stanly SCC COMMUNITY COLLEGE

2023 - 2024 COLLEGE CATALOG

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MESSAGE FROM THE PRESIDENT

It is my pleasure to welcome you to Stanly Community College. At SCC, we believe that education is the key to unlocking your full potential. Our faculty and staff are passionate about helping you achieve your goals and providing you with the tools you need to succeed in your chosen field.

Whether you are a new student just starting your academic journey or a returning student looking to further your education, we are here to support you every step of the way. Our programs are designed to meet the needs of a diverse student body, and we offer a wide range of courses and degree programs to help you achieve your goals.

I encourage you to take advantage of all that Stanly Community College has to offer. Get involved in student organizations, attend campus events, and take advantage of our support services. Together, we can create a vibrant and supportive community that fosters learning, growth, and success.

I, along with SCC's faculty and staff, look forward to working with you and helping you achieve your dreams. Let's SuCCeed together.

Dr. John Enamait
President, Stanly Community College

LIMITED ENROLLMENT PROGRAMS

Some programs at Stanly Community College are considered limited enrollment, which means the demand for the program is greater than the instructional resources have available. For those programs, applicants must meet certain criteria to become eligible.

Initial applicants to those programs will be classified as Associate in General Education (AGE) Pathway applicants until they have met the requirements for the limited enrollment program and have been selected. Meeting the requirements does not guarantee admission to the desired program.

The selection process for the following programs are based on the completion date of the requirements, in which applicants are ranked and offered admission based on first qualified-first admitted basis:

- Basic Law Enforcement Training (BLET)
- Emergency Medical Science
- Emergency Medical Science Bridge
- Medical Assisting Diploma
- Medical Laboratory Technology
- Nursing
- Nursing - Returning LPN - RN
- Radiography
- Respiratory Therapy

Please refer to the Stanly Community College website for program information, deadline dates, and admission requirements.

Nursing and Radiography are Limited Enrollment Programs with an additional selection criteria. Once applicants have met the requirements for admission, they are then ranked greatest to least based on their score achieved on the TEAS® test. Admissions staff are available to assist students in the admission process for these programs.

Notice of Nondiscrimination

Stanly Community College is an equal opportunity educational institution and employer. The College does not practice or condone discrimination in any form against students, employees, or applicants on the grounds of race, color, national origin, religion, gender, age, or disability consistent with the Assurance of Compliance with Title VI and VII of the Civil Rights Act of 1964, Executive Order 11246, Title IX of the Education Amendments of 1972, the Rehabilitation Act of 1973, and the Americans With Disabilities Act of 1992.

Notice of Nondiscrimination Full Policy

STEPS TO GETTING STARTED

The following are items needed to apply to SCC:.

Find a Career Path

Stanly Community College is proud to offer you a multitude of learning opportunities to pursue your educational goals, including: Degrees, Diplomas, and Certificates. You will be asked to select a major when applying to SCC. We suggest you use CFNC's career exploration tools to learn about yourself and explore what career options you may be best suited for or review the following program specific videos.

Apply to SCC

#1. Complete your NC Residency Determination forms FIRST!

All applicants must complete the online North Carolina Residency Determination Service questionnaire. Applicants will be provided a Residency Certification Number (RCN) which is a required field on the SCC Application.

Please have the following items available before proceeding to the NC Residency Website:

- NC Driver License/NC ID
- Your tax information and/or your parents tax information, if you are under 25 years old
- Vehicle License & Registration Information
- Military Documentation (Benefits info or DD214)
- Foreign/Immigrant Documents

If you are a CCP student, you do not need to complete the RDS questionnaire, and may proceed to the green button to the right. When you are ready to complete your Residency Determination questionnaire, please go to www.ncresidency.org, or click the button below.

COMPLETE RESIDENCY QUESTIONNAIRE

If you need assistance completing your Residency Determination, please contact the North Carolina Education Assistance at:

rdsinfo@ncresidency.org
844-319-3640 (Toll-Free)
919-835-2290 (Local)
919-835-2427 (Fax)

#2. Then complete your College Foundation (CFNC) application!

Once you have completed your Residency Determination you will then need to complete Stanly Community College application found at www.cfnc.org. You will need to enter your RCN in the appropriate field in order to complete your application.

Please allow 24-48 hours for your application to be processed once you have submitted it.

You will not be able to submit your application until you have completed all of the required fields on the application. This will be evident by the check marks beside the section.

SCC APPLICATION

CCP APPLICATION

If you are a current high school student wishing to participate in the upcoming semester as a Career & College Promise student, which does not require a RCN number, please click this application button.

Limited enrollment programs have additional requirements that must be met in order to be considered for admission to the program. Click here for more information regarding which programs are considered limited enrollment.

If you need assistance on your application to the college, please contact our Admissions Office within the Eagle's One Stop at:

admissions@stanly.edu
704-991-0123

ACADEMIC CALENDAR

2023 – 2024 Academic Calendar for Curriculum (CU) Courses

Board Approved: February 9, 2023

Date	Event
July 5th – December 11th (W-M)	**Fall Registration**
July 24th - August 4th (M-F)	Faculty Break
August 1st (T)	Payment Deadline for 16-Week Classes*
August 7th - October 31st (M-T)	Financial Aid Bookstore Charge Dates
August 7th (M)	12-Month Faculty Return
August 7th - 11th (M-F)	Faculty Workdays
August 9th (W)	9-Month Faculty Return
August 9th (W)	Convocation
August 14, 2023 - December 11, 2023	Fall Semester
August 14th (M)	**First Day of Fall Semester**
August 14th - 16th (M-W)	Add/Drop 16-Week Classes
August 25th (F)	Payment Deadline for 14-Week Classes (12PM)
August 28th (M)	14-Week Classes Start
August 28th - 30th (M-W)	Add/Drop 14-Week Classes
September 4th (M)	**College Closed (Labor Day)**
September 6th - 7th (W-TH)	CU Registration Closed for FA/BO
September 11th (M)	Last Day of 1st 4-Week Classes
September 14th (TH)	16-Week Pell Disbursement
September 25th (M)	Last Day to Withdraw From 1st 8-Week Classes
September 21st (TH)	CU Registration Closed for FA/BO
September 28th (TH)	12-Week Pell Disbursement
October 9th (M)	Last Day of 1st 8-Week Classes
October 9th (M)	Payment Deadline for 2nd 8-Week Classes (12PM)
October 10th (T)	2nd 8-Week Classes Start
October 10th - 12th (T-TH)	Add/Drop 2nd 8-Week Classes
October 23rd - 24th (M-T)	**Fall Break (No Classes)**
October 23rd (M)	Faculty Break
October 24th (T)	Faculty Professional Development Day
October 24th (T)	Campus Security Drill
October 25th (W)	**Fall Fest (No Classes 10AM - 1PM)**
November 6th (M)	CU Registration Closed for FA/BO
November 8th (W)	Payment Deadline for 4th 4-Week Classes (12PM)
November 9th (TH)	4th 4-Week Classes Start
November 9th (TH)	Add/Drop4th 4-Week Classes
November 9th (TH)	8-Week Pell Disbursement
November 13th - April 8th (M-M)	Spring Registration
November 22nd (W)	Faculty Break (No Classes)
November 23rd - 24th (TH-F)	**College Closed (Thanksgiving)**
November 27th (M)	Last Day to Withdraw From 16, 14, and 2nd 8-Week Classes
December 4th (M)	Last Day to Withdraw From 4th 4-Week Classes
December 11th (M)	**Last Day of Fall Semester**
December 12th (T)	Fall Fest Make Up Day
December 13th (W)	Grades Due (5PM)
December 13th - 15th (W-F)	Faculty Workday
December 18th - 22nd (M-F), December 28th - 29th (TH-F)	Faculty Break
December 19th - 22nd (T-F), December 28th - 29th (TH-F)	**College Closed**
December 25th - 27th (M-W)	**College Closed (Christmas)**
December 11th - January 5th, 2024	**Holiday Intersession Classes**
December 8th (F)	Payment Deadline for Holiday Classes (12PM)
December 11th (M)	**First Day of Holiday Intersession Classes**
December 11th (M)	Add/Drop for Holiday Intersession Classes
December 29th (F)	Last Day to Withdraw From Holiday Intersession Classes
January 5th (F)	**Last Day of Holiday Intersession Classes**
January 8th - May 3rd	**Spring Semester**
January 1st (M)	**College Closed (New Year's Day)**
January 2nd - March 21st (T-TH)	Financial Aid Bookstore Charge Date
January 2nd (T)	Faculty Return
January 2nd - 5th (T-TH)	Faculty Workday
January 8th (M)	**First Day of Spring Semester**
January 8th - 10th (M-W)	Add/Drop 16-Week Classes
January 15th (M)	**College Closed (Martin Luther King, Jr. Day)**
January 22nd (M)	Payment Deadline for 14-Week Classes (12PM)
January 23rd (T)	14-Week Classes Start

Date	Event
January 23rd - 25th (T-TH)	Add/Drop 14-Week Classes
February 1st - 2nd (TH-F)	CU Registration Closed for FA/BO
February 8th (TH)	16-Week Pell Disbursement
February 19th (M)	Last Day to Withdraw From 1st 8-Week Classes
February 15th (TH)	CU Registration Closed for FA/BO
February 22nd (TH)	14-Week Pell Disbursement
March 4th (M)	Last Day of 1st 8-Week Classes
March 4th (M)	Payment Deadline for 2nd 8-Week Classes
March 5th (T)	2nd 8-Week Classes Start
March 5th - 7th (T-TH)	Add/Drop 2nd 8-Week Classes
March 22nd (F)	CU Registration Closed
March 28th (TH)	8-Week Pell Disbursement
March 28th (TH)	Staff Professional Development Day (College Services Closed)
March 28th (TH)	Campus Security Drill
March 28th (TH), April 2 (T)	**Spring Break (No Classes)**
March 28th (TH), April 2 (T)	Faculty Break
March 29th (F), April 1 (M)	**College Closed (Easter Holiday)**
April 5th (F)	Payment Deadline for 4th 4-Week Classes (12PM)
April 8th (M)	4th 4-Week Classes Start
April 8th (M)	Add/Drop 4th 4-Week Classes
April 9th - June 18th (T-T)	Summer Registration
April 19th (F)	Last Day to Withdraw From 16, 14 and 2nd 8-Week Classes
April 24th (W)	**Spring Fling (No Classes 10AM - 1PM)**
April 26th (F)	Last Day to Withdraw From 4th 4-Week Classes
May 3rd (F)	**Last Day of Spring Semester**
May 6th (M)	Spring Fling Make Up Day
May 6th - 8th (M-W)	Faculty Workday
May 7th (T)	Grades Due (5PM)
May 8th (W)	**Student Honors Ceremony**
May 9th (TH)	**Class of 2024 Graduation**
May 9th (TH)	Last Day for 9-Month Faculty
May 13th - 16th (M-TH)	Faculty Break
May 21st - July 17th	**Summer Semester**
May 10th - August 2nd (F-F)	Summer Administrative Schedule
May 13th - June 12th (M-W)	Financial Aid Bookstore Charge Dates

Date	Event
May 20th (M)	Faculty Return
May 20th (M)	Payment Deadline for Summer Classes
May 21st (T)	**First Day of Summer Semester**
May 21st - 23rd (T-TH)	Add/Drop Summer Classes
May 27th (M)	**College Closed (Memorial Day)**
June 13th (TH)	CU Registration Closed for FA/BO
June 20th (TH)	Summer Pell Disbursement
July 3rd (W)	Last Day to Withdraw From Summer Classes
July 4th (TH)	College Closed (Independence Day)
July 8th (M)	2024 Fall Registration Opens
July 17th (W)	**Last Day of Summer Semester**
July 18th (TH)	Grades Due (5PM)
July 18th (TH)	Faculty Workday
July 22nd - August 1st (M-TH)	Faculty Break
August 1st (TH)	Payment Deadline for 2024 Fall 16-Week Classes
August 5th (M)	12-Month Faculty Return

*Notes: Deregistration for non-payment will be processed on the same day if the payment is due by 12:00pm; If the payment has a deadline, students

have until the close of business (5:00pm On-Campus/11:59pm Online) to pay. For registrations after the initial payment deadline for the semester/mini-semester,students will have until the close of the following business day to make payment arrangements.

ACCREDITATION/NONDISCRIMINATION

Stanly Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award Associate degrees. Degree-granting institutions also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of Stanly Community College 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).

Notice of Nondiscrimination

Stanly Community College is an equal opportunity educational institution and employer. The College does not practice or condone discrimination in any form against students, employees, or applicants on the grounds of race, color, national origin, religion, gender, age, or disability consistent with the Assurance of Compliance with Title VI and VII of the Civil Rights Act of 1964, Executive Order 11246, Title IX of the Education Amendments of 1972, the Rehabilitation Act of 1973, and the Americans With Disabilities Act of 1992.

Employee and applicant inquiries regarding nondiscrimination issues may be directed to the Director of Human Resources or to the Office of Civil Rights of the United States Department of Education (OCR).

Lori Poplin, **Executive Director of Human Resources**
Office location: 111C Eddins Building
Telephone: 704-991-0116
Email: lpoplin0217@stanly.edu
Mailing address: 141 College Drive, Albemarle, NC 28001

Student and student applicant inquiries regarding non-Title IX issues may be directed to the Office of the Dean of Students or to the Office of Civil Rights of the United States Department of Education (OCR).

Marcus Pryor, Director of External Relations
Office location: 109 Patterson Building
Telephone: 704-991-0278
Email: mpryor7642@stanly.edu
Mailing address: 141 College Drive, Albemarle, NC 28001

Stanly Community College does not discriminate on the basis of sex in the education programs or activities it operates. SCC is required by Title IX of the Education Amendments of 1972, 20 U.S.C. Section 1681 et seq. (Title IX) and its implementing regulations, 35 C.F.R. Part 106 not to discriminate in such a manner.

Inquiries related to SCC's responsibilities and practices regarding Title IX may be directed to the SCC Title IX Coordinator or to the Office of Civil Rights of the United States Department of Education (OCR). Complaints under Title IX may also be made to the SCC Title IX Coordinator or to OCR.

Cindy Dean, Director of Institutional Effectiveness, Title IX Coordinator
Office location: 214 Patterson Building
Telephone: 704-991-0329
Email: cdean5600@stanly.edu
Mailing address: 141 College Drive, Albemarle, NC 28001

An Equal Opportunity/Affirmative Action Institution. A Unit of the North Carolina Community College Systems.

BOARD OF TRUSTEES

Joe Brooks, Albemarle, NC - Board Chairman

Courtney Brown, Albemarle, NC - Board Member

Kathy Burr, Norwood, NC - Board Member

Lisa Burris, Albemarle, NC - Board Member

James "Cecil" Curlee, Jr., Norwood, NC - Board Member

Nancy Joines, Albemarle, NC - Board Member

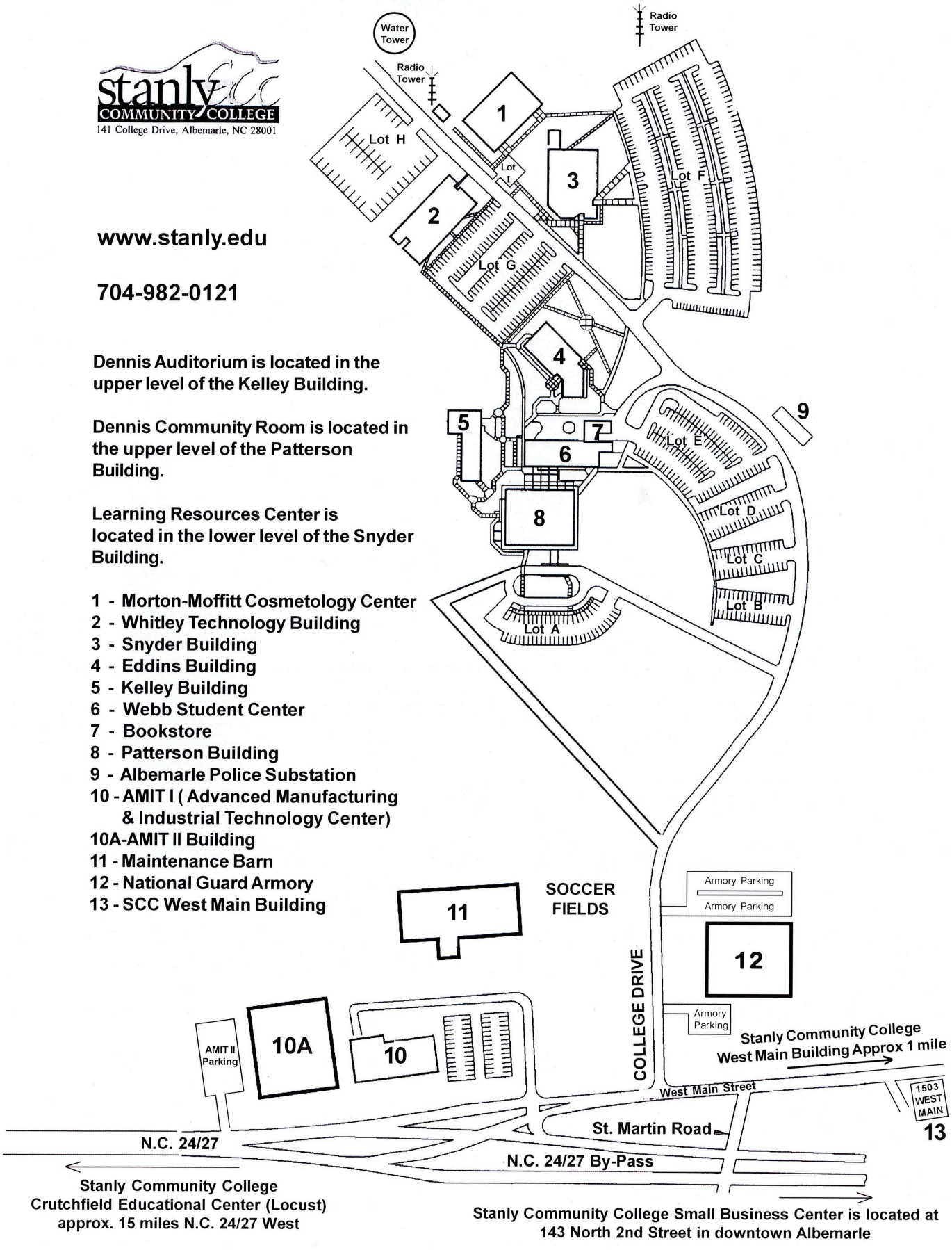
Kelly Lowder, New London, NC - Board Member

Clif Robinson, Albemarle, NC - Board Member

Eddie Wall, Jr., Albemarle, NC - Board Member

Daisy Washington, Badin, NC - Board Member

CAMPUS MAP


stanly COMMUNITY COLLEGE
141 College Drive, Albemarle, NC 28001
www.stanly.edu
704-982-0121
Dennis Auditorium is located in the upper level of the Kelley Building.
Dennis Community Room is located in the upper level of the Patterson Building.
Learning Resources Center is located in the lower level of the Snyder Building.
1 - Morton-Moffitt Cosmetology Center
2 - Whitley Technology Building
3 - Snyder Building
4 - Eddins Building
5 - Kelley Building
6 - Webb Student Center
7 - Bookstore
8 - Patterson Building
9 - Albemarle Police Substation
10 - AMIT I (Advanced Manufacturing & Industrial Technology Center)
10A-AMIT II Building
11 - Maintenance Barn
12 - National Guard Armory
13 - SCC West Main Building
Water Tower
Radio Tower
Radio Tower
Lot H
Lot I
Lot F
Lot G
Lot E
Lot D
Lot C
Lot B
Lot A
SOCCER FIELDS
Armory Parking
Armory Parking
Armory Parking
COLLEGE DRIVE
AMIT II Parking
West Main Street
1503 WEST MAIN
St. Martin Road
N.C. 24/27
N.C. 24/27 By-Pass
Stanly Community College West Main Building Approx 1 mile
Stanly Community College Crutchfield Educational Center (Locust) approx. 15 miles N.C. 24/27 West
Stanly Community College Small Business Center is located at 143 North 2nd Street in downtown Albemarle

CAMPUS SAFETY

Reminder to ALL Students - please check and update your notification contact information for accuracy. This will enable prompt notifications to your home phone, cell phone, and email address.

To update your contact information, please go to our Student Forms and select "Information Change/Update " under Admissions section. The "(student within last 12 months)" version will require you to sign into your student account first at the top of the form prior to filling in your changes. Click the "Submit Form" below when finished.

Stanly Community College is committed to providing a safe learning and working environment. In compliance with federal law, the Jeanne Clery Act (Clery Act) and the Campus Sexual Violence Elimination Act (SaVe Act), Stanly Community College has adopted policies and procedures to prevent and respond to incidents of sexual assault, domestic violence, dating violence, and stalking. These guidelines apply to students, faculty and staff, as well as contractors and visitors.

Stanly Community College is committed to providing a safe learning and working environment. In order to achieve this everyone must share responsibility. While on campus, please observe the following guidelines:

- Drive carefully and watch for students, faculty, staff, and visitors walking in the parking lots and crossing roadways.
- Be aware of your surroundings. Check the floor plans in buildings so you know where to exit in case of fire and where first aid and fire extinguishers are located.
- Look for Safe Areas so you know where to go in case of severe weather.
- If you see something you feel is an unsafe situation, please let someone know.
- Secure your vehicle and do not leave items in a visible location.
- Be very careful with your personal Information, such as social security card, driver's license, banking receipts, medical papers, etc.
- Active shooter training video
- View the campus safety report
- It is extremely important for all user contact information to be accurate so that the college can contact you with important notifications, including information regarding emergency situations. Please verify that your information is correct through Self-Service by going to your user profile by clicking on your username at the top of the page. You will find more detailed instructions at the following webpage in updating your information.

In compliance with federal law, the Jeanne Clery Act (Clery Act) and the Campus Sexual Violence Elimination Act (SaVE Act), Stanly Community College has adopted policies and procedures to prevent and respond to incidents of sexual assault, domestic violence, dating violence, and stalking. These guidelines apply to students, faculty and staff, as well as contractors and visitors.

The Campus Sexual Violence Elimination Act (SaVE Act) was signed into law on March 7, 2013. The SaVE Act amends the Clery Act, which addresses campus sexual assault policies. Every post-secondary institution participating in Title IV financial aid programs are affected. It increases transparency by requiring institutions to disclose campus crime statistics and security information. The Act guarantees enhanced rights to victims, sets standards for disciplinary proceedings and requires campus-wide prevention programs.

Contact:
Michael Hinson, Security Officer
704-991-0118
mhinson4851@stanly.edu

CAREER & COLLEGE PROMISE

Who can participate in the Career and College Promise program?

- High school juniors and seniors
- With a 2.8 unweighted GPA or higher OR qualifying test scores (SAT, ACT, Pre-ACT, PSAT). To view qualifying test score requirements, select “State guidelines for qualifying” link below, select CCP operating procedures tab and then go to page 23.
- This information is for College Transfer Pathways. Please contact SCC for Career Pathway information
- State guidelines for qualifying

What is Stanly Community College's Career and College Promise program?

- CCP offers tuition free college courses that can lead to college credits and/or certificates and job training
- Students may enroll in college transfer or career pathways depending upon future plans
- College transfer pathways can lead up to 30 hours of college transfer credits
- Career and Technical Education Pathways lead to credits used towards certificates, diplomas, and degrees
- Students may be enrolled in one college transfer pathway and one career pathway

Where do the classes meet?

- Courses are offered both online and seated for scheduling convenience
- To help accommodate high school scheduling, SCC offers late-start courses in 14-week format

What are the benefits of the Career and College Promise program at SCC?

- CCP allows you to earn college credits while in high school
- This will save you money on college tuition (CCP classes are tuition-free)
- CCP helps gain college credits for your student to finish his/her college journey sooner
- Classes taken through Stanly Community College introduce students to the college experience and help them be more prepared upon entering the university setting
- If a university is not the right fit for your student, CCP can help him/her get a jump start on his/her career plans or help him/her attain job training, skills, and certifications

How do I get started?

- For students from outside of Stanly County and homeschool students, contact Shawna Loftis, Precollege Coordinator/Liaison at 704-991-0293 or sloftis0221@stanly.edu. For students at Stanly County High Schools, contact Steve Cumming at 704-991-0139 or scumming0450@stanly.edu.
- Complete the CCP Application

College Transfer Pathways - for those who hope to eventually attain a four-year degree.

- Associates in Arts
- Associates in Science
- Associates in Nursing (ADN)
- Teacher Preparation AA - College Transfer Pathway
- Teacher Preparation AS - College Transfer Pathway

Career & Technical Pathways - for those who hope to pursue a career-based diploma, certificate, or training.

- Advertising & Graphic Design
- Air Conditioning, Heating & Refrigeration
- Business Administration
- Computer Engineering
- Cosmetology
- Early Childhood Preschool Pathway
- Emergency Medical Science
- Human Services
- Infant Toddler Care
- Information Technology – CISCO
- Information Technology - Microsoft
- Nurse Aide
- Welding

- Agribusiness Technology
- Biomedical Equipment Technology
- Collision Repair & Refinishing Technology
- Computer-Integrated Machining
- Criminal Justice Technology
- Electronics Engineering Technology
- Heavy Equipment Operations
- Human Services Addiction and Recovery Studies
- Information Technology – Business Support
- Information Technology - Cybersecurity
- Medical Assisting
- Simulation & Game Development

CLASS ATTENDANCE POLICY

Approved By	Date
Board of Trustees	02-20-2014
Executive Leadership Team	12-19-2013
ICORE	12-18-2013

Class attendance is an integral part of the learning process, and each student is expected to attend all classes for which he or she is registered. Class attendance prior to the 10% point (census date) of the class is required. Seated, internet, and hybrid classes may have different requirements for satisfying census date attendance.

Class Attendance Procedures

Approved By	Date
Executive Leadership Team	04-27-2020
ICORE	04-24-2020

Curriculum Courses

1. Students must attend at least one class or log into an online class by the census date (10 percent point) and submit an academic activity. If not, the student will be marked as No Show (NS) in WebAttendance for the course.
2. Absences do not relieve the student of responsibility for meeting the requirements of the class.
3. Students may be withdrawn by the instructor if class requirements are not being met.
4. Any student who is absent for a consecutive and prolonged period of time regardless of contact with the instructor will be withdrawn.
5. College policy defines a minimum consecutive and prolonged period of time as a two-week period for 16-week and 12-week classes and a one-week period for all other 8- and 4-week term lengths. The College reserves the right to extend this definition in the event of a declared state of emergency by federal, state, or local government officials or for other extreme circumstances as determined by the College's Executive Leadership Team. A grade of "WE" (Withdraw – Emergency) will be assigned to indicate a withdrawal was the result of the COVID-19 state of emergency.
6. Some classes may specify stricter attendance policies.

7. Student auditing classes must adhere to the same attendance policy as other students.
8. Out of respect for individual religious convictions, the College will allow two excused days of absences per academic year. At least two weeks prior to the planned absence, the student must submit written notice to all instructors for the term.#The notice will include the specific date(s) he/she requests as a religious observance. The student will be given the opportunity to make up any class work, clinical/work based learning hours, or tests missed during the excused day(s).

Continuing Education Courses

1. Students must attend at least one class meeting or log into an online component of the class on or before the census date.#If not, the student will be dropped from the course.#Any exceptions would need to be presented to the Office of Enrollment Management for approval.#It is the instructor's responsibility to abide by this policy.
2. Students must attend at least 80% of the course to receive credit.
3. Course hours missed due to inclement weather, instructor absence or other factors must be made up by one of the following options at the discretion of the instructor in conjunction with the course coordinator:
   - Adding additional class hours on an hour for hour basis for those missed
   - Adding additional outside class assignments which approximate the hours missed
   - Adding additional class hours and a combination of outside assignments which approximate the hours missed
4. The College reserves the right to modify the procedures for Continuing Education Course attendance and/or missed hours in the event of a declared state of emergency by federal, state, or local government officials or for other extreme circumstances as determined by the College's Executive Leadership Team.

Revision: 04/16/2018 (procedures)

COLLEGE LOCATIONS

Albemarle Campus
141 College Drive
Albemarle, NC 28001
704-982-0121

Crutchfield Education Center
Allied Health Signature Campus
102 Stanly Parkway
Locust, NC 28097

Economic & Workforce Development
186 Ray Kennedy Drive
Locust, NC 28097
704-991-0297

Small Business Center
143 N. 2nd Street
Albemarle, NC 28001
704-991-0355

West Main Site
1503 West Main Street
Albemarle, NC 28001
704-982-0121

Albemarle High School
311 Park Ridge Rd.
Albemarle, NC 28001
704-961-3000

Albemarle Correctional Institution
44150 Airport Road
New London, NC 28127
704-422-3036

COSTS

Tuition - Curriculum Students

Tuition and other charges are set by the North Carolina General Assembly, the North Carolina State Board of Community Colleges, and Stanly Community College's Board of Trustees and are subject to change. While it is the Board's policy to keep all charges as low as possible, nonresident students are required under North Carolina law to pay a higher tuition rate than residents. The student is responsible for complying with regulations concerning declaration of residency.

For tuition purposes, full-time students are those students taking 16 or more credit hours during each semester. For more information, see Cost of Attendance/Budget

There is no additional tuition charge for those hours beyond 16. Part-time students (carrying fewer than 16 credit hours for the specific term) are charged by the credit hour. The following tuition is payable each term:

Tuition Charges

Tuition charges and fees are subject to change without prior notice to students. The College will accept cash, personal checks, and credit cards (MasterCard, Visa, American Express, and Discover) for payment of tuition and fees.

Residence Classification for Tuition Purposes

Under North Carolina law, a person may qualify as a resident for tuition purposes in North Carolina, thereby being eligible for a tuition rate lower than that for nonresidents. The controlling North Carolina statute (G.S. 116-143.1) requires that "To qualify as a resident for tuition purposes, a person must have established legal residence (domicile) in North Carolina and maintained that legal residence for at least twelve (12) months immediately prior to his or her enrollment in a state maintained institution of higher education." Ownership of property in or payment of taxes to the state of North Carolina does not automatically qualify one for the in-state tuition rate. Failure to provide requested information for residency classification can result in the student's being classified as a nonresident for tuition purposes and disciplinary action. A student who believes that he or she has been erroneously classified shall be permitted to appeal the case in accordance with the procedure outlined by the State Residence Committee. Regulations concerning the classification of students by residence for purposes of applicable tuition differentials are set forth in detail in A Manual to Assist the Public Higher Education Institutions of North Carolina in the Matter of Student Residence Classification, which is available for student inspection in the Student Development Office. Questions related to residency classification should be directed to the Dean of Enrollment Management.

Residency Exceptions

Multiple legislative exceptions are available to students with respect to residency classifications. These exceptions permit colleges to override students' tuition status and charge in-state tuition to students classified as non-residents.

- **Active Military** - Active military students and/or their children/spouses who are assigned Choice Act Educational Benefits.
- **Veterans** - Veterans who qualify for the Veterans Choice Act educational benefits.
- **UNC Employees & Their Families** - This exception is available for UNC employees, their spouses and/or their children.
- **Business-Sponsored Students** - This community college exception code is assigned to students whose NC employer is paying his/her community college tuition.
- **Business Transferred Families** - Students whose employer has transferred the student to NC.
- **Public School Graduates** - Current non-US Citizens who were legally admitted to the US and graduated from a NC High School (valid while continuously enrolled). US-Citizens who graduated from a NC High School can also receive the in-state tuition rate if they can prove that they attended a NC HS for the entirety of their senior (4th) year and that they are a US Citizen (valid for one academic year following HS graduation).
- **Ward of the State**
- **Refugees**
- **Nonresident of the US** - Non-residents of the US who have resided in NC for 12 or more months and have filed an I-130, I-140, or I-360 with the US Citizenship and Immigration Service.
- **Federal Law Enforcement Officers**

Supporting documentation for the above classifications must be submitted to the Admissions Office.

Tuition & Fees Effective Fall 2023

In-State Tuition and Fee Chart

Credit	Tuition	Student	CAPS	TECH	STSFE	INS	TOTAL
1	76.00	35.00	30.00	48.00	6.00	1.25	196.25
2	152.00	35.00	30.00	48.00	6.00	1.25	272.25
3	228.00	35.00	30.00	48.00	6.00	1.25	348.25
4	304.00	35.00	30.00	48.00	6.00	1.25	424.25
5	380.00	35.00	30.00	48.00	6.00	1.25	500.25
6	456.00	35.00	30.00	48.00	6.00	1.25	576.25
7	532.00	35.00	30.00	48.00	6.00	1.25	652.25
8	608.00	35.00	30.00	48.00	6.00	1.25	728.25
9	684.00	35.00	30.00	48.00	6.00	1.25	804.25
10	760.00	35.00	30.00	48.00	6.00	1.25	880.25
11	836.00	35.00	30.00	48.00	6.00	1.25	956.25
12	912.00	35.00	30.00	48.00	6.00	1.25	1032.25
13	988.00	35.00	30.00	48.00	6.00	1.25	1108.25
14	1064.00	35.00	30.00	48.00	6.00	1.25	1184.25
15	1140.00	35.00	30.00	48.00	6.00	1.25	1260.25
16 or more	1216.00	35.00	30.00	48.00	6.00	1.25	1336.25

Out-of-State Tuition and Fee Chart

Credit	Tuition	Student	CAPS	TECH	STSFE	INS	TOTAL
1	268.00	35.00	30.00	48.00	6.00	1.25	388.25

Credit	Tuition	Student	CAPS	TECH	STSFE	INS	TOTAL
2	536.00	35.00	30.00	48.00	6.00	1.25	656.25
3	804.00	35.00	30.00	48.00	6.00	1.25	924.25
4	1072.00	35.00	30.00	48.00	6.00	1.25	1192.25
5	1340.00	35.00	30.00	48.00	6.00	1.25	1460.25
6	1608.00	35.00	30.00	48.00	6.00	1.25	1728.25
7	1876.00	35.00	30.00	48.00	6.00	1.25	1996.25
8	2144.00	35.00	30.00	48.00	6.00	1.25	2264.25
9	2412.00	35.00	30.00	48.00	6.00	1.25	2532.25
10	2680.00	35.00	30.00	48.00	6.00	1.25	2800.25
11	2948.00	35.00	30.00	48.00	6.00	1.25	3068.25
12	3216.00	35.00	30.00	48.00	6.00	1.25	3336.25
13	3484.00	35.00	30.00	48.00	6.00	1.25	3604.25
14	3752.00	35.00	30.00	48.00	6.00	1.25	3872.25
15	4020.00	35.00	30.00	48.00	6.00	1.25	4140.25
16 or more	4288.00	35.00	30.00	48.00	6.00	1.25	4408.25

- CAPS fee will be waived if all classes are online.
- LIABILITY INSURANCE: $8.00 per semester, $16 max per year (applies to certain programs/classes).
- Other programs/courses may be subject to additional fees.
- The Payment Plan fee is $30.00.

CURRICULUM REFUND POLICY

Approved By	Date
Board of Trustees	02-11-2016
Executive Leadership Team	12-09-2015
ICORE	12-09-2015

It is the policy of Stanly Community College (SCC) to refund curriculum tuition and/or fee payments when established criteria are met. Please note that the criteria is different for tuition refunds and fee refunds. Stanly Community College will issue tuition and/or fee refunds as prescribed by the State Board of Community Colleges Code Section 1E 900.1, unless otherwise required by law.

Curriculum Refund Procedures

Approved By	Date
Executive Leadership Team	05-12-2020
ICORE	05-04-2020

1. On-cycle course sections are those courses that begin **within** the first 7 days of the academic term:

    1. SCC will provide a 100 percent refund of tuition and fees if the student officially drops, or is officially dropped by the college, prior to the first day of the academic period as noted on the college calendar.
    2. SCC will provide a 100 percent refund of tuition and fees to the student if the college cancels the course section in which the student is registered.
    3. After an on-cycle course section begins, SCC will provide a 75 percent refund of tuition only if the student officially drops, or is officially dropped by the college from the course section prior to or on the 10 percent point of the academic period, as indicated on the college calendar.No refund of fees will be made.
2. Off-cycle course sections are those courses that have a start date **after** the first 7 days of the academic term:

    1. SCC will provide a 100 percent refund of tuition and fees if the student drops or is officially dropped by the college prior to the first day of the off-cycle course section.
    2. SCC will provide a 100 percent refund of tuition and fees if the college cancels the course section in which the student is registered.
    3. After an off-cycle course section begins, SCC will provide a 75 percent refund of tuition only if the student officially drops or is officially dropped by the college from the course section prior to or on the 10 percent point of the course section.No refund of fees will be made.

3. Non-regularly scheduled course sections must meet the definition as found in 1G SBCCC 200.93(c), but are generally described as courses that can be self-paced, held in a learning lab setting, and/or have no definitive start and end times:

1. SCC will provide a 100 percent refund of tuition and fees if the student officially drops or is officially dropped by the college prior to the first day of the non-regularly scheduled course section.
2. SCC will provide a 100 percent refund of tuition and fees if the college cancels the course section in which the student is registered.
3. After a non-regularly scheduled course section begins, SCC will provide a 75 percent refund of tuition only if the student officially drops or is officially dropped by the college from the non-regularly scheduled course section prior to or on the 10th calendar day after the start of the course section.No refund of fees will be made.

4. When a student, having paid the required tuition for a semester, dies during that semester (prior to or on the last day of examinations of the college the student was attending), all tuition and fees for that semester may be refunded to the estate of the deceas

5. North Carolina Residency Status:

- If the State Education Assistance Authority makes a final validation determination prior to the 10 percent point of the course section or academic term, as determined by the local college policy and noted on the college calendar, a college shall provide a 100 percent using State funds if all of the following conditions apply:
  - At the time of the student's registration, the State Education Assistance Authority made an initial determination that the student was a resident for tuition purposes, as defined in G.S. 116-143.1(a).
  - After validation of the information provided in the student's residency application, the State Education Assistance Authority subsequently determines that the student was a nonresident for tuition purposes, as defined in G.S. 116-143.1(a).
  - The student officially withdraws from the course section within 10 calendar days of the college notifying the student of the change in residency status.
- If the State Education Assistance Authority makes a final validation determination that a student is a nonresident for tuition purposes, as defined in G.S. 116-143.1(a), after the 10 percent point of the course section or academic term, as determined by local college policy and noted on the college calendar, the college shall apply the nonresident tuition determination to the following term.

Reference: N.C. Gen. Stat. 116-143.1(a)

Revision: 12/09/2015

DISTANCE LEARNING

Online Courses

Many courses and several complete degree programs at Stanly Community College are offered in online format each semester. The student enrolled in an online course has access to the virtual classroom, which is available via the Internet 24 hours a day, 7 days a week for flexible access. Students are expected to participate in online courses regularly and will need to meet submission deadlines. Online courses may be asynchronous (class interactions taking place at different times), synchronous (class interactions taking place at the same time, or "live"), or both.

In an online course all lectures and instructions needed for the course are available within the virtual classroom, including links and references to learning materials. (Physical and/or digital textbooks and additional course materials may be required, as listed in the course syllabus and registration information.) Most courses incorporate interactive tools within the course that mirrors the experiences that the student would have in a traditional face-to-face classroom. Such tools include, but are not limited to, pre-recorded video, streaming video, discussion forums, uploaded or online assignments, online quizzes/exams, live chat, and live online classroom/classroom hours. Many online instructors are not located on the traditional campus but they are still accessible through non-traditional formats including email, live chat, or online office hours.

Online delivery is an alternative option that offers flexibility for students who cannot or choose not to attend a traditional face-to-face class on campus. Online courses require the student to be self-disciplined, self-motivated and possess basic computer literacy skills such as typing assignments, navigating the Internet and various software programs. Students will need to plan for regular access to a computer and the Internet to complete online courses. Devices may be available for use/loan through the SCC library and for purchase through the SCC bookstore.

As with any registration related process, the student should seek the advice of their Success Coach when considering online courses.

Hybrid/Blended Classes

Hybrid classes provide a unique blend of the traditional seated classroom and non-traditional course delivery formats (see Online Courses above). Hybrid courses take advantage of ever-increasing technology, multi-media options, and class scheduling flexibilities. Options may include a mix of face-to-face class meetings with some distance education and/or online formats, or the courses may meet for longer periods on fewer days, including weekends. For hybrid/blended classes, students should plan access and skills using technology similiar to the previous section on Online Courses.

When considering a hybrid course, the student should seek the advice of their Success Coach to determine if the learning style of the student is conducive to the hybrid course format.

DROP/ADD, NEVER ATTENDED, WITHDRAWAL POLICY

Approved By	Date
Board of Trustees	12-10-2015
Executive Leadership Team	10-19-2015
ICORE	10-07-2015

Stanly Community College (SCC) recognizes the need for students to make adjustments to course schedules. Courses may be added or dropped only during published Drop/Add dates as noted on the College Calendar found on the SCC website. A student who has not attended at least one class period or logged into an online class and completed an Academic Activity (submitted work) by the census date of the course will be dropped from the course roster for failure to attend. After the Drop/Add period, a student withdrawing from a course is responsible for initiating an official course withdrawal through the Office of Enrollment Management or with the instructor of the course.

Drop/Add, Never Attended, Withdrawal Procedures

Approved By	Date
Executive Leadership Team	04-12-2023
ICORE	05-01-2023

Drop/Add Period

1. Students may complete course changes via Self-Service or they may obtain a drop/add form from the Student Forms link on the Stanly Community College website, complete the form, and submit it to the Office of Enrollment Management.
2. Courses may be dropped up to and on the census date for each class; which is also defined as the 10% point of the course. After the census date, a grade is required as outlined in the college catalog.
3. Students must fulfill any financial obligations that occur due to their schedule change. Specific information related to refund requirements are found in the SCC Refund Policy

Never Attended

If a student has not attended class or has not participated in an online class by 11:59 PM on the census date, the instructor is required to initiate the process to drop a student by marking the student as "never attended" in Self-Service Attendance the day following the census date. Grades are not applicable to students who never attend.

1. The census dates are visible within Self-Service.
2. The "Never Attend" box should be selected in Self-Service Attendance to indicate that the student has not attended.
3. The student will then be dropped from the course by the Office of Enrollment Management and removed from the official roster.
4. Only those students approved by the Vice President of Academic Affairs will be eligible to remain in a class if they have not attended by the census date of the course.
5. Specific information related to refund requirements are found in the SCC Refund Policy.

