, ethics and cultural issues related to the delivery of social services. **(3:0).** *Social Work Discipline.* **W**

SCWK 2307	Human Behavior and the Social Environment I	Credits 3

Comprehensive analysis of human behavior and the social environment. Covers human development from prenatal through childhood. **(3:0).** *Social Work Discipline.* **W**

SCWK 2311	Interviewing and Counseling Theories	Credits 3

A comprehensive study of major theories of various treatment modalities. **(3:0).** *Social Work Discipline.* **W**

SCWK 2331	Abnormal Behavior	Credits 3

An exploration and identification of maladaptive behavior including characteristics, classification, diagnosis, and treatment modalities. Topics include factors associated with defining and identifying abnormal behavior. Examines the most common psychiatric disorders of adulthood, including mood disorders, anxiety disorders, schizophrenia, etc. **(3:0).** *Social Work Discipline.* **W**

SCWK 2372	Human Behavior and the Social Environment II	Credits 3

Studies human development from adolescence through late adulthood and death and dying. Focuses on physical, cognitive and psychological changes, areas of interpersonal relationships, and the individual's ability to relate to the social environment. **(3:0).** *Social Work Discipline.* **W**

SCWK 2486	Internship- Social Work I	Credits 4

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. Students must have third semester standing to enroll in this course. **(0:16). Professional Practice Insurance required.** *Social Work Discipline.* **W**

SCWK 2487	Internship- Social Work II	Credits 4

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. Students must have third semester standing to enroll in this course. **(0:16). Professional Practice Insurance required.** *Social Work Discipline.* **W**

SLNG 1211	Fingerspelling and Numbers	Credits 2

Development of expressive and receptive skills in fingerspelling and numbers. Receptive skills focus on whole word phrase recognition and fingerspelling/number comprehension in context. Expressive skills focus on the development of speed, clarity, and fluency. **Corequisite: SLNG 1304. (1:3). Lab fee.** *Sign Language/Interpreter Preparation Discipline.* **W**

SLNG 1248	Vocabulary Development for Interpreters	Credits 2

A course in vocabulary building in English and American Sign Language for interpreters. Students must apply to take the Test of English Proficiency (TEP) through TX-DHHS with results due in SLNG 2331. Testing fees are the student's responsibility. **Corequisite: SLNG 2301. (2:1). Lab fee.** *Sign Language/Interpreter Preparation Discipline.* **W**

SLNG 1304	American Sign Language (ASL) I	Credits 3

An introduction to the basic skills in production and comprehension of American Sign Language (ASL). Includes the manual alphabet and numbers. Develops conversational ability, culturally appropriate behaviors, and exposes students to ASL grammar. **Corequisite: SLNG 1211. (2:4). Lab fee.** *Sign Language/Interpreter Preparation Discipline.* **W**

SLNG 1305	American Sign Language (ASL) II	Credits 3

Develops receptive and expressive ability and allows recognition and demonstration of more sophisticated grammatical features of American Sign Language (ASL). Increases fluency and accuracy in fingerspelling and numbers. Encourages opportunities for interaction within the Deaf community. **Prerequisite: SLNG 1304 with a "B" or better. (2:4). Lab fee.** *Sign Language/Interpreter Preparation Discipline.* **W**

SLNG 1317	Introduction to the Deaf Community	Credits 3

An overview of the physical, educational, social, and cultural implications within the context of a deaf or hard-of-hearing individual's personal life, family, and community in today's multicultural world. Emphasis on current educational and vocational programs, legislation, technology, oppression, and other issues. **(3:0).** *Sign Language/Interpreter Preparation Discipline.* **W**

SLNG 1321	Introduction to the Interpreting Profession	Credits 3

An overview of the field of American Sign Language (ASL)/English interpretation. Provides a historical framework for the current principles, ethics, roles, responsibilities, and standard practices of the interpreting profession. A grade of "B" or better is required in this course to take the next course. **Prerequisite: SLNG 1344 with a "B" or better and ENGL 1301 with a "B" or better. Corequisite: SPCH 1315. (3:1). Lab fee.** *Sign Language/Interpreter Preparation Discipline.*

SLNG 1344	American Sign Language (ASL) III	Credits 3

Integrates and refines expressive and receptive skills in American Sign Language (ASL), including recognition of sociolinguistic variation. A practice oriented approach to language acquisition. **Prerequisite: SLNG 1305 with a "B" or better. (2:2). Lab fee.** *Sign Language/Interpreter Preparation Discipline.* **W**

SLNG 1345	American Sign Language (ASL) IV	Credits 3

An integration of expressive and receptive skills in American Sign Language (ASL) with emphasis on grammar, linguistics, literature, and discourse styles at an intermediate level. Provides students with information on linguistic and cultural variations. This is the capstone course for the ASL Deaf Studies Certificate; a competency exam is required to demonstrate ASL skills at a conversational level to receive the Certificate of Completion. **Prerequisite: SLNG 1344 with a "B" or better. (2:2). Lab fee.** *Sign Language/Interpreter Preparation Discipline.* **W**