Withdrawals

1. Once the last date to withdraw from a class has passed, students cannot request to be withdrawn; however, the instructor has the discretion to assign a withdrawal grade ("W"), or the grade earned. Instructors may, in certain instances, contract with the student to receive an Incomplete ("I") grade. See the SCC Grade Policy for stipulations related to "I" grades. Students may withdraw from classes until the date indicated in the Academic Calendar, which will be approximately as follows: Students can withdraw from 4-week and 8-week classes approximately up to 1 week prior to the end of the class. Students can withdraw from 12-, 14- and/or 16-week classes approximately up to 2 weeks prior to the end of the class.
2. Instructors will assign a withdrawal grade ("W") if a student:
    a. Requests a withdrawal prior to the last date to withdraw;
    b. OR has two consecutive weeks of absences and/or does not meet the class requirements before the last date to withdraw in 12-, 14-, or 16-week classes, unless the instructor approves one additional week based on extenuating circumstances. No student should be allowed to remain in a course if the student has not attended or made academic progress for 21 consecutive calendar days, regardless of communication with the student.
    c. OR has one consecutive week of absences and/or does not meet the class requirements before the last date to withdraw in 4 or 8-week classes, unless the instructor approves one additional week based on extenuating circumstances. No student should be allowed to remain in a course if the student has not attended or made academic progress for 14 consecutive calendar days, regardless of communication with the student.
3. Instructors are required to evaluate attendance and participation weekly. The instructor must enter a withdrawal and a last date of attendance in Self-Service Attendance. The instructor will put a last date of attendance in Self-Service Attendance indicating the student's last date of academic activity; then issue a "W" (withdrawal) grade in Self-Service Attendance.
4. The College reserves the right to extend the length of time allowed for consecutive absences in the event of a declared state of emergency by federal, state, or local government officials or for other extreme circumstances as determined by the College's Executive Leadership Team.#The College will assign a grade of "WE" (Withdraw – Emergency) to indicate that a withdrawal is the result of the COVID-19 state of emergency.
5. For student withdrawals handled through the Office of Enrollment Management, an email will be sent to the instructor to inform him/her of the withdrawal.

Revision: 10/19/2015, 04/27/2020 (procedures)

FACULTY AND STAFF

Executive Leadership Team

- **Dr. John Enamait -** President
- **Kim Bradshaw -** Vice President of Administrative Services and Chief Financial Officer
- **Dr. Carmen Nunalee** – Vice President of Student Services
- **Jeff Parsons -** Vice President of Academic Affairs/Chief Academic Officer
- **Jeania Martin** - Executive Director, SCC Foundation
- **Lori Poplin** - Executive Director, Human Resources
- **Nicole Williams** - Executive Director, Marketing and Outreach

Faculty and Professional Staff

Aldridge, Joshua	Dean, Advanced Manufacturing, Industry & Trades
Alexander, Melanie	Success Coach, Allied Health
Allen, Amy	Specialist, Accounts Payable
Allen, Garrett	Success Coach, AMITT
Allen, Joel	Director, Enterprise Applications
Atkins, Courtney	Navigator, College
Baker, Jessica	Director, Success Coach
Barbee, Angel	Maintenance/Housekeeping
Barbee, Tiffany	Program Head, Radiography
Barrier, Lorri	Department Head, Humanities/Fine Arts
Baucom, Devin	Associate Vice President, AMITT
Baucom, Phillip	Instructional Designer, Center for Teaching & Learning
Benton, Samuel	Program Head, Air Conditioning, Heating & Refrigeration Technology
Bledsoe, Ashley	Associate Registrar, Continuing Education
Boahn, Constance	Instructor, Information Technology & Cisco Academy Support Specialist
Bostic, Steven Blake	Associate Vice President, Administrative & Fiscal Services
Bowden, Michael	Instructor, Information Technology & Cisco Academy Support Specialist
Bowers, Chad	Technician, Facility Services
Bowers, Krista	Director, Economic & Workforce Development
Bowers, Melinda	Director, College & Career Readiness
Bowman, Jonathon	Program Head, University Transfer
Bradshaw, Kimberly	Vice President, Administrative Services & CFO
Braswell, Melody	Instructor, Communications
Britt, Heather	Instructor, Cosmetic Arts - CCP
Brosius, Joshua	Instructor, Computer-Integrated Machining
Brown, Casie	Coordinator, Duplicating Services
Burnette, Heather	Director, Admissions
Burris, Bonnie	Coordinator, Student Information
Burris, Darlene	Success Coach, Early Childhood Education
Burroughs, Andre	Manager, Studio
Campbell, Alan	Instructor, History
Carriker, Adam	Dean, Technology & Engineering
Caudle, Kelly	Program Head, ASC/ITC Cisco Academy, VMware Academy & IT Academy
Cesaro, Christopher	Program Head, Welding Technology
Chapman, Anissa	Coordinator, Clinical Nursing Level II
Clayton, Joshua	Architect, System
Coble, Tammy	Instructor, Cosmetology
Contant, Linda	Instructor, IT-Business Support (ACI Coordination)
Cote, Christine	Officer, Security
Covington, Casey	Success Coach, University Transfer
Crump, James Brandon	Instructor, Technology Academy - Data Center Lead
Crump, Paul Brian	Program Head, Information Technology/Network Management
Cumming, Steven	Coordinator/Liaison, College & Career Promise
Deal, Jesse	Coordinator, Virtual Simulation Hospital/Learning Technologist
Deal, Kelly	Instructor, Human Services
Dean, Cynthia	Director, Institutional Effectiveness
Drake, Sue	Coordinator/Instructor, Teacher Preparation Degrees
Edwards, Gregory	Coordinator, Developmental Mathematics
Elkins, Abby	Executive Assistant, President
Enamait, John	President
Esposito, David	Director, BLET/Coordinator, Law Enforcement Training
Eury, Steven	Program Head, Biomedical Equipment Technology
Fennimore, Margaret	Specialist, Accounts Receivable
Ferdon, Joel	Dean, Learning Resources & Grant Management
Fields, Petra	Dean, Financial Aid Management
Finch, Kara	Dean, Public Services
Finney, Alaina	Program Head, Agribusiness
Flamer, Amber	Instructor, English
Foster, Adam	Analyst, System

Fowler, Wanda Glynn	Instructor, Anatomy & Physiology
Freeman, Alex	Administrator, Senior Network
Furr, April	Technologist, Learning
Gaddy, Lameka	Housekeeper
Gooch, Josh	Program Head, Advertising & Graphic Design
Graham, Taffy	Coordinator, Developmental English
Graves, David	Instructor, Chemistry
Griffey, Rebecca	Manager, Environmental Services
Hall, Lindsey	Director, Clinical Education, Radiography Program
Hamby, Angela	Instructor, Associate Degree Nursing
Hatley, Aaron	Coordinator, Academic Support Center
Hatley, Amber	Coordinator, Clinical Nursing Level I
Hatley, Daniel	Success Coach, Early Childhood Education
Hatley, Gary	Program Head, Electronics Engineering Technology
Hatley, Ginger	Specialist, Human Resources
Hatley, Jennifer	Dean, Students
Hatley, Linda	Instructor, Cosmetology
Hedrick, Sarah Carmella	Instructor, Music
Helms, Kathrine	Coordinator, CCR Student Success
Herrin, Caleb	Instructor, Technology Academy
Herring, Starra	Program Head, Medical Assisting
High, Kristin	Coordinator, Professional Development
Hinson, Emma	Specialist, Graphic Design & Digital Marketing
Hinson, Michael	Director, Security
Holderman, Louise	Coordinator, Adult Secondary Education Instruction
Holt, Christi	Coordinator, Instruction
Holt, Jordan	Administrator, Network Systems
Honeycutt, Christie	Associate Vice President, School of Health Sciences & Public Services
Honeycutt, Liane	Instructor, Foreign Language/ Coordinator, Global Education
Hopkins, Beth	Dean, University Transfer & PreCollege
Hopkins, Christy	Coordinator, Practicum/Instructor EDU
Huneycutt, Billy	Program Head, Collision Repair & Refinishing Technology
Huneycutt, Katie	Faculty Associate, School of Health Sciences & Public Services
Huneycutt, Wanda	Coordinator, Clinical Nursing Level II
Huneycutt-Whitley, Eva Blair	Associate Director Nursing, LPN to RN
Hunt, David	Coordinator/Qualified Assistant, In-Service Law Enforcement Training
Isenhour, Ashlyn	Director, Clinical Education - Respiratory Therapy Program
Johnson, Dadrienne	Program Head/Instructor, Medical Laboratory Technology
Jones, Donna	Coordinator, EMS Continuing Education Programs
Jones, Jennifer	Coordinator/Instructor, Nurse Aide Programs
Kent, Derek	Instructor, Simulation & Game Development
King, Kati	Coordinator, Payroll
King, Wayne	Technician, Facility Services
Lackey, Elizabeth	Success Coach, University Transfer
Lanier, John	Program Head, Criminal Justice
Leslie, Emily	Success Coach, Business & COS
Lewis, Sylvia	Director, Career Technologies
Linnell, Reese	Instructor, Sociology
Linnell, Roxanne	Executive Assistant, Vice President of Academic Affairs, Chief Academic Officer
Loftis, Shawna	Coordinator/Liaison, PreCollege
Love, Rita	Director, Health & Public Services Workforce Development
Love, Ryan	Program Head, Computer-Integrated Machining
Love, Tabitha	Coordinator, Center for Teaching & Learning Support
Lowder, Michael	Department Head, Life & Physical Science
Lowder, Renda	Specialist, College & Career Readiness Tarheel Challenge Academy
LuQuire, Ryan Heath	Officer, Chief Technical
Mabry, Marsha	Instructor, Computer Technology
Markley, David	Specialist, Computer Support
Martin, Jeania	Executive Director, SCC Foundation
McIlwaine, Holly	Faculty Associate, Technology & Engineering
McIlwaine, Tammi	Associate Vice President, School of Transfer & Business
McManus, Terry	Director, Network Services
Measmer, Bobby	Manager, Physical Plant

Morales, Shannon Wade	Coordinator, Graduation & Degree Audit
Morton, Jamie	Coordinator, Student Life
Morton, Sarah	Executive Assistant, VP of Administrative Services & CFO
Mosby, Jamerson	Director, Campus Food Services
Moua, Jerry	System Architect I
Myers, Brigette	Instructor, Mathematics
Narolewski, Lorie	Program Head, Business Administration
Nicks, Tanya	Instructor, Psychology
Nunalee, Carmen	Vice President, Student Success
Nunalee, Thomas	Director, Small Business & Entrepreneurial Development
Osborne, Cynthia	Program Head/Instructor/Advisor Early Childhood
Osborne, Shelley	Dean, Auxiliary Services
Parks, Lynnette	Executive Assistant, Vice President of Student Success
Parsons, Jeff	Vice President, Academic Affairs/ Chief Academic Officer
Payne, Christian	Director, Outreach
Pollard, William	Dean, Center for Teaching & Learning
Poole, Shana	Navigator, College
Poplin, Lori	Executive Director, Human Resources
Poplin, Michelle	Associate Registrar, Curriculum
Preslar, Melissa	Assistant, Financial Aid
Pressler, Maria (Andrews)	Coordinator/Instructor, Clinical Practicum - Medical Assisting
Pryor, Marcus	Director, External Relations
Reddick, Leah	Success Coach, Allied Health
Reeder, Andrew	Program Head, Accounting
Reyes Tercero, Cha	Librarian, Instruction & Technology
Roberson, Kara	Instructor, Mathematics
Robertson, Philip	Coordinator, College & Career Readiness (ACI)
Rummage, Kenneth	Instructor, Engineering Technology
Russell, Karen	Coordinator, CE/Faculty Associate, AMIT Division
Sample, John Mark	Director, Media Services
Sams, Katrina	Assistant, Institutional Effectiveness
Saunders, Marlene	Executive Director, College Accountability
Schulz, Jonathan	Manager, Accounts Receivable--Assistant Controller
Sharp, Bryan	Instructor, General Biology
Shelton, Jaime	Instructor, Early Childhood Education
Shepherd, Shannon	Director, Administrative & Facility Services
Shew, Glenn Scott	Director, Emergency Medical Science Program
Shue, Susan (Suzy)	Faculty Associate/Coordinator, School of Transfer & Business
Simon Poplin, Magdala	Coordinator, Correctional Education
Simpson, April	Department Head/Instructor, Mathematics
Smith, Austin	Instructor, Heavy Equipment Operations
Smith, David	Program Head, Cosmetology
Smith, Jada	Associate, Financial Aid
Smith, Jessica	Coordinator, Foundation Operations & Grant
Speight-Washburn, Chassity	Dean, Health Sciences
Spencer, Samuel	Instructor, Business Administration (9-month)
Sperling, Michael	Dean, Business
Starnes, Wendy	Specialist, Student Support
Stirewalt, Casey	Director, Desktop Services
Swaringen, Jeffrey	Program Head, Computer Engineering Technology
Swaringen, Traci	Director, Counseling & Special Services
Thompson, Tiffanny	Coordinator, Facility Services
Tucker, Jaicee	Administrative Assistant, CCP/EC & Small Business Center
Utley, Debra	Coordinator, Testing & Assessment
Vanhoy, Lydia	Director, Business Office/Controller
Waltz, Jacqueline	Instructor, Anatomy & Physiology
Watson, Gonda	Program Head, IT Cybersecurity
Whitley, Dalton	Specialist, Computer Support
Wiley, Courtney	Success Coach, Allied Health
Williams, Nicole	Executive Director, Marketing & Outreach
Witschey, Amy	Program Head, Respiratory Therapy

GAINFUL EMPLOYMENT

The Department of Education no longer requires Stanly Community College to publish Gainful Employment information; as a service to our students and stakeholders, however, SCC will continue to publish program specific disclosures.

GENERAL ADMISSION POLICY

Approved By	Date
Board of Trustees	04-09-2020
Executive Leadership Team	03-11-2020
ICORE	02-26-2020

As a member institution within the North Carolina Community College System, Stanly Community College practices an open-door admissions policy. Admission to the college does not guarantee acceptance to the program of choice or guarantee continued enrolment in the college. The program appropriate for an applicant is dependent upon the applicant's specific interest and level of education. Undocumented immigrants may enroll in SCC under the conditions outlined under 1D SBCCC 400.2.

Stanly Community College may deny admission to a student who is under current suspension or expulsion from another educational entity. If the suspension or expulsion is for non-academic disciplinary reason(s), the student may request a review of the circumstances surrounding the suspension or expulsion. Students requesting a review must provide Stanly Community College with an official statement from the educational entity where the suspension or expulsion occurred explaining the term and circumstances of the sanction. Transfer students must be eligible to return to the last institution attended. Stanly Community College has the authority to evaluate whether an applicant has exhibited behavior or made statements that would constitute an articulable, imminent, and significant threat to the applicant or others. If an applicant has demonstrated behavior that is threatening consistent with 1D SBCCC 400.2, then Stanly Community College has the authority to deny admission to that applicant because of the articulable, imminent, and significant threat and not because of any disability that individual may have. Applicants denied admission pursuant to 1D SBCCC 400.2 that request a review must submit an appeal in writing to the Stanly Community College President.

Stanly Community College does not provide any commission, bonus, or other incentive payment based directly or indirectly on securing enrollments or federal financial aid (including Tuition Assistance funds) to any persons or entities engaged in any student recruiting, admission activities, or making decisions regarding the award of student financial assistance. Stanly Community College does not engage in high-pressure recruitment tactics such as making multiple unsolicited contacts (3 or more), including contacts by phone, email, or in-person, and engaging in same-day recruitment and registration for the purpose of securing Service member enrollments. All Service members seeking information about academic counseling, financial aid counseling, job search support, or other student support services are directed to contact the office of financial aid for information on the Tuition Assistance program, Title IV funding, or VA education benefits.

General Admission Procedures

Approved By	Date
Executive Leadership Team	02-13-2023
ICORE	02-08-2023

Procedures applicable for admission to certain types of offerings are as follows:

College and Career Readiness

College and Career Readiness classes allow individuals, ages sixteen and older, to earn a secondary degree or to enhance basic life skills. All applicants wanting to enroll in Adult High School courses must provide an official high school transcript. Those who are sixteen or seventeen and have not earned their high school diploma or high school equivalency, must provide proper authorization to enroll in College and Career Readiness classes.

Continuing Education

Individuals who are at least eighteen years old and meet the college's general admission requirements may enroll in continuing education courses. However, some continuing education courses or programs have entry requirements that exceed the general entry requirements. Additionally, individuals who are sixteen or seventeen may enroll in continuing education courses on a semester-by-semester basis.

Curriculum Programs

Individuals applying to a curriculum program of study must be a high school graduate. A high school equivalency exam certificate indicating a passing score or an Adult High School diploma is acceptable in lieu of a high school diploma.

Applicants who do not wish to pursue a degree, diploma or certificate may apply as a Special Credit student (see Special Credit Admissions).

Admission to the college does not guarantee acceptance to the program of choice or guarantee continued enrollment in the college. Selected programs operate under limited enrollment restrictions, including but not limited to the Basic Law Enforcement Training Program as well as Health Sciences Programs. Applicants to such programs will be admitted initially as a Pre-Major student until they have met the specific requirements and have been selected for the program's next available start term. Limited enrollment programs have specific deadlines that must be met in order to be considered for the next available start term. Contact the Admissions Office for detailed admissions requirements for these programs.

Admission to Associate Degree, Diploma, and Certificate Programs

1. Submit an application for admission to Stanly Community College (SCC).

2. Submit, to the college, official evidence of an earned high school diploma (i.e., secondary, academy, GED, high school equivalency, etc.) in the form of an official high school transcript or official college transcript indicating the applicant has earned at minimum a bachelor's degree from a regionally accredited institution. Official transcripts must be received within one semester of admission to the college. Refer to the Transfer of Credit from Other Institutions for Curriculum Policy for more information regarding regionally accredited institutions.
3. Applicants who plan to receive Veterans' Administration (VA) Educational Benefits must list all post-secondary schools (colleges) attended and submit official transcripts from each. These transcripts should be submitted to the Enrollment Management Office for review prior to enrollment and will be shared with the Financial Aid Office. If a student has received or is receiving VA benefits for a class at Stanly Community College, but his/her transcript shows an equivalent course that is eligible for transfer credit, the SCC class will be removed from the VA certification and result in a balance owed by the student.
4. Once the application has been processed and the student admitted, the newly admitted student must complete the remainder of the enrollment and registration process found on the college's website and in the catalog.

Special Credit Admission

The special credit classification is designed for those students who wish to enroll in a curriculum course (or courses) but not pursue a degree, diploma, or certificate. Special credit students must complete and submit an Application for Admission indicating "Special Credit" as their desired program of study. Official high school or college transcripts are not required; however, special credit students must prove they meet the pre-requisites for the course(s) they wish to register for, prior to registration. Official college transcripts are required for course transfer to satisfy the pre-requisite of a course.

Please note that special credit students are not considered degree-seeking, therefore are not eligible for Title IV financial aid or veterans' educational benefits. Special credit students wishing to obtain a Certificate, Diploma or Associate Degree can do so by completing a Change of Curriculum form. At that time, they must meet all admissions requirements to continue as a degree-seeking student.

A special credit student must maintain satisfactory academic progress and will fall under the guidelines of the Academic Probation Policy. (See the Academic Probation Policy on the college's website.)

Special credit students may not displace degree-, diploma-, or certificate-seeking students in classes with limited enrollment. Special credit students may be subject to administrative withdrawal and a full refund of tuition and fees if class space is needed for degree-seeking students. Special credit students are not permitted to enroll in courses with prefixes beginning with WBL, PHM, COS, MED, MLT, NUR, RAD, or RCP. An exception is made for the following MED courses: 121, 122, and 134.

Readmission

Stanly Community College encourages all former students who left the College in good standing to enroll for additional study. However, readmission after withdrawal is not automatic. Students who have been out two terms or longer should contact the Admissions Office so their files may be re-activated. Students who re-enter the College after two continuous semester absences must do so under the current operating catalog. Students requesting readmission to allied health programs should request specific information regarding readmission from the Admissions Office. Former students desiring to re-enter who were withdrawn for academic or disciplinary reasons must request readmission through Vice President of Administrative & Financial Services (Chief Financial Officer).

Service members and reservists can be readmitted to a program if they are temporarily unable to attend class or suspend their studies due to service requirements.

Admission Appeals

The Dean of Enrollment Management administers the admission and readmission policies. Individuals who wish to appeal an admission or a readmission decision may request the Vice President of Administrative & Financial Services (Chief Financial Officer) to review such determination.

Career and College Promise

See Career and College Promise Admission Policy

Stanly Early College

Stanly Early College admission is based on a selection criteria and process developed by Stanly County Schools. Once students are accepted into Stanly Early College, students should submit a Stanly Community College admission application and complete the college placement test. For more details contact the Stanly Early College principal or the Stanly County School System website.

Admission for Non-U.S. Residents

Lawful Permanent/Temporary Resident

Students who are not U.S. Citizens but have secured a lawful resident status from the U.S. Citizenship and Immigration Services may apply to SCC. The student must also meet all eligibility requirements for his/her requested program of study.

Undocumented Immigrants

Students who do not have the necessary documentation proving U. S. Citizenship may apply to SCC. The student must provide an official copy of his/her high school transcript. An official copy of an Adult High School program transcript is acceptable. A high school equivalency exam is not acceptable under the 1D SBCCC 400.2 guidelines.

References

N.C. Gen. Stat. § 115D-1, Statement of Purpose

N.C. Gen. Stat. § 115D-5, Administration of institutions by State Board of Community Colleges

N.C. Gen. Stat. § 115D-20, Powers and Duties of Trustees

1D SBCCC 400.2, Admission to Colleges

Revision: 10/10/2019 (policy), 08/19/2019, 08/30/2021 (procedures)

GRADE POLICY

Approved By	Date
Board of Trustees	04-13-2023
Executive Leadership Team	02-20-2023
ICORE	02-08-2023

Stanly Community College recognizes the value of student work by establishing a grading system and guidelines based on the quality of the work submitted by the student throughout the course with a cumulative grade earned at the completion of the course. All curriculum final grades, based on a four quality point system, are made available to the students electronically through their student accounts. Certain Occupational Extension courses are based on a Satisfactory/Unsatisfactory grading system, with some grades based solely on attendance while others may have additional criteria to determine satisfactory completion. College and Career Readiness courses have grading systems based on the uniqueness of the program. All students have the right to review with the instructor their grades if concerns are expressed. Curriculum students may submit one grade forgiveness request for a maximum of five courses if they have experienced a lapse of enrollment at the College for a period of three consecutive academic years.

Grade Procedures

Approved By	Date
Executive Leadership Team	02-13-2023
ICORE	02-08-2023

1. Curriculum Grading System: Grades earned on course assignments are based on individual course grading systems. Final course grades earn quality points based on a four-point system used to calculate grade point averages (GPA). Final grades consist of the following options:

A	Excellent	4 quality points per credit hour
B	Good	3 quality points per credit hour
C	Average	2 quality points per credit hour
F	Failure	0 quality points per credit hour (must repeat course)
I	Incomplete	Will carry hours attempted and will be computed in GPA. Incomplete grades will be changed to an "F" grade on the first date of the next term, if course requirements are not met.
P	Pass	Hours are not included in determining GPA
R	Repeat	Hours are not included in determining GPA
NA	Never Attended	Hours are not included in determining GPA
W	Withdrawal	Hours are not included in determining GPA
AU	Audited	Hours are not included in determining GPA
SA	Satisfactory	Hours are not included in determining GPA
UN	Unsatisfactory	0 quality points per credit hour
PE	Credit Received by passing a proficiency exam	Hours are not included in determining GPA
AP	Advance Placement	Hours are not included in determining GPA
CE	Credit by Examination	Hours are not included in determining GPA
TC	Transfer Credit	Hours are not included in determining GPA
TP1	Transfer Transition Course Grade	Hours are not included in determining GPA
TP2	Transfer Transition Course Grade	Hours are not included in determining GPA
TP3	Transfer Transition Course Grade	Hours are not included in determining GPA
SR	Senior Audit	Hours are not included in determining GPA

IE	Incomplete – Emergency (For COVID-19 in 2020)	Hours are not included in determining GPA
WE	Withdraw – Emergency (For COVID-19 in 2020)	Hours are not included in determining GPA

Due to the States of Emergency enacted by the President of the United States, the Governor of North Carolina, and governors of other states in March 2020, transfer courses completed during the 2020 Spring, 2020 Summer, and 2020 Fall semesters only, a grade of "P" or "S" will be accepted as equivalent to a grade of "C" or better for course transfer evaluation.

2. College and Career Readiness Grading System: College and Career Readiness (CCR) encompasses several different programs with unique grading systems. English as a Second Language (ESL) and Adult Basic Education (ABE) do not provide grades. The High School Equivalence Program (HSE) does not provide grades. Instead, completion of the HSE program is based solely on passing the HiSet, GED, or equivalent exam. The Adult High School Program (AHS) provides reports on demand of progress and grades to both students and instructors via the APEX LMS system. The AHS grading system: Students must have a 70 average for course completion. (The average is calculated with the final counting for 20% and the chapter tests/assignments counting for 80%. Students need to achieve a minimum of 70% on the final exam before a course can be considered to be completed.) Upon completion of the course, the student will receive a grade of "NG" in Self-Service along with a numerical grade that shows on the student's transcript. The grading system for Human Resource Development (HRD) classes follows the Occupational Extension Grading System described in Section 3 below.

3. Continuing Education (excluding non-HRD CCR programs) Grading System: For purposes of grading procedures, Continuing Education encompasses Occupational Extension (OE), self-supporting classes (SEF), customized training program classes (CTP), and HRD. Continuing Education grades are earned based on attendance and/or other course unique criteria with final grades consisting of the following options:

I	Incomplete	
S	Satisfactory	≥ 80% Attendance and meets course-specific criteria, when applicable
U	Unsatisfactory	< 80% Attendance or does not meet course-specific criteria, when applicable
W	Withdrawn	
P	Pass	
AU	Audit	No Credit Earned
SR	Senior Audit	No Tuition Charged/No Credit Earned
WE	Withdrawn (Emergency)	
IE	Incomplete (Emergency)	

4. Incomplete Grades: An incomplete grade is a temporary grade of "I" that is given at the discretion of the instructor for incomplete course work in curriculum or continuing education due to extenuating circumstances. Program heads/coordinators will complete any incomplete grade process initiated by adjunct faculty. It is the student's responsibility to contact the instructor regarding work to be completed for the removal of the "I" grade. Program heads/coordinators will sign the instructor's Incomplete Grade Request for Approval form which specifies the required work to be completed. A copy of the form must be submitted to that program's Associate Vice President. A student receiving a grade of "Incomplete" in a given course must contact the instructor of that course to create a plan to complete the required work. The instructor of the course will verify whether the required work is completed. If so, then the instructor will follow the grade change instructions listed below *before* the first day of the next term. If the instructor is no longer an employee of the college, the verification of the required work and the grade change will be handled by the program head, dean, or associate vice president. Grade changes on or later than the first day of the next term (the first day of classes) must be approved by the Vice President of Academic Affairs / Chief Academic Officer. Otherwise, the Office of the Registrar will convert the "Incomplete" grade in a curriculum class on the first day of the following term to an "F" or "UN" grade. An incomplete grade is computed as an "F" grade in the curriculum student's grade point average until completion of course work. An incomplete grade cannot be changed to a "W" under any circumstances except as described below. If a student receives an 'I' grade in a curriculum course that is a prerequisite course needed to register for a course in the following term, the student must earn a grade of "C" or better in order to register for the following course. Continuing Education class grades of "I" will be changed at the discretion of the program head/ coordinator using the same grade change form as curriculum courses. The College reserves the right to extend the deadline for completion of an 'I' grade beyond the first day of the following term in the event of a declared state of emergency by federal, state, or local government officials or for other extreme circumstances as determined by the College's Executive Leadership Team.

5. The deadline for completion of an "IE" (Incomplete - Emergency) grade will be for no longer than one year after the end of the term of the course for which the "IE" (Incomplete - Emergency) grade was awarded. The College will assign a grade of "IE" (Incomplete - Emergency) to note that this incomplete is the result of the COVID-19 state of emergency. Under those same circumstances, the College also reserves the right to allow Incomplete grades to be changed to a "W" or "WE" (Withdraw – Emergency) if the required course work cannot be successfully completed as the result of the COVID-19 state of emergency.

6. Course Auditing: Students must request if they desire to audit a course. Students who wish to audit courses shall be admitted on a space-available basis, shall not displace a credit-seeking student, and will be registered within the first 3 meeting dates, but no later than the census date of the course section. No credit is awarded, and no examinations are required. Local fees and Self-Supporting course costs are the responsibility of the student for audited courses. Students who pay regular tuition for an audited course section will receive a grade of "AU". A student 65 years or older may audit a course section without payment of any required tuition or registration fee, thus earning a grade of "SR". Students earning a grade of "SR" will not be counted in the computation of enrollment.

7. Students auditing classes must adhere to the same attendance policy as other students. Students may not change from audit status or to audit status after the first 3 meeting dates, but no later than the census date of the course section. Students receiving financial aid, veterans' benefits, and/or other federally funded program benefits may not change to audit status after the third day of class. Courses in Health Sciences programs may not be audited without the permission of the program head and/or the associate dean. Courses containing clinical, field experience, or work based learning components are not eligible to be audited. Students wishing to audit a course must meet all pre-requisites and registration requirements for that course. A "Course Repeat/Audit Form" should be completed, approved and submitted to the Office of Enrollment Management.

8. Grade Reports and Transcript Requests: All final grades will be posted to the student's account at the end of the grading period. Transcripts of coursework completed are the private property of the student and are protected under FERPA (Family Educational Rights and Privacy Act) regulations. Stanly Community College insures that these records are not released unless official authorization is granted by the student or they are subpoenaed by an agent of the court. Official authorization is defined as a written request signed by the student and mailed or faxed to the Office of Enrollment Management (FAX: 704-991-0225). Transcript requests may also be made through the student's account. Every effort will be made to honor the request within 72 hours after receipt of the request. An official copy of the student transcript will be mailed to other colleges, employers, or the student provided all financial obligations to the college are satisfied. All requests should include a complete mailing address of the party to whom the transcript is to be mailed. Official transcripts will not be faxed.

9. Curriculum Grade Forgiveness: Students who have experienced a lapse of enrollment at the College for a period of three consecutive academic years may, upon reenrollment, make a request with the Office of Enrollment Management to have prior course work forgiven. In instances in which grade forgiveness is granted for a course completed at Stanly Community College and then transferred to another college or university, the receiving institution is not required to disregard the forgiven grade. Other colleges or universities may elect to include the grades forgiven in computing the student's grade point average, possibly disqualifying the student from consideration for admission. The following criteria must be met:

- The student must first complete at least 12 semester hours of credit with a 2.00 grade point average as calculated after the enrollment lapse before requesting grade forgiveness.
- The request must be made during the subsequent semester (excluding the summer session) after the 12 semester hours have been completed.
- Prior course work must be at least three years old.
- Only prior courses with grades below a "C" will be eligible for grade forgiveness.
- The student must complete a Grade Forgiveness Request form, which is available in the Office of Enrollment Management.
- Only one grade forgiveness request for a maximum of five courses will be accepted per student. If the request is approved, the record of the earlier course work affected remains on the student's transcript but is not calculated in the cumulative grade point average. Eligibility for student financial aid and/or veterans' benefits is subject to satisfactory academic progress requirements based upon all academic work attempted, regardless of the College's grade forgiveness.

10. End-of-Course Grade Appeals: If a student disputes an assigned end-of-course grade, students must follow the Student Grievance Policy for filing a formal appeal.

11. Grade Change: All grades assigned to a student are considered final. To change a grade after the grade report is submitted to the Office of Enrollment Management requires an authorization for the change initiated by the instructor, recommended by the program head, and approved by the Associate VP of the School in which the course falls within. The change form must be submitted to the Office of Enrollment Management.

12. Curriculum Course Substitution: A student may request to substitute a course required in his or her program of study based on particular occupational goals. Action upon such substitutions must be initiated by the student's academic advisor/program head, who will forward the Request for Course Substitution form to the Associate VP of the School in which the course falls within. A substitution must be in the same area of study or should be appropriate in meeting the requirements of the curriculum standards. Notification of approval of course substitutions must be submitted to the Office of Enrollment Management.

13. Curriculum Course Repeat: Curriculum students may repeat classes in which they have earned a grade below a "C" or a grade of "U". The higher of the grades will be used as the grade in computing the cumulative GPA, the hours, and the quality points for the course. Both grades will be recorded on the student's transcript.

14. Students wishing to repeat a course for credit in which a grade of "C" or higher, or a grade of "S", has been earned may do so with the approval of the advisor, program head, or appropriate associate dean. A "Course Repeat/Audit Form" should be completed, approved and submitted to the Office of Enrollment Management. Students not wishing to receive credit for the repeated course will receive an audit grade.

15. Students who receive financial aid and/or veterans' benefits may repeat courses in which a grade was earned; however, the repeated course may not be covered a second time by those benefits. Students will be responsible for any tuition not covered by financial aid and/or veterans' benefits.

References: 1D SBCCC 700.1 Audited Courses

Revisions: 12/19/2013, 02/20/2014; 04-16-2018, 04/27/2020, 03/17/2021 (procedures)

HOME

Welcome to our online catalog. Here you can find everything you need to know about the educational opportunities SCC has to offer.

The purpose of the catalog is to furnish prospective students and other interested persons with information about Stanly Community College and its programs. Information contained in this catalog is subject to change without notice and may not be regarded as binding on the institution or the state. Efforts will be made to keep changes to a minimum, but changes in policy, graduation requirements, fees and other charges, curriculum, course structure and content, and other such matters as directed by the North Carolina Community College System or by the local Board of Trustees may occur after publication.

Your catalog of record is the catalog that was in effect at the time you chose your current major.

We have a complete list of our degrees, diplomas and certificates along with some helpful information to get you started.

Program and graduation requirements are based upon the catalog year you entered that program. Current students can login to Self-Service and click on academics. From there click on student planning and planning overview to determine the course requirements for your program of study or any program of study you might be interested in. If not currently admitted to the college please refer to the following list of programs.

Stanly Community College's online catalog has the most up to date information. For more information, please visit www.stanly.edu.

MISSION & STRATEGIC DIRECTION

Mission

Stanly Community College values effective teaching, partnerships, and life-long learning for Stanly County residents and students across North Carolina, other states, and other countries. The College enhances the economic, social, and cultural life of the communities we serve by providing face-to-face and virtual learner-centered environments that encourage access, success, and completion.

Vision

Stanly Community College will be the gateway for higher education and a positive catalyst for change in all the communities we serve by

- providing quality instruction in every delivery method;
- being a committed economic development partner; and
- offering an outstanding customer service experience.

Values

STUDENT SUCCESS is the foundation of all our values. SCC exists to create a well-rounded education for our students. We seek to equip them so that they may enrich their lives, serve our community, and be productive citizens.

COMMUNITY is essential to the College's mission. The College strives to reflect our community's demographics in the student body, faculty, and staff. We pursue relationships with local industries, other learning institutions, and government and civic organizations to provide educational and training resources to meet the needs of the local community.

EQUITY is fairness in action. Meeting students where they are and providing the needed resources to help students from all backgrounds achieve their individual goals. The College firmly believes students can attain success no matter the socioeconomic factors in the community.

INNOVATION in all of our efforts puts us at the forefront of exciting new initiatives and technologies. Changing industry and educational standards require SCC to stay vigilant in seeking better ways to provide effective student and community support.

EXCELLENCE is our commitment. We demonstrate excellence in our teaching, our partnerships, our services, and our planning to provide our faculty, staff, and partners with the training, motivation, and opportunities necessary to accomplish our mission. We continuously improve through data-informed decisions.

Click here to view Stanly Community College's 2021-2024 Strategic Plan

STANLY EARLY COLLEGE & STANLY STEM EARLY COLLEGE

Stanly Early College & Stanly STEM Early College is a unique and innovative educational opportunity for entering high school freshmen. Selected students will enroll as ninth graders and complete high school and college graduation requirements concurrently. Those who successfully complete the program will be awarded a high school diploma and a Stanly Community College associate degree after five years of study. All coursework for Stanly Early College is completed on the Albemarle campus of Stanly Community College. All coursework for Stanly STEM Early College is completed on the Albemarle High School Campus. Early College students have access to all services and programs available through the College. Students who wish to be considered for Early College should speak with their school counselor or principal early in their eighth grade year about the requirements for participation in the program.

For additional information, contact:

Shawna Loftis, Precollege Coordinator/Liaison
704-991-0293
sloftis0221@stanly.edu.

STUDENT CODE OF CONDUCT POLICY

Approved By	Date
Board of Trustees	02-20-2014
Executive Leadership Team	12-19-2013
ICORE	12-18-2013

Stanly Community College reserves the right to maintain a safe and orderly educational environment for students and staff. Therefore, when a student's behavior disrupts or threatens to disrupt the college community, appropriate disciplinary action will be taken. The purpose of this code is not to restrict student rights but to protect the rights of individuals in their academic pursuits.

Student Code of Conduct Procedures

Approved By	Date
Executive Leadership Team	02-13-2023
ICORE	02-08-2023

Student Rights and Responsibility Statement:

Students at Stanly Community College are considered to be mature adults who enter classes voluntarily. By entering classes, students take upon themselves certain responsibilities and obligations that include an honest attempt at academic performance and social behavior consistent with the lawful purpose of the College. Students maintain all legal rights while enrolled and are expected to remember that they are living in a democratic situation. The reputation of the College rests upon the shoulders of students as well as on the administration, staff, and faculty; and it is hoped that each student will maintain high standards of behavior. The campus and College will not be a place of refuge or sanctuary for illegal or irresponsible behavior. Students are subject to civil authority on and off the campus, and during any online, virtual or distance interaction. Common courtesy and cooperation make the above suffice for a long list of rules and regulations.

https://cm.maxient.com/reportingform.php?StanlyCC&layout_id=4

Jurisdiction of the College Student Code of Conduct

The College Student Code of Conduct applies to conduct that occurs on college premises, within the online learning environment, during any virtual and distance interaction, and at college sponsored activities. Each student is responsible for their conduct from the time of enrollment through the actual awarding of a degree. This includes conduct that may occur before or after classes end, during the academic year and periods between terms of actual enrollment.

Student Code of Conduct Statement – CCP/ACI

Stanly Community College will work with other entities (Stanly County Schools, Homeschool Principal, etc.) regarding disciplinary action in SCC courses. The final decision will remain with Stanly Community College Dean of Students.

Any student disruptions involving CCP Students who are placed in SCC work-based learning facilities outside of Stanly County Schools, will fall under the Stanly Community College Student Code of Conduct Policy for disciplinary action.

Any ACI Students enrolled in SCC courses may face disciplinary action for violating the Stanly Community College Student Code of Conduct Policy. The final decision, when applicable, will remain with the Stanly Community College Dean of Students.

Prohibited items and student behaviors include, but are not limited to, the following:

1. Use of tobacco products: Stanly Community College is a tobacco free institution. For details, please reference the Smoking/Tobacco-Free Campus Policy located on the College's website.
2. Weapons: possession or use of any weapon is not allowed on campus. For details, please reference the Weapons on Campus Policy.
3. Animals: animals on campus are forbidden, including animals left in vehicles. Service animals are permitted.
4. Sexual Harassment: Harassment, discrimination or retaliation against an employee or student will not be allowed. For details, please reference the Anti-Harassment/Discrimination Policy.
5. Internet use: Stanly Community College expects employees, students, and visitors to abide by the guidelines that govern the use of technology on campus. For details, please reference the Computer and Network Use Policy.
6. Drugs and alcoholic beverages: SCC prohibits the use or possession of any control substance or alcohol while on campus. No one is allowed on campus under the influence drugs or alcohol. For more details, please reference the Drug Free Campus and Workplace Policy.
7. Bullying/Cyberbullying: Intimidation, harassment, isolation and or manipulation of college employees and/or students. Such behaviors include, but are not limited to, physical, verbal, and/or electronic assault, name calling, threats, teasing, retaliation, misrepresentation, etc.
8. Social Networking/Media: SCC expects employees and students to positively engage in the use of digital content and communication when using online platforms. Posting material which defames, abuses, or threatens others; or involves illegal activity is not allowed. For more details, please reference the Social Media and Networking Policy.
9. Disruption: failing to comply with the reasonable request of any college employee and interfering with the normal activities of the College.
10. Conduct:
    a. SCC expects students to display responsible behavior and appearance at all times. Intimidation of employees or students, interrupting the mission of the College or disturbing the peace of the College is prohibited.
    b. Some curricula have higher codes of professional conduct both on campus and at off campus facilities. Students in those curricula will be held accountable for adhering to those codes. For more details, please reference individual program requirements.
11. False presentation: providing false information, fraudulent documents or falsely representing or impersonating an employee or student is prohibited.
12. Theft/Damage to property: stealing or damaging the property of another individual or of the college is prohibited.
13. Public laws: violating any local, state of federal law may lead to legal action as well as campus discipline.
14. Unauthorized entry/presence of college facilities: Unauthorized entry or presence of a college facility is prohibited and may result in criminal charges on suspicion of breaking and entering or unlawful trespass. College facilities are only available for use during normal operating hours.
15. Academic dishonesty: Academic dishonesty is the taking or acquiring possession of any academic material from a college employee or fellow student without permission; receiving or giving help during tests or other assessments of learning; submitting papers, reports or assignments as originals that are not the student's own; plagiarism.

Implementation Responsibilities:

An instructor may discipline students involved in minor infractions of the rules and regulations of the classroom, as the instructor has the authority to define proper classroom behavior. Other violations of the Student Code of Conduct will be referred to the Dean of Students for resolution.

Disciplinary Procedures:

Any instructor or staff member may use his/her discretion to warn a student against violating the Student Code of Conduct and may temporarily remove a student from a single class or activity for the duration of that specific class or activity. The instructor or staff member taking this action will notify the Dean of Students immediately and will provide a written report of the incident to the Dean of Students within 24 hours following the incident.

In an emergency, the President, Vice Presidents, Dean of Students, or the Director of Security are authorized to temporarily suspend any student from the college immediately.

A student charged with a violation of the Student Code of Conduct will be notified via telephone of the charges and an appointment for a hearing with the Dean of Students (A letter will be emailed following telephone communication). If telephone contact cannot be made, the student will be mailed a written notice. The student will be assigned a counselor to serve as an advocate and to provide support during the hearing process. The student will be supplied with the counselor's name and contact information. Based upon the results of the hearing, the Dean of Students may:

1. dismiss the charges.
2. impose a sanction consistent with the nature of the violation.
3. refer the student to a community agency for services.

In instances in which the student cannot be reached to schedule an appointment with the Dean of Students or when the student refuses to cooperate, the Dean of Students shall send a certified letter to the student's last known address. The letter will provide the student with a list of charges, the Dean of Students' decision, and instructions governing the appeal process. In those instances when the student refuses to cooperate or does not attend the scheduled hearing with the Dean of Students, the Dean of Students' decision will be final.

Sanctions

Penalties for violating the Student Code of Conduct include, but are not limited to, the following:

1. **Reprimand:** a written communication that gives official notice to the student that subsequent offense(s) against the Student Code of Conduct may carry heavier penalties because of this infraction.
2. **Loss of privileges:** loss of access to college facilities, services, or activities for a specified period of time.
3. **Restitution:** paying for damages as a result of misusing, destroying, or losing property belonging to the college, college personnel, or students.