SLNG 1347	Deaf Culture	Credits 3

Historical and contemporary perspective of American Deaf culture using a sociocultural model. Includes cultural identity, and awareness, values, group norms, communication, language, and significant contributions made by D/deaf people to the world. **Prerequisite: SLNG 1344 with a "B" or better. (3:0).** *Sign Language/Interpreter Preparation Discipline.* **W**

SLNG 1350	Sign-To-Voice	Credits 3

Skill development in interpreting and transliterating from American Sign Language and other modes of communication to English and analysis of increasingly complex tasks utilizing simulated interpreting experiences including skills analysis and peer evaluation. **Prerequisite: SLNG 2302 with a "B" or better. (3:1). Lab fee.** *Sign Language/Interpreter Preparation Discipline.* **W**

SLNG 2280	Cooperative Education- Sign Language Interpretation and Translation I	Credits 2

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **Prerequisites: SLNG 1345 with a "B" or better and SLNG 1347 with a "B" or better and SLNG 2301 with a "B" or better. Corequisite: SLNG 2302 or SLNG Department approval. (1:10).** *Sign Language/ Interpreter Preparation Discipline.* **W**

SLNG 2281	Cooperative Education- Sign Language Interpretation and Translation II	Credits 2

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. **Prerequisite: SLNG 2302 with a "B" or better. Corequisite: SLNG 2331 or SLNG Department approval. (1:10).** *Sign Language/Interpreter Preparation Discipline.* **W**

SLNG 2301	Interpreting I	Credits 3

An overview of the interpreting process and models of interpretation. Introduces the skills necessary to achieve dynamic message equivalence in interpreting American Sign Language (ASL) to English and English to ASL. **Prerequisites: SLNG 1321 with a "B" or better and SLNG 1345 with a "B" or better and SPCH 1315 with a "B" or better. Corequisite: SLNG 1248. (2:3). Lab fee.** *Sign Language/Interpreter Preparation Discipline.* **W**

SLNG 2302	Interpreting II	Credits 3

Continued development of discourse analysis and interpreting skills for increasingly complex tasks. Utilization of consecutive and simultaneous interpreting scenarios including monologues and dialogues. Emphasizes skill development, self-analysis, and peer evaluation. **Prerequisite: SLNG 2301 with a "B" or better. (2:2). Lab fee.** *Sign Language/Interpreter Preparation Discipline.* **W**

SLNG 2311	Interpreting in Specialized Settings	Credits 3

Overview of interpreting/transliterating with special populations (e.g., deaf/blind, high visual, oral) and/or in special settings (e.g., religious, artistic, medical, legal, mental health). Reinforce interpreting theories and techniques in relation to the special population(s) and/or setting(s). **Prerequisite: SLNG 2302 with a "B" or better. (2:2). Lab fee.** *Sign Language/Interpreter Preparation Discipline.* **W**

SLNG 2315	Interpreting in Educational Settings	Credits 3

Overview of education programs (K–12 and post-secondary), focusing on the roles and skills of the interpreter as a member of the educational team. Includes current practices, communication methods, legislation, trends, and ethical issues. Introduces resources for content-specific vocabulary. **Prerequisite: SLNG 2301 with a "B" or better. (2:2). Lab fee.** *Sign Language/ Interpreter Preparation Discipline.* **W**

SLNG 2331	Interpreting III	Credits 3

A practice-oriented course to strengthen skills in the integration and application of interpreting using complex source materials. Continued exposure to simulated interpreting/transliterating experiences. This is a capstone course for the AAS degree; a final competency exam is required. Students must submit TEP scores. **Corequisite: SLNG 2281. (2:2). Lab fee.** *Sign Language/Interpreter Preparation Discipline.* **W**

SLNG 2337	Multicultural Issues in Interpreting	Credits 3

Explores theories and concepts of cross-cultural communication. Analyze the impact of culture and language on interpreting in multilingual and multicultural situations. Includes strategies for maximizing interpreter and interpreter team effectiveness. **Prerequisite: SLNG 2301 with a "B" or better. (3:0).** *Sign Language/Interpreter Preparation Discipline.* **W**

SMFT 1343	Semiconductor Manufacturing Technology	Credits 3

A study of the processes, materials, and equipment used in the manufacturing of semiconductors, including an overview of the semiconductor industry, related terminology, and standard safety practice. **(2:2).** *Industrial Manufacturing Option Discipline.* **W**

SOCI 1301	Introduction to Sociology [CF]	Credits 3

The scientific study of human society, including ways in which groups, social institutions, and individuals affect each other. Causes of social stability and social change are explored through the application of various theoretical perspectives, key concepts, and related research methods of sociology. Analysis of social issues in their institutional context may include topics such as social stratification, gender, race/ethnicity, and deviance. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Sociology Discipline.* **T**

SOCI 1306	Social Problems [F]	Credits 3

Application of sociological principles and theoretical perspectives to major social problems in contemporary society such as inequality, crime and violence, substance abuse, environmental issues, deviance, or family problems. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Sociology Discipline.* **T**

SOCI 2301	Marriage & the Family [CF]	Credits 3

Sociological and theoretical analysis of the structures and functions of the family, the varied cultural patterns of the American family, and the relationships that exist among the individuals within the family, as well as the relationships that exist between the family and other institutions in society. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Sociology Discipline.* **T**

SOCI 2319	Minority Studies [F]	Credits 3

This course studies minority-majority group relations, addressing their historical, cultural, social, economic, and institutional development in the United States. Both sociological and social psychological levels of analysis will be employed to discuss issues including experiences of minority groups within the context of their cultural heritage and tradition, as well as that of the dominant culture. Core concepts to be examined include (but are not limited to) social inequality, dominance/subordination, prejudice, and discrimination. Particular minority groups discussed may include those based on poverty, race/ethnicity, gender, sexual orientation, age, disability, or religion. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Sociology Discipline.* **T**

SOCW 2361	Introduction to Social Work	Credits 3

An overview of the history and development of social work as a profession. The course is designed to foster a philosophical, historical, and critical understanding of the social work profession, including social work values, ethics, and areas of practice utilized under a Generalist Intervention Model. **(3:0).** *Social Work Discipline.* **T**

SOCW 2362	Social Welfare: Legislation, Programs, & Services	Credits 3

This course offers a historical and contemporary examination of legislation and resulting programs, policies, and services in the context of the social welfare system in the United States. Special attention is given to the political, economic, environmental, and social conditions that prompted the development of legislation to meet the needs of vulnerable populations. Societal responses to legislation are also considered. **(3:0).** *Social Work Discipline.* **T**

SPAN 1411	Beginning Spanish I [F]	Credits 4

Basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students will acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the beginner level. **(3:2).** *Foreign Languages Discipline.* **T**

SPAN 1412	Beginning Spanish II [F]	Credits 4

Continued development of basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the high beginner to low intermediate level. **Prerequisite: SPAN 1411 or by Spanish placement exam. (3:2).** *Foreign Languages Discipline.* **T**

SPAN 2311	Intermediate Spanish I [CF]	Credits 3

The consolidation of skills acquired at the introductory level. Further development of proficiency in listening, speaking, reading, and writing. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world. **Prerequisites: SPAN 1412 or by Spanish Placement Exam. (3:0).** *Foreign Languages Discipline.* **T**

SPAN 2312	Intermediate Spanish II [F]	Credits 3

The consolidation of skills acquired at the introductory level. Further development of proficiency in listening, speaking, reading, and writing. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world. **Prerequisite: SPAN 2311 or by Spanish Placement Exam. (3:0).** *Foreign Languages Discipline.* **T**

SPAN 2313	Spanish for Native/ Heritage Speakers I [CF]	Credits 3

Builds upon existing oral proficiencies of heritage speakers of Spanish. Enhances proficiencies in the home-based language by developing a full range of registers including public speaking and formal written discourse. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world. **(3:0).** *Foreign Languages Discipline.* **T**

SPAN 2315	Spanish for Native/ Heritage Speakers II [CF]	Credits 3

Builds upon existing oral proficiencies of heritage speakers of Spanish. Enhances proficiencies in the home-based language by developing a full range of registers including public speaking and formal written discourse. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world. **Prerequisite: SPAN 2313 or by Spanish Placement Exam. (3:0).** *Foreign Languages Discipline.* **T**

SPCH 1311	Introduction to Speech Communication	Credits 3

Introduces basic human communication principles and theories embedded in a variety of contexts including interpersonal, small group, and public speaking. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Speech Communication Discipline.* **T**

SPCH 1315	Public Speaking [C]	Credits 3

Application of communication theory and practice to the public speaking context, with emphasis on audience analysis, speaker delivery, ethics of communication, cultural diversity, and speech organizational techniques to develop students' speaking abilities, as well as ability to effectively evaluate oral presentations. **Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Speech Communication Discipline.* **T**

SPCH 1318	Interpersonal Communication [C]	Credits 3

Application of communication theory to interpersonal relationship development, maintenance, and termination in relationship contexts including friendships, romantic partners, families, and relationships with co-workers and supervisors. **Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Speech Communication Discipline.* **T**

SPCH 1321	Business & Professional Communication [C]	Credits 3

Study and application of communication within the business and professional context. Special emphasis will be given to communication competencies in presentations, dyads, teams and technologically mediated formats. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Speech Communication Discipline.* **T**

SPCH 2333	Discussion & Small Group Communication	Credits 3

Discussion and small group theories and techniques as they relate to group process and interaction. **Prerequisite: Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Speech Communication Discipline.* **T**

SPCH 2335	Argumentation & Debate	Credits 3

Theories and practice in argumentation and debate including analysis, reasoning, organization, evidence, and refutation. **Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Speech Communication Discipline.* **T**