4. **Loss of academic credit or grade:** Imposed by an instructor due to academic dishonesty. NOTE: In those instances where the loss of academic credit or grade results in the student being removed from a class or curriculum, the issue will be referred to the Dean of Students for resolution and/or advisement.
5. **Temporary suspension:** exclusion from class and/or other privileges or activities as set forth in the notice until a final decision has been made concerning the alleged violation.
6. **Term Suspension:** dismissal of a student from campus and exclusion from class(es) and/or all other privileges or activities of the college for a specified period of time. Students who receive this sanction are banned from campus and must get specific written permission from the Director of Security and the Vice President of Administrative & Financial Services (Chief Financial Officer) before returning to campus.
7. **Indefinite Suspension:** dismissal of a student from campus and exclusion from class(es) and/or all other privileges or activities of the college for an indefinite period. Students who receive this sanction are banned from campus and must get written permission from the Director of Security and the Vice President of Administrative & Financial Services (Chief Financial Officer) before returning to campus.

Right to Due Process

A student accused of violating the Student Code of Conduct is guaranteed the right to due process as the matter is resolved:

1. the right to a specific written notice of the charges.
2. the right to know the names of accusers and to have a copy of all their written statements regarding the charges.
3. the right to a prompt hearing.
4. the right to have counsel present at the
5. the hearing. *(Note: If the student elects to have legal counsel present, the institution will also be represented by legal counsel)*
6. the right to confront accusers and to hear all witnesses.
7. the right to present witnesses or evidence.
8. the right to remain silent to avoid self-incrimination.
9. the right to a full and complete record of the hearing.
10. the right to an appeal.

Appeals Procedure

The only permissible bases for an appeal are procedural error or previously unavailable relevant evidence that significantly impacts the outcome of the case. The Vice President of Administrative & Financial Services (Chief Financial Officer) will determine if the appeal will move forward.

This request must be submitted in writing to the Vice President of Administrative & Financial Services (Chief Financial Officer) within three working days after receipt of the Dean of Students' initial decision. The Vice President of Administrative & Financial Services (Chief Financial Officer) may delegate another College administrator to act on his/her behalf.

The Vice President of Administrative & Financial Services (Chief Financial Officer) has the authority to hear from the student and the Dean of Students before ruling on the appeal, and may approve, modify, or overturn the decision of the Dean of Students. The Vice President of Administrative & Financial Services (Chief Financial Officer) will inform the student in writing of the final decision within ten working days of the receipt of the appeal. The Vice President of Administrative & Financial Services (Chief Financial Officer)'s decision will be final with no further avenues for appeal.

Revision: 02/13/2017, 05/04/2020, 11/22/2021 (procedures)

STUDENT SUPPORT SERVICES

Academic Support Center

The Academic Support Center is available to all students in-person or virtually to receive the extra assistance they need in their curriculum, continuing education, or Career & College Readiness courses to be successful. The center provides trained tutors that are available by appointment at no charge for students. The center is located in the Learning Resource Center/Library. For more information, visit our website at www.stanly.edu.

Writing Center

The Writing Center is housed in SCC's Learning Resources Center, located in the Snyder Building, and offers face-to-face tutoring options to help students at every level of proficiency. The Writing Center is here to help students become stronger, more confident writers.

Counseling Services

Counseling & Special Services provide support to all students who want to maximize their college experience. Counseling services include:

- Personal counseling for students enrolled in classes.
- Academic counseling in the areas of time management, test taking strategies, study skills, and more.
- Career counseling through interest inventories, career exploration, and planning.
- Assistance with apply to and transferring to a four-year college or university.
- Support for students with documented disabilities including physical, psychological, and other health concerns

Career Counseling/Testing Services

The Counselors at Stanly Community College offer a variety of career services to students including career counseling, interest testing, an educational and career information library, computerized guidance software programs, and career planning services. The goal of the Counselors is to provide services that will assist students in making appropriate academic and career decisions. A career counselor is available for confidential conferences. These conferences are designed to assist the student with career exploration and self-exploration. There is no charge to students for these career testing services.

Disability Services (ADA)

The Disability Services Office provides assistance to applicants and currently enrolled students with documented disabilities. The Director of Counseling and Special Services will arrange accommodations for students who provide the appropriate documentation.

Confidentiality

The College will not share specific disability related information with anyone, including faculty, without your permission. This is the law and ethical counseling practice. Each student is asked to sign a release that allows the Disability Services Office to exchange information regarding your disability as needed to provide appropriate educational services.

A student has the right not to disclose specific information about his or her disability to instructors. However, the Disability Services Office encourages students to talk to their instructors about their disability when it is appropriate.

Admission to Stanly Community College

Persons with disabilities apply and are considered for admission in the same manner as any other applicant. There is no preadmission inquiry regarding disability and no exception to admission policy is made based on any disability.

Qualifying for Disability Support Services

Students with disabilities must contact the Director of Counseling and Special Services to initiate the accommodation process. Students with disabilities must complete an intake form and provide appropriate documentation before accommodations can be provided. It is the responsibility of the student to ensure that the documentation is current, comprehensive, and provided in time for Stanly Community College to arrange for reasonable accommodations. Documentation guidelines can be found on the SCC website under "Current Students" followed by "Disability Services."

Examples of post-secondary accommodations include:

- Extra test taking time
- Testing in a distraction reduced area
- Read-aloud
- Adaptive software and equipment
- Use of a recorder for lectures

Testing Services

Stanly Community College offers a variety testing services depending on the student's needs. Below is a comprehensive listing of testing services offered by the College. After determining the specific test they need, students should contact the appropriate department and obtain more information regarding that particular test.

Placement Testing
Placement testing may be needed if the student does not meet any of the following criteria:

- Graduated from a US High School within the last 10 years.
- Has earned developmental course credit, or has successfully completed a college-level English or Math course.
- Has completed an eligible placement test within the last 10 years.
- Has an Associates or Bachelor's degree from a regionally accredited institution.

TEAS
Test of Essential Academic Skills
TEAS tests are required for admission to the Nursing and Radiography programs and offered by invitation only.

Curriculum Testing
Curriculum testing is proctored testing for online and seated students. The testing center can also be used for students with disability accommodations for their curriculum exams.

CLEP
College Level Examination Program
SCC offers CLEP to anyone desiring to quickly earn credit for what they already know at a fraction of the cost of a college course.

Eagle's One Stop

The Eagle's One Stop is an advising center where trained mentors can assist students with filling out admissions applications, submitting financial aid applications, assisting with course registration, and much more. For more information, visit our website at www.stanly.edu.

Job Placement

The Career Planning & Placement Service of Stanly Community College exists to serve the employment needs of both current and former students of the College. As they approach graduation, students of SCC are encouraged to contact the Career Planning & Placement Service for any assistance they may need in locating suitable employment. Placement services available include job referrals, resume preparation, cover letters and mock or practice interviews. Please visit SCC Career Connect to create a profile, upload your resume, search for employment and much more.Currently enrolled students in search of part-time employment may find local job opportunities with flexible hours.

While the College can make no guarantee that each graduate will be placed immediately in a job of his or her choosing, the Career Planning & Placement Service can be an excellent source of job leads and tips that may prove to be helpful in the job search.

Library

The library contains over 20,000 physical books and audiovisual materials and a wide-variety of journal and newspaper subscriptions. The library provides 20 Internet-accessible computers, free Wi-Fi, and two study rooms equipped with media. Students, faculty, and staff have access to nearly 100 online databases, including Ovid Nursing and Allied Health journal and eBooks, ProQuest Central, Learning Express/PrepStep, and OverDrive eBooks and eAudiobooks. These databases offer access to more than 27,000 journal, newspaper, and magazine titles. There are also over 280,000 eBooks that users have access to through the library. The library's online catalog provides access to the physical resources of most North Carolina community colleges. Students, faculty, and community members may request materials be sent to them through Interlibrary Loan. Students can also check out a Chromebook, Wi-Fi Hotspot, and accessibility technology for a semester at a time to take home and use for classes. Library staff are available from 7:30 a.m. -8:00 p.m. Monday – Thursday, and 7:30 a.m. -1:00 p.m. on Fridays in the Fall and Spring Semesters; 7:30 a.m.-5:00 p.m. in the Summer Semester.

Parking and Traffic

All drivers are expected to drive carefully, courteously, and to obey all state and College traffic regulations while on the campus. These include:

- Observing a speed limit not to exceed 5 miles per hour in campus parking lot areas and the posted speed limit on College Drive.
- Obeying rules regarding "Handicapped Only" parking. These spaces are to be used by persons who display a properly handicap registered vehicle deemed by the state of North Carolina.

College parking fines are $5 and may be paid in the Business Office, which is located in Room 125 of the Patterson Building. If you believe you have received a parking ticket in error and wish to appeal, you may contact the Chief Financial Officer or the Director of Security.

The College does not guarantee the safety of parked vehicles or their contents and is not responsible for the loss of or damage to any parked automobile or its contents.

When convenient to do so, campus officers will assist with jump-starting vehicle batteries. Due to liability issues, officers do not unlock car doors.

Webb Student Center

Students are encouraged to use the Webb Student Center as a place to talk, eat, and relax. The area provides an opportunity for students, faculty, and staff to socialize in an informal atmosphere. Individuals who need a quiet place to study should use the Learning Resources Center in the Snyder Building or the Academic Support Center located in the Patterson Building.

Activities

Socials, cookouts, intramurals and other leisure activities are planned for day, evening and online students by the Student Government Association. Each Wednesday from 12 noon until 1 p.m. is blocked for activity hour. Students are encouraged to participate in SGA and/or other clubs and organizations. Students enrolled full-time during the fall and spring semesters get a free membership to the local YMCA.

Student Government Association

The Student Government Association is composed of all curriculum students who are enrolled at Stanly Community College. Members are encouraged to be active participants in student affairs and to voice opinions and thoughts through their representatives. All extracurricular activities are coordinated through the Student Government Association. During the spring term the president and other Student Government Association executive officers are elected. One representative is also elected from each campus club. An administrative advisor and faculty advisors serve to assist the Student Government Association with its activities. The Student Government Association sponsors activities that enhance student campus life. Students are involved in school affairs with active participation on various advisory and standing committees.

The President of the Student Government Association serves as an ex-officio member of the Board of Trustees. The Stanly Community College Student Government Association actively participates in the North Carolina Comprehensive Community College Student Government Association (N4CSGA).

Clubs and Organizations

Student clubs and organizations are chartered under the umbrella of the Student Government Association and represent a large number of students with diverse interests who are active on campus.

Phi Theta Kappa

Phi Theta Kappa is an honor society that was founded to recognize and encourage scholarship among two-year college students. The society awards numerous scholarships and presents opportunities for students to demonstrate academic excellence while participating in an organization that continues to expand opportunities and accessibility, as well as encouraging chapters to develop leadership and service-based projects to generate positive change on their campuses. In addition, each member will wear the Phi Theta Kappa gold stole and tassel during graduation ceremonies, will have the gold seal on diplomas, and will receive notation of membership applied to the student transcript. Membership in Phi Theta Kappa is a highly coveted honor that will enrich the student's life while attending Stanly Community College and will remain a prestigious part of his or her professional life as further education and/or career goals are pursued. Students must earn a 3.75 cumulative GPA, must maintain a 3.50 GPA, and must have completed 15 semester hours of credit at SCC toward an associate degree to be invited to join Phi Theta Kappa.

Food Services

The SCC Cafe, located in the Webb Student Center, provides a wide variety of breakfast and lunch items cooked to order. There are also vending machines located in each building on campus. Please see the Food Policy for more details.

Health Services/First Aid

The College maintains no health facilities other than first aid kits. The kits may be found in all buildings on campus.

TRANSFER OF CREDIT POLICY

Transfer of Credit from Other Institutions for Curriculum Policy

Approved By	Date
Board of Trustees	11-10-2011
Executive Leadership Team	10-24-2011
ICORE	10-05-2011

The Records and Registration Office will review post-secondary transcripts of applicants for admission once official transcripts are received by Stanly Community College. Transfer credit will be granted for courses having a "C" or better and meeting both of the following qualifications: Course content closely parallels the course content of the SCC course for which credit is granted. Course credit hours match the credit hours of the SCC course for which is granted.

Transfer of Credit from Other Institutions for Curriculum Procedures

Approved By	Date
Executive Leadership Team	05-03-2021
ICORE	04-19-2021

1. Some courses with a technical or skill content may be denied acceptance. The College reserves the right to accept or reject credits. Courses not approved for transfer may be reconsidered by completing an Appeal Form with the Records and Registration Office. The Records and Registration Office will address the appeal with the appropriate Associate Dean. The Associate Dean will return the appeal outcome to the Records and Registration Office within five business days. The Associate Dean's decision will be final. Some programs may require competencies for specific courses regardless of course age. (Please see particular program of study information.) The College will accept transfer credits only from accredited institutions or internationally accredited foreign colleges. See number 6 below.
2. At least one-fourth of the credits required for a degree, diploma, or certificate must be earned from Stanly Community College. Students who re-enter the College after two continuous semester absences must do so under the current operating catalog.
3. The College is using the following GAAP (Generally Accepted Accrediting Principles) criteria in recognizing accrediting agencies:
    a. Recognized by the Council on Higher Education Accreditation in Washington, D.C.
    b. Recognized by the U.S. Department of Education
    c. Recognized by (or more commonly, a part of) their relevant national education agency
    d. Schools they accredit are routinely listed in one or more of the following publications: the International Handbook of Universities (a UNESCO publication), the Commonwealth Universities Yearbook, the World Education Series, published by PIER, or the Countries Series, published by NOOSR in Australia
4. As such, the following regional accrediting agencies are accepted, including any previous form of the agency's title:
    a. Accrediting Commission for Community and Junior Colleges (ACCJC) Western Association of Schools and Colleges
    b. Higher Learning Commission (HLC)
    c. Middle States Commission on Higher Education (MSCHE)
    d. New England Commission on Higher Education (NECHE)
    e. Northwest Commission on Colleges and Universities (NWCCU)
    f. Southern Association on Colleges and Schools Commission on Colleges (SACSCOC)
    g. WASC Senior College and University Commission (WSCUC)
5. The following national accrediting agencies are accepted:
    a. Accrediting Council for Independent Colleges and Schools (ACICS)
    b. Distance Education and Training Council (DETC)
6. Students that have attended an educational institution outside of the US, and wish to receive credit, will need to have their secondary and/or post-secondary transcripts translated and evaluated by a National Association of Credential Evaluation Services (NACES) recognized organization. NACES membership must be current or was current at the time the evaluation was conducted. More information regarding recognized NACES organizations may be found at https://www.naces.org/. Send certified transcripts along with the official translation, still in a sealed envelope by the evaluation service to:
    - Stanly Community College, Enrollment Management Department—Transcripts, 141 College Drive, Albemarle, NC 28001
    - OR electronically at transcripts@stanly.edu.
7. In order to receive credit for program specific courses for readmission or admission with transfer credit, the applicant must successfully complete a competency exam and/or audit selected classes as designated by the program director. The competency exam will test the applicant's knowledge of material covered in classes that were successfully completed up to the point of withdrawal. Audits and/or competencies must be successfully completed in order to be considered for readmission or admission with transfer credit. Applicants will be given one opportunity to complete the competency exam(s) and/or audit(s) successfully.

*** Due to the States of Emergency enacted by the President of the United States, the Governor of North Carolina, and governors of other states in March 2020, transfer courses completed during the 2020 Spring, 2020 Summer, and 2020 Fall semesters only, a grade of "P" or "S" will be accepted as equivalent to a grade of "C" or better for course transfer evaluation.**

Revision: 10-24-2011 (procedures); 04-27-2020 (procedures)

ACADEMIC REGULATIONS

ACADEMIC ADVISORS

Upon receiving a student's application, the Admissions Office will send a letter to acknowledge receipt of the application (as well as an e-mail confirmation) to inform the student of the resources available in academic advising. Often, a student's advisor is the program head or a faculty member in the student's chosen program of study. For more information regarding your specific advisor, refer to success coaches on the school website. An advisee's progress will be monitored by the advisor; therefore, each student should seek the advice of the assigned advisor when questions arise regarding his or her program of study or requirements for program completion. The student is encouraged to make an appointment to confer with his or her advisor during the faculty member's office hours each term.

It is the student's responsibility to contact his or her advisor, ask questions about classes, parking, tutoring, grades, job market, etc., and work with the advisor in setting educational and career goals and planning schedules.

Advisors will make every effort to provide effective guidance to each assigned student in academic matters and to make a referral if the student needs assistance in other matters.

Special Credit students are treated just like any other degree seeking student and are assigned an academic advisor. Currently, the Eagle's One-Stop mentors serve as academic advisors to special credit students.

Eagle's One-Stop and Self-Service are available for student guidance.

The final responsibility for meeting all academic degree requirements as well as institution requirements ultimately rests with the student.

New Student Orientation

All new curriculum students are required to attend and participate in orientation, which is offered online to conveniently meet all students' needs. Students will become familiar with campus regulations and policies governing student behavior, various departments on campus, academic information, grade distribution, program changes, and clubs and organizations for student participation. At the end of New Student Orientation, you will schedule an appointment with your Success Coach. To schedule your New Student Orientation appointment, visit Student Orientation.

ACADEMIC REGULATIONS

Semester and Credit Guidelines

Semester System

Stanly Community College operates on the semester system, the primary academic calendar of all institutions in the North Carolina Community College System. The fall and spring semesters are approximately sixteen weeks in length; the summer session is eight weeks in length. Consult the semester course schedule for meeting times of classes offered.

Credit Hours

Semester hours are awarded as follows:

- one semester hour of credit for each hour per week of class lecture,
- one semester hour of credit for each two or three hours per week of laboratory,
- one semester hour of credit for each ten hours per week of cooperative work experience, and
- one semester hour of credit for each three hours per week of clinical.

Definitions of Contact and Credit Hours

- **Contact hours**: actual amount of time (clock hours) spent in class, shop, or lab for each course.
- **Credit hours**: academic credit awarded and used for tuition and graduation purposes.

Student Classification for Financial Aid, VA, and Insurance

- **Full-time student**: a student enrolled with 12 or more semester hours of credit.
- **Part-time student**: a student enrolled with fewer than 12 semester hours of credit.
- **Freshman**: a student who has completed less than 32 credit hours.
- **Sophomore**: a student who has completed 32 or more credit hours.

Students with Disabilities

Credit hours for full-time classification for insurance purposes will be based upon the student's documented needs in consultation with the Disabilities Services Offices, Dean of Students, and the student.

CHANGE IN CURRICULUM PROGRAM

Students who decide to change their program of study should discuss the program change with their academic advisor. The student must complete a Request for Change in Curriculum Program form, which is available on the school website, student forms.

Upon submission of the completed Request for Change in Curriculum Program form the Student Development representative will determine the students readiness to enroll in another curriculum program. Students must meet all of the admissions requirements for the program that they are requesting to enter.

The student and the Student Development representative will sign the Request for Change in Curriculum Program form. A copy of the Request for Change in Curriculum Program form will be forwarded to the Admissions department and the Records and Registration department. Credits and grades in the previous program(s) that are applied to the new program will be carried forward including the quality points earned in the courses. Courses applied to the new program in which no quality points were earned will be carried forward as hours attempted.

GRADUATION REQUIREMENTS

The following requirements are established for the Associate in Arts degree, Associate in Science degree, Associate in Applied Science degree, diploma, and certificate:

1. Successfully pass all course requirements in major with an overall major grade point average of 2.00 or higher.
2. Complete an Application for Graduation form (Self-Service > Graduation Overview) when registering for your last class.
3. Earn at least one-fourth of the credits required for a degree, diploma, or certificate from Stanly Community College.
4. Fulfill all financial obligations to the College.

HONORS AND AWARDS

Academic Honors

Each student enrolled in a curriculum program leading toward a degree, a diploma, or a certificate is eligible for the Academic Honors lists. Special credit students are not eligible for Academic Honors.

- **President's List**: students who complete in a semester a minimum of 12 credit hours and earn a 4.0 grade point average.
- **Dean's List**: students who complete in a semester a minimum of 12 credit hours and earn at least a 3.50 grade average with no grade lower than "C".
- **Honors List**: students who complete between 6 and 11 credit hours in a semester and earn at least a 3.50 or higher grade point average.

Commencement Awards

Graduating students having a cumulative major GPA of 3.50 or higher are recognized at graduation ceremonies by the notation in the commencement program and by the wearing of gold cords.

- The **Annie Ruth Kelley Leadership Award** was established by Stanly Community College in 2001. This award is presented to the graduating student who has excelled in providing leadership to fellow students, to the College, and to the community.
- The **Edward J. Snyder, Jr., Exceptional Scholars Award** was established in 2002. The Exceptional Scholars Award is awarded to students enrolled in a curriculum program who have earned a 3.0 or higher grade point average at the end of the term prior to graduation. The program head and instructors from each curriculum may nominate one student from their curriculum and will write an essay on the topic "Why This Student Should Receive the Edward Snyder Exceptional Scholar Award." The Associate Dean of Records and Registration will notify the nominee of his or her nomination as the Edward Snyder Award recipient. The nominee will be required to submit to the Associate Dean of Records and Registration an essay using the topic "What Makes Me An Edward Snyder Exceptional Scholar Nominee" and will be interviewed by a selection committee. The selection committee will choose the students to receive the Edward Snyder Exceptional Scholar awards. The recipients will be the commencement speakers.
- The **George E. Eddins, Jr., Award of Distinction in Allied Health Education** was established in 2003. This award honors Dr. George E. Eddins, Jr., as a highly respected Stanly County physician and educator who has dedicated many years of support and service to the community and the College. The Eddins Allied Health Building is named in his honor. The Award of Distinction in Allied Health Education will be presented each year to a student in a two-year allied health program graduating with a 3.5 grade point average and demonstrating community involvement and leadership ability.
- The **Dianne H. Burton Community Service Award** was established in 2006. This award is granted to a graduating student who has contributed to the community through civic, social service and/or non-profit organizations, volunteer work, church, etc. While on-campus activity may be considered, it is not a criteria to receive this award.

REGISTRATION PROCEDURES

New Students

New students may check the registration dates and payment deadlines using the Calendar link at the top of the college homepage, https://www.stanly.edu/calendar. At registration, students will discuss with their advisors the selection of courses appropriate to their curricula, pay fees, and purchase books. Students may utilize their Self-Service accounts and/or the Eagle's One Stop for detail information needed for the registration process. Students are considered registered upon completion of registration requirements and payment of fees.

Continuing Students

For registration purposes continuing students are defined as those students who are currently enrolled. All continuing students are strongly urged to register for the following semester during the early registration period. This will help the student get the courses in his or her program needed for graduation purposes.

Re-entry Students

Re-entry students are those students who have attended the institution previously but not during the preceding semester.

STUDENT RECORDS

Release of Student Records and Information

All student records are held confidential by the institution with the exception of directory information (see Student Records and Privacy Rights Policy). Placement credentials, transcripts, and other pertinent information will be made available only upon written request of the student. A statement authorizing release must be signed by the student before a transcript or any other information will be sent to other colleges, employers, or other agencies. Authorization for Transcript Requests forms is available in the Eagle's One Stop or online (https://www.stanly.edu/student-resources/student-forms.html). Transcripts will not be released for a student who has an outstanding financial obligation to the institution or under other signed agreement situations. Current students may request transcripts through Self-Service.

Change of Name, Address, and Directory Information

Students are responsible for notifying the Office of Records and Registration of all name and address changes as well as other directory information. Students should obtain a Change of Information Form from the Eagle's One Stop or online at https://www.stanly.edu/student-resources/student-forms.html. They can also submit a change electronically through their Self-Service account.

FINANCIAL AID

FAFSA

Students can complete the FAFSA on-line at https://studentaid.gov/apply-for-aid/fafsa. Completing the FAFSA online is a quick and easy way to apply for aid. Completing the FAFSA online immediately identifies potential errors and prompts corrections.

The following information is needed to complete the FAFSA:

1. Your FSA ID and password
2. Your SSN
3. Parents' SSN if you are a *dependent student*
4. Your driver's license number (if you have one)
5. Your Alien Registration Number if you are not a US citizen
6. Your W-2 forms and any other records of money earned
7. Your Federal Income Tax Return[1]
8. Your parents Federal Income Tax Return if you are a *dependent student*[1]
9. Records of your untaxed income and assets
10. Stanly Community College school code: 011194

Included in the FAFSA application is the IRS Data Retrieval Tool which allows students and parents to access IRS tax return information. Students and parents may transfer their data directly into the FAFSA.

If you are eligible to use the IRS Data Retrieval Tool, we highly recommend using the tool for several reasons:

1. It's the easiest way to provide your tax data.
2. It's the best way of ensuring that your FAFSA has accurate tax information.
3. If you do not use the IRS Data Retrieval Tool to provide tax information, you may be required to obtain an official tax transcript from the IRS.

The Paper FAFSA

The Department of Education no longer distributes paper FAFSA's; however, a student can request up to three (3) paper FAFSA's by calling the Federal Student Aid Information Center at 1-800-433-3243.

***Dependent Student* Definition**

Federal guidelines define a student as a dependent student if all of the following apply:

1. Under the age of 24 years old
2. Not married
3. Not a Veteran
4. Not currently serving Active Duty in the U.S. Armed Forces
5. Not providing more than half of the support of a child or a dependent for the upcoming academic year.

Please note that there are special circumstances that apply to students who are emancipated minors, in a legal guardianship, a ward of the court or a homeless unaccompanied youth as defined by the Department of Education. These circumstances require documentation and will be handled by the SCC Financial Aid personnel. Please contact the SCC Financial Aid office with questions or if there are issues completing the FAFSA.

Eligibility

To be eligible to receive federal aid, you must meet each of the following requirements:

1. Be a U.S. citizen or an eligible non-citizen with a valid social security number.
2. Not be in default on a student loan or owe an overpayment or repayment to a Title IV financial aid program.
3. Complete the Admissions requirements into an eligible curriculum program.
4. Meet and maintain Satisfactory Academic Progress Standards as related to Financial Aid.

Determining Financial Need

There are two (2) Cost of Attendance or Budget categories:

- Living at home with Parents and
- Not living at home with Parents.

One of the most important steps in establishing financial need is determining how much you (and your parents if you are a dependent student) are expected to contribute towards your education. The information you report on the FAFSA is used to calculate your EFC (Expected Family Contribution). The EFC is a measure of your and your family's financial strength and is used to determine your eligibility for federal student aid. Your financial need is the cost of attendance minus your EFC. The Cost of Attendance or Budget is determined by the Dean of Financial Aid and is based on enrollment at Stanly Community College. Data is collected from the College Board and SCC to estimate the average educational expenses for a nine-month period of enrollment including but not limited to tuition, fees, insurance, living expenses (food & housing), transportation, and miscellaneous expenses. Students are encouraged to contact the Financial Aid Office with any questions regarding Cost of Attendance or Budgets determinations.

Cost of attendance - EFC (Expected Family Contribution) - Aid from all other sources = Financial need

Steps to Apply for Financial Aid

1. After the application for Admission has been submitted, the student should complete and submit a FAFSA. Note: completing a FAFSA automatically makes application for NC State Grants.
2. Submitted FAFSA's may be selected for a process called verification either randomly by the Department of Education or by the SCC Financial Aid Office to resolve conflicting data. Students selected for verification will be required to submit various documents to the SCC Financial Aid Office. The verification process can take several weeks to complete, and students are encouraged to submit all financial aid forms and requested documents in a timely manner prior to their enrollment date. Priority Deadlines are applicable to the submission of requested documents and are listed on the Financial Aid Calendar.
3. Students will be notified of their financial aid eligibility. From their Self-Service account, the offer letter will state the type and amount of award. Financial aid is disbursed by crediting the student's account in the Business Office.

Applicants are eligible to receive grants, scholarship, work-study or any combination of these; however, the total combined sum of these must not exceed a student's cost of attendance. The awarding of aid is based on funds available.

It Is the Student's Responsibility as Related to Financial Aid to:

1. Review and consider all information about the school's programs.
2. Read and understand all forms before signing.
3. Pay special attention to and accurately complete the FAFSA. Errors can result in processing delays and in turn delays in receiving aid.
4. Contact the Financial Aid Office before withdrawing from school or changing course schedule after the drop/add period.
5. Understand and maintain Financial Aid Satisfactory Academic Progress Standards as related to Financial Aid.

FINANCIAL AID

The Stanly Community College Financial Aid Office is committed to assisting those students who cannot assume the full financial burden of a college education. Working closely with individual students, the Financial Aid Office helps bridge the gap between the cost of education and available resources through grants and scholarships.

The primary responsibility for financing education is with the student and his or her family. When the total resources provided do not meet expenses, SCC will do as much as possible to assist so that the student will not be denied an education and may take advantage of the life-long opportunities offered at Stanly Community College.

A student must submit a FAFSA application each year in which he or she expects to be considered for financial aid. The FAFSA is available beginning October 1 each year for the upcoming academic year (July 1 through June 30). Students must complete a FAFSA or FAFSA renewal for each academic year.

Stanly Community College uses the Free Application for Federal Student Aid (FAFSA) to assess a student's financial condition. Information entered onto the FAFSA is analyzed according to the requirements of the U.S. Congress and federal guidelines. This ensures that all applicants are treated fairly and equitably. Such items as income, assets, family size, marital status, and number of family members in college are used to determine financial need.

Stanly Community College is authorized to provide funding to eligible individuals through Federal and State grants, VA Educational Benefits and Institutional Scholarships.

Stanly Community College does not discriminate on the basis of sex, race, color, national or ethnic origin, disability, or religion in the administration of financial aid resources. The Financial Aid Office is located on the Albemarle Campus in the Patterson Building.

Telephone: 704-991-0302
FAX: 704-991-0160
E-mail address: financialaid@stanly.edu
Hours of Operation:
8:00 am to 5:00 pm Monday through Thursday
8:00 am to 1:00 pm Friday

Summer Schedule (May – July)
7:30 am to 5:30 pm Monday through Thursday
Closed on Friday

Check the SCC Financial Aid Webpage for further information regarding financial aid opportunities.

RETURN OF TITLE IV FUNDS POLICY

Students are encouraged to read this policy carefully and contact the Financial Aid Office with any questions or concerns.

Students who are considering withdrawing from classes should contact the Financial Aid Office to see how discontinuing enrollment or withdrawal will affect their current award and future financial aid eligibility.

Students who discontinue enrollment and/or do not successfully complete all Pell Grant eligible classes of a semester (aka term or payment period), i.e Fall 2021, will have their semester award recalculated based on the percent of the semester completed.

This policy applies to all students receiving financial aid who **discontinue enrollment** from Pell Grant eligible classes and/or fail all Pell Grant eligible classes in an enrollment term or are **expelled** from Stanly Community College.

Discontinued enrollment is flagged by a withdrawal grade, "W". The financial aid earned is based on the last date of academically related activity or published notification from the student requesting a class withdrawal.

Withdrawal grades are assigned if a student:

- Requests a withdrawal prior to the last date to withdraw, or
- has consecutive week(s) of absences, or
- is not meeting the requirements of the course.

Module Classes:

Classes that are 14-week, 12-week, 8-week or 4-week in length during an enrollment term are considered "Modules" and are included in the Return of Title IV funds calculation.

Modules that are dropped before the student withdraws are not considered part of the Return to Title IV calculation; however the semester Pell award will be recalculated which may produce a balance due for the change in enrollment status.

Also, if the student withdraws from one Module but plans to attend a later module, they must provide written confirmation of intent (Intent to Enroll form) to attend the later module to avoid a Return of Title IV funds calculation.

Exception: Beginning on September 2, 2020, if a student successfully completes one or more modules that comprise 49% or more of the number of days in the term, they are not considered withdrawn for the purposes of determining Return of Title IV funds.

Return to Title IV Calculation:

Based on the **last date of academic activity** in the semester:

a) The percentage of Title IV aid earned shall be calculated as follows:

Number of days completed by student divided by the

Total number of calendar days in semester

Equals the Percent of semester completed

The percent of the semester completed is the percentage of Title IV aid **earned** by the student.
Note: The total number of calendar days in a term of enrollment excludes any scheduled breaks of more than five days.

b) The percentage of Title IV aid **Unearned** (to be returned) is the 100% minus the percent of the **earned** aid.

c) **Unearned** Title IV aid is returned to the following programs in the following order:

1. Federal Pell Grant

2. Federal SEOG

3. Other Title IV grant programs

d) The **Unearned** aid percentage is applied to the semester institutional charges, i.e. tuition, fees and bookstore charges.
e) When the total amount of unearned aid produces a balance due, the student is responsible for the amount due and if not paid will be subject to the Business Office collection policy.

Letters will be sent to the student's home address on file with the Office of Records and Registration following withdrawal.

Institutional and student responsibility as it relates to the Return of Title IV Funds.

a) SCC's responsibilities regarding Return of Title IV funds include:

i) identifying students who are affected by this policy and completing the return of Title IV funds calculation for those students;

ii) returning Title IV funds to the Department of Education.

b) The student's responsibilities in regard to the return of Title IV funds include:

i) becoming familiar with the Return of Title IV policy and how discontinuation of class enrollment or withdrawal affects eligibility for Title IV aid and Satisfactory Academic Progression;

ii) returning unearned Title IV funds that were disbursed directly to the student as a result of the return of Title IV funds calculation.

SATISFACTORY ACADEMIC PROGRESS

Satisfactory Academic Progress for Financial Aid Procedures

Financial aid students are evaluated at the end of each semester to determine progression. Students must meet the Academic Standard, the Program Completion Standard and stay within the Maximum Timeframe to remain in a satisfactory status and maintain financial aid eligibility.

Academic Standard

All Financial Aid students must maintain a 2.00 cumulative GPA (grade point average). Cumulative being defined as "all" curriculum classes taken at Stanly Community College regardless of timeframe. Classes that receive an "incomplete" grade are calculated as an "F" at the time of Satisfactory Academic Progress evaluation. (reference: Grade Policy located on SCC website under Current Students # Policies). Classes from which the student withdraws have no bearing on the GPA.

If a student's cumulative GPA falls below 2.00, the student is placed on a financial aid warning status and notified by the Financial Aid Office. The student then has a warning period of enrollment in which to achieve a minimum 2.00 cumulative GPA. The warning period of enrollment is the next semester the student is enrolled at SCC and the student is eligible for financial aid assistance during this semester. If at the end of the warning semester a cumulative 2.00 GPA is not achieved, the student is no longer eligible for financial aid.

Program Completion Standard

All financial aid students must complete at least two-thirds or 67 percent of all curriculum hours attempted at SCC including accepted transfer credits regardless of timeframe. The percentage is determined by taking the cumulative total of credit hours completed divided by the cumulative total of hours attempted. For example, a student who has completed 32 hours and attempted 64 has a completion rate of 50% (32 divided by 64). Attempted but not completed credit hours include withdrawals, incompletes, repeat classes and courses with a grade of "F".

If a student's percentage rate falls below 67%, the student is placed on a warning status and notified in writing by the Financial Aid Office. The student then has a warning period of enrollment in which to earn a completion rate of 67% or more. The warning period of enrollment is the next semester the student is enrolled at SCC. The student is eligible for financial aid assistance during this warning period of enrollment. If at the end of the warning semester a cumulative 67% completion rate is not achieved, the student is no longer eligible for financial aid.

Maximum Timeframe

All financial aid students must complete their educational program within 150% of the published length. **NOTE**: The 150% Maximum Timeframe applies to "all" curriculum hours attempted at SCC including accepted transfer credits regardless of timeframe. The SCC college catalog provides a course sequence

for each educational program and the number of total credit hours needed to complete the program. For example, the Associate Degree in Criminal Justice is 68 credit hours in length, therefore, a financial aid student enrolled may attempt, including transfer credit hours, up to 102 credit hours (68 credit hours times 150%) and remain eligible for financial aid.
Financial aid students who exceed the 150% maximum timeframe will no longer be eligible for financial aid. The maximum timeframe does not provide for a warning period.

Developmental/Remedial Classes

Attempted or completed developmental/ supplemental credit hours are not included in the Program Completion Standard or the Maximum Timeframe calculations; however, the completion or non-completion of developmental/ supplemental classes will be counted in the Academic Standard calculation. A grade of "P", "P1", "P2" or "P3" will count as an "A" and the grade of "R" will count as an "F" for financial aid students and count toward the financial aid cumulative GPA. The numbers 001-099 are assigned to developmental or supplemental courses. Developmental/supplemental courses do not earn credit toward a certificate, diploma or degree.

Appeal Process

Financial Aid students who have not successfully met the Academic Standard and/or Program Completion Standard warning semester OR have exceeded the 150% Maximum Timeframe may appeal their loss of financial aid. In order to appeal the loss of financial aid, the student must submit an Appeal Request form or a written statement; (1) explaining the circumstances that rendered them unable to meet the standard(s), (2) what has changed to allow the student to meet the standard(s) and (3) the student's educational goal and plans to meet that goal. Along with the Appeal Request form or statement, the student should attach any documentation that supports the appeal. The Appeal Request form or written statement must be submitted to the Financial Aid Department and may be delivered in person, by mail or via email. All Appeal Request forms or statements must be received within 10 days following receipt of the letter indicating the loss of financial aid eligibility. The Dean of Financial Aid Management will consider the appeal statement and the decision will be final.

Students receiving appeal approval will be placed on an Appeal Probation status and are required to successfully complete all classes until a Satisfactory status has been reached. To insure academic success, Appeal Probation students will be placed on an Academic Educational Plan which may include but not limited to a reduction in the number of credit hours enrolled; completion of enrolled classes with a "B" or better. Failure to meet the Academic Educational Plan requirements will terminate all financial aid eligibility at SCC.

Reinstatement of Financial Aid Eligibility

If a student loses financial aid eligibility by failing to meet the Academic and/or Program Completion standard and after self-pay or the use of outside resources feels that the standards are met, the student must contact the Financial Aid Office and have their SAP status re-calculated. If the standards have been met, the student will regain financial aid eligibility the semester following the semester in which the standards were met, provided all other financial aid requirements have been completed.

TAX CREDITS

Lifetime Learning Credit

Tuition and Fees Deduction

Student Loan Interest Deduction

COURSES

ACADEMIC RELATED (ACA)

ACA 85 Improving Study Skills 1.0 UNIT
This course is designed to improve academic study skills and introduce resources that will complement developmental courses and engender success in college-level courses. Topics include basic study skills, memory techniques, note-taking strategies, test-taking techniques, library skills, personal improvement strategies, goal-setting, and learning resources. Upon completion, students should be able to apply techniques learned to improve performance in college-level classes.

ACA 111 College Student Success 1.0 UNIT
This course introduces the college's physical, academic, and social environment and promotes the personal development essential for success. Topics include campus facilities and resources; policies, procedures, and programs; study skills; and life management issues such as health, self-esteem, motivation, goal-setting, diversity, and communication. Upon completion, students should be able to function effectively within the college environment to meet their educational objectives.

ACA 121 Managing a Team 1.0 UNIT
This course focuses on the process of the individual with an awareness of the reality in the collective teamwork approach for the workplace emphasizing process-orientation. Topics include how teams work, team effectiveness, team-building techniques, positive thinking, and leadership principles. Upon completion, students should be able to demonstrate an understanding of how teamwork strengthens ownership, involvement, and responsibility in the workplace.

ACA 122 College Transfer Success 1.0 UNIT
This course provides information and strategies necessary to develop clear academic and professional goals beyond the community college experience. Topics include the CAA, college policies and culture, career exploration, gathering information on senior institutions, strategic planning, critical thinking, and communications skills for a successful academic transition. Upon completion, students should be able to develop an academic plan to transition successfully to senior institutions.

ACCOUNTING (ACC)

ACC 115 College Accounting 4.0 UNITS
This course introduces basic accounting principles for a business. Topics include the complete accounting cycle with end-of-period statements, bank reconciliation, payrolls, and petty cash. Upon completion, students should be able to demonstrate an understanding of accounting principles and apply those skills to a business organization.

ACC 120 Principles of Financial Accounting 4.0 UNITS
This course introduces business decision-making using accounting information systems. Emphasis is placed on analyzing, summarizing, reporting, and interpreting financial information. Upon completion, students should be able to prepare financial statements, understand the role of financial information in decision-making and address ethical considerations.

ACC 121 Principles of Managerial Accounting 4.0 UNITS
This course includes a greater emphasis on managerial and cost accounting skills. Emphasis is placed on managerial accounting concepts for external and internal analysis, reporting and decision-making. Upon completion, students should be able to analyze and interpret transactions relating to managerial concepts including product-costing systems.

ACC 122 Principles of Financial Accounting II 3.0 UNITS
This course provides additional instruction in the financial accounting concepts and procedures introduced in ACC 120. Emphasis is placed on the analysis of specific balance sheet accounts, with in-depth instruction of the accounting principles applied to these accounts. Upon completion, students should be able to analyze data, prepare journal entries, and prepare reports in compliance with generally accepted accounting principles.

ACC 129 Individual Income Taxes 3.0 UNITS
This course introduces the relevant laws governing individual income taxation. Topics include tax law, electronic research and methodologies, and the use of technology for preparation of individual income tax returns. Upon completion, students should be able to analyze basic tax scenarios, research applicable tax law, and complete various individual tax forms.

ACC 130 Business Income Taxes 3.0 UNITS
This course introduces the relevant laws governing business and fiduciary income taxes. Topics include tax law relating to business organizations, electronic research and methodologies, and the use of technology for the preparation of business tax returns. Upon completion, students should be able to analyze basic tax scenarios, research applicable tax law, and complete various business tax forms.

ACC 131 Federal Income Taxes 3.0 UNITS
This course provides an overview of federal income taxes for individuals, partnerships, and corporations. Topics include tax law, electronic research and methodologies and the use technology for the preparation of individual and business tax returns. Upon completion, students should be able to analyze basic tax scenarios, research applicable tax laws, and complete federal tax returns for individuals, partnerships, and corporations.

ACC 140 Payroll Accounting 2.0 UNITS
This course covers federal and state laws pertaining to wages, payroll taxes, payroll tax forms, and journal and general ledger transactions. Emphasis is placed on computing wages; calculating social security, income, and unemployment taxes; preparing appropriate payroll tax forms; and journalizing/posting transactions. Upon completion, students should be able to analyze data, make appropriate computations, complete forms, and prepare accounting entries using appropriate technology.

ACC 149 Introduction to Accounting Spreadsheets 2.0 UNITS
This course provides a working knowledge of computer spreadsheets and their use in accounting. Topics include pre-programmed problems, model-building problems, beginning-level macros, graphics, and what-if analysis enhancements of template problems. Upon completion, students should be able to use a computer spreadsheet to complete many of the tasks required in accounting.

ACC 150 Accounting Software Applications 2.0 UNITS
This course introduces microcomputer applications related to accounting systems. Topics include general ledger, accounts receivable, accounts payable, inventory, payroll, and correcting, adjusting, and closing entries. Upon completion, students should be able to use a computer accounting package to accurately solve accounting problems.

ACC 180 Practices in Bookkeeping 3.0 UNITS
This course provides advanced instruction in bookkeeping and record-keeping functions. Emphasis is placed on mastering adjusting entries, correction of errors, depreciation, payroll, and inventory. Upon completion, students should be able to conduct all key bookkeeping functions for small businesses.

ACC 220 Intermediate Accounting I 4.0 UNITS
This course is a continuation of the study of accounting principles with in-depth coverage of theoretical concepts and financial statements. Topics include generally accepted accounting principles and extensive analysis of balance sheet components. Upon completion, students should be able to demonstrate competence in the conceptual framework underlying financial accounting, including the application of financial standards.