SPCH 2341	Oral Interpretation	Credits 3

Theories and techniques in analyzing and interpreting literature. Preparation and presentation of various literary forms. **Placement at college-level English Language Arts Reading by TSIA2 or equivalent; OR completion with a "C" or better or concurrent enrollment in the following: INRW 0311 or INRW 0312 or INRW 0313. (3:0).** *Speech Communication Discipline.* **T**

SRGT 1244	Technological Sciences for the Surgical Technologist	Credits 2

Specialized surgical modalities covered include endoscopy, microsurgery, therapeutic surgical energies, and other integrated science technologies. A grade of "C" or better is required in this course to take the next course. **Prerequisite: SRGT 1405. (2:1). Lab fee.** *Surgical Technology Discipline.* **W**

SRGT 1405	Introduction to Surgical Technology	Credits 4

Orientation to surgical technology theory, surgical pharmacology and anesthesia, technological sciences, and patient care concepts. A grade of "C" or better is required in this course to take the next course. **Prerequisites: BIOL 2401 and HPRS 1206. (4:1). Lab fee.** *Surgical Technology Discipline.* **W**

SRGT 1509	Fundamentals of Perioperative Concepts and Techniques	Credits 5

In-depth coverage of perioperative concepts such as aseptic principles and practices, infectious processes, wound healing, and creation and maintenance of the sterile field. A grade of "C" or better is required in this course to take the next course. **Prerequisites: BIOL 2401 and HPRS 1206. (3:6). Lab fee. Professional Practice Insurance required.** *Surgical Technology Discipline.* **W**

SRGT 1541	Surgical Procedures I	Credits 5

Introduction to surgical pathology and its relationship to surgical procedures. Emphasis on surgical procedures related to the general, obstetric/gynecologic (OB/GYN), genitourinary, otorhinolaryngology, and orthopedic surgical specialties incorporating instruments, equipment, and supplies required for safe patient care. A grade of "C" or better is required in this course to take the next course. **Prerequisites: SRGT 1405 and SRGT 1509. Corequisite: SRGT 2560. (4:4). Lab fee.** *Surgical Technology Discipline.* **W**

SRGT 1542	Surgical Procedures II	Credits 5

Introduction to surgical pathology and its relationship to surgical procedures. Emphasis on surgical procedures related to the cardiothoracic, peripheral vascular, plastic/reconstructive, ophthalmology, oral/maxillofacial, and neurological surgical specialties incorporating instruments, equipment, and supplies required for safe patient care. A grade of "C" or better is required in this course to take the next course. **Prerequisites: SRGT 1244 and SRGT 1541 and SRGT 2560. Corequisite: SRGT 2561. (4:4). Lab fee.** *Surgical Technology Discipline.* **W**

SRGT 2470	Certified Surgical Technology Exam Preparation and Professional Skills	Credits 4

A comprehensive review course based on synthesis of professional knowledge and skills in preparation for professional employment and focused on testing strategies for the Certified Surgical Technologist (CST) examination administered prior to graduation. Exam review covers multiple course materials to refresh basic concepts and advanced critical knowledge required for success. The CST exam offered by the National Board of Surgical Technology and Surgical Assisting (NBSTSA) is the capstone experience for the program. Certification is a requirement for employment in surgical facilities in Texas. A grade of "C" or better is required in this course to take the next course. **Prerequisites: SRGT 1541 and SRGT 1542 and SRGT 2560. Corequisite: SRGT 2561. (4:0).** *Surgical Technology Discipline.* **W**

SRGT 2560	Clinical-Surgical Technology/Technologist I	Credits 5

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisites: SRGT 1405 and SRGT 1509. Corequisites: SRGT 1244 and SRGT 1541. (0:24). Professional Practice Insurance required.** *Surgical Technology Discipline.* **W**

SRGT 2561	Clinical-Surgical Technology/ Technologist II	Credits 5

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A grade of "C" or better is required in this course to take the next course. **Prerequisites: SRGT 1244 and SRGT 1541 and SRGT 2560. Corequisite: SRGT 2470. (0:24). Professional Practice Insurance required.** *Surgical Technology Discipline.* **W**

T

TECA 1303	Families, School, & Community	Credits 3

A study of the child, family, community, and schools, including parent education and involvement, family and community lifestyles, child abuse, and current family life issues. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. The course includes a minimum of 16 hours of field experiences. **(2:2).** *Teacher Preparation Discipline.* **T**

TECA 1311	Educating Young Children	Credits 3

An introduction to the education of the young child, including developmentally appropriate practices and programs, theoretical and historical perspectives, ethical and professional responsibilities, and current issues. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations; and the course includes a minimum of 16 hours of field experiences. **(2:2).** *Teacher Preparation Discipline.* **T**

TECA 1318 — Wellness of the Young Child — Credits 3

A study of the factors that impact the well-being of the young child including healthy behavior, food, nutrition, fitness, and safety practices. Focuses on local and national standards and legal implications of relevant policies and regulations. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth to age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. Course includes a minimum of 16 hours of field experiences. **(2:2).** *Teacher Preparation Discipline.* **T**