ACC 225 Cost Accounting 3.0 UNITS
This course introduces the nature and purposes of cost accounting as an information system for planning and control. Topics include direct materials, direct labor, factory overhead, process, job order, and standard cost systems. Upon completion, students should be able to demonstrate an understanding of the principles involved and display an analytical problem-solving ability for the topics covered.

ACC 269 Auditing & Assurance Services 3.0 UNITS
This course introduces selected topics pertaining to the objectives, theory and practices in engagements providing auditing and other assurance services. Topics include planning, conducting and reporting, with emphasis on the related professional ethics and standards. Upon completion, students should

be able to demonstrate an understanding of the types of professional services, the related professional standards, and engagement methodology.

AGRICULTURE (AGR)

AGR 110 Agricultural Economics 3.0 UNITS
This course provides an introduction to basic economic principles in agriculture. Topics include supply and demand, the role of agriculture in the economy, economic systems, and micro- and macroeconomics. Upon completion, students should be able to explain economic systems, interpret supply and demand curves, and complete cost and revenue production schedules.

AGR 112 Agri Records & Accounting 3.0 UNITS
This course covers principles involved in establishing, maintaining, and analyzing livestock and farm records. Topics include computerized livestock and farm records, net worth statements, and income and cash flow statements. Upon completion, students should be able to develop a production record keeping system, calculate performance efficiencies, and establish production goals.

AGR 121 Biological Pest Management 3.0 UNITS
This course will emphasize the building and maintaining of healthy soil, plant and insect biological cycles as the key to pest and disease management. Course content includes study of major pests and diseases, including structure, life cycle, and favored hosts; and biological and least toxic methods of chemical control. Upon completion, students will be able to identify and recommend methods of prevention and control of selected insects and diseases.

AGR 130 Alternative Ag Production 3.0 UNITS
This course covers the latest nontraditional enterprises in agriculture. Topics include animal production, aquaculture, and plant production. Upon completion, students should be able to identify selected enterprises and describe basic production practices.

AGR 139 Introduction to Sustainable Agriculture 3.0 UNITS
This course will provide students with a clear perspective on the principles, history and practices of sustainable agriculture in our local and global communities. Students will be introduced to the economic, environmental and social impacts of agriculture. Upon completion, students will be able to identify the principles of sustainable agriculture as they relate to basic production practices.

AGR 140 Agricultural Chemicals 3.0 UNITS
This course covers all aspects of agricultural chemicals. Topics include safety, environmental effects, federal and state laws, pesticide classification, sprayer calibration, and licensing. Upon completion, students should be able to calibrate a sprayer, give proper pesticide recommendations (using integrated pest management), and demonstrate safe handling of pesticides.

AGR 160 Plant Science 3.0 UNITS
This course introduces the basic principles of botany that pertain to agricultural production. Emphasis is placed on the anatomy and physiology of flowering plants. Upon completion, students should be able to identify and explain plant systems.

AGR 170 Soil Science 3.0 UNITS
This course covers the basic principles of soil management and fertilization. Topics include liming, fertilization, soil management, biological properties of soil (including beneficial microorganisms), sustainable land care practices and the impact on soils, and plant nutrients. Upon completion, students should be able to analyze, evaluate, and properly amend soils/media according to sustainable practices.

AGR 212 Farm Business Management 3.0 UNITS
This course introduces budgeting, farm analysis, production costs, business organizations, and general management principles. Topics include enterprise budgets, partial budgets, whole farm budgets, income analysis, and business organizations. Upon completion, students should be able to prepare and analyze a farm budget.

AGR 213 Agricultural Law & Finance 3.0 UNITS
This course covers the basic laws and financial aspects affecting agriculture. Topics include environmental laws, labor laws, contractual business operations, assets, liabilities, net worth, and funding sources. Upon completion, students should be able to complete loan application procedures and explain basic laws affecting the agricultural industry.

AGR 214 Agricultural Marketing 3.0 UNITS
This course covers basic marketing principles for agricultural products. Topics include buying, selling, processing, standardizing, grading, storing, and marketing of agricultural commodities. Upon completion, students should be able to construct a marketing plan for an agricultural product.

AIR COND, HEATING & REFRIG (AHR)

AHR 110 Introduction to Refrigeration 5.0 UNITS
This course introduces the basic refrigeration process used in mechanical refrigeration and air conditioning systems. Topics include terminology, safety, and identification and function of components; refrigeration cycle; and tools and instrumentation used in mechanical refrigeration systems. Upon completion, students should be able to identify refrigeration systems and components, explain the refrigeration process, and use the tools and instrumentation of the trade.

AHR 111 HVACR Electricity 3.0 UNITS
This course introduces electricity as it applies to HVACR equipment. Emphasis is placed on power sources, interaction of electrical components, wiring of simple circuits, and the use of electrical test equipment. Upon completion, students should be able to demonstrate good wiring practices and the ability to read simple wiring diagrams.

AHR 112 Heating Technology 4.0 UNITS
This course covers the fundamentals of heating including oil, gas, and electric heating systems. Topics include safety, tools and instrumentation, system operating characteristics, installation techniques, efficiency testing, electrical power, and control systems. Upon completion, students should be able to explain the basic oil, gas, and electrical heating systems and describe the major components of a heating system.

AHR 113 Comfort Cooling 4.0 UNITS
This course covers the installation procedures, system operations, and maintenance of residential and light commercial comfort cooling systems. Topics include terminology, component operation, and testing and repair of equipment used to control and produce assured comfort levels. Upon completion, students should be able to use psychrometrics, manufacturer specifications, and test instruments to determine proper system operation.

AHR 114 Heat Pump Technology 4.0 UNITS
This course covers the principles of air source and water source heat pumps. Emphasis is placed on safety, modes of operation, defrost systems, refrigerant charging, and system performance. Upon completion, students should be able to understand and analyze system performance and perform routine service procedures.

AHR 130 HVAC Controls 3.0 UNITS
This course covers the types of controls found in residential and commercial comfort systems. Topics include electrical and electronic controls, control schematics and diagrams, test instruments, and analysis and troubleshooting of electrical systems. Upon completion, students should be able to diagnose and repair common residential and commercial comfort system controls.

AHR 133 HVAC Servicing 4.0 UNITS
The course covers the maintenance and servicing of HVAC equipment. Topics include testing, adjusting, maintaining, and troubleshooting HVAC equipment and record keeping. Upon completion, students should be able to adjust, maintain, and service HVAC equipment.

AHR 160 Refrigerant Certification 1.0 UNIT
This course covers the requirements for the EPA certification examinations. Topics include small appliances, high pressure systems, and low pressure systems. Upon completion, students should be able to demonstrate knowledge of refrigerants and be prepared for the EPA certification examinations.

AHR 210 Residential Building Code 2.0 UNITS
This course covers the residential building codes that are applicable to the design and installation of HVAC systems. Topics include current residential codes as applied to HVAC design, service, and installation. Upon completion, students should be able to demonstrate the correct usage of residential building codes that apply to specific areas of the HVAC trade.

AHR 211 Residential System Design 3.0 UNITS
This course introduces the principles and concepts of conventional residential heating and cooling system design. Topics include heating and cooling load estimating, basic psychrometrics, equipment selection, duct system selection, and system design. Upon completion, students should be able to design a basic residential heating and cooling system.

AHR 212 Advanced Comfort Systems 4.0 UNITS
This course covers water-cooled comfort systems, water-source/geothermal heat pumps, and high efficiency heat pump systems including variable speed drives and controls. Emphasis is placed on the application, installation, and servicing of water-source systems and the mechanical and electronic control components of advanced comfort systems. Upon completion, students should be able to test, analyze, and troubleshoot water-cooled comfort systems, water-source/geothermal heat pumps, and high efficiency heat pumps.

AHR 213 HVACR Building Code 2.0 UNITS
This course covers the North Carolina codes that are applicable to the design and installation of HVACR systems. Topics include current North Carolina codes as applied to HVACR design, service, and installation. Upon completion, students should be able to demonstrate the correct usage of North Carolina codes that apply to specific areas of the HVACR trade.

AHR 215 Commercial HVAC Controls 2.0 UNITS
This course introduces HVAC control systems used in commercial applications. Topics include electric/electronic control systems, pneumatic control systems, DDC temperature sensors, humidity sensors, pressure sensors, wiring, controllers, actuators, and controlled devices. Upon completion, students should be able to verify or correct the performance of common control systems with regard to sequence of operation and safety.

AHR 235 Refrigeration Design 3.0 UNITS
This course covers the principles of commercial refrigeration system operation and design. Topics include walk-in coolers, walk-in freezers, system components, load calculations, equipment selection, defrost systems, refrigerant line sizing, and electric controls. Upon completion, students should be able to design, adjust, and perform routine service procedures on a commercial refrigeration system.

AHR 250 Heating, Ventilating, and Air 2.0 UNITS
This course is a comprehensive study of air conditioning, heating, and refrigeration system diagnostics and corrective measures. Topics include advanced system analysis, measurement of operating efficiency, and inspection and correction of all major system components. Upon completion, students should be able to restore a residential or commercial AHR system so that it operates at or near manufacturers' specifications.

ANIMAL SCIENCE (ANS)

ANS 110 Animal Science 3.0 UNITS
This course introduces the livestock industry. Topics include nutrition, reproduction, production practices, diseases, meat processing, sustainable livestock production, and marketing. Upon completion, students should be able to demonstrate a basic understanding of livestock production practices and the economic impact of livestock locally, regionally, state-wide, and internationally.

ART (ART)

ART 111 Art Appreciation 3.0 UNITS
This course introduces the origins and historical development of art. Emphasis is placed on the relationship of design principles to various art forms including but not limited to sculpture, painting, and architecture. Upon completion, students should be able to identify and analyze a variety of artistic styles, periods, and media.

ART 114 Art History Survey I 3.0 UNITS
This course covers the development of art forms from ancient times to the Renaissance. Emphasis is placed on content, terminology, design, and style. Upon completion, students should be able to demonstrate an historical understanding of art as a product reflective of human social development.

ART 115 Art History Survey II 3.0 UNITS
This course covers the development of art forms from the Renaissance to the present. Emphasis is placed on content, terminology, design, and style. Upon completion, students should be able to demonstrate an historical understanding of art as a product reflective of human social development.

ART 116 Survey of American Art 3.0 UNITS
This course covers the development of American art forms from colonial times to the present. Emphasis is placed on architecture, painting, sculpture, graphics, and the decorative arts. Upon completion, students should be able to demonstrate understanding of the history of the American creative experience.

ART 117 Non-Western Art History 3.0 UNITS
This course introduces non-Western cultural perspectives. Emphasis is placed on, but not limited to, African, Oriental, and Oceanic art forms throughout history. Upon completion, students should be able to demonstrate an historical understanding of art as a product reflective of non-Western social and cultural development.

ART 121 Two-Dimensional Design 3.0 UNITS
This course introduces the elements and principles of design as applied to two-dimensional art. Emphasis is placed on the structural elements, the principles of visual organization, and the theories of color mixing and interaction. Upon completion, students should be able to understand and use critical and analytical approaches as they apply to two-dimensional visual art.

ART 131 Drawing I 3.0 UNITS
This course introduces the language of drawing and the use of various drawing materials. Emphasis is placed on drawing techniques, media, and graphic principles. Upon completion, students should be able to demonstrate competence in the use of graphic form and various drawing processes.

ART 264 Digital Photography I 3.0 UNITS
This course introduces digital photographic equipment, theory and processes. Emphasis is placed on camera operation, composition, computer photo manipulation and creative expression. Upon completion, students should be able to successfully expose, digitally manipulate, and print a well-conceived composition.

AUTOMATION & ROBOTICS (ATR)

ATR 112 Introduction to Automation 3.0 UNITS
This course introduces the basic principles of automated systems and describes the tasks that technicians perform on the job. Topics include the history, development, and current applications of robots and automated systems including their configuration, operation, components, and controls. Upon completion, students should be able to understand the basic concepts of automation and robotic systems.

ATR 212 Industrial Robots 3.0 UNITS
This course covers the operation of industrial robots. Topics include the classification of robots, activators, grippers, work envelopes, computer interfaces, overlapping work envelopes, installation, and programming. Upon completion, students should be able to install, program, and troubleshoot industrial robots.

ATR 214 Advanced PLCs 4.0 UNITS
This course introduces the study of high-level programming languages and advanced I/O modules. Topics include advanced programming languages; system networking; computer interfacing; analog and other intelligent I/O modules; and system troubleshooting. Upon completion, students should be able to write and troubleshoot systems using high-level languages and complex I/O modules.

AUTOMOTIVE BODY REPAIR (AUB)

AUB 111 Painting & Refinishing I 4.0 UNITS
This course introduces the proper procedures for using automotive refinishing equipment and materials in surface preparation and application. Topics include federal, state, and local regulations, personal safety, refinishing equipment and materials, surface preparation, masking, application techniques, and other related topics. Upon completion, students should be able to identify and use proper equipment and materials in refinishing following accepted industry standards.

AUB 112 Painting & Refinishing II 4.0 UNITS
This course covers advanced painting techniques and technologies with an emphasis on identifying problems encountered by the refinishing technician. Topics include materials application, color matching, correction of refinishing problems, and other related topics. Upon completion, students should be able to perform spot, panel, and overall refinishing repairs and identify and correct refinish problems.

AUB 114 Special Finishes 2.0 UNITS
This course introduces multistage finishes, custom painting, and protective coatings. Topics include base coats, advanced intermediate coats, clear coats, and other related topics. Upon completion, students should be able to identify and apply specialized finishes based on accepted industry standards.

AUB 121 Non-Structural Damage I 3.0 UNITS
This course introduces safety, tools, and the basic fundamentals of body repair. Topics include shop safety, damage analysis, tools and equipment, repair techniques, materials selection, materials usage, and other related topics. Upon completion, students should be able to identify and repair minor direct and indirect damage including removal/repairing/replacing of body panels to accepted standards.

AUB 122 Non-Structural Damage II 4.0 UNITS
This course covers safety, tools, and advanced body repair. Topics include shop safety, damage analysis, tools and equipment, advanced repair techniques, materials selection, materials usage, movable glass, and other related topics. Upon completion, students should be able to identify and repair or replace direct and indirect damage to accepted standards including movable glass and hardware.

AUB 131 Structural Damage I 4.0 UNITS
This course introduces safety, equipment, structural damage analysis, and damage repairs. Topics include shop safety, design and construction, structural analysis and measurement, equipment, structural glass, repair techniques, and other related topics. Upon completion, students should be able to analyze and perform repairs to a vehicle which has received light/moderate structural damage.

AUB 136 Plastics & Adhesives 3.0 UNITS
This course covers safety, plastic and adhesive identification, and the various repair methods of automotive plastic components. Topics include safety, identification, preparation, material selection, and the various repair procedures including refinishing. Upon completion, students should be able to identify, remove, repair, and/or replace automotive plastic components in accordance with industry standards.

AUB 150 Automotive Detailing 2.0 UNITS
This course covers the methods and procedures used in automotive detailing facilities. Topics include safety, engine, interior and trunk compartment detailing, buffing/polishing exterior surfaces, and cleaning and reconditioning exterior trim, fabrics, and surfaces. Upon completion, students should be able to improve the overall appearance of a vehicle.

AUB 160 Body Shop Operations 1.0 UNIT
This course introduces the day-to-day operations of autobody repair facilities. Topics include work habits and ethics, customer relations, equipment types, materials cost and control, policies and procedures, shop safety and liabilities, and other related topics. Upon completion, students should be able to understand the general operating policies and procedures associated with an autobody repair facility.

AUB 162 Autobody Estimating 2.0 UNITS
This course provides a comprehensive study of autobody estimating. Topics include collision damage analysis, industry regulations, flat-rate and estimated time, and collision estimating manuals. Upon completion, students should be able to prepare and interpret a damage report.

BIOLOGY (BIO)

BIO 140A Environmental Biology Lab 1.0 UNIT
This course provides a laboratory component to complement BIO 140. Emphasis is placed on laboratory and field experience. Upon completion, students should be able to demonstrate a practical understanding of environmental interrelationships and of contemporary environmental issues.

BIO 110 Principles of Biology 4.0 UNITS
This course provides a survey of fundamental biological principles for non-science majors. Emphasis is placed on basic chemistry, cell biology, metabolism, genetics, evolution, ecology, diversity, and other related topics. Upon completion, students should be able to demonstrate increased knowledge and better understanding of biology as it applies to everyday life.

BIO 111 General Biology I 4.0 UNITS
This course introduces the principles and concepts of biology. Emphasis is placed on basic biological chemistry, molecular and cellular biology, metabolism and energy transformation, genetics, evolution, and other related topics. Upon completion, students should be able to demonstrate understanding of life at the molecular and cellular levels.

BIO 112 General Biology II 4.0 UNITS
This course is a continuation of BIO 111. Emphasis is placed on organisms, evolution, biodiversity, plant and animal systems, ecology, and other related topics. Upon completion, students should be able to demonstrate comprehension of life at the organismal and ecological levels.

BIO 140 Environmental Biology 3.0 UNITS
This course introduces environmental processes and the influence of human activities upon them. Topics include ecological concepts, population growth, natural resources, and a focus on current environmental problems from scientific, social, political, and economic perspectives. Upon completion, students should be able to demonstrate an understanding of environmental interrelationships and of contemporary environmental issues.

BIO 161 Introduction to Human Biology 3.0 UNITS
This course provides a basic survey of human biology. Emphasis is placed on the basic structure and function of body systems and the medical terminology used to describe normal and pathological states. Upon completion, students should be able to demonstrate an understanding of normal anatomy and physiology and the appropriate use of medical terminology.

BIO 163 Basic Anatomy & Physiology 5.0 UNITS
This course provides a basic study of the structure and function of the human body. Topics include a basic study of the body systems as well as an introduction to homeostasis, cells, tissues, nutrition, acid-base balance, and electrolytes. Upon completion, students should be able to demonstrate a basic understanding of the fundamental principles of anatomy and physiology and their interrelationships.

BIO 165 Anatomy and Physiology I 4.0 UNITS
This course is the first of a two-course sequence which provides a comprehensive study of the anatomy and physiology of the human body. Topics include the structure, function, and interrelationship of organ systems with emphasis on the processes which maintain homeostasis. Upon completion, students should be able to demonstrate an in-depth understanding of principles of anatomy and physiology and their interrelationships.

BIO 166 Anatomy and Physiology II 4.0 UNITS
This course is the second in a two-course sequence which provides a comprehensive study of the anatomy and physiology of the human body. Topics include the structure, function, and interrelationship of organ systems with emphasis on the processes which maintain homeostasis. Upon completion, students should be able to demonstrate an in-depth understanding of principles of anatomy and physiology and the interrelationships of all body systems.

BIO 168 Anatomy and Physiology I 4.0 UNITS
This course provides a comprehensive study of the anatomy and physiology of the human body. Topics include body organization, homeostasis, cytology, histology, and the integumentary, skeletal, muscular, and nervous systems and special senses. Upon completion, students should be able to demonstrate an in-depth understanding of principles of anatomy and physiology and their interrelationships.

BIO 169 Anatomy and Physiology II 4.0 UNITS
This course provides a continuation of the comprehensive study of the anatomy and physiology of the human body. Topics include the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems as well as metabolism, nutrition, acid-base balance, and fluid and electrolyte balance. Upon completion, students should be able to

demonstrate an in-depth understanding of principles of anatomy and physiology and their interrelationships.

BIO 275 Microbiology 4.0 UNITS
This course covers principles of microbiology and the impact these organisms have on man and the environment. Topics include the various groups of microorganisms, their structure, physiology, genetics, microbial pathogenicity, infectious diseases, immunology, and selected practical applications. Upon completion, students should be able to demonstrate knowledge and skills including microscopy, aseptic technique, staining, culture methods, and identification of microorganisms.

BIOMEDICAL EQUIPMENT (BMT)

BMT 111 Introduction to Biomedical Field 2.0 UNITS
This course introduces the fundamental concepts of the health care delivery system. Topics include hospital organization and structure, BMET duties and responsibilities, and the professional and social interrelationships between services. Upon completion, students should be able to demonstrate an understanding of hospital organization as related to BMET duties.

BMT 112 Hospital Safety Standards 3.0 UNITS
This course covers national, state, and local standards pertaining to hospital safety. Topics include electrical safety, gas safety, SMDA reporting, and JCAHO and FPA compliance. Upon completion, students should be able to conduct PM and safety inspections in compliance with safety regulations.

BMT 212 BMET Instrumentation I 6.0 UNITS
This course covers theory of operation, circuit analysis, troubleshooting techniques, and medical applications for a variety of instruments and devices. Topics include electrodes, transducers, instrumentation amplifiers, electrocardiographs, monitors, recorders, defibrillators, ESU units, and related equipment used in clinical laboratories, intensive care units, and research facilities. Upon completion, students should be able to calibrate, troubleshoot, repair, and certify that instrumentation meets manufacturer's original specifications.

BMT 213 BMET Instrumentation II 3.0 UNITS
This course provides continued study of theory of operation, circuit analysis, troubleshooting techniques, and medical applications for a variety of instruments and devices. Topics include instruments found in clinical laboratories, intensive care units, and research facilities. Upon completion, students should be able to repair, calibrate, and certify that instrumentation meets manufacturers' original specifications.

BMT 223 Imaging Techniques/Laser Fundamentals 4.0 UNITS
This course covers techniques associated with X-Ray, CT Scan, Magnetic Resonance Imaging and ultrasound, along with fundamental concepts and applications of medical lasers. Topics include radiation interaction with matter, X-Ray emissions, beam restricting devices, laser energy generation, and laser usage in surgery and other related medical procedures. Upon completion, students should be able to understand the operation of imaging devices, evaluate, calibrate, align, and provide safety instruction in usage of medical lasers.

BMT 225 Biomedical Trouble Shooting 3.0 UNITS
This course is designed to provide students with basic problem solving skills, and to track down and identify problems frequently encountered with medical instrumentation. Emphasis is placed on developing logical troubleshooting techniques using technical manuals, flowcharts, and schematics, to diagnose equipment faults. Upon completion, students should be able to logically diagnose and isolate faults, and perform repairs to meet manufacturer specifications.

BLUEPRINT READING (BPR)

BPR 111 Print Reading 2.0 UNITS
This course introduces the basic principles of print reading. Topics include line types, orthographic projections, dimensioning methods, and notes. Upon completion, students should be able to interpret basic prints and visualize the features of a part or system.

BPR 130 Print Reading-Construction 3.0 UNITS
This course covers the interpretation of prints and specifications that are associated with design and construction projects. Topics include interpretation of documents for foundations, floor plans, elevations, and related topics. Upon completion, students should be able to read and interpret construction prints and documents.

BPR 135 Schematics & Diagrams 2.0 UNITS

BUSINESS (BUS)

BUS 110 Introduction to Business 3.0 UNITS
This course provides a survey of the business world. Topics include the basic principles and practices of contemporary business. Upon completion, students should be able to demonstrate an understanding of business concepts as a foundation for studying other business subjects.

BUS 115 Business Law I 3.0 UNITS
This course introduces the student to the legal and ethical framework of business. Contracts, negotiable instruments, the law of sales, torts, crimes, constitutional law, the Uniform Commercial Code, and the court systems are examined. Upon completion the student should be able to identify legal and ethical issues that arise in business decisions and the laws that apply to them.

BUS 116 Business Law II 3.0 UNITS
This course includes the study of the legal and ethical framework of business. Business Organizations, property law, intellectual property law, agency and employment law, consumer law, secured transactions, and bankruptcy are examined. Upon completion, the student should be able to identify legal and ethical issues that arise in business decisions and the laws that apply to them.

BUS 121 Business Math 3.0 UNITS
This course covers fundamental mathematical operations and their application to business problems. Topics include payroll, pricing, interest and discount, commission, taxes, and other pertinent uses of mathematics in the field of business. Upon completion, students should be able to apply mathematical concepts to business.

BUS 125 Personal Finance 3.0 UNITS
This course provides a study of individual and family financial decisions. Emphasis is placed on building useful skills in buying, managing finances, increasing resources, and coping with current economic conditions. Upon completion, students should be able to develop a personal financial plan.

BUS 137 Principles of Management 3.0 UNITS
This course is designed to be an overview of the major functions of management. Emphasis is placed on planning, organizing, controlling, directing, and communicating. Upon completion, students should be able to work as contributing members of a team utilizing these functions of management.

BUS 139 Entrepreneurship I 3.0 UNITS
This course provides an introduction to the principles of entrepreneurship. Topics include self-analysis of entrepreneurship readiness, the role of entrepreneur in economic development, legal problems, organizational structure, sources of financing, budgeting, and cash flow. Upon completion, students should have an understanding of the entrepreneurial process and issues faced by entrepreneurs.

BUS 151 People Skills 3.0 UNITS
This course introduces the basic concepts of identity and communication in the business setting. Topics include self-concept, values, communication styles, feelings and emotions, roles versus relationships, and basic assertiveness, listening, and conflict resolution. Upon completion, students should be able to distinguish between unhealthy, self-destructive, communication patterns and healthy, non-destructive, positive communication patterns.

BUS 153 Human Resource Management 3.0 UNITS
This course introduces the functions of personnel/human resource management within an organization. Topics include equal opportunity and the legal environment, recruitment and selection, performance appraisal, employee development, compensation planning, and employee relations. Upon completion, students should be able to anticipate and resolve human resource concerns.

BUS 230 Small Business Management 3.0 UNITS
This course introduces the challenges of entrepreneurship including the startup and operation of a small business. Topics include market research techniques, feasibility studies, site analysis, financing alternatives, and managerial decision making. Upon completion, students should be able to develop a small business plan.

BUS 239 Business Applications Seminar 2.0 UNITS
This course is designed as a capstone course for Business Administration majors. Emphasis is placed on decision making in the areas of management, marketing, production, purchasing, and finance. Upon completion, students should be able to apply the techniques, processes, and vital professional skills needed in the work place.

BUS 240 Business Ethics 3.0 UNITS
This course introduces contemporary and controversial ethical issues that face the business community. Topics include moral reasoning, moral dilemmas, law and morality, equity, justice and fairness, ethical standards, and moral development. Upon completion, students should be able to demonstrate an understanding of their moral responsibilities and obligations as members of the workforce and society.

BUS 245 Entrepreneurship II 3.0 UNITS
This course is designed to allow the student to develop a business plan. Topics include the need for a business plan, sections of the plan, writing the plan, and how to find assistance in preparing the plan. Upon completion, students should be able to design and implement a business plan based on sound entrepreneurship principles.

BUS 260 Business Communication 3.0 UNITS
This course is designed to develop skills in writing business communications. Emphasis is placed on business reports, correspondence, and professional presentations. Upon completion, students should be able to communicate effectively in the work place.

BUS 270 Professional Development 3.0 UNITS
This course provides basic knowledge of self-improvement techniques as related to success in the professional world. Topics include positive human relations, job-seeking skills, and projecting positive self-image. Upon completion, students should be able to demonstrate competent personal and professional skills necessary to get and keep a job.

BUS 280 REAL Small Business 4.0 UNITS
This course introduces hands-on techniques and procedures for planning and opening a small business, including the personal qualities needed for entrepreneurship. Emphasis is placed on market research, finance, time management, and day-to-day activities of owning/operating a small business. Upon completion, students should be able to write and implement a viable business plan and seek funding.

CYBER CRIME TECHNOLOGY (CCT)

CCT 110 Introduction to Cyber Crime 3.0 UNITS
This course introduces and explains the various types of offenses that qualify as cyber crime activity. Emphasis is placed on identifying cyber crime activity and the response to these problems from both the private and public domains. Upon completion, students should be able to accurately describe and define cyber crime activities and select an appropriate response to deal with the problem.

CCT 121 Computer Crime Investigation 4.0 UNITS
This course introduces the fundamental principles of computer crime investigation processes. Topics include crime scene/incident processing, information gathering techniques, data retrieval, collection and preservation of evidence, preparation of reports and court presentations. Upon completion, students should be able to identify cyber crime activity and demonstrate proper investigative techniques to process the scene and assist in case prosecution.

CCT 240 Data Recovery Techniques 3.0 UNITS
This course introduces the unique skills and methodologies necessary to assist in the investigation and prosecution of cyber crimes. Topics include hardware and software issues, recovering erased files, overcoming encryption, advanced imaging, transient data, Internet issues and testimony considerations. Upon completion, students should be able to recover digital evidence, extract information for criminal investigation and legally seize criminal evidence.

CCT 250 Network Vulnerabilities I 3.0 UNITS
This course introduces students to penetration testing, network vulnerabilities, and hacking. Topics include an overview of traditional network security, system hardening, and known weaknesses. Upon completion, students should be able to evaluate weaknesses of traditional and wireless network for the purpose of incident response, reconstruction, and forensic investigation.

CCT 251 Network Vulnerabilities II 3.0 UNITS
This course advances students' knowledge of penetration testing, network vulnerabilities, and hacking. Topics include analyzing advanced techniques for circumventing network security hardware and software. Upon completion, students should be able to assemble test kits for multiple operating systems, scan and footprint networks, and perform advanced forensic investigation.

COMPUTER ENGINEERING TECHNOLOGY (CET)

CET 111 Computer Upgrade/Repair I 3.0 UNITS
This course covers repairing, servicing, and upgrading computers and peripherals in preparation for industry certification. Topics include CPU/memory/bus identification, disk subsystems, hardware/software installation/configuration, common device drivers, data recovery, system maintenance, and other related topics. Upon completion, students should be able to safely repair and/or upgrade computer systems to perform within specifications.

CET 150 Computer Forensics I 3.0 UNITS
This course is an introduction to computer forensic concepts, with emphasis on computer forensic methods and best practices. Topics include computer system analysis, physical and logical storage methods for different types of media, tools to recover and analyze data from storage media, system security. Upon completion, students should be able to use diagnostic and investigative techniques to identify and retrieve data from various types of computer media.

CHEMISTRY (CHM)

CHM 131A Introduction to Chemistry Lab 1.0 UNIT
This course is a laboratory to accompany CHM 131. Emphasis is placed on laboratory experiences that enhance materials presented in CHM 131. Upon completion, students should be able to utilize basic laboratory procedures and apply them to chemical principles presented in CHM 131.

CHM 090 Chemistry Concepts 4.0 UNITS
This course provides a non-laboratory based introduction to basic concepts of chemistry. Topics include measurements, matter, energy, atomic theory, bonding, molecular structure, nomenclature, balancing equations, stoichiometry, solutions, acids and bases, gases, and basic organic chemistry. Upon completion, students should be able to understand and apply basic chemical concepts necessary for success in college-level science courses.

CHM 131 Introduction to Chemistry 3.0 UNITS
This course introduces the fundamental concepts of inorganic chemistry. Topics include measurement, matter and energy, atomic and molecular structure, nuclear chemistry, stoichiometry, chemical formulas and reactions, chemical bonding, gas laws, solutions, and acids and bases. Upon completion, students should be able to demonstrate a basic understanding of chemistry as it applies to other fields.

CHM 132 Organic and Biochemistry 4.0 UNITS
This course provides a survey of major functional classes of compounds in organic and biochemistry. Topics include structure, properties, and reactions of the major organic and biological molecules and basic principles of metabolism. Upon completion, students should be able to demonstrate an understanding of fundamental chemical concepts needed to pursue studies in related professional fields.

CHM 151 General Chemistry I 4.0 UNITS
This course covers fundamental principles and laws of chemistry. Topics include measurement, atomic and molecular structure, periodicity, chemical reactions, chemical bonding, stoichiometry, thermochemistry, gas laws, and solutions. Upon completion, students should be able to demonstrate an

understanding of fundamental chemical laws and concepts as needed in CHM 152.

CHM 152 General Chemistry II 4.0 UNITS
This course provides a continuation of the study of the fundamental principles and laws of chemistry. Topics include kinetics, equilibrium, ionic and redox equations, acid-base theory, electrochemistry, thermodynamics, introduction to nuclear and organic chemistry, and complex ions. Upon completion, students should be able to demonstrate an understanding of chemical concepts as needed to pursue further study in chemistry and related professional fields.

CHM 251 Organic Chemistry I 4.0 UNITS
This course provides a systematic study of the theories, principles, and techniques of organic chemistry. Topics include nomenclature, structure, properties, reactions, and mechanisms of hydrocarbons, alkyl halides, alcohols, and ethers; further topics include isomerization, stereochemistry, and spectroscopy. Upon completion, students should be able to demonstrate an understanding of the fundamental concepts of covered organic topics as needed in CHM 252.

CHM 252 Organic Chemistry II 4.0 UNITS
This course provides continuation of the systematic study of the theories, principles, and techniques of organic chemistry. Topics include nomenclature, structure, properties, reactions, and mechanisms of aromatics, aldehydes, ketones, carboxylic acids and derivatives, amines and heterocyclics; multi-step synthesis will be emphasized. Upon completion, students should be able to demonstrate an understanding of organic concepts as needed to pursue further study in chemistry and related professional fields.

INFORMATION SYSTEMS (CIS)

CIS 110 Introduction to Computers 3.0 UNITS
This course introduces computer concepts, including fundamental functions and operations of the computer. Topics include identification of hardware components, basic computer operations, security issues, and use of software applications. Upon completion, students should be able to demonstrate an understanding of the role and function of computers and use the computer to solve problems.

CIS 111 Basic PC Literacy 2.0 UNITS
This course provides an overview of computer concepts. Emphasis is placed on the use of personal computers and software applications for personal and fundamental workplace use. Upon completion, students should be able to demonstrate basic personal computer skills.

CIS 115 Introduction to Programming and Logic 3.0 UNITS
This course introduces computer programming and problem solving in a structured program logic environment. Topics include language syntax, data types, program organization, problem solving methods, algorithm design, and logic control structures. Upon completion, students should be able to use top-down algorithm design and implement algorithmic solutions in a programming language.

CIS 164 DTP Layout & Design 3.0 UNITS
This course introduces the fundamentals of design and page layout. Emphasis is placed on page layout organization, typography, and color. Upon completion, students should be able to create projects that visually enhance communication.

CRIMINAL JUSTICE (CJC)

CJC 110 Basic Law Enforcement BLET 20.0 UNITS
This course covers the basic skills and knowledge needed for entry-level employment as a law enforcement officer in North Carolina. Topics include those mandated by North Carolina Administration Code as essential for functioning in law enforcement. Upon completion, the student should be able to demonstrate competence in the topics required for the state comprehensive certification examination.

CJC 111 Introduction to Criminal Justice 3.0 UNITS
This course introduces the components and processes of the criminal justice system. Topics include history, structure, functions, and philosophy of the criminal justice system and their relationship to life in our society. Upon completion, students should be able to define and describe the major system components and their interrelationships and evaluate career options.

CJC 112 Criminology 3.0 UNITS
This course introduces deviant behavior as it relates to criminal activity. Topics include theories of crime causation; statistical analysis of criminal behavior; past, present, and future social control initiatives; and other related topics. Upon completion, students should be able to explain and discuss various theories of crime causation and societal response.

CJC 113 Juvenile Justice 3.0 UNITS
This course covers the juvenile justice system and related juvenile issues. Topics include an overview of the juvenile justice system, treatment and prevention programs, special areas and laws unique to juveniles, and other related topics. Upon completion, students should be able to identify/discuss juvenile court structure/procedures, function and jurisdiction of juvenile agencies, processing/detention of juveniles, and case disposition.

CJC 121 Law Enforcement Operations 3.0 UNITS
This course introduces fundamental law enforcement operations. Topics include the contemporary evolution of law enforcement operations and related issues. Upon completion, students should be able to explain theories, practices, and issues related to law enforcement operations.

CJC 131 Criminal Law 3.0 UNITS
This course covers the history/evolution/principles and contemporary applications of criminal law. Topics include sources of substantive law, classification of crimes, parties to crime, elements of crimes, matters of criminal responsibility, and other related topics. Upon completion, students should be able to discuss the sources of law and identify, interpret, and apply the appropriate statutes/elements.

CJC 132 Court Procedure & Evidence 3.0 UNITS
This course covers judicial structure/process/procedure from incident to disposition, kinds and degrees of evidence, and the rules governing admissibility of evidence in court. Topics include consideration of state and federal courts, arrest, search and seizure laws, exclusionary and statutory rules of evidence, and other related issues. Upon completion, students should be able to identify and discuss procedures necessary to establish a lawful arrest/search, proper judicial procedures, and the admissibility of evidence.

CJC 141 Corrections 3.0 UNITS
This course covers the history, major philosophies, components, and current practices and problems of the field of corrections. Topics include historical evolution, functions of the various components, alternatives to incarceration, treatment programs, inmate control, and other related topics. Upon completion, students should be able to explain the various components, processes, and functions of the correctional system.

CJC 151 Introduction to Loss Prevention 3.0 UNITS
This course introduces the concepts and methods related to commercial and private security systems. Topics include the historical, philosophical, and legal basis of security, with emphasis on security surveys, risk analysis, and associated functions. Upon completion, students should be able to demonstrate and understand security systems, risk management, and the laws relative to loss prevention.

CJC 160 Terrorism: Underlying Issues 3.0 UNITS
This course identifies the fundamental reasons why America is a target for terrorists, covering various domestic/international terrorist groups and ideologies from a historical aspect. Emphasis is placed upon recognition of terrorist crime scene; weapons of mass destruction; chemical, biological, and nuclear terrorism; and planning considerations involving threat assessments. Upon completion, students should be able to identify and discuss the methods used in terrorists' activities and complete a threat assessment for terrorists' incidents.

CJC 212 Ethics & Community Relations 3.0 UNITS
This course covers ethical considerations and accepted standards applicable to criminal justice organizations and professionals. Topics include ethical systems; social change, values, and norms; cultural diversity; citizen involvement in criminal justice issues; and other related topics. Upon completion, students should be able to apply ethical considerations to the decision-making process in identifiable criminal justice situations.

CJC 213 Substance Abuse 3.0 UNITS
This course is a study of substance abuse in our society. Topics include the history and classifications of drug abuse and the social, physical, and psychological impact of drug abuse. Upon completion, students should be able to identify various types of drugs, their effects on human behavior and society, and treatment modalities.

CJC 215 Organization & Administration 3.0 UNITS
This course introduces the components and functions of organization and administration as it applies to the agencies of the criminal justice system. Topics include operations/functions of organizations; recruiting, training, and retention of personnel; funding and budgeting; communications; span of control and discretion; and other related topics. Upon completion, students should be able to identify and discuss the basic components and functions of a criminal justice organization and its administrative operations.

CJC 221 Investigative Principles 4.0 UNITS
This course introduces the theories and fundamentals of the investigative process. Topics include crime scene/incident processing, information gathering techniques, collection/preservation of evidence, preparation of appropriate reports, court presentations, and other related topics. Upon completion, students should be able to identify, explain, and demonstrate the techniques of the investigative process, report preparation, and courtroom presentation.

CJC 222 Criminalistics 3.0 UNITS
This course covers the functions of the forensic laboratory and its relationship to successful criminal investigations and prosecutions. Topics include advanced crime scene processing, investigative techniques, current forensic technologies, and other related topics. Upon completion, students should be able to identify and collect relevant evidence at simulated crime scenes and request appropriate laboratory analysis of submitted evidence.

CJC 225 Crisis Intervention 3.0 UNITS
This course introduces critical incident intervention and management techniques as they apply to operational criminal justice practitioners. Emphasis is placed on the victim/offender situation as well as job-related high stress, dangerous, or problem-solving citizen contacts. Upon completion, students should be able to provide insightful analysis of emotional, violent, drug-induced, and other critical and/or stressful incidents that require field analysis and/or resolution.

CJC 231 Constitutional Law 3.0 UNITS
The course covers the impact of the Constitution of the United States and its amendments on the criminal justice system. Topics include the structure of the Constitution and its amendments, court decisions pertinent to contemporary criminal justice issues, and other related topics. Upon completion, students should be able to identify/discuss the basic structure of the United States Constitution and the rights/procedures as interpreted by the courts.

CJC 232 Civil Liability 3.0 UNITS
This course covers liability issues for the criminal justice professional. Topics include civil rights violations, tort liability, employment issues, and other related topics. Upon completion, students should be able to explain civil trial procedures and discuss contemporary liability issues.

CJC 241 Community-Based Corrections 3.0 UNITS
This course covers programs for convicted offenders that are used both as alternatives to incarceration and in post-incarceration situations. Topics include offenders, diversion, house arrest, restitution, community service, probation and parole, including both public and private participation, and other related topics. Upon completion, students should be able to identify/discuss the various programs from the perspective of the criminal justice professional, the offender, and the community.

COMMUNICATION (COM)

COM 101 Workplace Communication 3.0 UNITS
This course is designed to enhance interpersonal skills for the workplace. Emphasis is placed on dealing with conflict, improving conversational and linstening skills, and identifying nonverbal cues in an intercultural setting. Upon completion, students should be able to apply basic communication techniques to enhance relationships and manage conflict situations in a variety of workplace settings.

COM 110 Introduction to Communication 3.0 UNITS
This course provides an overview of the basic concepts of communication and the skills necessary to communicate in various contexts. Emphasis is placed on communication theories and techniques used in interpersonal group, public, intercultural, and mass communication situations. Upon completion, students should be able to explain and illustrate the forms and purposes of human communication in a variety of contexts.

COM 120 Intro to Interpersonal Communication 3.0 UNITS
This course introduces the practices and principles of interpersonal communication in both dyadic and group settings. Emphasis is placed on the communication process, perception, listening, self-disclosure, speech apprehension, ethics, nonverbal communication, conflict, power, and dysfunctional communication relationships. Upon completion, students should be able to demonstrate interpersonal communication skills, apply basic principles of group discussion, and manage conflict in interpersonal communication situations.

COM 231 Public Speaking 3.0 UNITS
This course provides instruction and experience in preparation and delivery of speeches within a public setting and group discussion. Emphasis is placed on research, preparation, delivery, and evaluation of informative, persuasive, and special occasion public speaking. Upon completion, students should be able to prepare and deliver well-organized speeches and participate in group discussion with appropriate audiovisual support.

COSMETOLOGY (COS)

COS 111 Cosmetology Concepts I 4.0 UNITS
This course introduces basic cosmetology concepts. Topics include safety, first aid, sanitation, bacteriology, anatomy, diseases and disorders, hygiene, product knowledge, chemistry, ethics, manicures, and other related topics. Upon completion, students should be able to safely and competently apply cosmetology concepts in the salon setting.

COS 112 Salon I 8.0 UNITS
This course introduces basic salon services. Topics include scalp treatments, shampooing, rinsing, hair color, design, haircutting, permanent waving, pressing, relaxing, wigs, and other related topics. Upon completion, students should be able to safely and competently demonstrate salon services.

COS 113 Cosmetology Concepts II 4.0 UNITS
This course covers more comprehensive cosmetology concepts. Topics include safety, product knowledge, chemistry, manicuring, chemical restructuring, and hair coloring. Upon completion, students should be able to safely and competently apply these cosmetology concepts in the salon setting.

COS 114 Salon II 8.0 UNITS
This course provides experience in a simulated salon setting. Topics include basic skin care, manicuring, nail application, scalp treatments, shampooing, rinsing, hair color, design, haircutting, chemical restructuring, pressing, wigs, and other related topics. Upon completion, students should be able to safely and competently demonstrate these salon services.

COS 115 Cosmetology Concepts III 4.0 UNITS
This course covers more comprehensive cosmetology concepts. Topics include safety, product knowledge, salon management, salesmanship, skin care, electricity/light therapy, wigs, thermal hair styling, lash and brow tinting, superfluous hair removal, and other related topics. Upon completion, students should be able to safely and competently apply these cosmetology concepts in the salon setting.

COS 116 Salon III 4.0 UNITS
This course provides comprehensive experience in a simulated salon setting. Emphasis is placed on intermediate-level of skin care, manicuring, scalp treatments, shampooing, hair color, design, haircutting, chemical restructuring, pressing, and other related topics. Upon completion, students should be able to safely and competently demonstrate these salon services.

COS 117 Cosmetology Concepts IV 2.0 UNITS
This course covers advanced cosmetology concepts. Topics include chemistry and hair structure, advanced cutting and design, and an overview of all cosmetology concepts in preparation for the licensing examination. Upon completion, students should be able to demonstrate an understanding of these cosmetology concepts and meet program completion requirements.

COS 118 Salon IV 7.0 UNITS
This course provides advanced experience in a simulated salon setting. Emphasis is placed on efficient and competent delivery of all salon services in preparation for the licensing examination and employment. Upon completion, students should be able to demonstrate competence in program requirements and the areas covered on the Cosmetology Licensing Examination and meet entry-level employment requirements.

COS 119 Esthetics Concepts I 2.0 UNITS
This course covers the concepts of esthetics. Topics include orientation, anatomy, physiology, hygiene, sterilization, first aid, chemistry, basic dermatology, and professional ethics. Upon completion, students should be able to demonstrate an understanding of the concepts of esthetics and meet course requirements.

COS 120 Esthetics Salon I 6.0 UNITS
This course covers the techniques of esthetics in a comprehensive experience in a simulated salon setting. Topics include client consultation, facials, body treatments, hair removal, make-up applications, and color analysis. Upon completion, students should be able to safely and competently demonstrate esthetic services on clients in a salon setting.

COS 121 Manicure/Nail Technology I 6.0 UNITS
This course covers techniques of nail technology, hand and arm surface manipulation, and recognition of nail diseases and disorders. Topics include OSHA/safety, sanitation, bacteriology, product knowledge, salesmanship, manicures, artificial applications, pedicures, surface manipulation, and other related topics. Upon completion, students should be able to safely and competently perform nail care, including manicures, pedicures, surface manipulations, decorating and artificial applications in a salon setting.

COS 125 Esthetics Concepts II 2.0 UNITS
This course covers more comprehensive esthetics concepts. Topics include nutrition, business management, makeup, and color analysis. Upon completion students should be able to demonstrate an understanding of the advanced esthetics concepts and meet course requirements.

COS 126 Esthetics Salon II 6.0 UNITS
This course provides experience in a simulated esthetics setting. Topics include machine facials, aromatherapy, surface manipulation in relation to skin care, electricity, and apparatus. Upon completion, students should be able to demonstrate competence in program requirements and the areas covered on the Cosmetology licensing examination for Estheticians.

COS 222 Manicure/Nail Tech. II 6.0 UNITS
This course covers advanced techniques of nail technology and hand and arm surface manipulation. Topics include OSHA/safety, product knowledge, customer service, salesmanship, artificial applications, nail art, and other related topics. Upon completion, students should be able to demonstrate competence necessary for the licensing examination, including advanced nail care, artificial enhancements, and decorations.

COS 223 Contemp Hair Coloring 2.0 UNITS
This course covers basic color concepts, hair coloring problems, and application techniques. Topics include color theory, terminology, contemporary techniques, product knowledge, and other related topics. Upon completion, students should be able to identify a clients color needs and safely and competently perform color applications and correct problems.

COS 240 Contemporary Design 2.0 UNITS
This course covers methods and techniques for contemporary designs. Emphasis is placed on contemporary designs and other related topics. Upon completion, students should be able to demonstrate and apply techniques associated with contemporary design.

COS 250 Computerized Salon Ops 1.0 UNIT
This course introduces computer and salon software. Emphasis is placed on various computer and salon software applications. Upon completion, students should be able to utilize computer skills and software applications in the salon setting.

COS 251 Manicure Instructional Concepts 8.0 UNITS
This course introduces manicuring instructional concepts. Topics include orientation, theories of education, unit planning, daily lesson planning, laboratory management, student assessment, record keeping, and other related topics. Upon completion, students should be able to identify theories of education, develop lesson plans, demonstrate supervision techniques, and assess student classroom performance.

COS 252 Manicure Instructional Practicum 5.0 UNITS
This course covers supervisory and instructional skills for teaching manicuring students in a laboratory setting. Topics include demonstrations of services, supervision, student assessment, and other related topics. Upon completion, students should be able to demonstrate competence in the areas covered by the Manicuring Instructor Licensing Examination and meet program completion requirements.

COS 271 Instructor Concepts I 5.0 UNITS
This course introduces the basic cosmetology instructional concepts. Topics include orientation, theories of education, unit planning, daily lesson planning, laboratory management, student assessment, record keeping, and other related topics. Upon completion, students should be able to identify theories of education, develop lesson plans, demonstrate supervisory techniques, and assess student performance in a classroom setting.

COS 272 Instructor Practicum I 7.0 UNITS
This course covers supervisory and instructional skills for teaching entry-level cosmetology students in a laboratory setting. Topics include demonstrations of services, supervision, and entry-level student assessment. Upon completion, students should be able to demonstrate salon services and instruct and objectively assess the entry-level student.

COS 273 Instructor Concepts II 5.0 UNITS
This course covers advanced cosmetology instructional concepts. Topics include practical demonstrations, lesson planning, lecture techniques, development and administration of assessment tools, record keeping, and other related topics. Upon completion, students should be able to develop lesson plans, demonstrate supervision techniques, assess student performance in a classroom setting, and keep accurate records.

COS 274 Instructor Practicum II 7.0 UNITS
This course is designed to develop supervisory and instructional skills for teaching advanced cosmetology students in a laboratory setting. Topics include practical demonstrations, supervision, and advanced student assessment. Upon completion, students should be able to demonstrate competence in the areas covered by the Instructor Licensing Examination and meet program completion requirements.

COMPUTER SCIENCE (CSC)

CSC 134 C++ Programming 3.0 UNITS
This course introduces computer programming using the C++ programming language with object-oriented programming principles. Emphasis is placed on event-driven programming methods, including creating and manipulating objects, classes, and using object-oriented tools such as the class debugger. Upon completion, students should be able to design, code, test and debug at a beginning level.

CSC 139 Visual BASIC Programming 3.0 UNITS
This course introduces computer programming using the Visual BASIC programming language with object-oriented programming principles. Emphasis is placed on event-driven programming methods, including creating and manipulating objects, classes, and using object-oriented tools such as the class debugger. Upon completion, students should be able to design, code, test and debug at a beginning level.

CSC 151 JAVA Programming 3.0 UNITS
This course introduces computer programming using the JAVA programming language with object-oriented programming principles. Emphasis is placed on event-driven programming methods, including creating and manipulating objects, classes, and using object-oriented tools such as the class debugger. Upon completion students should be able to design, code, test, debug JAVA language programs.

CSC 153 C# Programming 3.0 UNITS
This course introduces computer programming using the C# programming language with object-oriented programming principles. Emphasis is placed on event-driven programming methods, including creating and manipulating objects, classes, and using object-oriented tools such as the class debugger. Upon completion, students should be able to design, code, test, debug, and implement objects using the appropriate environment at the beginning level.

COMPUTER TECHNOLOGY INTEGRATION (CTI)

CTI 110 Web, Programming, and Database 3.0 UNITS
This course covers the introduction of the tools and resources available to students in programming, mark-up language and services on the Internet. Topics include standard mark-up language Internet services, creating web pages, using search engines, file transfer programs; and database design and creation with DBMS products. Upon completion students should be able to demonstrate knowledge of programming tools, deploy a web-site with mark-up tools, and create a simple database table.

CTI 120 Network and Security Foundation 3.0 UNITS
This course introduces students to the Network concepts, including networking terminology and protocols, local and wide area networks, and network standards. Emphasis is placed on securing information systems and the various implementation policies. Upon completion, students should be able to perform basic tasks related to networking mathematics, terminology, media and protocols.

CTI 140 Virtualization Concepts 3.0 UNITS
This course introduces operating system virtualization. Emphasis is placed on virtualization terminology, virtual machine storage, virtual networking and access control. Upon completion, students should be able to perform tasks related to installation, configuration and management of virtual machines.

CTI 141 Cloud and Storage Concepts 3.0 UNITS
This course introduces cloud computing and storage concepts. Emphasis is placed on cloud terminology, virtualization, storage networking and access control. Upon completion, students should be able to perform tasks related to installation, configuration and management of cloud storage systems.

CTI 240 Virtualization Administration I 3.0 UNITS
This course covers datacenter virtualization concepts. Topics include data storage, virtual network configuration, virtual machine and virtual application deployment. Upon completion, students should be able to perform tasks related to virtual machine and hypervisor installation and configuration.

CTI 241 Virtualization Administration II 3.0 UNITS
This course covers administration of datacenter virtualization infrastructure. Topics include access control, fault tolerance, scalability, resource management, virtual machine migration and troubleshooting. Upon completion, students should be able to perform tasks related to virtualization security, data protection and resource monitoring.

CTI 289 Computer Technology Integration Capstone 3.0 UNITS
This course provides students an opportunity to complete a significant integrated technology project from the design phase through implementation with minimal instructor support. Emphasis is placed on technology policy, process planning, procedure definition, systems architecture, and security issues to create projects for the many areas in which computer technology is integrated. Upon completion, students should be able to create, implement, and support a comprehensive technology integration project from the planning and design phase through implementation.

COMPUTER INFORMATION TECHNOLOGY (CTS)

CTS 115 Information Systems Business Concepts 3.0 UNITS
The course introduces the role of IT in managing business processes and the need for business process and IT alignment. Emphasis is placed on industry need for understanding business challenges and developing/managing information systems to contribute to the decision making process based on these challenges. Upon completion, students should be able to demonstrate knowledge of the 'hybrid business manager' and the potential offered by new technology and systems.

CTS 120 Hardware/Software Support 3.0 UNITS
This course covers the basic hardware of a personal computer, including installation, operations and interactions with software. Topics include component identification, memory-system, peripheral installation and configuration, preventive maintenance, hardware diagnostics/repair, installation and optimization of system software, commercial programs, system configuration, and device-drivers. Upon completion, students should be able to select appropriate computer equipment and software, upgrade/maintain existing equipment and software, and troubleshoot/repair non-functioning personal computers.

CTS 125 Presentation Graphics 3.0 UNITS
This course provides hands-on experience with a graphics presentation package. Topics include terminology, effective chart usage, design and layout, integrating hardware components, and enhancing presentations with text, graphics, audio and video. Upon completion, students should be able to design and demonstrate an effective presentation.

CTS 130 Spreadsheet 3.0 UNITS
This course introduces basic spreadsheet design and development. Topics include writing formulas, using functions, enhancing spreadsheets, creating charts, and printing. Upon completion, students should be able to design and print basic spreadsheets and charts.

CTS 220 Advanced Hardware/Software Support 3.0 UNITS
This course provides advanced knowledge and competencies in hardware and operating system technologies for computer technicians to support personal computers. Emphasis is placed on: configuring and upgrading; diagnosis and troubleshooting; as well as preventive maintenance of hardware and system software. Upon completion, students should be able to install, configure, diagnose, perform preventive maintenance, and maintain basic networking on personal computers.

CTS 240 Project Management 3.0 UNITS
This course introduces computerized project management software. Topics include identifying critical paths, cost management, and problem solving. Upon completion, students should be able to plan a complete project and project time and costs accurately.

DATABASE MANAGEMENT TECHNOLOGY (DBA)

DBA 110 Database Concepts 3.0 UNITS
This course introduces database design and creation using a DBMS product. Emphasis is placed on data dictionaries, normalization, data integrity, data modeling, and creation of simple tables, queries, reports, and forms. Upon completion, students should be able to design and implement normalized database structures by creating simple database tables, queries, reports, and forms.

DEVELOPMENTAL DISABILITIES (DDT)

DDT 110 Developmental Disabilities 3.0 UNITS
This course identifies the characteristics and causes of various disabilities. Topics include history of service provision, human rights, legislation and litigation, advocacy, and accessing support services. Upon completion, students should be able to demonstrate an understanding of current and historical developmental disability definitions and support systems used throughout the life span.

DDT 120 Teaching Developmental Disabled 3.0 UNITS
This course covers teaching modalities which enhance learning among people with developmental disabilities. Topics include assessment, support strategies, writing behavioral strategies, teaching methods, and documentation. Upon completion, students should be able to demonstrate competence in individual program plan development and implementation.

DDT 210 DDT Health Issues 3.0 UNITS
This course introduces the health and medical aspects of assisting people with developmental disabilities. Topics include universal precautions, medication, wellness, nutrition, human sexuality, and accessing medical services. Upon completion, students should be able to identify and implement strategies to promote wellness and manage chronic health conditions.

DDT 220 Program Planning Process 3.0 UNITS
This course covers the individual program planning process used in services for people with developmental disabilities. Topics include basic components and benefits of the process, the effect of values on outcomes, and group problem-solving methods. Upon completion, students should be able to demonstrate an understanding of effective group process in program planning and the individual roles of team members.

DDT 240 Aging Lifelong Disability 3.0 UNITS
This course is designed to address issues facing individuals with developmental disabilities who are aging. Emphasis is placed on techniques to develop coalitions between the aging network and service providers, health and wellness strategies, later life planning, and community inclusion. Upon completion, students should be able to identify formal and informal supports and strategies for community inclusion for adults aging with lifelong disabilities.

DESIGN: CREATIVE (DES)

DES 125 Visual Presentation I 2.0 UNITS
This course introduces visual presentation techniques for communicating ideas. Topics include drawing, perspective drawing, rendering and mixed media. Upon completion, students should be able to present a design concept through graphic media.

DES 135 Principles and Elements of Design I 4.0 UNITS
This course introduces the basic concepts and terminology of design as they relate to the design profession. Topics include line, pattern, space, mass, shape, texture, color, unity, variety, rhythm, emphasis, balance, proportion, scale, and function. Upon completion, students should be able to demonstrate an understanding of the principles covered through 2D and 3D exploration.

DES 136 Principles and Elements of Design II 4.0 UNITS
This course provides advanced study of design principles and elements. Emphasis is placed on color theory, pattern, and texture as used in design as well as an investigation of the psychology of color. Upon completion, students should be able to originate a color program for 2D and 3D exploration.

DRAFTING (DFT)

DFT 151 CAD I 3.0 UNITS
This course introduces CAD software as a drawing tool. Topics include drawing, editing, file management, and plotting. Upon completion, students should be able to produce and plot a CAD drawing.

DRAMA (DRA)

DRA 111 Theatre Appreciation 3.0 UNITS
This course provides a study of the art, craft, and business of the theatre. Emphasis is placed on the audience's appreciation of the work of the playwright, director, actor, designer, producer, and critic. Upon completion, students should be able to demonstrate a vocabulary of theatre terms and to recognize the contributions of various theatre artists.

ECOMONICS (ECO)

ECO 151 Survey of Economics 3.0 UNITS

ECO 251 Principles of Microeconomics 3.0 UNITS
This course introduces economic analysis of individual, business, and industry in the market economy. Topics include the price mechanism, supply and demand, optimizing economic behavior, costs and revenue, market structures, factor markets, income distribution, market failure, and government intervention. Upon completion, students should be able to identify and evaluate consumer and business alternatives in order to efficiently achieve economic objectives.

ECO 252 Principles of Macroeconomics 3.0 UNITS
This course introduces economic analysis of aggregate employment, income, and prices. Topics include major schools of economic thought; aggregate supply and demand; economic measures, fluctuations, and growth; money and banking; stabilization techniques; and international trade. Upon completion, students should be able to evaluate national economic components, conditions, and alternatives for achieving socioeconomic goals.

EDUCATION (EDU)

EDU 119 Intro to Early Childhood Education 4.0 UNITS
This course introduces the foundations of culturally responsive, equitable and inclusive early childhood education, planning intentional developmentally appropriate experiences, learning activities, and teaching strategies for indoor and outdoor environments for all young children, guidance techniques, and professionalism. Topics include theoretical foundations, national early learning standards, NC Foundations for Early Learning and Development, state regulations, program types, career options, professionalism, ethical conduct, quality inclusive environments, guidance techniques, and curriculum responsive to the needs of each child/family. Upon completion, students should be able to implement developmentally appropriate environments, guidance techniques, schedules, and teaching strategies across developmental domains to support culturally, linguistically, and ability diverse children and their families in inclusive settings, and design a personal career/professional development plan.

EDU 131 Child, Family, and Community 3.0 UNITS
This course covers the development of partnerships among culturally, linguistically and ability diverse families, children, schools and communities through the use of evidence-based strategies. Emphasis is placed on developing skills and identifying benefits for establishing and supporting respectful relationships between diverse families, programs/schools, and community agencies/resources reflective of the NAEYC Code of Ethical Conduct and the Code of Ethics for North Carolina Educators. Upon completion, students should be able to identify appropriate relationship building strategies between diverse families, children birth through adolescence, schools, and communities and demonstrate a variety of communication skills including appropriate use of technology to support every child.

EDU 144 Child Development I 3.0 UNITS
This course includes the theories of child development, observation and assessment, milestones, and factors that influence development, from conception through approximately 36 months. Emphasis is placed on knowledge, observation and assessment of developmental sequences in approaches to play/learning, emotional/social, health/physical, language/communication and cognitive domains. Upon completion, students should be able to compare/contrast typical/atypical developmental characteristics, explain biological and environmental factors that impact development, and identify evidence-based strategies for enhancing development for children that are culturally, linguistically, and ability diverse.

EDU 145 Child Development II 3.0 UNITS
This course includes the theories of child development, observation and assessment, milestones, and factors that influence development, from preschool through middle childhood. Emphasis is placed on knowledge, observation and assessment of developmental sequences in approaches to play/learning, emotional/social, health/physical, language/communication and cognitive domains. Upon completion, students should be able to compare/contrast typical/atypical developmental characteristics, explain biological and environmental factors that impact development, and identify evidence-based strategies for enhancing development for children that are culturally, linguistically, and ability diverse.

EDU 146 Child Guidance 3.0 UNITS
This course introduces evidence-based strategies to build nurturing relationships with each child by applying principles and practical techniques to facilitate developmentally appropriate guidance. Topics include designing responsive/supportive learning environments, cultural, linguistic and socio-economic influences on behavior, appropriate expectations, the importance of communication with children/families including using technology and the use of formative assessments in establishing intentional strategies for children with unique needs. Upon completion, students should be able to demonstrate direct/indirect strategies to encourage social skills, self-regulation, emotional expression and positive behaviors while recognizing the relationship between children's social, emotional and cognitive development.

EDU 149 Introduction to Autism Spectrum Disorder 3.0 UNITS
This course is an introduction to Autism Spectrum Disorders and the skills and competencies needed to work within programs and facilities providing supervised services to persons diagnosed with ASD. Topics include knowledge of characteristics and services, evidence based practices to address social, behavioral, educational, developmental and communication needs through appropriate assessment, planning, implementation of services, and strategies for effective family/community engagement and advocacy for persons with ASD. Upon completion, students should be able to demonstrate knowledge of the charcteristics of ASD, application of techniques and interventions used when working with the ASD population, understanding of how to write and implement plans to provide approved documentation, and provide hands-on experiences within programs or facilities serving persons with ASD.

EDU 150 Building an Inclusive Classroom 3.0 UNITS
This course provides a comprehensive introduction of best strategies for creating and planning an inclusive and diverse environment to meet the individual needs of children using research-based practices. Topics include adaptations and accommodations to the indoor/outdoor classroom environments, materials, schedules, learning experiences, and assistive technologies. Upon completion, students should be able to make adaptations to environments, materials, schedules, learning experiences, and assistive technologies to create inclusive classroom settings.

EDU 151 Creative Activities 3.0 UNITS
This course introduces developmentally supportive, diverse, equitable, and inclusive creative learning environments with attention to divergent thinking, creative problem-solving, evidence-based teaching practices, and open-ended learning materials and activities that align with the NC Foundations for Early Learning and Development. Emphasis is placed on best practices providing process-driven culturally diverse, learning experiences in art, music, creative movement, dance, and dramatic play integrated across all domains and academic content in indoor/outdoor environments for every young child age birth through age eight. Upon completion, students should be able to observe, examine, create, adapt, and advocate for developmentally appropriate creative learning materials, experiences, and environments for children that are culturally, linguistically, and ability diverse.

EDU 153 Health, Safety and Nutrition 3.0 UNITS
This course covers promoting and maintaining the health and well-being of every child. Topics include health and nutritional guidelines, common childhood illnesses, maintaining safe and healthy learning environments, health benefits of active play, recognition and reporting of abuse/neglect, and state regulations. Upon completion, students should be able to apply knowledge of NC Foundations for Early Learning and Development for health, safety, nutritional needs and safe learning environments.

EDU 154 Social/Emotion/Behavior Development 3.0 UNITS
This course covers the emotional/social development of young children and the varied causes, expressions, prevention methods and management strategies of challenging behaviors. Emphasis is placed on culturally responsive and supportive caregiver/family/child relationships, positive emotional/social environments, developmental concerns, risk factors, and planning culturally responsive, equitable, developmentally appropriate intervention strategies. Upon completion, students should be able to identify factors that influence emotional/social development, utilize screening measures, and design positive behavioral supports for children and the environment, as well as effective teaching strategies.

EDU 157 Active Play 3.0 UNITS
This course introduces physical activities to promote the development of children with diverse abilities, birth through middle childhood. Topics include active play, outdoor learning, design of the environment, development of play skills, loose parts play, nature play, risk/benefit assessment, advocacy, and family/community connection. Upon completion, students should be able to discuss the stages of play, the role of teachers in play, active play environments, advocate for the child's right to play, and plan and assess culturally responsive, equitable and developmentally appropriate experiences using NC Foundations for Early Learning and Development.

EDU 184 Early Childhood Introductory Practicum 2.0 UNITS
This course introduces students to early childhood settings and applying skills in a three star (minimum) or NAEYC accredited or equivalent, quality early childhood environment. Emphasis is placed on observing children, assisting in the implementation of developmentally appropriate, culturally responsive, equitable, and ability diverse activities in indoor/outdoor environments for young children, supporting/engaging families, and modeling reflective/professional practices based on national/state guidelines. Upon completion, students should be able to implement respectful/reciprocal relationships with children and families, design, implement, and adapt developmentally appropriate activities, plans, and daily routines that align with NC Foundations for Early Learning and Development and demonstrate ethical/professional behaviors as indicated by assignments and onsite/virtual faculty assessments.

EDU 187 Teaching and Learning for All 4.0 UNITS
This course introduces students to knowledge, concepts, and best practices needed to provide developmentally appropriate, effective, inclusive, and culturally responsive educational experiences in the classroom. null Topics include growth and development, learning theory, student motivation, teaching diverse learners, classroom management, inclusive environments, student-centered practices, instructional strategies, teaching methodologies, observation/assessment techniques, educational planning, reflective practice, collaboration, cultural competence, ethics, professionalism, and leadership. null Upon completion, students should be able to identify the knowledge, skills, roles, and responsibilities of an effective educator as defined by state and national professional teaching standards.

EDU 216 Foundations of Education 3.0 UNITS
This course introduces the examination of the American educational systems and the teaching profession. Topics include the historical and philosophical influences on education, various perspectives on educational issues, and experiences in birth through grade 12 classrooms. Upon completion, students should be able to reflect on classroom observations, analyze the different educational approaches, including classical/traditional and progressive, and have knowledge of the various roles of educational systems at the federal, state and local level.

EDU 221 Children With Exceptionalities 3.0 UNITS
This course covers atypical patterns of child development, inclusive/diverse settings, evidenced-based educational/family plans, differentiated instruction, adaptive materials, and assistive technology. Emphasis is placed on the characteristics of exceptionalities and delays, early intervention/special education, transitions, observation, developmental screening, formative assessment of children, and collaborating with families and community partners. Upon completion, students should be able to recognize diverse abilities, describe the referral process, identify community resources, explain the importance of collaboration with families/professionals, and develop appropriate strategies/adaptations to support children in all environments with best practices as defined by laws, policies and the NC Foundations for Early Learning and Development.

EDU 222 Learners with Behavior Disorders 3.0 UNITS
This course provides a comprehensive study of learners with emotional or behavioral disorders encompassing characteristics, assessments, placement alternatives, inclusive environments and family interventions. Topics include etiology of emotional or behavioral disorders, appropriate intervention strategies, early intervention/special education referral and transition processes, family and community partnerships, inclusive environments, and legislative mandates. Upon completion, students should be able to identify characteristics of behavior for which additional supports are needed, describe the referral processes, identify community resources, collaborate with families/professionals, understand the importance of advocacy for learners, and recognize appropriate intervention strategies in inclusive environments.

EDU 234 Infants, Toddlers, and Twos 3.0 UNITS
This course covers the development of high-quality, individualized, responsive/engaging relationships and experiences for infants, toddlers, and twos. Emphasis is placed on typical and atypical child development, working with diverse families to provide positive, supportive, and engaging early learning activities and interactions through field experiences and the application of the NC Foundations for Early Learning and Development. Upon completion, students should be able to demonstrate responsive curriculum planning, respectful relationships and exposure to a variety of developmentally appropriate experiences/materials that support a foundation for healthy development and growth of culturally, linguistically and ability diverse children birth to 36 months.

EDU 235 School-Age Development and Programs 3.0 UNITS
This course includes developmentally appropriate practices in group settings for school-age children. Emphasis is placed on principles of development, environmental planning, and positive guidance techniques and program development. Upon completion, students should be able to discuss developmental principles for culturally, linguistically, and ability diverse children ages five to twelve and plan and implement developmentally appropriate programs and activities.

EDU 250 Teacher Licensure Preparation 3.0 UNITS
This course provides information and strategies necessary for transfer to a teacher licensure program at a senior institution. Topics include entry level teacher licensure exam preparation, performance based assessment systems, requirements for entry into teacher education programs, the process to become a licensed teacher in North Carolina, and professionalism including expectations within the field of education. Upon completion, students should be able to utilize educational terminology and demonstrate knowledge of teacher licensure processes including exam preparation,

technology based portfolio assessment, and secondary admissions processes to the school of education at a senior institution.

EDU 251 Exploration Activities 3.0 UNITS
This course covers fundamental concepts in the content areas of science, technology, engineering, math and social studies through investigative experiences. Emphasis is placed on exploring fundamental concepts, developmentally appropriate scope and sequence, and teaching strategies to engage each child in the discovery approach. Upon completion, students should be able to understand major concepts in each content area and implement appropriate experiences for young children.

EDU 259 Curriculum Planning 3.0 UNITS
This course is designed to focus on using content knowledge to build effective developmentally appropriate approaches that are culturally responsive, equitable, and ability diverse for young children. Topics include components of curriculum, a variety of curriculum models, authentic observation and assessment, and planning developmentally appropriate experiences and indoor/outdoor environments aligned with the NC Foundations for Early Learning and Development. Upon completion, students should be able to understand, evaluate, and use developmentally appropriate curriculum to plan for the individual/group needs of young children.

EDU 261 Early Childhood Administration I 3.0 UNITS
This course introduces principles and practices essential to preparing and supporting child care administrators. Topics include program philosophy, policies and procedures, NC Child Care Law and Rules, business planning, personnel and fiscal management, and NAEYC Code of Ethical Conduct Supplement for Early Childhood Program Administration. Upon completion, students should be able to articulate a developmentally appropriate program philosophy, locate current state licensing regulations, analyze a business plan and examine comprehensive program policies and procedures.

EDU 262 Early Childhood Administration II 3.0 UNITS
This course focuses on advocacy/leadership, public relations/community outreach and program quality/evaluation for diverse early childhood programs. Topics include program evaluation/accreditation, involvement in early childhood professional organizations, leadership/mentoring, family, volunteer and community involvement and early childhood advocacy. Upon completion, students should be able to define and evaluate all components of early childhood programs, develop strategies for advocacy and integrate community into programs.

EDU 270 Effective Instructional Enviro 2.0 UNITS
This course is designed to provide learners with the knowledge and skills to create, manage, and assess effective instructional environments, learning attitudes, and behaviors for today's diverse learning population. Topics include organizing the learning environment, fostering positive learning attitudes, supporting healthy stakeholder partnerships, engaging students using effective differentiated instruction, guiding, and managing student behaviors, and assessing student progress. Upon completion of this course, learners will demonstrate effective dispositions of the professional educator that include managing schedules, spaces, and resources, promoting supportive learning mindsets, engaging students with diverse instructional strategies, guiding student behaviors to maximize both the instructional and social climate, and analyzing and effectively responding to student progress.

EDU 272 Technology, Data, and Assessme 3.0 UNITS
This course is designed to provide students with the knowledge and skills to utilize digital instructional technologies and technology-based assessments to plan and implement appropriate educational experiences and interventions in the classroom. Topics include educational technology to enhance instruction, instructional technologies for teaching, technology-based assessment, formative and summative assessments, data to inform practice, and ethical practices for technology and assessment. Upon completion, students will be able to demonstrate effective integration of educational technology into classroom practice, appropriate use of technology-based assessments, and practical application of data to inform educational planning and interventions.

EDU 277 Integrated Curriculum and Inst 3.0 UNITS
This course is designed to provide learners with the content knowledge, instructional methods/materials, and assessment techniques needed to provide research-based math and science K - 12 instruction. Topics include essential math and science concepts and skills, developmentally appropriate pedagogy, culturally responsive instruction, standards-based outcomes, technology enhanced lesson planning, formative/summative assessments, research-based interventions, authentic learning experiences, and reflective practice. Upon completion, learners will be able to plan, implement, assess, and reflect on developmentally appropriate math and science instruction aligned to the NC Standard Course of Study, other professional and national standards.

EDU 278 Integrated Curriculum and Inst 3.0 UNITS
This course is designed to provide learners with the content knowledge, instructional methods/materials, and assessment techniques needed to provide research-based social studies and ELA K -12 instruction. Topics include essential social studies and ELA concepts and skills, developmentally appropriate pedagogy, culturally responsive instruction, standards-based outcomes, technology enhanced lesson planning, formative/summative assessments, research-based interventions, authentic learning experiences, and reflective practice. Upon completion, learners will be able to plan, implement, assess, and reflect on developmentally appropriate social studies and ELA instruction aligned to the NC Standard Course of Study, other professional and national standards.

EDU 279 Literacy Development and Instruction 4.0 UNITS
This course is designed to provide students with concepts and skills of literacy development, instructional methods/materials and assessment techniques needed to provide scientifically-based, systematic reading and writing instruction into educational practice. null Topics include literacy concepts, reading and writing development, developmentally appropriate pedagogy, culturally-responsive instruction, standards-based outcomes, lesson planning, formative/summative assessment, recognizing reading difficulties, research-based interventions, authentic learning experiences, classroom implementation, and reflective practice. null Upon completion, students should be able to plan, implement, assess, evaluate, and demonstrate developmentally appropriate literacy instruction aligned to the NC Standard Course of Study and other state and national standards.

EDU 280 Language and Literacy Experiences 3.0 UNITS
This course provides evidence-based strategies for enhancing language and literacy experiences that align with NC Foundations for Early Learning and Development. Topics include developmental sequences for children's emergent receptive and expressive language, print concepts, appropriate observations/assessments, literacy enriched environments, quality selection of diverse literature, interactive media, and inclusive practices. Upon completion, students should be able to select, plan, implement and evaluate developmentally appropriate language and literacy experiences for children who are culturally, linguistically and ability diverse.

EDU 283 Educator Preparation Practicum 3.0 UNITS
This course is designed to allow learners to demonstrate acquired skills and competencies in a developmentally appropriate learning environment. Topics include dispositions of effective teachers, portfolio assessment development, reflective practice, teaching methods, assessment strategies, and professional practices based on state and national Teaching Standards. Upon completion, learners should be able to provide a portfolio assessment with evidence of ethical/professional standards, respect for a diverse population in learning environments, content knowledge, appropriate guidance intervention, and grade-level technology enhanced lesson planning/ assessments through practices in the classroom environment.

EDU 284 Early Childhood Capstone Practicum 4.0 UNITS
This course is designed to allow students to demonstrate acquired skills in a three star (minimum) or NAEYC accredited or equivalent, quality early childhood environment. Emphasis is placed on designing, implementing and evaluating developmentally appropriate activities and environments for all children; supporting/engaging families; and modeling reflective and professional practices based on national and state guidelines. Upon completion, students should be able to apply NC Foundations for Early Learning and Development to demonstrate developmentally appropriate plans/assessments, appropriate guidance techniques and ethical/professional behaviors, including the use of appropriate technology, as indicated by assignments and onsite faculty assessments.

ELECTRICAL (ELC)

ELC 131A Circuit Analysis I Lab 1.0 UNIT
This course provides laboratory assignments as applied to fundamental principles of DC/AC electricity. Emphasis is placed on measurements and evaluation of electrical components, devices and circuits. Upon completion, the students will gain hands-on experience by measuring voltage, current, and opposition to current flow utilizing various meters and test equipment.

ELC 112 DC/AC Electricity 5.0 UNITS
This course introduces the fundamental concepts of and computations related to DC/AC electricity. Emphasis is placed on DC/AC circuits, components, operation of test equipment; and other related topics. Upon completion, students should be able to construct, verify, and analyze simple DC/AC circuits.

ELC 113 Residential Wiring 4.0 UNITS
This course introduces the care/usage of tools and materials used in residential electrical installations and the requirements of the National Electrical Code. Topics include NEC, electrical safety, and electrical print reading; planning, layout; and installation of electrical distribution equipment; lighting; overcurrent protection; conductors; branch circuits; and conduits. Upon completion, students should be able to properly install conduits, wiring, and electrical distribution equipment associated with residential electrical installations.

ELC 117 Motors and Controls 4.0 UNITS
This course introduces the fundamental concepts of motors and motor controls. Topics include ladder diagrams, pilot devices, contactors, motor starters, motors, and other control devices. Upon completion, students should be able to properly select, connect, and troubleshoot motors and control circuits.

ELC 118 National Electrical Code 2.0 UNITS
This course covers the use of the current National Electrical Code. Topics include the NEC history, wiring methods, overcurrent protection, materials, and other related topics. Upon completion, students should be able to effectively use the NEC.

ELC 131 Circuit Analysis I 4.0 UNITS
This course introduces DC and AC electricity with an emphasis on circuit analysis, measurements, and operation of test equipment. Topics include DC and AC principles, circuit analysis laws and theorems, components, test equipment operation, circuit simulation, and other related topics. Upon completion, students should be able to interpret circuit schematics; design, construct, verify, and analyze DC/AC circuits; and properly use test equipment.

ELC 213 Instrumentation 4.0 UNITS
This course covers the fundamentals of instrumentation used in industry. Emphasis is placed on electric, electronic, and other instruments. Upon completion, students should be able to install, maintain, and calibrate instrumentation.

ELC 220 Photovoltaic System Technology 3.0 UNITS
This course introduces the concepts, tools, techniques, and materials needed to understand systems that convert solar energy into electricity with photovoltaic (pv) technologies. Topics include site analysis for system integration, building codes, and advances in photovoltaic technology. Upon completion, students should be able to demonstrate an understanding of the principles of photovoltaic technology and current applications.

ELECTRONICS (ELN)

ELN 131 Analog Electronics I 4.0 UNITS
This course introduces the characteristics and applications of semiconductor devices and circuits. Emphasis is placed on analysis, selection, biasing, and applications. Upon completion, students should be able to construct, analyze, verify, and troubleshoot analog circuits using appropriate techniques and test equipment.

ELN 132 Analog Electronics II 4.0 UNITS
This course covers additional applications of analog electronic circuits with an emphasis on analog and mixed signal integrated circuits (IC). Topics include amplification, filtering, oscillation, voltage regulation, and other analog circuits. Upon completion, students should be able to construct, analyze, verify, and troubleshoot analog electronic circuits using appropriate techniques and test equipment.

ELN 133 Digital Electronics 4.0 UNITS
This course covers combinational and sequential logic circuits. Topics include number systems, Boolean algebra, logic families, medium scale integration (MSI) and large scale integration (LSI) circuits, analog to digital (AD) and digital to analog (DA) conversion, and other related topics. Upon completion, students should be able to construct, analyze, verify, and troubleshoot digital circuits using appropriate techniques and test equipment.

ELN 232 Introduction to Microprocessors 4.0 UNITS
This course introduces microprocessor architecture and microcomputer systems including memory and input/output interfacing. Topics include low-level language programming, bus architecture, I/O systems, memory systems, interrupts, and other related topics. Upon completion, students should be able to interpret, analyze, verify, and troubleshoot fundamental microprocessor circuits and programs using appropriate techniques and test equipment.

ELN 234 Communication Systems 4.0 UNITS
This course introduces the fundamentals of electronic communication systems. Topics include the frequency spectrum, electrical noise, modulation techniques, characteristics of transmitters and receivers, and digital communications. Upon completion, students should be able to interpret analog and digital communication circuit diagrams, analyze transmitter and receiver circuits, and use appropriate communication test equipment.

ELN 236 Fiber Optics and Lasers 4.0 UNITS
This course introduces the fundamentals of fiber optics and lasers. Topics include the transmission of light; characteristics of fiber optic and lasers and their systems; fiber optic production; types of lasers; and laser safety. Upon completion, students should be able to understand fiber optic communications and basic laser fundamentals.

ELN 260 Prog Logic Controllers 4.0 UNITS
This course provides a detailed study of PLC applications, with a focus on design of industrial controls using the PLC. Topics include PLC components, memory organization, math instructions, documentation, input/output devices, and applying PLCs in industrial control systems. Upon completion, students should be able to select and program a PLC system to perform a wide variety of industrial control functions.

EMERGENCY MEDICAL SCIENCE (EMS)

EMS 110 EMT 9.0 UNITS
This course introduces basic emergency medical care. Topics include preparatory, airway, patient assessment, medical emergencies, trauma, infants and children, and operations. Upon completion, students should be able to demonstrate the knowledge and skills necessary to achieve North Carolina State or National Registry EMT certification.

EMS 122 EMS Clinical Practicum I 1.0 UNIT
This course provides the introductory hospital clinical experience for the paramedic student. Emphasis is placed on mastering fundamental paramedic skills. Upon completion, students should be able to demonstrate competency with fundamental paramedic level skills.

EMS 130 Pharmacology 4.0 UNITS
This course introduces the fundamental principles of pharmacology and medication administration and is required for paramedic certification. Topics include medical terminology, pharmacological concepts, weights, measures, drug calculations, vascular access for fluids and medication administration and legislation. Upon completion, students should be able to accurately calculate drug dosages, properly administer medications, and demonstrate general knowledge of pharmacology.

EMS 131 Advanced Airway Management 2.0 UNITS
This course is designed to provide advanced airway management techniques and is required for paramedic certification. Topics must meet current guidelines for advanced airway management in the pre-hospital setting. Upon completion, students should be able to properly utilize all airway adjuncts and pharmacology associated with airway control and maintenance.

EMS 160 Cardiology I 3.0 UNITS
This course introduces the study of cardiovascular emergencies and is required for paramedic certification. Topics include anatomy and physiology, pathophysiology, electrophysiology, and rhythm interpretation. Upon completion, students should be able to recognize and interpret rhythms.

EMS 210 Advanced Patient Assessment 2.0 UNITS
This course covers advanced patient assessment techniques and is required for paramedic certification. Topics include initial assessment, medical-

trauma history, field impression, complete physical exam process, on-going assessment, and documentation skills. Upon completion, students should be able to utilize basic communication skills and record and report collected patient data.

EMS 220 Cardiology II 3.0 UNITS
This course provides an in-depth study of cardiovascular emergencies and is required for paramedic certification. Topics include assessment and treatment of cardiac emergencies, cardiac pharmacology, and patient care. Upon completion, students should be able to manage the cardiac patient.

EMS 221 EMS Clinical Practicum II 2.0 UNITS
This course provides clinical experiences in the hospital and/or field. Emphasis is placed on increasing the proficiency of students' skills and abilities in patient assessments and the delivery of care. Upon completion, students should be able to demonstrate continued progress in advanced-level patient care.

EMS 231 EMS Clinical Practicum III 3.0 UNITS
This course provides clinical experiences in the hospital and/or field. Emphasis is placed on enhancing the students' skills and abilities in providing advanced-level care. Upon completion, students should be able to demonstrate continued progress in advanced-level patient care.

EMS 235 EMS Management 2.0 UNITS
This course stresses the principles of managing a modern emergency medical service system. Topics include structure and function of municipal governments, EMS grantsmanship, finance, regulatory agencies, system management, legal issues, and other topics relevant to the EMS manager. Upon completion, students should be able to understand the principles of managing emergency medical service delivery systems.

EMS 240 Patients With Special Challenges 2.0 UNITS
This course includes concepts of crisis intervention and techniques of interacting with patients with special challenges and is required for paramedic certification. Topics include appropriate intervention and interaction for neglected, abused, terminally ill, chronically ill, technology assisted, bariatric, physically challenged, mentally challenged, or assaulted patients as well as behavioral emergencies. Upon completion, students should be able to recognize and manage the care of patients with special challenges.

EMS 241 EMS Clinical Practicum IV 4.0 UNITS
This course provides clinical experiences in the hospital and/or field. Emphasis is placed on mastering the skills/competencies required of the paramedic providing advanced-level care. Upon completion, students should be able to provide advanced-level patient care as an entry-level paramedic.

EMS 250 Medical Emergencies 4.0 UNITS
This course provides an in-depth study of medical conditions frequently encountered in the prehospital setting and is required for paramedic certification. Topics include appropriate interventions/treatments for disorders/diseases/injuries affecting the following systems: respiratory, neurological, abdominal/gastrointestinal, endocrine, genitourinary, musculoskeletal, and immunological as well as toxicology, infectious diseases and diseases of the eyes, ears, nose and throat. Upon completion, students should be able to recognize, assess and manage the care of frequently encountered medical conditions based upon initial patient assessment.

EMS 260 Trauma Emergencies 2.0 UNITS
This course provides in-depth study of trauma including pharmacological interventions for conditions frequently encountered in the prehospital setting and is required for paramedic certification. Topics include an overview of thoracic, abdominal, genitourinary, orthopedic, neurological, and multi-system trauma, soft tissue trauma of the head, neck, and face as well as environmental emergencies. Upon completion, students should be able to recognize and manage trauma situations based upon patient assessment and should adhere to standards of care.

EMS 270 Life Span Emergencies 4.0 UNITS
This course covers medical/ethical/legal issues and the spectrum of age-specific emergencies from conception through death required for paramedic certification. Topics include gynecological, obstetrical, neonatal, pediatric, and geriatric emergencies and pharmacological therapeutics. Upon completion, students should be able to recognize and treat age-specific emergencies.