TECA 1354 — Child Growth & Development — Credits 3

A study of the physical, emotional, social, language, and cognitive factors impacting growth and development of children through adolescence. **(3:0).** *Teacher Preparation Discipline.* **T**

TRVM 1201 — Customer Sales and Service — Credits 2

Practical information and techniques to create excellent customer sales and service unique to the travel public. **(2:0).** *Travel and Tourism Discipline.* **W**

TRVM 1217 — Cruises — Credits 2

Current issues and trends related to the cruise industry. Includes a discussion of the many types of cruise lines and the reasons for the popularity of this mode of travel. **(2:1).** *Travel and Tourism Discipline.* **W**

TRVM 1300 — Introduction to Travel and Tourism — Credits 3

An overview of the travel and tourism industry. Emphasis on travel careers and the impact of tourism on society. Explores aspects of organizations which make up the travel and tourism industry including transportation, lodging, retail operations, attractions, private and public attractions, professional organizations, government travel and tourism agencies. **(3:0).** *Travel and Tourism Discipline.* **W**

TRVM 1306 — Travel Automation I — Credits 3

An introduction to computer training using one of the major computer reservation systems for the travel industry. Emphasizing formats for a Passenger Name Record (PNR), availability for flight and accommodations. Including ticketing, fares, cancelations, and passenger name modifications by computer. **(3:1).** *Travel and Tourism Discipline.* **W**

TRVM 1308 — Travel Destinations I-Western Hemisphere — Credits 3

Study of countries located in the Western Hemisphere including Canada, United States, Latin America, South America, and the Caribbean Islands. Emphasis on the culture, customs, seasonal attractions, climate, physical features, language, currency, political conditions, and how they affect both the business and leisure traveler. **(3:0).** *Travel and Tourism Discipline.* **W**

TRVM 1323 — Group Tour Operations — Credits 3

A study of the role of the group planner, selling to groups, and planning itineraries, including components of a tour package, tour costing, advertising and promotion, group dynamics, and tour guide qualifications. Introduces development of group tour arrangements and conducting group travel tours. **(3:0).** *Travel and Tourism Discipline.* **W**

TRVM 1341 — Travel Destinations II-Eastern Hemisphere — Credits 3

Study of countries located in the Eastern Hemisphere including Europe, Asia, Africa, Middle East, Australia, and New Zealand. Emphasis on the culture, customs, seasonal attractions, climate, physical features, language, currency, and political conditions and how they affect both the business and leisure traveler. **(3:0).** *Travel and Tourism Discipline.* **W**

TRVM 1345 — Travel and Tourism Sales and Marketing Techniques — Credits 3

A study of marketing, sales techniques, promotions, and advertising theories as applied to the travel and tourism industry. Exposure to the marketing mix relating to market segmentation, market planning, advertising and other communication techniques. Emphasis on role playing scenarios and consumer buying behavior. Product-service mix will be addressed. **(3:0).** *Travel and Tourism Discipline.* **W**

TRVM 2266 — Practicum (or Field Experience)-Tourism and Travel Services Management — Credits 2

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. **Prerequisite: TRVM 1345. (0:15).** *Travel and Tourism Discipline.* **W**

TRVM 2305 — Travel Industry Management — Credits 3

An overview of mid-management responsibilities within the travel and tourism industry. Students will describe the management functions including: analyzing, coordinating, implementing, and supervising tasks of managing a business. **(3:0).** *Travel and Tourism Discipline.* **W**

TRVM 2331 — Convention and Exposition Law and Ethics — Credits 3

Application of general legal principles and statutory requirements to meetings, conventions and trade shows. Emphasis on ethical considerations to problems faced by meeting planners, hotels, and convention centers in the negotiation and implementation of agreements for meetings and similar events. **(3:0).** *Travel and Tourism Discipline.* **W**

TRVM 2335	Travel Automation II	Credits 3

A continuation of the study of airline computer reservation systems. Emphasis on reserving cars and hotels, using queues, creating passenger profiles, interpreting air fares, rules, and routing, and explaining these to passengers. Explores international procedures. **Prerequisite: TRVM 1306. (3:1).** *Travel and Tourism Discipline.* **W**

V

VNSG 1133	Growth and Development	Credits 1

Study of the basic aspects of growth and development throughout the life span. Focus on growth and development of the individual's body, mind, and personality as influenced by the environment. A grade of "C" or better is required in this course to take the next course. **(1:0).** *Vocational Nursing Discipline.* **W**

VNSG 1160	Clinical-Licensed Practical/Vocational Nurse Training	Credits 1

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Provides clinical experience in basic client care skills. Students must successfully complete this course to take/stay enrolled in VNSG 1402 and VNSG 1260. A grade of "C" or better is required in this course to take the next course. **Corequisite: VNSG 1323. (0:4). Professional Practice Insurance required.** *Vocational Nursing Discipline.* **W**