EMS 280 EMS Bridging Course 3.0 UNITS
This course is designed to provide currently credentialed state or national Paramedic students with the most current education trends in Paramedic Practice. Emphasis is placed on transitions in healthcare. Upon completion, students should be able to integrate emerging trends in pre-hospital care.

EMS 285 EMS Capstone 2.0 UNITS
This course provides an opportunity to demonstrate problem-solving skills as a team leader in simulated patient scenarios and is required for paramedic certification. Emphasis is placed on critical thinking, integration of didactic and psychomotor skills, and effective performance in simulated emergency situations. Upon completion, students should be able to recognize and appropriately respond to a variety of EMS-related events.

ENGLISH (ENG)

ENG 002 Transition English 3.0 UNITS
This course provides an opportunity to customize foundational English content in specific areas and will include developing a growth mindset. Topics include developing the academic habits, learning strategies, social skills, and growth mindset necessary to be successful in college-level English. Upon completion, students should be able to build a stronger foundation for success in their gateway level English courses by obtaining skills through a variety of instructional strategies with emphasis placed on the most essential prerequisite knowledge.

ENG 011 Writing and Inquiry Support 2.0 UNITS
This course is designed to support students in the development of skills necessary for success in ENG 111 by complementing, supporting, and reinforcing ENG 111 Student Learning Outcomes. Emphasis is placed on developing a growth mindset, expanding skills for use in active reading and writing processes, recognizing organizational relationships within texts from a variety of genres and formats, and employing appropriate technology when reading and composing texts. Upon completion, students should be able to apply active reading strategies to college-level texts and produce unified, well-developed writing using standard written English.

ENG 101 Applied Communications I 3.0 UNITS
This course is designed to enhance reading and writing skills for the workplace. Emphasis is placed on technical reading, job-related vocabulary, sentence writing, punctuation, and spelling. Upon completion, students should be able to identify main ideas with supporting details and produce mechanically correct short writings appropriate to the workplace.

ENG 111 Writing and Inquiry 3.0 UNITS
This course is designed to develop the ability to produce clear writing in a variety of genres and formats using a recursive process. Emphasis includes inquiry, analysis, effective use of rhetorical strategies, thesis development, audience awareness, and revision. Upon completion, students should be able to produce unified, coherent, well-developed essays using standard written English.

ENG 112 Writing and Research in the Disciplines 3.0 UNITS
This course, the second in a series of two, introduces research techniques, documentation styles, and writing strategies. Emphasis is placed on analyzing information and ideas and incorporating research findings into documented writing and research projects. Upon completion, students should be able to evaluate and synthesize information from primary and secondary sources using documentation appropriate to various disciplines.

ENG 114 Professional Research & Reporting 3.0 UNITS
This course, the second in a series of two, is designed to teach professional communication skills. Emphasis is placed on research, listening, critical reading and thinking, analysis, interpretation, and design used in oral and written presentations. Upon completion, students should be able to work individually and collaboratively to produce well-designed business and professional written and oral presentations.

ENG 125 Creative Writing I 3.0 UNITS
This course is designed to provide students with the opportunity to practice the art of creative writing. Emphasis is placed on writing, fiction, poetry, and sketches. Upon completion, students should be able to craft and critique their own writing and critique the writing of others.

ENG 231 American Literature I 3.0 UNITS
This course covers selected works in American literature from its beginnings to 1865. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to analyze and interpret literary works in their historical and cultural contexts.

ENG 232 American Literature II 3.0 UNITS
This course covers selected works in American literature from 1865 to the present. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to analyze and interpret literary works in their historical and cultural contexts.

ENG 241 British Literature I 3.0 UNITS
This course covers selected works in British literature from its beginnings to the Romantic Period. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to literary works in their historical and cultural contexts.

ENG 242 British Literature II 3.0 UNITS
This course covers selected works in British literature from the Romantic Period to the present. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to literary works in their historical and cultural contexts.

ENTREPRENEURSHIP (ETR)

ETR 210 Introduction to Entrepreneurship 3.0 UNITS
This course provides a survey of the starting and operating of an entrepreneurial venture. Topics include new venture creation, the business plan, economics of the business, determining resource needs and acquiring resources, marketing, technology, leadership skills, and business ethics. Upon completion, students should be able to demonstrate an understanding of entrepreneurship concepts and how to use the entrepreneurial mindset to succeed in their careers.

FRENCH (FRE)

FRE 111 Elementary French I 3.0 UNITS
This course introduces the fundamental elements of the French language within a cultural context. Emphasis is placed on the development of basic listening, speaking, reading, and writing skills. Upon completion, students should be able to comprehend and respond with grammatical accuracy to spoken and written French and demonstrate cultural awareness.

FRE 112 Elementary French II 3.0 UNITS
This course is a continuation of FRE 111 focusing on the fundamental elements of the French language within a cultural context. Emphasis is placed on the progressive development of listening, speaking, reading, and writing skills. Upon completion, students should be able to comprehend and respond with increasing proficiency to spoken and written French and demonstrate further cultural awareness.

FRE 181 French Lab 1 1.0 UNIT
This course provides an opportunity to enhance acquisition of the fundamental elements of the French language. Emphasis is placed on the progressive development of basic listening, speaking, reading, and writing skills through the use of supplementary learning media and materials. Upon completion, students should be able to comprehend and respond with grammatical accuracy to spoken and written French and demonstrate cultural awareness.

FRE 182 French Lab 2 1.0 UNIT
This course provides an opportunity to enhance acquisition of the fundamental elements of the French language. Emphasis is placed on the progressive development of basic listening, speaking, reading, and writing skills through the use of supplementary learning media and materials. Upon completion, students should be able to comprehend and respond with increasing proficiency to spoken and written French and demonstrate cultural awareness.

GRAPHIC ARTS (GRA)

GRA 121 Graphic Arts I 4.0 UNITS
This course introduces terminology, tools and materials, procedures, and equipment used in graphic arts production. Topics include copy preparation and pre-press production relative to printing. Upon completion, students should be able to demonstrate an understanding of graphic arts production.

GRA 151 Computer Graphics I 2.0 UNITS
This course introduces the use of hardware and software for production and design in graphic arts. Topics include graphical user interface and current industry uses such as design, layout, typography, illustration, and imaging for production. Upon completion, students should be able to understand and use the computer as a fundamental design and production tool.

GRA 152 Computer Graphics II 2.0 UNITS
This course covers advanced design and layout concepts utilizing illustration, page layout, and imaging software in graphic arts. Emphasis is placed on enhancing and developing the skills that were introduced in GRA 151. Upon completion, students should be able to select and utilize appropriate software for design and layout solutions.

GRAPHIC DESIGN (GRD)

GRD 110 Typography I 3.0 UNITS
This course introduces the history and mechanics of type and its application to layout and design. Topics include typographic fundamentals, anatomy, measurements, composition, identification, and terminology. Upon completion, students should be able to demonstrate proficiency in design application, analysis, specification, and creation of typographic elements.

GRD 121 Drawing Fundamentals I 2.0 UNITS
This course increases observation skills using basic drawing techniques and media in graphic design. Emphasis is placed on developing the use of graphic design principles, media applications, spatial considerations, drawing styles, and approaches. Upon completion, students should be able to show competence and proficiency in finished works.

GRD 131 Illustration I 2.0 UNITS
This course introduces the application of rendering techniques to create illustrations. Emphasis is placed on controlling various media, methods, surfaces, design problems, and the appropriate media selection process. Upon completion, students should be able to produce quality illustrations from conception through finished artwork.

GRD 141 Graphic Design I 4.0 UNITS
This course introduces the conceptualization process used in visual problem solving. Emphasis is placed on learning the principles of design and on the manipulation and organization of elements. Upon completion, students should be able to apply design principles and visual elements to projects.

GRD 142 Graphic Design II 4.0 UNITS
This course covers the application of visual elements and design principles in advertising and graphic design. Topics include creation of various designs, such as logos, advertisements, posters, outdoor advertising, and publication design. Upon completion, students should be able to effectively apply design principles and visual elements to projects.

GRD 151 Computer Design Basics 3.0 UNITS
This course covers designing and drawing with various types of software applications for advertising and graphic design. Emphasis is placed on creative and imaginative use of space, shapes, value, texture, color, and typography to provide effective solutions to advertising and graphic design problems. Upon completion, students should be able to use the computer as a creative tool.

GRD 152 Computer Design Techniques I 3.0 UNITS
This course covers complex design problems utilizing various design and drawing software applications. Topics include the expressive use of typography, image, and organization to communicate a message. Upon completion, students should be able to use appropriate computer software to professionally present their work.

GRD 167 Photographic Imaging I 3.0 UNITS
This course introduces basic camera operations and photographic production. Topics include subject composition, depth of field, shutter control, light control, color, photo-finishing, and digital imaging, correction and output. Upon completion, students should be able to produce traditional and/or digital photographic prints with acceptable technical and compositional quality.

GRD 230 Technical Illustration 2.0 UNITS
This course introduces technical and industrial illustration techniques. Topics include orthographic, isometric, linear perspective, and exploded views. Upon completion, students should be able to demonstrate competence in various technical rendering techniques.

GRD 241 Graphic Design III 4.0 UNITS
This course is an advanced exploration of various techniques and media for advertising and graphic design. Emphasis is placed on advanced concepts and solutions to complex and challenging graphic design problems. Upon completion, students should be able to demonstrate competence and professionalism in visual problem solving.

GRD 280 Portfolio Design 4.0 UNITS
This course covers the organization and presentation of a design/advertising or graphic art portfolio and appropriate related materials. Emphasis is placed on development and evaluation of the portfolio, design and production of a resume and self-promotional materials, and interview techniques. Upon completion, students should be able to prepare and professionally present an effective portfolio and related self-promotional materials.

HEALTH (HEA)

HEA 110 Personal Health/Wellness 3.0 UNITS
This course provides an introduction to basic personal health and wellness. Emphasis is placed on current health issues such as nutrition, mental health, and fitness. Upon completion, students should be able to demonstrate an understanding of the factors necessary to the maintenance of health and wellness.

HEAVY EQUIPMENT OPERATIONS (HEO)

HEO 111 Heavy Equipment Operations I 12.0 UNITS
This course covers the beginning processes of heavy equipment operations. Topics include heavy equipment operator employment options, heavy equipment safety, identification of heavy equipment, equipment systems and maintenance, and basic operational techniques. Upon completion, students should be able to demonstrate a basic understanding of heavy equipment operations utilized in the construction field.

HEO 112 Heavy Equipment Operations II 12.0 UNITS
This course provides instruction regarding advanced operations of various construction equipment. Topics include purpose, function, design features, controls, manipulation, limitations, and safe operation of popular mobile heavy equipment. Upon completion, students should be able to demonstrate advanced operations of various heavy equipment found in the construction field.

HEO 113 Grades and Drawings 3.0 UNITS
This course is designed to develop the knowledge and skills required to interpret construction drawings, civil blueprints, and grades. Topics include basic terms for construction drawings, dimensions, setting grades, interpreting grade stakes, reading site plans, safety, and legal issues. Upon completion, students should be able to demonstrate a general knowledge of civil blueprints, construction drawings and the theory behind finish grade selection.

HISTORY (HIS)

HIS 111 World Civilizations I 3.0 UNITS
This course introduces world history from the dawn of civilization to the early modern era. Topics include Eurasian, African, American, and Greco-Roman civilizations and Christian, Islamic and Byzantine cultures. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in pre-modern world civilizations.

HIS 112 World Civilizations II 3.0 UNITS
This course introduces world history from the early modern era to the present. Topics include the cultures of Africa, Europe, India, China, Japan, and the Americas. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in modern world civilizations.

HIS 121 Western Civilization I 3.0 UNITS
This course introduces western civilization from pre-history to the early modern era. Topics include ancient Greece, Rome, and Christian institutions of the Middle Ages and the emergence of national monarchies in western Europe. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in early western civilization.

HIS 122 Western Civilization II 3.0 UNITS
This course introduces western civilization from the early modern era to the present. Topics include the religious wars, the Industrial Revolution, World Wars I and II, and the Cold War. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in modern western civilization.

HIS 131 American History I 3.0 UNITS
This course is a survey of American history from pre-history through the Civil War era. Topics include the migrations to the Americas, the colonial and revolutionary periods, the development of the Republic, and the Civil War. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in early American history.

HIS 132 American History II 3.0 UNITS
This course is a survey of American history from the Civil War era to the present. Topics include industrialization, immigration, the Great Depression, the major American wars, the Cold War, and social conflict. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in American history since the Civil War.

HIS 236 North Carolina History 3.0 UNITS
This course is a study of geographical, political, economic, and social conditions existing in North Carolina from America's discovery to the present. Topics include native and immigrant backgrounds; colonial, antebellum, and Reconstruction periods; party politics; race relations; and the transition from an agrarian to an industrial economy. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in North Carolina.

HEALTH SCIENCES (HSC)

HSC 110 Orientation to Health Careers 1.0 UNIT
This course is a survey of health care professions. Topics include professional duties and responsibilities, working environments, and career choices. Upon completion, students should be able to demonstrate an understanding of the health care professions and be prepared to make informed career choices.

HUMAN SERVICES (HSE)

HSE 110 Introduction to Human Services 3.0 UNITS
This course introduces the human services field, including the history, agencies, roles, and careers. Topics include personal/professional characteristics, diverse populations, community resources, disciplines in the field, systems, ethical standards, and major theoretical and treatment approaches. Upon completion, students should be able to identify the knowledge, skills, and roles of the human services worker.

HSE 112 Group Process I 2.0 UNITS
This course introduces interpersonal concepts and group dynamics. Emphasis is placed on self-awareness facilitated by experiential learning in small groups with analysis of personal experiences and the behavior of others. Upon completion, students should be able to show competence in identifying and explaining how people are influenced by their interactions in group settings.

HSE 123 Interviewing Techniques 3.0 UNITS
This course covers the purpose, structure, focus, and techniques employed in effective interviewing. Emphasis is placed on observing, attending, listening, responding, recording, and summarizing of personal histories with instructor

supervision. Upon completion, students should be able to perform the basic interviewing skills needed to function in the helping relationship.

HSE 125 Counseling 3.0 UNITS
This course covers the major approaches to psychotherapy and counseling, including theory, characteristics, and techniques. Emphasis is placed on facilitation of self-exploration, problem solving, decision making, and personal growth. Upon completion, students should be able to understand various theories of counseling and demonstrate counseling techniques.

HSE 210 Human Services Issues 2.0 UNITS
This course covers current issues and trends in the field of human services. Emphasis is placed on contemporary topics with relevance to special issues in a multi-faceted field. Upon completion, students should be able to integrate the knowledge, skills, and experiences gained in classroom and clinical experiences with emerging trends in the field.

HSE 220 Case Management 3.0 UNITS
This course covers the variety of tasks associated with professional case management. Topics include treatment planning, needs assessment, referral procedures, and follow-up and integration of services. Upon completion, students should be able to effectively manage the care of the whole person from initial contact through termination of services.

HSE 225 Crisis Intervention 3.0 UNITS
This course introduces the basic theories and principles of crisis intervention. Emphasis is placed on identifying and demonstrating appropriate and differential techniques for intervening in various crisis situations. Upon completion, students should be able to assess crisis situations and respond appropriately.

HSE 227 Children & Adolescents in Crisis 3.0 UNITS
This course covers the crises affecting children and adolescents in contemporary society. Emphasis is placed on abuse and neglect, suicide and murder, dysfunctional family living, poverty, and violence. Upon completion, students should be able to identify and discuss intervention strategies and available services for the major contemporary crises affecting children and adolescents.

HUMANITIES (HUM)

HUM 110 Technology and Society 3.0 UNITS
This course considers technological change from historical, artistic, and philosophical perspectives and its effect on human needs and concerns. Emphasis is placed on the causes and consequences of technological change. Upon completion, students should be able to critically evaluate the implications of technology.

HUM 115 Critical Thinking 3.0 UNITS
This course introduces the use of critical thinking skills in the context of human conflict. Emphasis is placed on evaluating information, problem solving, approaching cross-cultural perspectives, and resolving controversies and dilemmas. Upon completion, students should be able to demonstrate orally and in writing the use of critical thinking skills in the analysis of appropriate texts.

HUM 120 Cultural Studies 3.0 UNITS
This course introduces the distinctive features of a particular culture. Topics include art, history, music, literature, politics, philosophy, and religion. Upon completion, students should be able to appreciate the unique character of the study culture.

HUM 121 The Nature of America 3.0 UNITS
This course provides an interdisciplinary survey of the American cultural, social, and political experience. Emphasis is placed on the multicultural character of American society, distinctive qualities of various regions, and the American political system. Upon completion, students should be able to analyze significant cultural, social, and political aspects of American life.

HUM 122 Southern Culture 3.0 UNITS
This course explores the major qualities that make the South a distinct region. Topics include music, politics, literature, art, religion, race relations, and the role of social class in historical and contemporary contexts. Upon completion, students should be able to identify the characteristics that distinguish Southern culture.

HUM 130 Myth in Human Culture 3.0 UNITS
This course provides an in-depth study of myths and legends. Topics include the varied sources of myths and their influence on the individual and society within diverse cultural contexts. Upon completion, students should be able to demonstrate a general familiarity with myths and a broad-based understanding of the influence of myths and legends on modern culture.

HUM 150 American Women's Studies 3.0 UNITS
This course provides an inter-disciplinary study of the history, literature, and social roles of American women from Colonial times to the present. Emphasis is placed on women's roles as reflected in American language usage, education, law, the workplace, and mainstream culture. Upon completion, students should be able to identify and analyze the roles of women as reflected in various cultural forms.

HUM 160 Introduction to Film 3.0 UNITS
This course introduces the fundamental elements of film artistry and production. Topics include film styles, history, and production techniques, as well as the social values reflected in film art. Upon completion, students should be able to critically analyze the elements covered in relation to selected films.

HUM 180 International Cultural Exploration 3.0 UNITS
This course provides a framework for students to visit, examine, and analyze a country/region outside the United States to learn about the place and people. Emphasis is placed on the distinctive cultural characteristics of a country or region. Upon completion, students should be able to identify similarities/differences, analyze causes/effects, and clearly articulate the impact of one or more cultural elements.

HYDRAULICS (HYD)

HYD 110 Hydraulics/Pneumatics I 3.0 UNITS
This course introduces the basic components and functions of hydraulic and pneumatic systems. Topics include standard symbols, pumps, control valves, control assemblies, actuators, FRL, maintenance procedures, and switching and control devices. Upon completion, students should be able to understand the operation of a fluid power system, including design, application, and troubleshooting.

INTERNATIONAL BUSINESS (INT)

INT 110 International Business 3.0 UNITS
This course provides an overview of the environment, concepts, and basic differences involved in international business. Topics include forms of foreign involvement, international trade theory, governmental influences on trade and strategies, international organizations, multinational corporations, personnel management, and international marketing. Upon completion, students should be able to describe the foundation of international business.

INDUSTRIAL SCIENCE (ISC)

ISC 112 Industrial Safety 2.0 UNITS
This course introduces the principles of industrial safety. Emphasis is placed on industrial safety and OSHA regulations. Upon completion, students should be able to demonstrate knowledge of a safe working environment and OSHA compliance.

ISC 115 Construction Safety 2.0 UNITS
This course introduces the basic concepts of construction site safety. Topics include ladders, lifting, lock-out/tag-out, personal protective devices, scaffolds, and above/below ground work based on OSHA regulations. Upon completion, students should be able to demonstrate knowledge of applicable safety regulations and safely participate in construction projects.

ISC 121 Environmental Health & Safety 3.0 UNITS
This course covers workplace environmental, health, and safety concepts. Emphasis is placed on managing the implementation and enforcement of environmental health and safety regulations and on preventing accidents, injuries, and illnesses. Upon completion, students should be able to demonstrate an understanding of basic concepts of environmental health and safety.

MACHINING (MAC)

MAC 114 Introduction to Metrology 2.0 UNITS
This course introduces the care and use of precision measuring instruments. Emphasis is placed on the inspection of machine parts and use of a wide variety of measuring instruments. Upon completion, students should be able to demonstrate the correct use of measuring instruments.

MAC 121 Introduction to CNC 2.0 UNITS
This course introduces the concepts and capabilities of computer numerical control machine tools. Topics include setup, operation, and basic applications. Upon completion, students should be able to explain operator safety, machine protection, data input, program preparation, and program storage.

MAC 122 CNC Turning 2.0 UNITS
This course introduces the programming, setup, and operation of CNC turning centers. Topics include programming formats, control functions, program editing, part production, and inspection. Upon completion, students should be able to manufacture simple parts using CNC turning centers.

MAC 124 CNC Milling 2.0 UNITS
This course introduces the manual programming, setup, and operation of CNC machining centers. Topics include programming formats, control functions, program editing, part production, and inspection. Upon completion, students should be able to manufacture simple parts using CNC machining centers.

MAC 131 Blueprint Reading-Machining I 2.0 UNITS
This course covers the basic principles of blueprint reading and sketching. Topics include multi-view drawings; interpretation of conventional lines; and dimensions, notes, and thread notations. Upon completion, students should be able to interpret basic drawings, visualize parts, and make pictorial sketches.

MAC 132 Blueprint Reading-Machining II 2.0 UNITS
This course introduces more complex industrial blueprints. Emphasis is placed on auxiliary views, section views, violations of true project, special views, applications of GD & T, and interpretation of complex parts. Upon completion, students should be able to read and interpret complex industrial blueprints.

MAC 141 Machining Applications I 4.0 UNITS
This course provides an introduction to a variety of material-working processes that are common to the machining industry. Topics include safety, process-specific machining equipment, measurement devices, set-up and layout instruments, and common shop practices. Upon completion, students should be able to safely demonstrate basic machining operations, accurately measure components, and effectively use layout instruments.

MAC 142 Machining Applications II 4.0 UNITS
This course provides instruction in the wide variety of processes associated with machining. Topics include safety, equipment set-up, holding fixtures, tooling, cutting speeds and depths, metal properties, and proper finishes. Upon completion, students should be able to safely demonstrate advanced machining operations, accurately measure components, and produce accurate components with a proper finish.

MAC 143 Machining Applications III 4.0 UNITS
This course provides instruction in the field of advanced machining. Emphasis is placed on creating complex components, close-tolerance machining, precise measurement, and proper equipment usage. Upon completion, students should be able to demonstrate the ability to produce an accurately machined component with a quality finish using the proper machining process.

MAC 151 Machining Calculations 2.0 UNITS
This course introduces basic calculations as they relate to machining occupations. Emphasis is placed on basic calculations and their applications in the machine shop. Upon completion, students should be able to perform basic shop calculations.

MAC 152 Advanced Machining Calculations 2.0 UNITS
This course combines mathematical functions with practical machine shop applications and problems. Emphasis is placed on gear ratios, lead screws, indexing problems, and their applications in the machine shop. Upon completion, students should be able to calculate solutions to machining problems.

MAC 222 Advanced CNC Turning 2.0 UNITS
This course covers advanced methods in setup and operation of CNC turning centers. Emphasis is placed on programming and production of complex parts. Upon completion, students should be able to demonstrate skills in programming, operations, and setup of CNC turning centers.

MAC 224 Advanced CNC Milling 2.0 UNITS
This course covers advanced methods in setup and operation of CNC machining centers. Emphasis is placed on programming and production of complex parts. Upon completion, students should be able to demonstrate skills in programming, operations, and setup of CNC machining centers.

MAC 228 Advanced CNC Processes 3.0 UNITS
This course covers advanced programming, setup, and operation of CNC turning centers and CNC milling centers. Topics include advanced programming formats, control functions, program editing, and part production and inspection. Upon completion, students should be able to manufacture complex parts using CNC turning and milling centers.

MAC 231 Cam: Computer Numerical Control Turning 3.0 UNITS
This course introduces Computer Numerical Control graphics programming and concepts for turning center applications. Emphasis is placed on the interaction of menus to develop a shape file in a graphics CAM system and to develop tool path geometry and part geometry. Upon completion, students should be able to develop a job plan using CAM software, including machine selection, tool selection, operational sequence, speed, feed, and cutting depth.

MAC 232 CAM: Computer Numerical Control Milling 3.0 UNITS
This course introduces Computer Numerical Control graphics programming and concepts for machining center applications. Emphasis is placed on developing a shape file in a graphics CAM system and transferring coded information from CAM graphics to the CNC milling center. Upon completion, students should be able to develop a complete job plan using CAM software to create a multi-axis CNC program.

MAC 241 Jigs & Fixtures I 4.0 UNITS
This course introduces the application and use of jigs and fixtures. Emphasis is placed on design and manufacture of simple jigs and fixtures. Upon completion, students should be able to design and build simple jigs and fixtures.

MAC 247 Production Tooling 2.0 UNITS
This course provides advanced study in tooling currently utilized in the production of metal parts. Emphasis is placed on the proper use of tooling used on CNC and other production machine tools. Upon completion, students should be able to choose proper tool grades based on manufacturing requirements and troubleshoot carbide tooling problems.

MATHEMATICS (MAT)

MAT 003 Transition Math 3.0 UNITS
This course provides an opportunity to customize foundational math content in specific math areas and will include developing a growth mindset. Topics include developing the academic habits, learning strategies, social skills, and growth mindset necessary to be successful in mathematics. Upon completion, students should be able to build a stronger foundation for success in their gateway level math courses by obtaining skills through a variety of instructional strategies with emphasis placed on the most essential prerequisite knowledge.

MAT 010 Math Measurement & Literacy Su 1.0 UNIT
This course provides an opportunity to customize foundational math content specific to Math Measurement & Literacy. Topics include developing the academic habits, learning strategies, social skills, and growth mindset necessary to be successful in mathematics. Upon completion, students should be able to build a stronger foundation for success in Math Measurement & Literacy by obtaining skills through a variety of instructional strategies with emphasis placed on the most essential prerequisite knowledge.

MAT 043 Quantitative Literacy Support Class 2.0 UNITS
This course provides an opportunity to customize foundational math content specific to Quantitative Literacy. Topics include developing the academic habits, learning strategies, social skills, and growth mindset necessary to be successful in mathematics. Upon completion, students should be able to build a stronger foundation for success in Quantitative Literacy by obtaining skills through a variety of instructional strategies with emphasis placed on the most essential prerequisite knowledge.

MAT 052 Statistical Methods I Support 2.0 UNITS
This course provides an opportunity to customize foundational math content specific to Statistical Methods I. Topics include developing the academic habits, learning strategies, social skills, and growth mindset necessary to be successful in mathematics. Upon completion, students should be able to build a stronger foundation for success in Statistical Methods I by obtaining skills through a variety of instructional strategies with emphasis placed on the most essential prerequisite knowledge.

MAT 071 071 Precalculus Algebra Support 2.0 UNITS
This course provides an opportunity to customize foundational math content specific to Precalculus Algebra. Topics include developing the academic habits, learning strategies, social skills, and growth mindset necessary to be successful in mathematics. Upon completion, students should be able to build a stronger foundation for success in Precalculus Algebra by obtaining skills through a variety of instructional strategies with emphasis placed on the most essential prerequisite knowledge.

MAT 110 Mathematical Measurement and Literacy 3.0 UNITS
This course provides an activity-based approach that develops measurement skills and mathematical literacy using technology to solve problems for non-math intensive programs. Topics include unit conversions and estimation within a variety of measurement systems; ratio and proportion; basic geometric concepts; financial literacy; and statistics including measures of central tendency, dispersion, and charting of data. Upon completion, students should be able to demonstrate the use of mathematics and technology to solve practical problems, and to analyze and communicate results.

MAT 121 Algebra/Trigonometry I 3.0 UNITS
This course provides an integrated approach to technology and the skills required to manipulate, display, and interpret mathematical functions and formulas used in problem solving. Topics include the properties of plane and solid geometry, area and volume, and basic proportion applications; simplification, evaluation, and solving of algebraic equations and inequalities and radical functions; complex numbers; right triangle trigonometry; and systems of equations. Upon completion, students will be able to demonstrate the ability to use mathematics and technology for problem-solving, analyzing and communicating results.

MAT 122 Algebra/Trigonometry II 3.0 UNITS
This course is designed to cover concepts in algebra, function analysis, and trigonometry. Topics include exponential and logarithmic functions, transformations of functions, Law of Sines, Law of Cosines, vectors, and statistics. Upon completion, students should be able to demonstrate the ability to use mathematics and technology for problem-solving, analyzing and communicating results.

MAT 143 Quantitative Literacy 3.0 UNITS
This course is designed to engage students in complex and realistic situations involving the mathematical phenomena of quantity, change and relationship, and uncertainty through project- and activity-based assessment. Emphasis is placed on authentic contexts which will introduce the concepts of numeracy, proportional reasoning, dimensional analysis, rates of growth, personal finance, consumer statistics, practical probabilities, and mathematics for citizenship. Upon completion, students should be able to utilize quantitative information as consumers and to make personal, professional, and civic decisions by decoding, interpreting, using, and communicating quantitative information found in modern media and encountered in everyday life.

MAT 152 Statistical Methods I 4.0 UNITS
This course provides a project-based approach to introductory statistics with an emphasis on using real-world data and statistical literacy. Topics include descriptive statistics, correlation and regression, basic probability, discrete and continuous probability distributions, confidence intervals and hypothesis testing. Upon completion, students should be able to use appropriate technology to describe important characteristics of a data set, draw inferences about a population from sample data, and interpret and communicate results.

MAT 171 Precalculus Algebra 4.0 UNITS
This course is designed to develop topics which are fundamental to the study of Calculus. Emphasis is placed on solving equations and inequalities, solving systems of equations and inequalities, and analysis of functions (absolute value, radical, polynomial, rational, exponential, and logarithmic) in multiple representations. Upon completion, students should be able to select and use appropriate models and techniques for finding solutions to algebra-related problems with and without technology.

MAT 172 Precalculus Trigonometry 4.0 UNITS
This course is designed to develop an understanding of topics which are fundamental to the study of Calculus. Emphasis is placed on the analysis of trigonometric functions in multiple representations, right and oblique triangles, vectors, polar coordinates, conic sections, and parametric equations. Upon completion, students should be able to select and use appropriate models and techniques for finding solutions to trigonometry-related problems with and without technology.

MAT 263 Brief Calculus 4.0 UNITS
This course is designed to introduce concepts of differentiation and integration and their applications to solving problems. Topics include graphing, differentiation, and integration with emphasis on applications drawn from business, economics, and biological and behavioral sciences. Upon completion, students should be able to demonstrate an understanding of the use of basic calculus and technology to solve problems and to analyze and communicate results.

MAT 271 Calculus I 4.0 UNITS
This course is designed to develop the topics of differential and integral calculus. Emphasis is placed on limits, continuity, derivatives and integrals of algebraic and transcendental functions of one variable. Upon completion, students should be able to select and use appropriate models and techniques for finding solutions to derivative-related problems with and without technology.

MAT 272 Calculus II 4.0 UNITS
This course is designed to develop advanced topics of differential and integral calculus. Emphasis is placed on the applications of definite integrals, techniques of integration, indeterminate forms, improper integrals, infinite series, conic sections, parametric equations, polar coordinates, and differential equations. Upon completion, students should be able to select and use appropriate models and techniques for finding solutions to integral-related problems with and without technology.

MAT 273 Calculus III 4.0 UNITS
This course is designed to develop the topics of multivariate calculus. Emphasis is placed on multivariate functions, partial derivatives, multiple integration, solid analytical geometry, vector valued functions, and line and surface integrals. Upon completion, students should be able to select and use appropriate models and techniques for finding the solution to multivariate-related problems with and without technology.

MECHANICAL (MEC)

MEC 111 Machine Processes I 3.0 UNITS
This course introduces shop safety, hand tools, machine processes, measuring instruments, and the operation of machine shop equipment. Topics include use and care of tools, safety, measuring tools, and the basic setup and operation of common machine tools. Upon completion, students should be able to manufacture simple parts to specified tolerance.

MEC 112 Machine Processes II 3.0 UNITS
This course covers advanced use of milling machines and lathes. Emphasis is placed on safety and compound setup of milling machines and lathes for manufacture of projects with a specified fit. Upon completion, students should be able to demonstrate proper procedures for manufacture of assembled parts.

MEC 128 CNC Machining Processes 4.0 UNITS
This course covers programming, setup, and operations of CNC turning, milling, and other CNC machines. Topics include programming formats, control functions, program editing, and part production and inspection. Upon

completion, students should be able to manufacture simple parts using CNC machines.

MEC 130 Mechanisms 3.0 UNITS
This course introduces the purpose and action of various mechanical devices. Topics include cams, cables, gear trains, differentials, screws, belts, pulleys, shafts, levers, lubricants, and other devices. Upon completion, students should be able to analyze, maintain, and troubleshoot the components of mechanical systems.

MEDICAL ASSISTING (MED)

MED 110 Orientation to Medical Assisting 1.0 UNIT
This course covers the history of medicine and the role of the medical assistant in the health care setting. Emphasis is placed on professionalism, communication, attitude, behaviors, and duties in the medical environment. Upon completion, students should be able to project a positive attitude and promote the profession of medical assisting.

MED 112 Orientation to Clinic Setting I 1.0 UNIT
This course provides an early opportunity to observe and/or perform in the medical setting. Emphasis is placed on medical assisting procedures including appointment scheduling, filing, greeting patients, telephone techniques, billing, collections, medical records, and related medical procedures. Upon completion, students should be able to identify administrative and clinical procedures in the medical environment.

MED 118 Medical Law and Ethics 2.0 UNITS
This course covers legal relationships of physicians and patients, contractual agreements, professional liability, malpractice, medical practice acts, informed consent, and bioethical issues. Emphasis is placed on legal terms, professional attitudes, and the principles and basic concepts of ethics and laws involved in providing medical services. Upon completion, students should be able to meet the legal and ethical responsibilities of a multi-skilled health professional.

MED 120 Survey of Medical Terminology 2.0 UNITS
This course introduces the vocabulary, abbreviations, and symbols used in the language of medicine. Emphasis is placed on building medical terms using prefixes, suffixes, and word roots. Upon completion, students should be able to pronounce, spell, and define accepted medical terms.

MED 121 Medical Terminology I 3.0 UNITS
This course introduces prefixes, suffixes, and word roots used in the language of medicine. Topics include medical vocabulary and the terms that relate to the anatomy, physiology, pathological conditions, and treatment of selected systems. Upon completion, students should be able to pronounce, spell, and define medical terms as related to selected body systems and their pathological disorders.

MED 122 Medical Terminology II 3.0 UNITS
This course is the second in a series of medical terminology courses. Topics include medical vocabulary and the terms that relate to the anatomy, physiology, pathological conditions, and treatment of selected systems. Upon completion, students should be able to pronounce, spell, and define medical terms as related to selected body systems and their pathological disorders.

MED 130 Administrative Office Procedures I 2.0 UNITS
This course introduces medical office administrative procedures. Topics include appointment processing, written and oral communications, medical records, patient orientation, and safety. Upon completion, students should be able to perform basic administrative skills within the medical environment.

MED 131 Administrative Office Procedures II 2.0 UNITS
This course provides medical office procedures in both economic and management skills. Topics include physical plant maintenance, equipment and supplies, liability coverage, medical economics, and introductory insurance procedures. Upon completion, students should be able to manage the economics of the medical office and supervise personnel.

MED 140 Examining Room Procedures I 5.0 UNITS
This course provides instruction in clinical examining room procedures. Topics include asepsis, infection control, assisting with exams and treatment, patient education, preparation and administration of medications, EKG, vital signs, and medical emergencies. Upon completion, students should be able to demonstrate competence in exam room procedures.

MED 150 Laboratory Procedures I 5.0 UNITS
This course provides instruction in basic lab techniques used by the medical assistant. Topics include lab safety, quality control, collecting and processing specimens, performing selective tests, phlebotomy, screening and follow-up of test results, and OSHA/CLIA regulations. Upon completion, students should be able to perform basic lab tests/skills based on course topics.

MED 232 Medical Insurance Coding 2.0 UNITS
This course is designed to develop coding skills. Emphasis is placed on advanced diagnostic and procedural coding in the outpatient facility. Upon completion, students should be able to demonstrate proficiency in coding for reimbursement.

MED 240 Examining Room Procedures II 5.0 UNITS
This course is designed to expand and build upon skills presented in MED 140. Emphasis is placed on advanced exam room procedures. Upon completion, students should be able to demonstrate enhanced competence in selected exam room procedures.

MED 260 MED Clinical Practicum 5.0 UNITS
This course provides the opportunity to apply clinical, laboratory, and administrative skills in a medical facility. Emphasis is placed on enhancing competence in clinical and administrative skills necessary for comprehensive patient care and strengthening professional communications and interactions. Upon completion, students should be able to function as an entry-level health care professional.

MED 264 Medical Assisting Overview 2.0 UNITS
This course provides an overview of the complete medical assisting curriculum. Emphasis is placed on all facets of medical assisting pertinent to administrative, laboratory, and clinical procedures performed in the medical environment. Upon completion, students should be able to demonstrate competence in the areas covered on the national certification examination for medical assistants.

MED 270 Symptomatology 3.0 UNITS
This course covers the study of disease symptoms and the appropriate actions taken by medical assistants in a medical facility in relation to these symptoms. Emphasis is placed on interviewing skills and appropriate triage, preparing patients for procedures, and screening test results. Upon completion, students should be able to recognize how certain symptoms relate to specific diseases, recognize emergency situations, and take appropriate actions.

MED 272 Drug Therapy 3.0 UNITS
This course focuses on major drug groups, including their side effects, interactions, methods of administration, and proper documentation. Emphasis is placed on the theory of drug administration. Upon completion, students should be able to identify, spell, recognize side effects of, and document the most commonly used medications in a physician's office.

MARKETING AND RETAILING (MKT)

MKT 120 Principles of Marketing 3.0 UNITS
This course introduces principles and problems of marketing goods and services. Topics include promotion, placement, and pricing strategies for products. Upon completion, students should be able to apply marketing principles in organizational decision making.

MEDICAL LABORATORY TECHNOLOGY (MLT)

MLT 110 Introduction to Mlt 3.0 UNITS
This course introduces all aspects of the medical laboratory profession. Topics include health care/laboratory organization, professional ethics, basic laboratory techniques, safety, quality assurance, and specimen collection. Upon completion, students should be able to demonstrate a basic understanding of laboratory operations and be able to perform basic laboratory skills.

MLT 111 Urinalysis & Body Fluids 2.0 UNITS
This course introduces the laboratory analysis of urine and body fluids. Topics include physical, chemical, and microscopic examination of the urine and body fluids. Upon completion, students should be able to demonstrate theoretical comprehension in performing and interpreting urinalysis and body fluid tests.

MLT 120 Hematology/Hemostasis I 4.0 UNITS
This course introduces the theory and technology used in analyzing blood cells and the study of hemostasis. Topics include hematology, hemostasis, and related laboratory testing. Upon completion, students should be able to demonstrate theoretical comprehension of hematology/hemostasis, perform diagnostic techniques, and correlate laboratory findings with disorders.

MLT 125 Immunohematology I 5.0 UNITS
This course introduces the immune system and response; basic concepts of antigens, antibodies, and their reactions; and applications in transfusion medicine and serodiagnostic testing. Emphasis is placed on immunological and blood banking techniques including concepts of cellular and humoral immunity and pretransfusion testing. Upon completion, students should be able to demonstrate theoretical comprehension in performing and interpreting routine immunological and blood bank procedures.

MLT 126 Immunology and Serology 2.0 UNITS
This course introduces the immune system and response and basic concepts of antigens, antibodies, and their reactions. Emphasis is placed on basic principles of immunologic and serodiagnostic techniques and concepts of cellular and humoral immunity in health and disease. Upon completion, students should be able to demonstrate theoretical comprehension and application in performing and interpreting routine immunologic and serodiagnostic procedures.

MLT 127 Transfusion Medicine 3.0 UNITS
This course introduces the blood group systems and their applications in transfusion medicine. Emphasis is placed on blood bank techniques including blood grouping and typing, pretransfusion testing, donor selection and processing, and blood component preparation and therapy. Upon completion, students should be able to demonstrate theoretical comprehension and application in performing/interpreting routine blood bank procedures and recognizing/resolving common problems.

MLT 130 Clinical Chemistry I 4.0 UNITS
This course introduces the quantitative analysis of blood and body fluids and their variations in health and disease. Topics include clinical biochemistry, methodologies, instrumentation, and quality control. Upon completion, students should be able to demonstrate theoretical comprehension of clinical chemistry, perform diagnostic techniques, and correlate laboratory findings with disorders.

MLT 140 Introduction to Microbiology 3.0 UNITS
This course introduces basic techniques and safety procedures in clinical microbiology. Emphasis is placed on the morphology and identification of common pathogenic organisms, aseptic technique, staining techniques, and usage of common media. Upon completion, students should be able to demonstrate theoretical comprehension in performing and interpreting basic clinical microbiology procedures.

MLT 217 Professional Issues 1.0 UNIT
This course surveys professional issues in preparation for career entry. Emphasis is placed on work readiness and theoretical concepts in microbiology, immunohematology, hematology, and clinical chemistry. Upon completion, students should be able to demonstrate competence in career entry-level areas and be prepared for the national certification examination.

MLT 220 Hematology/Hemostasis II 3.0 UNITS
This course covers the theories and techniques used in the advanced analysis of human blood cells and hemostasis. Emphasis is placed on the study of hematologic disorders, abnormal cell development and morphology, and related testing. Upon completion, students should be able to demonstrate a theoretical comprehension and application of abnormal hematology and normal and abnormal hemostasis.

MLT 240 Special Clinical Microbiology 3.0 UNITS
This course is designed to introduce special techniques in clinical microbiology. Emphasis is placed on advanced areas in microbiology. Upon completion, students should be able to demonstrate theoretical comprehension in performing and interpreting specialized clinical microbiology procedures.

MLT 253 MLT Practicum I 3.0 UNITS
This course provides entry-level clinical laboratory experience. Emphasis is placed on technique, accuracy, and precision. Upon completion, students should be able to demonstrate entry-level competence on final clinical evaluations.

MLT 265 MLT Practicum II 5.0 UNITS
This course provides entry-level clinical laboratory experience. Emphasis is placed on technique, accuracy, and precision. Upon completion, students should be able to demonstrate entry-level competence on final clinical evaluations.

MLT 275 MLT Practicum III 5.0 UNITS
This course provides entry-level clinical laboratory experience. Emphasis is placed on technique, accuracy, and precision. Upon completion, students should be able to demonstrate entry-level competence on final clinical evaluations.

MUSIC (MUS)

MUS 110 Music Appreciation 3.0 UNITS
This course is a basic survey of the music of the Western world. Emphasis is placed on the elements of music, terminology, composers, form, and style within a historical perspective. Upon completion, students should be able to demonstrate skills in basic listening and understanding of the art of music.

MUS 112 Introduction to Jazz 3.0 UNITS
This course introduces the origins and musical components of jazz and the contributions of its major artists. Emphasis is placed on the development of discriminating listening habits, as well as the investigation of the styles and structural forms of the jazz idiom. Upon completion, students should be able to demonstrate skills in listening and understanding this form of American music.

MUS 113 American Music 3.0 UNITS
This course introduces various musical styles, influences, and composers of the United States from pre-Colonial times to the present. Emphasis is placed on the broad variety of music particular to American culture. Upon completion, students should be able to demonstrate skills in basic listening and understanding of American music.

MUS 210 History of Rock Music 3.0 UNITS
This course is a survey of Rock music from the early 1950's to the present. Emphasis is placed on musical groups, soloists, and styles related to the evolution of this idiom and on related historical and social events. Upon completion, students should be able to identify specific styles and to explain the influence of selected performers within their respective eras.

NURSING ASSISTANT (NAS)

NAS 101 Nurse Aide I 6.0 UNITS
This course includes basic nursing skills required to provide safe, competent personal care for individuals. Emphasis is placed on person-centered care, the aging process, communication, safety/emergencies, infection prevention, legal and ethical issues, vital signs, height and weight measurements, elimination, nutrition, basic restorative care/rehabilitation, dementia, mental health and end-of-life care. Upon completion, students should be able to demonstrate knowledge and skills and be eligible to test for listing on the North Carolina Nurse Aide I Registry.

NAS 102 Nurse Aide II 6.0 UNITS
This course provides training in Nurse Aide II tasks. Emphasis is placed on the role of the Nurse Aide II, sterile technique and specific tasks such as urinary catheterization, wound care, respiratory procedures, ostomy care, peripheral IV assistive activities, and alternative feeding methods. Upon completion, students should be able to demonstrate knowledge and skills and safe performance of skills necessary to be eligible for listing on the North Carolina Nurse Aide II Registry.

NAS 106 Geriatric Aide 6.0 UNITS
This course is designed to enhance the knowledge of the Nurse Aide I providing care to the aging population. Emphasis is placed on the person-centered care, stress management, health promotion, dementia/challenging behaviors, mental health issues, and end-of-life/palliative care. Upon completion, students should be able to demonstrate knowledge and provide safe care for the aging population and are eligible to be listed on the North Carolina Geriatric Nurse Aide registry.

NETWORKING TECHNOLOGY (NET)

NET 110 Networking Concepts 3.0 UNITS
This course introduces students to the networking field. Topics include network terminology and protocols, local-area networks, wide-area networks, OSI model, cabling, router programming, Ethernet, IP addressing, and network standards. Upon completion, students should be able to perform tasks related to networking mathematics, terminology, and models, media, Ethernet, subnetting, and TCP/IP Protocols.

NET 125 Introduction to Networks 3.0 UNITS
This course introduces the architecture, structure, functions, components, and models of the Internet and computer networks. Topics include introduction to the principles of IP addressing and fundamentals of Ethernet concepts, media, and operations. Upon completion, students should be able to build simple LANs, perform basic configurations for routers and switches, and implement IP addressing schemes.

NET 126 Switching and Routing 3.0 UNITS
This course covers the architecture, components, and operations of routers and switches in small networks and introduces wireless local area networks (WLAN) and security concepts. Emphasis is placed on configuring and troubleshooting routers and switches for advanced functionality using security best practices and resolving common network issues utilizing both IPv4 and IPv6 protocols. Upon completion, students should be able to configure VLANs and Inter-VLAN routing applying security best practices, troubleshoot inter-VLAN routing on Layer 3 devices, configure redundancy on a switched network using STP and EtherChannel, configure WLANs using a WLC and L2 security best practices and configure IPv4 and IPv6 static routing on routers.

NET 225 Enterprise Networking 3.0 UNITS
This course is designed to cover the architecture, components, operations, and security to scale for large, complex networks, including wide area network (WAN) technologies. Emphasis is placed on configuring, troubleshooting, and securing enterprise network devices and understanding how application programming interfaces (API) and configuration management tools enable network automation. Upon completion, students should be able to configure link state routing protocols, implement ACLs to filter traffic and secure administrative access, configure NAT services on the router to provide address scalability, explain techniques to provide address scalability and secure remote access for WAN, and explain how automation affects evolving networks.

NET 226 Network Programmability 3.0 UNITS
This course covers the methodologies and tools of modern software development, applied to IT and Network operations. Emphasis is placed on network programming in current network scripting languages, using GIT and common data formats, deploying applications as containers, using Continuous Integration/Continuous Deployment (CI/CD) pipelines and automating infrastructure using code. Upon completion, students should be able to use basic Python programming and Linux skills, implement a development environment, use software development and design best practices, create a secure API, use current technologies to deploy and secure applications and compare software testing and deployment methods in automation and simulation environments.

NETWORK OPERATING SYSTEMS (NOS)

NOS 110 Operating Systems Concepts 3.0 UNITS
This course introduces students to a broad range of operating system concepts, including installation and maintenance. Emphasis is place on operating system concepts, management, maintenance, and resources required. Upon completion of this course, students will have an understanding of OS concepts, installation, management, maintenance, using a variety of operating systems.

NOS 120 Linux/UNIX Single User 3.0 UNITS
This course develops the necessary skills for students to develop both GUI and command line skills for using and customizing a Linux workstation. Topics include Linux file system and access permissions, GNOME Interface, VI editor, X Window System expression pattern matching, I/O redirection, network and printing utilities. Upon completion, students should be able to customize and use Linux systems for command line requirements and desktop productivity roles.

NOS 130 Windows Single User 3.0 UNITS
This course introduces operating system concepts for single-user systems. Topics include hardware management, file and memory management, system configuration/optimization, and utilities. Upon completion, students should be able to perform operating systems functions at the support level in a single-user environment.

NOS 230 Windows Administration I 3.0 UNITS

NOS 231 Windows Administration II 3.0 UNITS
This course covers the management of a Windows Server operating system. Emphasis is placed on the deployment of print services, network services, Active Directory, group policies and access controls. Upon completion, students should be able to deploy and manage services on a Windows Server operating system.

NOS 232 Windows Administration III 3.0 UNITS
This course covers management and configuration of a highly available Windows Server operating system. Emphasis is placed on the implementation of business continuity and disaster recovery procedures for network services and access controls. Upon completion, students should be able to manage and configure a highly available Windows Server operating system.

NURSING (NUR)

NUR 111 Introduction to Health Concepts 8.0 UNITS
This course introduces the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts within each domain including medication administration, assessment, nutrition, ethics, interdisciplinary teams, informatics, evidence-based practice, individual-centered care, and quality improvement. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.

NUR 112 Health-Illness Concepts 5.0 UNITS
This course is designed to further develop the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of acid-base, metabolism, cellular regulation, oxygenation, infection, stress/coping, health-wellness-illness, communication, caring interventions, managing care, safety, quality improvement, and informatics. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.

NUR 113 Family Health Concepts 5.0 UNITS
This course is designed to further develop the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of oxygenation, sexuality, reproduction, grief/loss, mood/affect, behaviors, development, family, health-wellness-illness, communication, caring interventions, managing care, safety, and advocacy. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.

NUR 114 Holistic Health Concepts 5.0 UNITS
This course is designed to further develop the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of cellular regulation, perfusion, inflammation, sensory perception, stress/coping, mood/affect, cognition, self, violence, health-wellness-illness, professional behaviors, caring interventions, and safety. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.

NUR 117 Pharmacology 2.0 UNITS
This course introduces information concerning sources, effects, legalities, and the safe use of medications as therapeutic agents. Emphasis is placed on nursing responsibility, accountability, pharmacokinetics, routes of medication administration, contraindications and side effects.Upon completion, students should be able to compute dosages and administer medication safely.

NUR 211 Health Care Concepts 5.0 UNITS
This course is designed to further develop the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of cellular regulation, perfusion, infection, immunity, mobility, comfort, behaviors, health-wellness-illness, clinical decision-making, caring interventions, managing care, and safety. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.

NUR 212 Health System Concepts 5.0 UNITS
This course is designed to further develop the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of grief/loss, violence, health-wellness-illness, collaboration, managing care, safety, advocacy, legal issues, policy, healthcare systems, ethics, accountability, and evidence-based practice. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course

NUR 213 Complex Health Concepts 10.0 UNITS
This course is designed to assimilate the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of fluid/electrolytes, metabolism, perfusion, mobility, stress/coping, violence, health-wellness-illness, professional behaviors, caring interventions, managing care, healthcare systems, and quality improvement. Upon completion, students should be able to demonstrate the knowledge, skills, and attitudes necessary to provide quality, individualized, entry level nursing care.

NUR 214 Nsg Transition Concepts 4.0 UNITS
This course is designed to introduce concepts within the three domains of the individual, healthcare, and nursing as the LPN transitions to the ADN role. Emphasis is placed on the concepts within each domain including evidenced-based practice, quality improvement, communication, safety, interdisciplinary team, clinical decision-making, informatics, assessment, caring, and health-wellness-illness. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.

NUR 221 LPN to ADN Concepts I 9.0 UNITS
This course is designed for the LPN to ADN student to explore the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of safety, perfusion, inflammation, oxygenation, mood/affect, behavior, development, family, health-wellness-illness, sensory perception, stress/coping, cognition, self, violence, and professional behaviors. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.

NUR 223 LPN to ADN Concepts II 9.0 UNITS
This course is designed for the LPN to ADN student to assimilate the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of fluid/electrolytes, metabolism, thermoregulation, oxygenation, tissue integrity, infection, perfusion, mobility, reproduction, sexuality, health-wellness-illness, professional behaviors, accountability, advocacy, and collaboration. Upon completion, students should be able to demonstrate the knowledge, skills, and attitudes necessary to provide quality, individualized, entry-level nursing care.

OFFICE SYSTEMS TECHNOLOGY (OST)

OST 131 Keyboarding 2.0 UNITS
This course covers basic keyboarding skills. Emphasis is placed on the touch system, correct techniques, and development of speed and accuracy. Upon completion, students should be able to key at an acceptable speed and accuracy level using the touch system.

OST 132 Keyboard Skill Building 2.0 UNITS
An additional segment will involve the fundamentals of proofreading and correcting the on-screen appearance, format, accuracy, and contents of documents.

OST 136 Word Processing 3.0 UNITS
This course is designed to introduce word processing concepts and applications. Topics include preparation of a variety of documents and mastery of specialized software functions. Upon completion, students should be able to work effectively in a computerized word processing environment.

PHYSICAL EDUCATION (PED)

PED 110 Fit and Well for Life 2.0 UNITS
This course is designed to investigate and apply the basic concepts and principles of lifetime physical fitness and other health-related factors. Emphasis is placed on wellness through the study of nutrition, weight control, stress management, and consumer facts on exercise and fitness. Upon completion, students should be able to plan a personal, lifelong fitness program based on individual needs, abilities, and interests.

PED 111 Physical Fitness I 1.0 UNIT
This course provides an individualized approach to physical fitness utilizing the five major components. Emphasis is placed on the scientific basis for setting up and engaging in personalized physical fitness programs. Upon completion, students should be able to set up and implement an individualized physical fitness program.

PED 113 Aerobics I 1.0 UNIT
This course introduces a program of cardiovascular fitness involving continuous, rhythmic exercise. Emphasis is placed on developing cardiovascular efficiency, strength, and flexibility and on safety precautions. Upon completion, students should be able to select and implement a rhythmic aerobic exercise program.

PED 120 Walking for Fitness 1.0 UNIT
This course introduces fitness through walking. Emphasis is placed on stretching, conditioning exercises, proper clothing, fluid needs, and injury prevention. Upon completion, students should be able to participate in a recreational walking program.

PED 122 Yoga I 1.0 UNIT
This course introduces the basic discipline of yoga. Topics include proper breathing, relaxation techniques, and correct body positions. Upon completion, students should be able to demonstrate the procedures of yoga.

PED 123 Yoga II 1.0 UNIT
This course introduces more detailed aspects of the discipline of yoga. Topics include breathing and physical postures, relaxation, and mental concentration. Upon completion, students should be able to demonstrate advanced procedures of yoga.

PED 125 Self-Defense: Beginning 1.0 UNIT
This course is designed to aid students in developing rudimentary skills in self-defense. Emphasis is placed on stances, blocks, punches, and kicks as well as non-physical means of self-defense. Upon completion, students should be able to demonstrate basic self-defense techniques of a physical and non-physical nature.

PED 142 Lifetime Sports 1.0 UNIT
This course is designed to give an overview of a variety of sports activities. Emphasis is placed on the skills and rules necessary to participate in a variety of lifetime sports. Upon completion, students should be able to demonstrate an awareness of the importance of participating in lifetime sports activities.

PED 237 Tae Kwon Do 1.0 UNIT
This course introduces martial arts using the Tae Kwon Do form. Topics include proper conditioning exercises, proper terminology, historical foundations, etiquette, and drills. Upon completion, students should be able to perform skills and techniques related to this form of martial arts.

PHILOSOPHY (PHI)

PHI 215 Philosophical Issues 3.0 UNITS
This course introduces fundamental issues in philosophy considering the views of classical and contemporary philosophers. Emphasis is placed on knowledge and belief, appearance and reality, determinism and free will, faith and reason, and justice and inequality. Upon completion, students should be able to identify, analyze, and critically evaluate the philosophical components of an issue.

PHI 240 Introduction to Ethics 3.0 UNITS
This course introduces theories about the nature and foundations of moral judgments and applications to contemporary moral issues. Emphasis is placed on moral theories such as consequentialism, deontology, and virtue ethics. Upon completion, students should be able to apply various ethical theories to moral issues such as abortion, capital punishment, poverty, war, terrorism, the treatment of animals, and issues arising from new technologies.

PHARMACY (PHM)

PHM 110 Introduction to Pharmacy 3.0 UNITS
This course introduces pharmacy practice and the technician's role in a variety of pharmacy settings. Topics include medical terminology and abbreviations, drug delivery systems, law and ethics, prescription and medication orders,

and the health care system. Upon completion, students should be able to explain the role of pharmacy technicians, read and interpret drug orders, describe quality assurance, and utilize pharmacy references.

PHM 111 Pharmacy Practice I 4.0 UNITS
This course provides instruction in the technical procedures for preparing and dispensing drugs in the hospital and retail settings under supervision of a registered pharmacist. Topics include drug packaging and labeling, out-patient dispensing, hospital dispensing procedures, controlled substance procedures, inventory control, and non-sterile compounding. Upon completion, students should be able to perform basic supervised dispensing techniques in a variety of pharmacy settings.

PHM 115 Pharmacy Calculations 3.0 UNITS
This course provides an introduction to the metric, avoirdupois, and apothecary systems of measurement and the calculations used in pharmacy practice. Topics include ratio and proportion, dosage determinations, percentage preparations, reducing and enlarging formulas, dilution and concentration, aliquots, specific gravity and density, and flow rates. Upon completion, students should be able to correctly perform calculations required to properly prepare a medication order.

PHM 118 Sterile Products 4.0 UNITS
This course provides an introduction to intravenous admixture preparation and other sterile products, including total parenteral nutrition and chemotherapy. Topics include aseptic techniques; facilities, equipment, and supplies utilized in admixture preparation; incompatibility and stability; laminar flow hoods; immunizations and irrigation solutions; and quality assurance. Upon completion, students should be able to describe and demonstrate the steps involved in preparation of intermittent and continuous infusions, total parenteral nutrition, and chemotherapy.

PHM 120 Pharmacology I 3.0 UNITS
This course introduces the study of the properties, effects, and therapeutic value of the primary agents in the major drug categories. Topics include nutritional products, blood modifiers, hormones, diuretics, cardiovascular agents, respiratory drugs, and gastrointestinal agents. Upon completion, students should be able to place major drugs into correct therapeutic categories and identify indications, side effects, and trade and generic names.

PHM 125 Pharmacology II 3.0 UNITS
This course provides a continuation of the study of the properties, effects, and therapeutic value of the primary agents in the major drug categories. Topics include autonomic and central nervous system agents, anti-inflammatory agents, and anti-infective drugs. Upon completion, students should be able to place major drugs into correct therapeutic categories and identify indications, side effects, and trade and generic names.

PHM 132 Pharmacy Clinical 2.0 UNITS
This course provides an opportunity to work in pharmacy settings under a pharmacist's supervision. Emphasis is placed on effective communication with personnel, developing proper employee attitude, and dispensing of medications. Upon completion, students should be able to demonstrate an understanding of pharmacy operations, utilize references, dispense medications, prepare patient charges, and efficiently operate computers.

PHM 134 Pharmacy Clinical 4.0 UNITS
This course provides an opportunity to work in pharmacy settings under a pharmacist's supervision. Emphasis is placed on effective communication with personnel, developing proper employee attitude, and dispensing of medications. Upon completion, students should be able to demonstrate an understanding of pharmacy operations, utilize references, dispense medications, prepare patient charges, and efficiently operate computers.

PHM 136 Pharmacy Clinical 6.0 UNITS
This course provides an opportunity to work in pharmacy settings under a pharmacist's supervision. Emphasis is placed on effective communication with personnel, developing proper employee attitude, and dispensing of medications. Upon completion, students should be able to demonstrate an understanding of pharmacy operations, utilize references, dispense medications, prepare patient charges, and efficiently operate computers.

PHM 138 Pharmacy Clinical 8.0 UNITS
This course provides an opportunity to work in pharmacy settings under a pharmacist's supervision. Emphasis is placed on effective communication with personnel, developing proper employee attitude, and dispensing of medications. Upon completion, students should be able to demonstrate an understanding of pharmacy operations, utilize references, dispense medications, prepare patient charges, and efficiently operate computers.

PHM 140 Trends in Pharmacy 2.0 UNITS
This course covers the major issues, trends, and concepts in contemporary pharmacy practice. Topics include professional ethics, continuing education, job placement, and the latest developments in pharmacy technician practice. Upon completion, students should be able to demonstrate a basic knowledge of the topics discussed.

PHM 150 Hospital Pharmacy 4.0 UNITS
This course provides an in-depth study of hospital pharmacy practice. Topics include hospital organizational structure, committee functions, utilization of reference works, purchasing and inventory control, drug delivery systems, and intravenous admixture preparation. Upon completion, students should be able to explain hospital organization/committee functions, interpret and enter patient orders, fill unit-dose cassettes, and prepare intravenous admixtures.

PHM 155 Community Pharmacy 3.0 UNITS
This course covers the operational procedures relating to retail pharmacy. Emphasis is placed on a general knowledge of over-the-counter products, prescription processing, business/inventory management, and specialty patient services. Upon completion, students should be able to provide technical assistance and support to the retail pharmacist.

PHM 160 Pharm Dosage Forms 3.0 UNITS
This course is a study of pharmaceutical dosage forms and considerations in their manufacture. Topics include bioavailability, routes of administration, tablets, capsules, solutions, syrups, suspensions, elixirs, aerosols, transdermals, topicals, ophthalmics, otics, and other dosage forms. Upon completion, students should be able to describe the characteristics of the major dosage forms and explain how these characteristics affect the action of the drug.

PHM 165 Pharmacy Prof Practice 2.0 UNITS
This course provides a general overview of all aspects of pharmacy technician practice. Emphasis is placed on pharmacy law, calculations, compounding, pharmacology, and pharmacy operations. Upon completion, students should be able to demonstrate competence in the areas required for the Pharmacy Technician Certification Examination.

PHM 265 Professional Issues 3.0 UNITS
This course provides a comprehensive discussion of topics common to the practice of the pharmacy technician. Emphasis is placed on application of professional competencies including legal/ethical issues, leadership/management concepts and employability skills. Upon completion, students should be able to demonstrate competence in pharmacy workplace skills and leadership/management roles.

PHYSICS (PHY)

PHY 110A Conceptual Physics Lab 1.0 UNIT
This course is a laboratory for PHY 110. Emphasis is placed on laboratory experiences that enhance materials presented in PHY 110. Upon completion, students should be able to apply the laboratory experiences to the concepts presented in PHY 110.

PHY 110 Conceptual Physics 3.0 UNITS

PHY 131 Physics-Mechanics 4.0 UNITS
This algebra/trigonometry-based course introduces fundamental physical concepts as applied to engineering technology fields. Topics include systems of units, problem-solving methods, graphical analysis, vectors, motion, forces, Newton's laws of motion, work, energy, power, momentum, and properties of matter. Upon completion, students should be able to apply the principles studied to applications in engineering technology fields.

PHY 151 College Physics I 4.0 UNITS
This course uses algebra- and trigonometry-based mathematical models to introduce the fundamental concepts that describe the physical world. Topics include units and measurement, vectors, linear kinematics and dynamics, energy, power, momentum, fluid mechanics, and heat. Upon completion, students should be able to demonstrate an understanding of the principles involved and display analytical problem-solving ability for the topics covered.

PHY 152 College Physics II 4.0 UNITS
This course uses algebra- and trigonometry-based mathematical models to introduce the fundamental concepts that describe the physical world. Topics include electrostatic forces, electric fields, electric potentials, direct-current circuits, magnetostatic forces, magnetic fields, electromagnetic induction, alternating-current circuits, and light. Upon completion, students should be able to demonstrate an understanding of the principles involved and display analytical problem-solving ability for the topics covered.

PROJECT MANAGEMENT TECHNOLOGY (PMT)

PMT 110 Introduction to Project Management 3.0 UNITS
This course introduces project management fundamentals and principles for organizing, planning, implementing, and controlling nonroutine activities to achieve schedule, budget and performance objectives. Topics include project life cycles; work breakdown structures; responsibility matrixes; as well as planning and control methods such as PERT/CPM and Gantt charts. Upon completion, students should be able to demonstrate knowledge, strategies, and techniques needed to create and execute plans for project development and management.

POLITICAL SCIENCE (POL)

POL 120 American Government 3.0 UNITS
This course is a study of the origins, development, structure, and functions of American government. Topics include the constitutional framework, federalism, the three branches of government including the bureaucracy, civil rights and liberties, political participation and behavior, and policy process. Upon completion, students should be able to demonstrate an understanding of the basic concepts and participatory processes of the American political system.

POL 210 Comparative Government 3.0 UNITS
This course provides a cross-national perspective on the government and politics of contemporary nations such as Great Britain, France, Germany, and Russia. Topics include each country's historical uniqueness, key institutions, attitudes and ideologies, patterns of interaction, and current political problems. Upon completion, students should be able to identify and compare various nations' governmental structures, processes, ideologies, and capacity to resolve major problems.

POL 220 International Relations 3.0 UNITS
This course provides a study of the effects of ideologies, trade, armaments, and alliances on relations among nation-states. Emphasis is placed on regional and global cooperation and conflict, economic development, trade, non-governmental organizations, and international institutions such as the World Court and UN. Upon completion, students should be able to identify and discuss major international relationships, institutions, and problems.

PSYCHOLOGY (PSY)

PSY 118 Interpersonal Psychology 3.0 UNITS
This course introduces the basic principles of psychology as they relate to personal and professional development. Emphasis is placed on personality traits, communication/leadership styles, effective problem solving, and cultural diversity as they apply to personal and work environments. Upon completion, students should be able to demonstrate an understanding of these principles of psychology as they apply to personal and professional development.

PSY 150 General Psychology 3.0 UNITS
This course provides an overview of the scientific study of human behavior. Topics include history, methodology, biopsychology, sensation, perception, learning, motivation, cognition, abnormal behavior, personality theory, social psychology, and other relevant topics. Upon completion, students should be able to demonstrate a basic knowledge of the science of psychology.

PSY 231 Forensic Psychology 3.0 UNITS
This course introduces students to concepts which unite psychology and the legal system. Topics include defining competency, insanity, involuntary commitment, as well as introducing forensic assessment techniques, such as interviewing process, specialized assessments, and collecting collateral information. Upon completion, students should be able to demonstrate knowledge in areas of forensic psychology: risk assessment, criminal competencies, insanity, psychopathology, and mentally disordered offenders.

PSY 237 Social Psychology 3.0 UNITS
This course introduces the study of individual behavior within social contexts. Topics include affiliation, attitude formation and change, conformity, altruism, aggression, attribution, interpersonal attraction, and group behavior. Upon completion, students should be able to demonstrate an understanding of the basic principles of social influences on behavior.

PSY 241 Developmental Psychology 3.0 UNITS
This course is a study of human growth and development. Emphasis is placed on major theories and perspectives as they relate to the physical, cognitive, and psychosocial aspects of development from conception to death. Upon completion, students should be able to demonstrate knowledge of development across the life span.

PSY 255 Intro to Exceptionality 3.0 UNITS
This course introduces the psychology of the exceptional person. Topics include theoretical perspectives, terminology, and interventions pertaining to various handicapping conditions as well as the resulting psychosocial adjustments. Upon completion, students should be able to demonstrate a basic understanding of the potentials and limitations of the exceptional person.

PSY 263 Educational Psychology 3.0 UNITS
This course examines the application of psychological theories and principles to the educational process and setting. Topics include learning and cognitive theories, achievement motivation, teaching and learning styles, teacher and learner roles, assessment, and developmental issues. Upon completion, students should be able to demonstrate an understanding of the application of psychological theory to educational practice.

PSY 265 Behavioral Modification 3.0 UNITS
This course is an applied study of factors influencing human behavior and strategies for behavioral change. Emphasis is placed on cognitive-behavioral theory, behavioral assessment, practical applications of conditioning techniques, and maintenance of adaptive behavior patterns. Upon completion, students should be able to implement basic learning principles to effect behavioral changes in self and others.

PSY 281 Abnormal Psychology 3.0 UNITS
This course provides an examination of the various psychological disorders, as well as theoretical, clinical, and experimental perspectives of the study of psychopathology. Emphasis is placed on terminology, classification, etiology, assessment, and treatment of the major disorders. Upon completion, students should be able to distinguish between normal and abnormal behavior patterns as well as demonstrate knowledge of etiology, symptoms, and therapeutic techniques.

RADIOGRAPHY (RAD)

RAD 110 Rad Intro & Patient Care 3.0 UNITS
This course provides an overview of the radiography profession and student responsibilities. Emphasis is placed on basic principles of patient care, radiation protection, technical factors, and medical terminology. Upon completion, students should be able to demonstrate basic skills in these areas.

RAD 111 RAD Procedures I 4.0 UNITS
This course provides the knowledge and skills necessary to perform standard radiographic procedures. Emphasis is placed on radiography of the chest, abdomen, extremities, bony thorax and pelvis. Upon completion, students should be able to demonstrate competence in these areas.

RAD 112 RAD Procedures II 4.0 UNITS
This course provides the knowledge and skills necessary to perform standard radiographic procedures. Emphasis is placed on radiography of the skull, spine, and gastrointestinal, biliary, and urinary systems. Upon completion, students should be able to demonstrate competence in these areas.

RAD 121 Image Production I 3.0 UNITS
This course provides the basic principles of radiographic image production. Emphasis is placed on image production, x-ray equipment, receptor exposure, and basic imaging quality factors. Upon completion, students should be able to demonstrate an understanding of basic principles of radiographic image production.

RAD 122 Image Production II 2.0 UNITS
This course is designed to continue to develop the concepts and principles in the field of radiologic technology. Emphasis is placed on advanced digital principles and production. Upon completion, students should be able to demonstrate an understanding of advanced principles of digital imaging production.

RAD 141 Radiation Safety 2.0 UNITS
This course covers the principles of radiation protection and radiobiology. Topics include the effects of ionizing radiation on body tissues, protective measures for limiting exposure to the patient and personnel, and radiation monitoring devices. Upon completion, students should be able to demonstrate an understanding of the effects and uses of radiation in diagnostic radiology.

RAD 151 RAD Clinical Ed I 2.0 UNITS
This course introduces patient management and basic radiographic procedures in the clinical setting. Emphasis is placed on mastering positioning of the chest and extremities, manipulating equipment, and applying principles of ALARA. Upon completion, students should be able to demonstrate successful completion of clinical objectives.

RAD 161 RAD Clinical Ed II 5.0 UNITS
This course provides additional experience in patient management and in more complex radiographic procedures. Emphasis is placed on mastering positioning of the spine, pelvis, head and neck, and thorax and adapting procedures to meet patient variations. Upon completion, students should be able to demonstrate successful completion of clinical objectives.

RAD 171 RAD Clinical Ed III 3.0 UNITS
This course provides experience in patient management specific to advanced radiographic procedures. Emphasis is placed on applying appropriate technical factors to all studies and transitioning to mastering positioning of advanced studies. Upon completion, students should be able to demonstrate successful completion of clinical objectives.

RAD 211 Radiographic Procedures III 3.0 UNITS
This course provides the knowledge and skills necessary to perform standard and specialty radiographic procedures. Emphasis is placed on radiographic specialty procedures, advanced imaging, radiographic pathology and image analysis. Upon completion, students should be able to demonstrate an understanding of these areas.

RAD 231 Image Production III 2.0 UNITS
This course is designed to continue to develop the concepts and principles in the field of radiologic technology. Emphasis is placed on complex imaging production and principles, quality control and quality assurance in the imaging sciences. Upon completion, students should be able to demonstrate an understanding of advanced radiographic equipment and quality control programs.

RAD 251 RAD Clinical Ed IV 7.0 UNITS
This course provides the opportunity to continue mastering all basic radiographic procedures and to attain experience in advanced areas. Emphasis is placed on equipment operation, pathological recognition, pediatric and geriatric variations, and further awareness of radiation protection requirements. Upon completion, students should be able to demonstrate successful completion of clinical objectives.

RAD 261 Radiographic Clinical Education V 7.0 UNITS
This course is designed to enhance expertise in all radiographic procedures, patient management, radiation protection, and image production and evaluation. Emphasis is placed on developing an autonomous approach to the diversity of clinical situations and successfully adapting to those procedures. Upon completion, students should be able to demonstrate successful completion of clinical objectives.

RAD 271 Radiography Capstone 3.0 UNITS
This course provides an opportunity to exhibit problem-solving skills required for certification. Emphasis is placed on critical thinking and integration of didactic and clinical components. Upon completion, students should be able to demonstrate the knowledge required of an entry-level radiographer.

RESPIRATORY CARE (RCP)

RCP 110 Intro to Respiratory Care 4.0 UNITS
This course introduces the role of the respiratory care practitioner within interprofessional teams and interacting with diverse populations. Topics include medical gas administration, basic patient assessment, infection control, and medical terminology using proper written and oral communication methods to prepare students for clinical practice. Upon completion, students should be able to demonstrate competence in respiratory therapy concepts and procedures through written and laboratory evaluations.

RCP 111 Therapeutics/Diagnostics 5.0 UNITS
This course provides emphasis on therapeutic and diagnostic procedures. Topics include applying problem solving strategies in the patient care setting, applying ethical principles in decision making, and practicing professional responsibilities, which will prepare students for clinical practice. Upon completion, students should be able to demonstrate competence in respiratory therapy concepts and procedures through written and laboratory evaluations.

RCP 112 Patient Management 4.0 UNITS
This course provides entry-level skills in respiratory care procedures in acute and non-acute care settings. Emphasis is placed on therapeutic modalities and physiological effects, monitoring mechanical ventilation, and problem-solving strategies based on evidence-based medicine protocols and clinical practice guidelines. Upon completion, students should be able to demonstrate competence in respiratory therapy concepts and procedures through written and laboratory evaluations.

RCP 113 RCP Pharmacology 2.0 UNITS
This course covers the drugs used in the treatment of cardiopulmonary diseases. Emphasis is placed on the uses, actions, indications, administration, and hazards of pharmacological agents. Upon completion, students should be able to demonstrate competence though written evaluations.

RCP 114 C-P Anatomy & Physiology 3.0 UNITS
This course provides a concentrated study of cardiopulmonary anatomy and physiology essential to the practice of respiratory care. Emphasis is placed on cardiovascular and pulmonary physiology, acid/base balance, and blood gas interpretation. Upon completion, students should be able to demonstrate competence in these concepts through written evaluation.

RCP 115 C-P Pathophysiology 2.0 UNITS
This course introduces the etiology, pathophysiology, clinical signs and symptoms, diagnoses, prognoses, complications, and management of cardiopulmonary diseases. Emphasis is placed on developing, evaluating, and modifying respiratory care plans based on evidence-based medicine protocols and clinical practice guidelines. Upon completion, students should be able to demonstrate competence in cardio-pulmonary disease concepts through written evaluations.

RCP 122 Special Practice Lab 1.0 UNIT
This course provides additional laboratory learning opportunities in respiratory care. Emphasis is placed on therapeutic procedures and equipment management. Upon completion, students should be able to demonstrate competence in concepts and procedures through laboratory evaluations.

RCP 123 Special Practice Lab 1.0 UNIT
This course provides additional laboratory learning opportunities in respiratory care. Emphasis is placed on therapeutic procedures and equipment management. Upon completion, students should be able to demonstrate competence in concepts and procedures through laboratory evaluations.

RCP 132 RCP Clinical Practice I 2.0 UNITS
This course provides entry-level clinical experience. Emphasis is placed on therapeutic and diagnostic patient care. Upon completion, students should be able to demonstrate clinical competence in required performance evaluations.

RCP 142 RCP Clinical Practice II 2.0 UNITS
This course provides entry-level clinical experience. Emphasis is placed on therapeutic and diagnostic patient care. Upon completion, students

should be able to demonstrate clinical competence in required performance evaluations.

RCP 144 RCP Clinical Practice II 4.0 UNITS
This course provides entry-level clinical experience. Emphasis is placed on therapeutic and diagnostic patient care. Upon completion, students should be able to demonstrate clinical competence in required performance evaluations.

RCP 145 RCP Clinical Practice II 5.0 UNITS
This course provides entry-level clinical experience. Emphasis is placed on therapeutic and diagnostic patient care. Upon completion, students should be able to demonstrate clinical competence in required performance evaluations.

RCP 152 RCP Clinical Practice III 2.0 UNITS
This course provides entry-level clinical experience. Emphasis is placed on therapeutic and diagnostic patient care. Upon completion, students should be able to demonstrate clinical competence in required performance evaluations.

RCP 154 RCP Clinical Practice III 4.0 UNITS
This course provides entry-level clinical experience. Emphasis is placed on therapeutic and diagnostic patient care. Upon completion, students should be able to demonstrate clinical competence in required performance evaluations.

RCP 210 Critical Care Concepts 4.0 UNITS
This course provides further refinement of acute patient care and underlying pathophysiology. Topics include a continuation in the application and management of mechanical ventilation, assessment underlying pathophysiology, and introduction of critical care monitoring. Upon completion, students should be able to demonstrate competence in respiratory therapy concepts and procedures through written, laboratory and/or clinical simulation evaluations.

RCP 211 Adv Monitoring/Procedures 4.0 UNITS
This course includes advanced information gathering and decision making for the respiratory care professional using evidence-based respiratory care protocols. Topics include advanced cardiac monitoring, special procedures, respiratory care protocols, and disease management. Upon completion, students should be able to assess, recommend, and independently modify respiratory care protocols through written, laboratory and/or clinical simulation evaluations.

RCP 213 Neonatal/Ped's Concepts 2.0 UNITS
This course provides comprehensive coverage of the concepts of neonatal and pediatric respiratory care. Emphasis is placed on pathophysiology, patient assessment and special therapeutic needs of neonates and children based on evidence-based medicine protocols and clinical practice guidelines. Upon completion, students should be able to demonstrate competence in the neonatal and pediatric respiratory care concepts through written evaluations.

RCP 215 Career Preparation 1.0 UNIT
This course provides an overview of respiratory therapy concepts in preparation for credentialing exam. Emphasis is placed on registry preparation. Upon completion, students should be able to demonstrate a comprehensive knowledge of respiratory therapy and be prepared for successful completion of the credentialing process.

RCP 222 Special Practice Lab 1.0 UNIT
This course provides additional laboratory learning opportunities in respiratory care. Emphasis is placed on therapeutic procedures and equipment management. Upon completion, students should be able to demonstrate competence in concepts and procedures through laboratory evaluations.

RCP 234 RCP Clinical Practice IV 4.0 UNITS
This course provides advanced practitioner clinical experience. Emphasis is placed on therapeutic and diagnostic patient care. Upon completion, students should be able to demonstrate clinical competence in required performance evaluations.

RCP 245 RCP Clinical Practice V 5.0 UNITS
This course provides advanced practitioner clinical experience. Emphasis is placed on therapeutic and diagnostic patient care. Upon completion, students should be able to demonstrate clinical competence in required performance evaluations.

RCP 246 RCP Clinical Practice V 6.0 UNITS
This course provides advanced practitioner clinical experience. Emphasis is placed on therapeutic and diagnostic patient care. Upon completion, students should be able to demonstrate clinical competence in required performance evaluations.

RELIGION (REL)

REL 110 World Religions 3.0 UNITS
This course introduces the world's major religious traditions. Topics include Primal religions, Hinduism, Buddhism, Islam, Judaism, and Christianity. Upon completion, students should be able to identify the origins, history, beliefs, and practices of the religions studied.

REL 112 Western Religions 3.0 UNITS
This course introduces the major western religious traditions. Topics include Zoroastrianism, Islam, Judaism, and Christianity. Upon completion, students should be able to identify the origins, history, beliefs, and practices of the religions studied.

REL 211 Introduction to Old Testament 3.0 UNITS
This course is a survey of the literature of the Hebrews with readings from the law, prophets, and other writings. Emphasis is placed on the use of literary, historical, archeological, and cultural analysis. Upon completion, students should be able to use the tools of critical analysis to read and understand Old Testament literature.

REL 212 Introduction to New Testament 3.0 UNITS
This course is a survey of the literature of first-century Christianity with readings from the gospels, Acts, and the Pauline and pastoral letters. Topics include the literary structure, audience, and religious perspective of the writings, as well as the historical and cultural context of the early Christian community. Upon completion, students should be able to use the tools of critical analysis to read and understand New Testament literature.

REL 221 Religion in America 3.0 UNITS
This course is an examination of religious beliefs and practice in the United States. Emphasis is placed on mainstream religious traditions and non-traditional religious movements from the Colonial period to the present. Upon completion, students should be able to recognize and appreciate the diversity of religious traditions in America.

SUBSTANCE ABUSE (SAB)

SAB 110 Substance Abuse Overview 3.0 UNITS
This course provides an overview of the core concepts in substance abuse and dependence. Topics include the history of drug use/abuse, effects on societal members, treatment of addiction, and preventive measures. Upon completion, students should be able to demonstrate knowledge of the etiology of drug abuse, addiction, prevention, and treatment.

SAB 120 Intake and Assessment 3.0 UNITS
This course develops processes for establishment of client rapport, elicitation of client information on which therapeutic activities are based, and stimulation of client introspection. Topics include diagnostic criteria, functions of counseling, nonverbal behavior, collaterals and significant others, dual diagnosis, client strengths and weakness, uncooperative clients, and crisis interventions. Upon completion, students should be able to establish communication with clients, recognize disorders, obtain information for counseling, and terminate the counseling process.

SAB 125 SA Case Management 3.0 UNITS
This course provides case management activities, including record keeping, recovery issues, community resources, and continuum of care. Emphasis is placed on establishing a systematic approach to monitor the treatment plan and maintain quality of life. Upon completion, students should be able to assist clients in the continuum of care as an ongoing recovery process and develop agency networking.

SAB 135 Addictive Process 3.0 UNITS
This course explores the physical, emotional, psychological, and cultural aspects of the addictive process. Emphasis is placed on addictions to food,

sex, alcohol, drugs, work, gambling, and relationships. Upon completion, students should be able to identify the effects, prevention strategies, and treatment methods associated with addictive disorders.

SAB 137 Co-Dependency 3.0 UNITS
This course introduces the adult child concept and co-dependency as syndromes of the addictive process. Emphasis is placed on treatment and recovery within the context of a paradigm shift which allows the individual to choose a healthy model of life. Upon completion, students should be able to assess levels of co-dependency and associated levels of physical and mental health and develop strategies to enhance health.

SAB 210 Addiction & Recovery Counseling 3.0 UNITS
This course provides theory and skills acquisition by utilizing intervention strategies designed to obtain therapeutic information, support recovery, and prevent relapse. Topics include counseling individuals and dysfunctional families, screening instruments, counseling techniques and approaches, recovery and relapse, and special populations. Upon completion, students should be able to discuss issues critical to recovery, identify intervention models, and initiate a procedure culminating in cognitive/behavioral change.

SAB 240 Sab Issues in Client Serv 3.0 UNITS
This course introduces systems of professional standards, values, and issues in substance abuse counseling. Topics include confidentiality, assessment of personal values, professional responsibilities, competencies, and ethics relative to multicultural counseling and research. Upon completion, students should be able to understand and discuss multiple ethical issues applicable to counseling and apply various decision-making models to current issues.

INFORMATION SYSTEMS SECURITY (SEC)

SEC 110 Security Concepts 3.0 UNITS
This course introduces the concepts and issues related to securing information systems and the development of policies to implement information security controls. Topics include the historical view of networking and security, security issues, trends, security resources, and the role of policy, people, and processes in information security. Upon completion, students should be able to identify information security risks, create an information security policy, and identify processes to implement and enforce policy.

SEC 160 Security Administration I 3.0 UNITS
This course provides an overview of security administration and fundamentals of designing security architectures. Topics include networking technologies, TCP/IP concepts, protocols, network traffic analysis, monitoring, and security best practices. Upon completion, students should be able to identify normal network traffic using network analysis tools and design basic security defenses.

SIMULATION & GAME DEVELOPMENT (SGD)

SGD 111 Introduction to Simulation and Game 3.0 UNITS
This course provides students with an introduction to simulation and game development. Topics include setting, storytelling, narrative, character design, interface design, game play, internal economy, core mechanics, game genres, AI, the psychology of game design and professionalism. Upon completion, students should be able to demonstrate knowledge of the major aspects of simulation and game design and development.

SGD 112 SGD Design I 3.0 UNITS
This course introduces the fundamentals of simulation and game design. Topics include industry standards and design elements for simulation and games. Upon completion, students should be able to design simple simulations and/or games.

SGD 113 SGD Programming I 3.0 UNITS
This course introduces the fundamentals of programming languages and tools employed in simulation and game development. Emphasis is placed on programming concepts used to create simulations and games. Upon completion, students should be able to program simple games and/or simulations.

SGD 114 SGD 3D Modeling I 3.0 UNITS
This course introduces the tools required to create three-dimensional (3D) models. Emphasis is placed on exploring tools used to create 3D models. Upon completion, students should be able to create and animate 3D models using 3D modeling tools.

SGD 116 SGD Graphic Design Tools 3.0 UNITS
This course introduces students to computer-based graphic design tools and their use within the context of simulation and game design. Topics include texture creation, map creation, and introduction to advanced level graphic design techniques. Upon completion, students should be able to competently use and explain industry-standard graphic design software.

SGD 125 Simulation and Game Artificial 3.0 UNITS
This course introduces the artificial intelligence concepts related to simulation and game development. Emphasis is placed on expert systems. Upon completion, students should be able to describe the basic concepts and procedures related to the development of artificial intelligence systems used in simulation and games.

SGD 161 SGD 2D Animation 3.0 UNITS
This course introduces the fundamental principles of animation used in simulation and game development. Emphasis is placed on historical survey of animation, aspects of the animation process and animation techniques. Upon completion, students should be able to produce character sketches, morph simple objects, create walk and run cycles and develop professional storyboards.

SGD 162 SGD 3D Animation I 3.0 UNITS
This course introduces the fundamental principles of 3D animation used in simulation and game development. Emphasis is placed on a historical survey of 3D animation, aspects of the 3D animation techniques. Upon completion, students should be able to produce 3D character sketches, morph simple objects, create walk and run cycles and develop professional storyboards.