VNSG 1161	Clinical-Licensed Practical/Vocational Nurse Training	Credits 1

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Provides an opportunity to utilize the roles of the vocational nurse while providing nursing care for adult clients with medical-surgical conditions. Students must pass VNSG 1227, VNSG 1260 and VNSG 1402, VNSG 1160 and VNSG 1323 with a grade of "C" or better to enroll in this course. A grade of "C" or better is required in this course to take the next course. **Corequisite: VNSG 2413. (0:6). Professional Practice Insurance required.** *Vocational Nursing Discipline.* **W**

VNSG 1163	Clinical-Licensed Practical/Vocational Nurse Training	Credits 1

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Provides an opportunity to utilize the roles of the vocational nurse while providing nursing care for adult clients. Students must pass VNSG 1260 and VNSG 1402, VNSG 1160 and VNSG 1323 with a grade of "C" or better to enroll in this course. A grade of "C" or better is required in this course to take the next course. **Corequisites: VNSG 1166 and VNSG 2214. (0:4). Professional Practice Insurance required.** *Vocational Nursing Discipline.* **W**

VNSG 1166	Practicum (or Field Experience)-Licensed Practical/Vocational Nurse Training	Credits 1

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Provides the student with a supervised introduction to the professional role of the vocational nurse as a provider of patient-centered care, member of the health care team, patient safety advocate, and member of the profession. Students must pass VNSG 2214 and VNSG 1163 with a grade of "C" or better to take this course. A grade of "C" or better is required in this course to take the next course. **Corequisites: VNSG 1163 and VNSG 2214. (0:7). Professional Practice Insurance required.** *Vocational Nursing Discipline.* **W**

VNSG 1219	Leadership and Professional Development	Credits 2

Study of the importance of professional growth. Topics include the role of the licensed vocational nurse in the multi-disciplinary health care team, professional organizations, and continuing education. Analyzes in-depth the role of the vocational nurse with current ethical and legal factors. Discusses typical professional career paths, including leadership roles. Researches the process for licensure. A grade of "C" or better is required in this course to take the next course. **Corequisites: VNSG 1230 and VNSG 1263 and VNSG 1234 and VNSG 1262. (2:0). N C L E X - P N R e v i e w C o u r s e f e e.** *Vocational Nursing Discipline.* **W**

VNSG 1227	Essentials of Medication Administration	Credits 2

General principles of medication administration including determination of dosage, preparation, safe administration, and documentation of multiple forms of drugs. Instruction includes various systems of measurement. Applies the nursing process and critical thinking in the administration of oral, topical, enteral, and parenteral medications by the vocational nursing student. A grade of "C" or better is required in this course to take the next course. **Prerequisite: MATH 0305 with a "C" or better or by placement exam. Corequisites: VNSG 1160 and VNSG 1323 and VNSG 1402 and VNSG 1260. (1:4). Lab fee.** *Vocational Nursing Discipline.* **W**

VNSG 1230	Maternal-Neonatal Nursing	Credits 2

A study of the biological, psychological, and sociological concepts applicable to basic needs of the family including childbearing and neonatal care. Utilization of the nursing process in the assessment and management of the childbearing family. Topics include on physiological changes related to pregnancy, fetal development, and nursing care of the family during labor and delivery and the puerperium. Students must pass VNSG 1234 and VNSG 1262 with a "C" or better to enroll in this course. A grade of "C" or better is required in this course to take the next course. **Corequisites: VNSG 1219 and VNSG 1234 and VNSG 1262 and VNSG 1263. (2:1). Lab fee.** *Vocational Nursing Discipline.* **W**

VNSG 1234	Pediatrics	Credits 2

Study of the care of the pediatric patient and family during health and disease. Emphasis on growth and developmental needs utilizing the nursing process. Integrates the roles of the vocational nurse while applying concepts of growth and development to the care of pediatric patients with medical-surgical conditions. Students must pass VNSG 1166 and VNSG 1133 or PSYC 2314 with a "C" or better to enroll in this course. A grade of "C" or better is required in this course to take the next course. **Corequisites: VNSG 1219 and VNSG 1230 and VNSG 1262 and VNSG 1263. (2:1). Lab fee.** *Vocational Nursing Discipline.* **W**

VNSG 1260	Clinical-Licensed Practical/Vocational Nurse Training	Credits 2

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Students must pass VNSG 1160 and VNSG 1323 with a grade of "C" or better to take the next course. **Corequisite: VNSG 1402. (0:6). Professional Practice Insurance required.** *Vocational Nursing Discipline.* **W**

VNSG 1262	Clinical-Licensed Practical/Vocational Nurse Training	Credits 2

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Provides an opportunity to utilize the roles of the vocational nurse while applying concepts of growth and development to the care of pediatric clients with medical-surgical conditions. Students must pass VNSG 1166 and PSYC 2314 or VNSG 1133 with a grade of "C" or better to enroll in this course. A grade of "C" or better is required in this course to take the next course. **Corequisites: VNSG 1230 and VNSG 1234 and VNSG 1263 and VNSG 1219. (0:8). Professional Practice Insurance required.** *Vocational Nursing Discipline.* **W**

VNSG 1263	Clinical-Licensed Practical/Vocational Nurse Training	Credits 2

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Provides an opportunity to utilize the roles of the vocational nurse while providing care for the childbearing family during the phases of pregnancy, childbirth, and the neonatal period, including abnormal conditions. Students must pass VNSG 1234 and VNSG 1262 with a grade of "C" or better to enroll in this course. A grade of "C" or better is required in this course to take the next course. **Corequisites: VNSG 1219 and VNSG 1230 and VNSG 1234 and VNSG 1262. (0:8). Professional Practice Insurance required.** *Vocational Nursing Discipline.* **W**

VNSG 1323	Basic Nursing Skills	Credits 3

Mastery of basic nursing skills and competencies for a variety of health care settings using the nursing process as the foundation for all nursing interventions. Introduces the student to the role of the vocational nurse as a provider of patient-centered care, member of the health care team, patient safety advocate, and member of the profession. Students must successfully complete VNSG 1227 with a "C" or better to stay enrolled in VNSG 1323 and VNSG 1160. A grade of "C" or better is required in this course to take the next course. **Corequisite: VNSG 1160. (2:2). Lab fee.** *Vocational Nursing Discipline.* **W**

VNSG 1402	Applied Nursing Skills I	Credits 4

Introduction to the application of primary nursing skills. Emphasis on utilization of the nursing process and related scientific principles. Students will be able to describe the underlying principles of selected nursing skills and their relationship to patient health status; demonstrate performance of selected nursing skills utilizing principles of safety; and identify the nursing process as applied to basic care across the life span. A grade of "C" or better is required in this course to take the next course. **Corequisite: VNSG 1260. (3:2). Lab fee.** *Vocational Nursing Discipline.* **W**

VNSG 1405	Health Science	Credits 4

An introduction to the general principles of anatomy and physiology, nutrition, and microbiology necessary for understanding body processes and basic principles underlying health promotion and therapeutic interventions. A grade of "C" or better is required in this course to take the next course. **(3:2). Lab fee.** *Vocational Nursing Discipline.* **W**

VNSG 1420	Anatomy and Physiology for Allied Health	Credits 4

Study of the structure (anatomy) and function (physiology) of the human body, including the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems. A grade of "C" or better is required in this course to take the next course. **(3:2). Lab fee.** *Vocational Nursing Discipline.* **W**

VNSG 2214	Applied Nursing Skills III	Credits 2

Application of nursing skills to meet complex patient needs utilizing the nursing process and related scientific principles. Emphasizes advanced assessment and reassessment based on evaluation. Students must pass VNSG 1161 and VNSG 2413 with a grade of "C" or better to enroll in this course. A grade of "C" or better is required in this course to take the next course. **Corequisites: VNSG 1166 and VNSG 1163. (1:3). Lab fee.** *Vocational Nursing Discipline.* **W**

VNSG 2413	Applied Nursing Skills II	Credits 4

Application of nursing skills to meet complex patient needs utilizing the nursing process and related scientific principles. Emphasizes implementation and evaluation. Students must pass VNSG 1227, VNSG 1323 and VNSG 1402, VNSG 1160 and VNSG 1260 with a grade of "C" or better to enroll in this course. A grade of "C" or better is required in this course to take the next course. **Corequisite: VNSG 1161. (4:1). Lab fee.** *Vocational Nursing Discipline.* **W**

W

WLDG 1327	Welding Codes and Standards	Credits 3

An in-depth study of welding codes and their development in accordance with structural standards, welding processes, destructive and nondestructive test methods. Emphasizes symbols, and the practical implementation of AWS D1.1, API 1104 and ASME welding codes. Hands-on lab includes preparation for welder certification. **(3:1). Lab fee.** *Welding Discipline.* **W**

WLDG 1337	Introduction to Welding Metallurgy	Credits 3

A study of metals from the ore to the finished product. Emphasis on metal alloys, heat treating, hard surfacing, welding techniques, forging, foundry processes, and mechanical properties of metal including hardness, machinability, and ductility. **(2:4). Lab fee.** *Welding Discipline.* **W**

WLDG 1407	Introduction to Welding Using Multiple Processes	Credits 4

Basic welding techniques using some of the following processes: oxy-fuel welding (OFW) and cutting, shielded metal arc welding (SMAW), gas metal arc welding (GMAW), flux cored arc welding (FCAW), and gas tungsten arc welding (GTAW). Emphasizes development of basic welding techniques and good joint preparation using low carbon steel. Includes OSHA 10 safety course, 10 hours of construction safety and fall protection. **(3:3). Lab fee.** *Welding Discipline.* **W**

WLDG 1413	Introduction to Blueprint Reading for Welders	Credits 4

A study of industrial blueprints. Emphasis placed on terminology, symbols, graphic description, and welding processes. Includes systems of measurement and industry standards. Also includes interpretation of plans and drawings used by industry to facilitate field application and production. **(3:3). Lab fee.** *Welding Discipline.* **W**

WLDG 1434	Introduction to Gas Tungsten Arc Welding (GTAW)	Credits 4

Principles of gas tungsten arc welding (GTAW), including setup, GTAW equipment. Instruction in various positions and joint designs. Student practice will include low carbon steel. **(3:3). Lab fee.** *Welding Discipline.* **W**

WLDG 1435	Introduction to Pipe Welding	Credits 4

An introduction to welding of pipe using the shielded metal arc welding process (SMAW), including electrode selection, equipment setup, and safe shop practices. Emphasis on various welding positions and electrodes. **(3:3). Lab fee.** *Welding Discipline.* **W**

WLDG 1457	Intermediate Shielded Metal Arc Welding (SMAW)	Credits 4

A study of the production of various fillets and groove welds. Preparation of specimens for testing in various positions. Emphasizes development of multi-pass welding techniques. **Prerequisite: WLDG 1407. (2:4). Lab fee.** *Welding Discipline.* **W**

WLDG 2447	Advanced Gas Metal Arc Welding (GMAW)	Credits 4

Advanced topics in gas metal arc welding (GMAW). Includes welding in various positions. Emphasizes development of short-circuits, globular and spray transfer techniques. **(3:3). Lab fee.** *Welding Discipline.* **W**

WLDG 2451	Advanced Gas Tungsten Arc Welding (GTAW)	Credits 4

Advanced topics in GTAW welding, including welding in various positions and directions. Student practice will include low/high carbon steel, stainless steel and aluminum. **Prerequisites: WLDG 1407 and WLDG 1434. (3:3). Lab fee.** *Welding Discipline.* **W**

WLDG 2453	Advanced Pipe Welding	Credits 4

Advanced topics involving welding of pipe using the shielded metal arc welding (SMAW) process. Topics include electrode selection, equipment setup, and safe shop practices. Emphasis on weld positions 5G and 6G using various electrodes. **(3:3). Lab fee.** *Welding Discipline.* **W**

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Full Time Faculty

Faculty Responsibilities & Instructional Guidelines

Academic Freedom and Responsibility
(Board Policies DGC (Local))

Each faculty member is entitled to full freedom in the classroom in discussing the subject which he or she teaches but is expected not to introduce controversial matters which have no relation to the classroom subject. Each faculty member also is a citizen of the nation, state, and community, and when speaking, writing, or acting as such, must be free from institutional censorship or discipline, subject to academic responsibility as hereinafter set out, and the faculty member should make it clear that he or she is not speaking for the institution.

The concept of academic freedom for faculty must be accompanied by an equally demanding concept of academic responsibility. A faculty member has a responsibility to the institution, his or her profession, his or her students, and society at large. The rights and privileges of faculty members extended by society and protected by governing boards and administrators through written policies and procedures on academic freedom and tenure, and as further protected by the courts, require reciprocally the assumption of certain responsibilities by faculty members.

Some of the Responsibilities include the following:

A. The fundamental responsibilities of a faculty member as a teacher and scholar include the maintenance of competence in his or her field of specialization and the exhibition of such professional competence in the classroom, studio, or laboratory and in the public arena by such activities as discussion, lectures, consulting, publications, or participation in professional organizations and meetings.

B. The exercise of professional integrity by a faculty member includes recognition that the public will judge his or her profession and institution by his or her statements. Therefore, the faculty member should strive to be accurate, to exercise appropriate restraint, to be willing to listen to and show respect to others expressing different opinions, and to avoid creating the impression that the faculty member speaks or acts for his or her college when speaking or acting as a private person.

C. The constitutionally protected right of the faculty member, as a citizen, to freedom of expression must be balanced with the interest of the State, as an employer, in promoting the efficiency of the educational services it performs through its employees. A faculty member's comments are protected even though they may be highly critical in tone or content, or erroneous, but such statements are not protected free speech if they either

substantially impede the faculty member's performance of his or her daily duties or materially and substantially interfere with the regular operation of the institution, if they are part of a continuing pattern of expression of such nature as to destroy the harmony and morale of a division, department, or college. False statements made with knowledge of their falsity or in reckless disregard of the truth are not entitled to constitution protection, and public statements may be so without foundation as to call into question the fitness of the faculty member to perform his or her professional duties.

D. A faculty member should be judicious in the use of controversial material in the classroom and should introduce such material only as it has a clear relationship to his/her subject.

E. A faculty member should be professional in his or her conduct in the classroom and in his or her relationships with students. The faculty member should maintain respect for the student and for the student's posture as a learner. The faculty member should make himself or herself appropriately available to the student for consultation on coursework.

A faculty member has the responsibility to provide timely and adequate notice of his or her intention to interrupt or terminate institutional services.

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