SGD 164 SGD Audio/Video 3.0 UNITS
This course introduces various aspects of audio and video and their application in simulations and games. Topics include techniques for producing and editing audio and video for multiple digital mediums. Upon completion, students should be able to produce and edit audio and video for simulations and games.

SGD 165 SGD Character Development 3.0 UNITS
This course introduces the concepts needed to create fictional personalities for use in digital videos, animations, simulations, and games. Topics include aspects of character, developing backgrounds, mannerisms, and voice. Upon completion, students should be able to develop characters and backgrounds for simulations and games.

SGD 212 Simulation and Game Development 3.0 UNITS
This course covers the advanced principles of simulation and game design. Topics include advanced design concepts in simulation and game development. Upon completion, students should be able to design an advanced simulation or game.

SGD 213 Simulation Game Development Programming 3.0 UNITS
This course covers advanced programming concepts used to create simulations and games. Emphasis is placed on acquiring advanced programming skills for use in creating simulations and games. Upon completion, students should be able to program an advanced simulation or game.

SGD 214 SGD 3D Modeling II 3.0 UNITS
This course introduces the tools used to create and animate advanced 3-dimensional models. Emphasis is placed on identifying and utilizing the tools required to create and animate advanced 3D models. Upon completion, students should be able to create and animate advanced 3D models using 3D modeling tools.

SGD 244 SGD 3D Modeling III 3.0 UNITS
This course is designed to further a student's knowledge in creating visually compelling 3D models through the use of industry-standard software. Emphasis is placed on learning how to develop accurate textures and normal maps. Upon completion, students should be able to develop industry-caliber 3D models.

SGD 285 SGD Software Engineering 3.0 UNITS
This course introduces object-oriented software engineering concepts related to simulation and game development. Topics include systematic approaches to the development, operation and maintenance of simulations and games. Upon completion, students should be able to apply software engineering techniques to the development of simulations and games.

SGD 289 Simulation and Game Development Project 3.0 UNITS
This course provides students with the opportunity to create a functional simulation or game with minimal instructor support. Emphasis is placed upon verbal and written communication, skill documentation, professional presentation and user training. Upon completion, students should be able to create and professionally present a fully functional simulation or game.

SOCIOLOGY (SOC)

SOC 210 Introduction to Sociology 3.0 UNITS
This course introduces the scientific study of human society, culture, and social interactions. Topics include socialization, research methods, diversity and inequality, cooperation and conflict, social change, social institutions, and organizations. Upon completion, students should be able to demonstrate knowledge of sociological concepts as they apply to the interplay among individuals, groups, and societies.

SOC 213 Sociology of the Family 3.0 UNITS
This course covers the institution of the family and other intimate relationships. Emphasis is placed on mate selection, gender roles, sexuality, communication, power and conflict, parenthood, diverse lifestyles, divorce and remarriage, and economic issues. Upon completion, students should be able to analyze the family as a social institution and the social forces which influence its development and change.

SOC 220 Social Problems 3.0 UNITS
This course provides an in-depth study of current social problems. Emphasis is placed on causes, consequences, and possible solutions to problems associated with families, schools, workplaces, communities, and the environment. Upon completion, students should be able to recognize, define, analyze, and propose solutions to these problems.

SOC 225 Social Diversity 3.0 UNITS
This course provides a comparison of diverse roles, interests, opportunities, contributions, and experiences in social life. Topics include race, ethnicity, gender, sexual orientation, class, and religion. Upon completion, students should be able to analyze how cultural and ethnic differences evolve and how they affect personality development, values, and tolerance.

SOC 232 Social Context of Aging 3.0 UNITS
This course provides an overview of the social implications of the aging process. Emphasis is placed on the roles of older adults within families, work and economics, politics, religion, education, and health care. Upon completion, students should be able to identify and analyze changing perceptions, diverse lifestyles, and social and cultural realities of older adults.

SPANISH (SPA)

SPA 111 Elementary Spanish I 3.0 UNITS
This course introduces the fundamental elements of the Spanish language within a cultural context. Emphasis is placed on the development of basic listening, speaking, reading, and writing skills. Upon completion, students should be able to comprehend and respond with grammatical accuracy to spoken and written Spanish and demonstrate cultural awareness.

SPA 112 Elementary Spanish II 3.0 UNITS
This course is a continuation of SPA 111 focusing on the fundamental elements of the Spanish language within a cultural context. Emphasis is placed on the progressive development of listening, speaking, reading, and writing skills. Upon completion, students should be able to comprehend and respond with increasing proficiency to spoken and written Spanish and demonstrate further cultural awareness.

SPA 120 Spanish for the Workplace 3.0 UNITS
This course offers applied Spanish for the workplace to facilitate basic communication with people whose native language is Spanish. Emphasis is placed on oral communication and career-specific vocabulary that targets health, business, and/or public service professions. Upon completion, students should be able to communicate at a functional level with native speakers and demonstrate cultural sensitivity.

SPA 141 Culture and Civilization 3.0 UNITS
This course provides an opportunity to explore issues related to the Hispanic world. Topics include historical and current events, geography, and customs. Upon completion, students should be able to identify and discuss selected topics and cultural differences related to the Hispanic world.

SPA 161 Cultural Immersion 3.0 UNITS
This course explores Hispanic culture through intensive study on campus and field experience in a host country or comparable area within the United States. Topics include an overview of linguistic, historical, geographical, sociopolitical, economic, and/or artistic concerns of the area visited. Upon completion, students should be able to exhibit first-hand knowledge of issues pertinent to the host area and demonstrate understanding of cultural differences.

SPA 181 Spanish Lab 1 1.0 UNIT
This course provides an opportunity to enhance acquisition of the fundamental elements of the Spanish language. Emphasis is placed on the progressive development of basic listening, speaking, reading, and writing skills through the use of various supplementary learning media and materials. Upon completion, students should be able to comprehend and respond with grammatical accuracy to spoken and written Spanish and demonstrate cultural awareness.

SPA 182 Spanish Lab 2 1.0 UNIT
This course provides an opportunity to enhance acquisition of the fundamental elements of the Spanish language. Emphasis is placed on the progressive development of basic listening, speaking, reading, and writing skills through the use of various supplementary learning media and materials. Upon completion, students should be able to comprehend and respond with increasing proficiency to spoken and written Spanish and demonstrate cultural awareness.

SOCIAL WORK (SWK)

SWK 110 Intro to Social Work 3.0 UNITS
This course examines the historical development, values, orientation, and professional standards of social work and focuses on the terminology and broader systems of social welfare. Emphasis is placed on the various fields of practice including those agencies whose primary function is financial assistance, corrections, mental health, and protective services. Upon completion, students should be able to demonstrate an understanding of the knowledge, values, and skills of the social work professional.

SWK 113 Working With Diversity 3.0 UNITS
This course examines and promotes understanding, sensitivity, awareness, and knowledge of human diversity. Emphasis is placed on professional responsibilities, duties, and skills critical to multicultural human services practice. Upon completion, students should be able to integrate and expand knowledge, skills, and cultural awareness relevant to diverse populations.

TRANSPORTATION TECHNOLOGY (TRN)

TRN 110 Introduction to Transport Technology 2.0 UNITS
This course covers workplace safety, hazardous materials, environmental regulations, hand tools, service information, basic concepts, vehicle systems, and common transportation industry terminology. Topics include familiarization with major vehicle systems, proper use of various hand and power tools, material safety data sheets, and personal protective equipment. Upon completion, students should be able to demonstrate appropriate safety procedures, identify and use basic shop tools, and describe government regulations regarding transportation repair facilities.

TRN 180 Basic Welding for Transportation 3.0 UNITS
This course covers the terms and procedures for welding various metals used in the transportation industry with an emphasis on personal safety and environmental health. Topics include safety and precautionary measures, setup/operation of MIG equipment, metal identification methods, types of welds/joints, techniques, inspection methods, cutting processes and other related issues. Upon completion, students should be able to demonstrate a basic knowledge of welding operations and safety procedures according to industry standard

WORK-BASED LEARNING (WBL)

WBL 110 World of Work 1.0 UNIT
This course covers basic knowledge necessary for gaining and maintaining employment. Topics include job search skills, work ethic, meeting employer expectations, workplace safety, and human relations. Upon completion, students should be able to successfully make the transition from school to work.

WBL 111 Work-Based Learning I 1.0 UNIT
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

WBL 112 Work-Based Learning I 2.0 UNITS
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

WBL 113 Work-Based Learning I 3.0 UNITS
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

WBL 115 Work-Based Learning Seminar I 1.0 UNIT
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

WBL 121 Work-Based Learning II 1.0 UNIT
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

WBL 122 Work-Based Learning II 2.0 UNITS
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

WBL 125 Work-Based Learning Seminar II 1.0 UNIT
This course description may be written by the individual colleges.

WBL 131 Work-Based Learning III 1.0 UNIT
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

WBL 132 Work-Based Learning III 2.0 UNITS
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

WBL 211 Work-Based Learning IV 1.0 UNIT
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

WBL 221 Work-Based Learning V 1.0 UNIT
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

WBL 231 Work-Based Learning VI 1.0 UNIT
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

WEB TECHNOLOGIES (WEB)

WEB 110 Web Development Fundamentals 3.0 UNITS
This course introduces World Wide Web Consortium (W3C) standard markup language. Topics include creating web pages, responsive design, file transfer, deployment, accessibility, and other related W3C topics. Upon completion, students should be able to deploy a hand-coded website created using the HyperText Markup Language (HTML) and Cascading Style Sheet (CSS) standards.

WEB 111 Introduction to Web Graphics 3.0 UNITS
This course introduces the creation of web graphics, and addressing problems peculiar to WWW display using appropriate software. Topics include web graphics file types, optimization, RGB color, web typography, elementary special effects, transparency, animation, slicing, basic photo manipulation, and other related topics. Upon completion, students should be able to create graphics, such as animated banners, buttons, backgrounds, logos, and manipulate photographic images for Web delivery.

WEB 115 Web Markup and Scripting 3.0 UNITS
This course introduces Worldwide Web Consortium (W3C) Internet programming using JavaScript. Topics include basic syntax, object-oriented programming, functions, variables, events, arrays, validation, accessibility, and web standards. Upon completion, students should be able to write, debug, maintain well-formed and well documented interactive web content using JavaScript code.

WEB 120 Introduction to Internet Multimedia 3.0 UNITS
This course introduces the creation of rich media for the Internet. Topics include the design, production and delivery of interactive content, rich media, digital video, and digital audio. Upon completion, students should be able to create multimedia projects incorporating graphics, text, video, and audio using industry standard authoring software or web standards.

WEB 140 Web Development Tools 3.0 UNITS
This course provides an introduction to web development tools.Topics include creating websites using web development tools and web standards. Upon completion, students should be able to create small web sites and upload files to a web server.

WELDING (WLD)

WLD 110 Cutting Processes 2.0 UNITS
This course introduces oxy-fuel and plasma-arc cutting systems. Topics include safety, proper equipment setup, and operation of oxy-fuel and plasma-arc cutting equipment with emphasis on straight line, curve and bevel cutting. Upon completion, students should be able to oxy-fuel and plasma-arc cut metals of varying thickness.

WLD 112 Basic Welding Processes 2.0 UNITS

WLD 115 SMAW (Stick) Plate 5.0 UNITS
This course introduces the shielded metal arc (stick) welding process. Emphasis is placed on padding, fillet, and groove welds in various positions with SMAW electrodes. Upon completion, students should be able to perform SMAW fillet and groove welds on carbon plate with prescribed electrodes.

WLD 116 SMAW (stick) Plate/Pipe 4.0 UNITS
This course is designed to enhance skills with the shielded metal arc (stick) welding process. Emphasis is placed on advancing manipulative skills with SMAW electrodes on varying joint geometry. Upon completion, students should be able to perform groove welds on carbon steel with prescribed electrodes in the flat, horizontal, vertical, and overhead positions.

WLD 121 GMAW (MIG) FCAW/Plate 4.0 UNITS
This course introduces metal arc welding and flux core arc welding processes. Topics include equipment setup and fillet and groove welds with emphasis on application of GMAW and FCAW electrodes on carbon steel plate. Upon completion, students should be able to perform fillet welds on carbon steel with prescribed electrodes in the flat, horizontal, and overhead positions.

WLD 122 GMAW (MIG) Plate/Pipe 3.0 UNITS
This course is designed to enhance skills with the gas metal arc (MIG) welding process. Emphasis is placed on advancing skills with the GMAW process making groove welds on carbon steel plate and pipe in various positions. Upon completion, students should be able to perform groove welds with prescribed electrodes on various joint geometry.

WLD 131 GTAW (TIG) Plate 4.0 UNITS
This course introduces the gas tungsten arc (TIG) welding process. Topics include correct selection of tungsten, polarity, gas, and proper filler rod with emphasis placed on safety, equipment setup, and welding techniques. Upon completion, students should be able to perform GTAW fillet and groove welds with various electrodes and filler materials.

WLD 132 GTAW (TIG) Plate/Pipe 3.0 UNITS
This course is designed to enhance skills with the gas tungsten arc (TIG) welding process. Topics include setup, joint preparation, and electrode selection with emphasis on manipulative skills in all welding positions on plate and pipe. Upon completion, students should be able to perform GTAW welds with prescribed electrodes and filler materials on various joint geometry.

WLD 141 Symbols and Specifications 3.0 UNITS
This course introduces the basic symbols and specifications used in welding. Emphasis is placed on interpretation of lines, notes, welding symbols, and specifications. Upon completion, students should be able to read and interpret symbols and specifications commonly used in welding.

WLD 151 Fabrication I 4.0 UNITS
This course introduces the basic principles of fabrication. Emphasis is placed on safety, measurement, layout techniques, cutting, joining techniques, and the use of fabrication tools and equipment. Upon completion, students should be able to perform layout activities and operate various fabrication and material handling equipment.

WLD 265 Automated Welding/Cutting 4.0 UNITS
This course introduces automated welding equipment and processes. Topics include setup, programming, and operation of automated welding and cutting equipment. Upon completion, students should be able to set up, program, and operate automated welding and cutting equipment.

PROGRAMS

AGE ELECTIVES

AGE Elective list

Courses		Credit Hours
ART 111	Art Appreciation	3
ART 114	Art History Survey I	3
ART 115	Art History Survey II	3
ART 116	Survey of American Art	3
ART 117	Non-Western Art History	3
BIO 110	Principles of Biology	4
BIO 110	Principles of Biology	4
BIO 111	General Biology I	4
BIO 112	General Biology II	4
BIO 140	Environmental Biology	3
BIO 163	Basic Anatomy & Physiology	5
BIO 165	Anatomy and Physiology I	4
BIO 166	Anatomy and Physiology II	4
BIO 275	Microbiology	4
BUS 110	Introduction to Business	3
BUS 115	Business Law I	3
BUS 137	Principles of Management	3
CHM 131	Introduction to Chemistry	3
CHM 132	Organic and Biochemistry	4
CHM 151	General Chemistry I	4
CHM 152	General Chemistry II	4
CIS 110	Introduction to Computers	3
CIS 115	Introduction to Programming and Logic	3
CJC 111	Introduction to Criminal Justice	3
CJC 121	Law Enforcement Operations	3
CJC 141	Corrections	3
COM 231	Public Speaking	3
CSC 134	C++ Programming	3
CSC 139	Visual BASIC Programming	3
CSC 151	JAVA Programming	3
CTS 115	Information Systems Business Concepts	3
ECO 251	Principles of Microeconomics	3
ECO 252	Principles of Macroeconomics	3
EDU 216	Foundations of Education	3
ENG 111	Writing and Inquiry	3

ENG 112	Writing and Research in the Disciplines	3
ENG 114	Professional Research & Reporting	3
ENG 125	Creative Writing I	3
ENG 231	American Literature I	3
ENG 232	American Literature II	3
ENG 241	British Literature I	3
ENG 242	British Literature II	3
HEA 110	Personal Health/Wellness	3
HIS 111	World Civilizations I	3
HIS 112	World Civilizations II	3
HIS 121	Western Civilization I	3
HIS 122	Western Civilization II	3
HIS 131	American History I	3
HIS 132	American History II	3
HIS 236	North Carolina History	3
HUM 110	Technology and Society	3
HUM 115	Critical Thinking	3
HUM 120	Cultural Studies	3
HUM 121	The Nature of America	3
HUM 122	Southern Culture	3
HUM 150	American Women's Studies	3
HUM 160	Introduction to Film	3
HUM 180	International Cultural Exploration	3
MAT 143	Quantitative Literacy	3
MAT 152	Statistical Methods I	4
MAT 171	Precalculus Algebra	4
MAT 172	Precalculus Trigonometry	4
MAT 263	Brief Calculus	4
MAT 271	Calculus I	4
MAT 272	Calculus II	4
MAT 273	Calculus III	4
MUS 110	Music Appreciation	3
MUS 112	Introduction to Jazz	3
MUS 113	American Music	3
MUS 210	History of Rock Music	3
PED 111	Physical Fitness I	1
PED 113	Aerobics I	1
PED 120	Walking for Fitness	1
PED 125	Self-Defense: Beginning	1
PHI 215	Philosophical Issues	3

PHI 240	Introduction to Ethics	3
PHY 110	Conceptual Physics	3
PHY 151	College Physics I	4
PHY 152	College Physics II	4
POL 120	American Government	3
POL 210	Comparative Government	3
PSY 150	General Psychology	3
PSY 237	Social Psychology	3
PSY 241	Developmental Psychology	3
PSY 263	Educational Psychology	3
PSY 281	Abnormal Psychology	3
REL 110	World Religions	3
REL 112	Western Religions	3
REL 211	Introduction to Old Testament	3
REL 212	Introduction to New Testament	3
REL 221	Religion in America	3
SOC 210	Introduction to Sociology	3
SOC 213	Sociology of the Family	3
SOC 232	Social Context of Aging	3
SPA 111	Elementary Spanish I	3
SPA 112	Elementary Spanish II	3
SPA 141	Culture and Civilization	3
SPA 161	Cultural Immersion	3
SPA 181	Spanish Lab 1	1
SPA 182	Spanish Lab 2	1

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BIO 110	Principles of Biology	4
BIO 111	General Biology I	4
BIO 112	General Biology II	4
BIO 140	Environmental Biology	3
BIO 163	Basic Anatomy & Physiology	5
BIO 165	Anatomy and Physiology I	4

BIO 166	Anatomy and Physiology II	4
BIO 275	Microbiology	4
BUS 110	Introduction to Business	3
BUS 115	Business Law I	3
BUS 137	Principles of Management	3
CHM 131	Introduction to Chemistry	3
CHM 132	Organic and Biochemistry	4
CHM 151	General Chemistry I	4
CHM 152	General Chemistry II	4
CIS 110	Introduction to Computers	3
CIS 115	Introduction to Programming and Logic	3
CJC 111	Introduction to Criminal Justice	3
CJC 121	Law Enforcement Operations	3
CJC 141	Corrections	3
COM 231	Public Speaking	3
CSC 134	C++ Programming	3
CSC 139	Visual BASIC Programming	3
CSC 151	JAVA Programming	3
CTS 115	Information Systems Business Concepts	3
ECO 251	Principles of Microeconomics	3
ECO 252	Principles of Macroeconomics	3
EDU 216	Foundations of Education	3
ENG 111	Writing and Inquiry	3
ENG 112	Writing and Research in the Disciplines	3
ENG 114	Professional Research & Reporting	3
ENG 125	Creative Writing I	3
ENG 231	American Literature I	3
ENG 232	American Literature II	3
ENG 241	British Literature I	3
ENG 242	British Literature II	3
HEA 110	Personal Health/Wellness	3
HIS 111	World Civilizations I	3
HIS 112	World Civilizations II	3
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HIS 236	North Carolina History	3
HUM 110	Technology and Society	3
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HUM 122	Southern Culture	3
HUM 150	American Women's Studies	3
HUM 160	Introduction to Film	3
HUM 180	International Cultural Exploration	3
MAT 143	Quantitative Literacy	3
MAT 152	Statistical Methods I	4
MAT 171	Precalculus Algebra	4
MAT 172	Precalculus Trigonometry	4
MAT 263	Brief Calculus	4
MAT 271	Calculus I	4
MAT 272	Calculus II	4
MAT 273	Calculus III	4
MUS 110	Music Appreciation	3
MUS 112	Introduction to Jazz	3
MUS 113	American Music	3
MUS 210	History of Rock Music	3
PED 111	Physical Fitness I	1
PED 113	Aerobics I	1
PED 120	Walking for Fitness	1
PED 125	Self-Defense: Beginning	1
PHI 215	Philosophical Issues	3
PHI 240	Introduction to Ethics	3
PHY 110	Conceptual Physics	3
PHY 151	College Physics I	4
PHY 152	College Physics II	4
POL 120	American Government	3
POL 210	Comparative Government	3
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PSY 237	Social Psychology	3
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REL 112	Western Religions	3
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REL 212	Introduction to New Testament	3
REL 221	Religion in America	3
SOC 210	Introduction to Sociology	3

SOC 213	Sociology of the Family	3
SOC 232	Social Context of Aging	3
SPA 111	Elementary Spanish I	3
SPA 112	Elementary Spanish II	3
SPA 141	Culture and Civilization	3
SPA 161	Cultural Immersion	3
SPA 181	Spanish Lab 1	1
SPA 182	Spanish Lab 2	1

ACCOUNTING AND FINANCE

Contact(s): Dalton Reeder

The Accounting and Finance curriculum is designed to provide students with the knowledge and the skills necessary for employment and growth in the accounting profession. Using the "language of business," accountants assemble and analyze, process, and communicate essential information about financial operations.

In addition to coursework in accounting principles, theories, and practice, students will study business law, finance, management, and economics. Related skills are developed through the study of communications, computer applications, financial analysis, critical thinking skills, and ethics.

Graduates should qualify for entry-level accounting positions in many types of organizations including accounting firms, small businesses, manufacturing firms, banks, hospitals, school systems, and governmental agencies. With work experience and additional education, an individual may advance in the accounting profession.

Learning Outcomes

Upon completion of this program, students will be able to:

- Demonstrate the ability to prepare a financial statement.
- Analyze and then apply proper tax treatments.
- Analyze, summarize, and prepare managerial accounting reports.
- Use computerized accounting tools to prepare accounting reports.
- Effectively communicate in writing to accounting customers and co-workers.

BOOKKEEPER CERTIFICATE:

Earn your American Institute of Professional Bookkeepers (AIPB) Bookkeeping Certification through completion of the ACC 220 course in the Accounting and Finance Degree program. Contact Dalton Reeder at (704) 991-0335 or areeder8468@stanly.edu for complete details.

Accounting and Finance Degree - A25800

First Year		
Fall		**Credit Hours**
ACA 111 or ACA 122	College Student Success College Transfer Success	1
ACC 120	Principles of Financial Accounting	4
BUS 110	Introduction to Business	3
CIS 110	Introduction to Computers	3
ENG 111	Writing and Inquiry	3
	Credit Hours	14
Spring		**Credit Hours**
ACC 121	Principles of Managerial Accounting	4
BUS 137	Principles of Management	3
ECO 251 or ECO 252	Principles of Microeconomics Principles of Macroeconomics	3
COM 120 or COM 231 or ENG 112	Intro to Interpersonal Communication Public Speaking Writing and Research in the Disciplines	3

or ENG 114	Professional Research & Reporting	
MAT 143 or MAT 152 or MAT 171	Quantitative Literacy Statistical Methods I Precalculus Algebra	3-4
	Credit Hours	16-17
Summer		**Credit Hours**
Humanities elective*		3
Social/Behavioral Science elective*		3
	Credit Hours	6
Second Year		
Fall		**Credit Hours**
ACC 131	Federal Income Taxes	3
ACC 149	Introduction to Accounting Spreadsheets	2
BUS 115	Business Law I	3
BUS 125	Personal Finance	3
BUS 240	Business Ethics	3
MKT 120	Principles of Marketing	3
	Credit Hours	17
Spring		**Credit Hours**
ACC 140	Payroll Accounting	2
ACC 150	Accounting Software Applications	2
ACC 220	Intermediate Accounting I	4
BUS 151	People Skills	3
BUS 260	Business Communication	3
	Credit Hours	14
	Total Credit Hours	67-68

Accounting and Finance Part-time Pathway

Term 1		**Credit Hours**
ACA 111 or ACA 122	College Student Success College Transfer Success	1
ACC 120	Principles of Financial Accounting	4
BUS 110	Introduction to Business	3
	Credit Hours	8
Term 2		**Credit Hours**
CIS 110	Introduction to Computers	3
ENG 111	Writing and Inquiry	3
	Credit Hours	6
Term 3		**Credit Hours**
ACC 121	Principles of Managerial Accounting	4
BUS 137	Principles of Management	3

ECO 251 or ECO 252	Principles of Microeconomics Principles of Macroeconomics	3
	Credit Hours	10
Term 4		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
	Credit Hours	6-7
Term 5		**Credit Hours**
Humanities elective*		3
Social Science elective*		3
	Credit Hours	6
Term 6		**Credit Hours**
ACC 131	Federal Income Taxes	3
ACC 149	Introduction to Accounting Spreadsheets	2
BUS 115	Business Law I	3
	Credit Hours	8
Term 7		**Credit Hours**
BUS 125	Personal Finance	3
BUS 240	Business Ethics	3
MKT 120	Principles of Marketing	3
	Credit Hours	9
Term 8		**Credit Hours**
ACC 140	Payroll Accounting	2
ACC 150	Accounting Software Applications	2
ACC 220	Intermediate Accounting I	4
	Credit Hours	8
Term 9		**Credit Hours**
BUS 151	People Skills	3
BUS 260	Business Communication	3
	Credit Hours	6
	Total Credit Hours	67-68

Accounting and Finance Diploma - D25800

First Year		
Fall		**Credit Hours**
ACA 111 or ACA 122	College Student Success College Transfer Success	1
ACC 120	Principles of Financial Accounting	4
ACC 131	Federal Income Taxes	3
BUS 110	Introduction to Business	3

BUS 125	Personal Finance	3
BUS 240	Business Ethics	3
	Credit Hours	17
Spring		**Credit Hours**
ACC 121	Principles of Managerial Accounting	4
BUS 137	Principles of Management	3
BUS 151	People Skills	3
ECO 251 or ECO 252	Principles of Microeconomics Principles of Macroeconomics	3
ENG 111	Writing and Inquiry	3
	Credit Hours	16
Summer		**Credit Hours**
CIS 110	Introduction to Computers	3
Social/Behavioral Science Elective*		3
	Credit Hours	6
	Total Credit Hours	39

Accounting and Finance Certificate - C25800

First Year		
Fall		**Credit Hours**
ACA 111 or ACA 122	College Student Success College Transfer Success	1
ACC 120	Principles of Financial Accounting	4
ACC 131	Federal Income Taxes	3
BUS 110	Introduction to Business	3
	Credit Hours	11
Spring		**Credit Hours**
ACC 140	Payroll Accounting	2
ACC 150	Accounting Software Applications	2
BUS 137	Principles of Management	3
	Credit Hours	7
	Total Credit Hours	18

ADVERTISING & GRAPHIC DESIGN

Contact(s): Josh Gooch

The Advertising and Graphic Design curriculum is designed to provide students with knowledge and skills necessary for employment in the graphic design profession which emphasizes design, advertising, illustration, and digital and multimedia preparation of printed and electronic promotional materials.

Students will be trained in the development of concept and design for promotional materials such as newspaper and magazine advertisements, posters, folders, letterheads, corporate symbols, brochures, booklets, preparation of art for printing, lettering and typography, photography, and electronic media.

Graduates should qualify for employment opportunities with graphic design studios, advertising agencies, printing companies, department stores, a wide variety of manufacturing industries, newspapers, and businesses with in-house graphics operations.

Learning Outcomes

Upon completion of this program, students will be able to:

- Demonstrate an application of design theory using industry standard software.
- Showcase advanced software skills in industry-specific software.
- Progress a concept to creation following graded project timeline milestones of Roughs Presentation and Idea Critique, Digital Comp Critique, and Complete Project Submission.
- Create complete output-specific design files meeting specific industry standards for web and print.
- Demonstrate the ability to answer a client brief through effective visual communication solutions.

Advertising & Graphic Design - Degree - A30100

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
DES 135	Principles and Elements of Design I	4
ENG 111	Writing and Inquiry	3
GRD 110	Typography I	3
GRD 121	Drawing Fundamentals I	2
	Credit Hours	16
Spring		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
GRD 131 or GRD 230	Illustration I Technical Illustration	2
GRD 141	Graphic Design I	4
GRD 151	Computer Design Basics	3
WEB 111	Introduction to Web Graphics	3
	Credit Hours	15
Summer		**Credit Hours**
ART 111	Art Appreciation	3
Technical Elective*		3
	Credit Hours	6
Second Year		
Fall		**Credit Hours**
GRA 121	Graphic Arts I	4
GRD 142	Graphic Design II	4
GRD 152	Computer Design Techniques I	3
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
Social Science Elective*		3
	Credit Hours	17-18
Spring		**Credit Hours**
GRD 241	Graphic Design III	4
GRD 280	Portfolio Design	4
WBL 111	Work-Based Learning I	1
Technical Elective*		6

	Credit Hours	15
	Total Credit Hours	69-70

Technical Electives

Courses		Credit Hours
BUS 110	Introduction to Business	3
CET 111	Computer Upgrade/Repair I	3
CTS 115	Information Systems Business Concepts	3
CTS 120	Hardware/Software Support	3
CTS 125	Presentation Graphics	3
GRD 167	Photographic Imaging I	3
MKT 120	Principles of Marketing	3
NOS 110	Operating Systems Concepts	3
SGD 114	SGD 3D Modeling I	3
SGD 161	SGD 2D Animation	3
SGD 162	SGD 3D Animation I	3
SGD 164	SGD Audio/Video	3
WEB 110	Web Development Fundamentals	3
WEB 120	Introduction to Internet Multimedia	3

Advertising and Graphic Design Part-time Pathway

Term 1		Credit Hours
ACA 111	College Student Success	1
DES 135	Principles and Elements of Design I	4
GRD 110	Typography I	3
GRD 121	Drawing Fundamentals I	2
	Credit Hours	10
Term 2		**Credit Hours**
GRD 131 or GRD 230	Illustration I Technical Illustration	2
GRD 141	Graphic Design I	4
GRD 151	Computer Design Basics	3
	Credit Hours	9
Term 3		**Credit Hours**
CIS 110	Introduction to Computers	3
ENG 111	Writing and Inquiry	3
	Credit Hours	6
Term 4		**Credit Hours**
GRA 121	Graphic Arts I	4
GRD 142	Graphic Design II	4
GRD 152	Computer Design Techniques I	3

	Credit Hours	11
Term 5		**Credit Hours**
GRD 241	Graphic Design III	4
Social Science elective*		3
Technical elective*		3
	Credit Hours	10
Term 6		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
	Credit Hours	6-7
Term 7		**Credit Hours**
ART 111	Art Appreciation	3
Technical elective*		6
	Credit Hours	9
Term 8		**Credit Hours**
GRD 280	Portfolio Design	4
WBL 111	Work-Based Learning I	1
WEB 111	Introduction to Web Graphics	3
	Credit Hours	8
	Total Credit Hours	69-70

Advertising & Graphic Design Diploma - D30100

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
CIS 110 or CIS 111	Introduction to Computers Basic PC Literacy	2-3
DES 125	Visual Presentation I	2
DES 135	Principles and Elements of Design I	4
GRA 121	Graphic Arts I	4
GRD 110	Typography I	3
	Credit Hours	16-17
Spring		**Credit Hours**
GRD 131	Illustration I	2
GRD 141	Graphic Design I	4
GRD 142	Graphic Design II	4
GRD 151	Computer Design Basics	3
WEB 111	Introduction to Web Graphics	3
	Credit Hours	16

Summer		Credit Hours
ENG 111	Writing and Inquiry	3
Humanities Elective*		3
	Credit Hours	6
	Total Credit Hours	38-39

Advertising & Graphic Design Web Design Diploma - D30100W

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
DES 125	Visual Presentation I	2
GRD 152	Computer Design Techniques I	3
MKT 120	Principles of Marketing	3
WEB 110	Web Development Fundamentals	3
	Credit Hours	15
Spring		**Credit Hours**
GRD 141	Graphic Design I	4
GRD 151	Computer Design Basics	3
WEB 111	Introduction to Web Graphics	3
WEB 115	Web Markup and Scripting	3
WEB 140	Web Development Tools	3
	Credit Hours	16
Summer		**Credit Hours**
ART 111	Art Appreciation	3
ENG 111	Writing and Inquiry	3
	Credit Hours	6
	Total Credit Hours	37

Advertising & Graphic Design Certificate - C30100

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
DES 125	Visual Presentation I	2
DES 135	Principles and Elements of Design I	4
GRD 110	Typography I	3
GRD 131	Illustration I	2
GRD 141	Graphic Design I	4
	Credit Hours	16
	Total Credit Hours	16

Advertising & Graphic Design CCP

Courses		Credit Hours
DES 125	Visual Presentation I	2
DES 135	Principles and Elements of Design I	4
GRD 110	Typography I	3
GRD 131	Illustration I	2
GRD 141	Graphic Design I	4
	Total Credit Hours	15

AGRIBUSINESS

Contact(s): Alaina Finney

This curriculum is designed to provide the entrepreneurial and technical skills necessary to manage a profitable, environmentally sound, community based small farm or agricultural business. The objective is the development of a workforce knowledgeable in sustainable agriculture practices.

Students will learn the fundamentals of agriculture, focusing on crop production and business. Emphasis is placed on entrepreneurial and field training. Students will also learn the basic principles of our economic system and government policies and programs relating to agriculture.

Graduates should qualify for a variety of jobs in agricultural businesses such as equipment, feed, and agricultural supply sales; store management; farm operations; wholesale and retail produce management; nursery operations; and environmental and agricultural education.

Agribusiness Technology: A program that prepares individuals to manage agricultural businesses and agriculturally related operations within diversified corporations. Potential course work includes instruction in agriculture, agricultural specialization, business management, accounting, finance, marketing, planning, human resources management, and other managerial responsibilities.

Agribusiness Technology Degree - A15100

First Year		
Fall		**Credit Hours**
ACA 111 or ACA 122	College Student Success College Transfer Success	1
AGR 139	Introduction to Sustainable Agriculture	3
AGR 214	Agricultural Marketing	3
ANS 110	Animal Science	3
ENG 111	Writing and Inquiry	3
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
	Credit Hours	16-17
Spring		**Credit Hours**
AGR 121	Biological Pest Management	3
AGR 170	Soil Science	3
AGR 212	Farm Business Management	3
CHM 151	General Chemistry I	4
ENG 114 or ENG 112	Professional Research & Reporting Writing and Research in the Disciplines	3
WBL 111	Work-Based Learning I	1
	Credit Hours	17
Summer		**Credit Hours**
Humanities Elective*		3
Social/Behavioral Science Elective*		3

	Credit Hours	6
Second Year		
Fall		**Credit Hours**
AGR 110	Agricultural Economics	3
ACC 120 or AGR 112	Principles of Financial Accounting Agri Records & Accounting	3-4
AGR 140	Agricultural Chemicals	3
BIO 111	General Biology I	4
CIS 110	Introduction to Computers	3
	Credit Hours	16-17
Spring		**Credit Hours**
AGR 130	Alternative Ag Production	3
AGR 160	Plant Science	3
AGR 213	Agricultural Law & Finance	3
BIO 112	General Biology II	4
ECO 251 or ECO 252	Principles of Microeconomics Principles of Macroeconomics	3
ETR 210	Introduction to Entrepreneurship	3
	Credit Hours	19
Summer		**Credit Hours**
	Credit Hours	0
	Total Credit Hours	74-76

Agribusiness Technology Degree (Part-time Pathway)

Term 1		**Credit Hours**
ACA 111 or ACA 122	College Student Success College Transfer Success	1
AGR 139	Introduction to Sustainable Agriculture	3
AGR 214	Agricultural Marketing	3
	Credit Hours	7
Term 2		**Credit Hours**
ANS 110	Animal Science	3
ENG 111	Writing and Inquiry	3
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
	Credit Hours	9-10
Term 3		**Credit Hours**
AGR 121	Biological Pest Management	3
AGR 170	Soil Science	3
AGR 212	Farm Business Management	3
	Credit Hours	9
Term 4		**Credit Hours**

CHM 151	General Chemistry I	4
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
WBL 111	Work-Based Learning I	1
	Credit Hours	8
Term 5		**Credit Hours**
Humanities Elective*		3
Social/Behavioral Science Elective*		3
	Credit Hours	6
Term 6		**Credit Hours**
AGR 110	Agricultural Economics	3
AGR 140	Agricultural Chemicals	3
BIO 111	General Biology I	4
	Credit Hours	10
Term 7		**Credit Hours**
ACC 120 or AGR 112	Principles of Financial Accounting Agri Records & Accounting	3-4
CIS 110	Introduction to Computers	3
	Credit Hours	6-7
Term 8		**Credit Hours**
AGR 130	Alternative Ag Production	3
BIO 112	General Biology II	4
ECO 251 or ECO 252	Principles of Microeconomics Principles of Macroeconomics	3
	Credit Hours	10
Term 9		**Credit Hours**
AGR 160	Plant Science	3
AGR 213	Agricultural Law & Finance	3
ETR 210	Introduction to Entrepreneurship	3
	Credit Hours	9
	Total Credit Hours	74-76

Agribusiness Technology Diploma - D15100

First Year		
Fall		**Credit Hours**
ACA 111 or ACA 122	College Student Success College Transfer Success	1
AGR 139	Introduction to Sustainable Agriculture	3
AGR 214	Agricultural Marketing	3
ANS 110	Animal Science	3
ECO 251	Principles of Microeconomics	3
ENG 111	Writing and Inquiry	3

	Credit Hours	16
Spring		**Credit Hours**
AGR 121	Biological Pest Management	3
AGR 170	Soil Science	3
AGR 212	Farm Business Management	3
CHM 151	General Chemistry I	4
ENG 112	Writing and Research in the Disciplines	3
	Credit Hours	16
Summer		**Credit Hours**
CIS 110	Introduction to Computers	3
ECO 252	Principles of Macroeconomics	3
	Credit Hours	6
	Total Credit Hours	38

Agribusiness Technology Work Diploma - D15100W

First Year		
Fall		**Credit Hours**
ACA 111 or ACA 122	College Student Success College Transfer Success	1
AGR 139	Introduction to Sustainable Agriculture	3
AGR 214	Agricultural Marketing	3
ANS 110	Animal Science	3
BUS 151	People Skills	3
ENG 111	Writing and Inquiry	3
	Credit Hours	16
Spring		**Credit Hours**
ACC 120	Principles of Financial Accounting	4
AGR 121	Biological Pest Management	3
AGR 170	Soil Science	3
AGR 212	Farm Business Management	3
MAT 143	Quantitative Literacy	3
	Credit Hours	16
Summer		**Credit Hours**
BUS 110	Introduction to Business	3
BUS 137	Principles of Management	3
	Credit Hours	6
	Total Credit Hours	38

Agribusiness Technology Certificate - C15100

First Year	
Fall	**Credit Hours**

ACA 111 or ACA 122	College Student Success College Transfer Success	1
AGR 139	Introduction to Sustainable Agriculture	3
AGR 214 or ANS 110	Agricultural Marketing Animal Science	3
	Credit Hours	7
Spring		**Credit Hours**
AGR 121	Biological Pest Management	3
AGR 170	Soil Science	3
AGR 212	Farm Business Management	3
	Credit Hours	9
	Total Credit Hours	16

Agribusiness Technology CCP

Courses		**Credit Hours**
AGR 121	Biological Pest Management	3
AGR 139	Introduction to Sustainable Agriculture	3
AGR 170	Soil Science	3
AGR 212	Farm Business Management	3
AGR 214	Agricultural Marketing	3
ANS 110	Animal Science	3
	Total Credit Hours	18

Agribusiness Technology Part Time Pathway

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
AGR 139	Introduction to Sustainable Agriculture	3
AGR 214	Agricultural Marketing	3
	Credit Hours	7
Spring		**Credit Hours**
ANS 110	Animal Science	3
ENG 111	Writing and Inquiry	3
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
	Credit Hours	9-10
Summer		**Credit Hours**
AGR 121	Biological Pest Management	3
AGR 170	Soil Science	3
AGR 212	Farm Business Management	3
	Credit Hours	9
Second Year		

Fall		Credit Hours
CHM 151	General Chemistry I	4
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
WBL 111	Work-Based Learning I	1
	Credit Hours	8
Spring		**Credit Hours**
Humanities elective*		3
Social/Behavioural Science elective*		3
	Credit Hours	6
Summer		**Credit Hours**
AGR 110	Agricultural Economics	3
AGR 140	Agricultural Chemicals	3
BIO 111	General Biology I	4
	Credit Hours	10
Third Year		
Fall		**Credit Hours**
ACC 120 or AGR 112	Principles of Financial Accounting Agri Records & Accounting	3-4
CIS 110	Introduction to Computers	3
	Credit Hours	6-7
Spring		**Credit Hours**
AGR 130	Alternative Ag Production	3
BIO 112	General Biology II	4
ECO 251 or ECO 252	Principles of Microeconomics Principles of Macroeconomics	3
	Credit Hours	10
Summer		**Credit Hours**
AGR 160	Plant Science	3
AGR 213	Agricultural Law & Finance	3
ETR 210	Introduction to Entrepreneurship	3
	Credit Hours	9
	Total Credit Hours	74-76

AIR CONDITIONING, HEATING AND REFRIGERATION TECHNOLOGY

Contact(s): Samuel Benton

The Air Conditioning, Heating, and Refrigeration Technology curriculum provides the basic knowledge to develop skills necessary to work with residential and light commercial systems.

Topics include mechanical refrigeration, heating and cooling theory, electricity, controls, and safety. The diploma program covers air conditioning, furnaces, heat pumps, tools and instruments.

Diploma graduates should be able to assist in the startup, preventive maintenance, service, repair, and/or installation of residential and light commercial systems.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze and evaluate a broad variety of AHR technologies
- Exhibit industry standard skills and competencies
- Exhibit industry standards and competencies for Air Conditioning, Heating and Refrigeration design technologies

Air Conditioning, Heating and Refrigeration Technology Diploma - D35100

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
AHR 110	Introduction to Refrigeration	5
AHR 111	HVACR Electricity	3
AHR 112	Heating Technology	4
ENG 101 or ENG 111	Applied Communications I Writing and Inquiry	3
	Credit Hours	16
Spring		**Credit Hours**
AHR 113	Comfort Cooling	4
AHR 114	Heat Pump Technology	4
AHR 133	HVAC Servicing	4
AHR 160	Refrigerant Certification	1
MAT 110	Mathematical Measurement and Literacy	3
WBL 110 or WBL 111	World of Work Work-Based Learning I	1
	Credit Hours	17
Summer		**Credit Hours**
AHR 130	HVAC Controls	3
AHR 212	Advanced Comfort Systems	4
AHR 250	Heating, Ventilating, and Air	2
	Credit Hours	9
	Total Credit Hours	42

Air Conditioning, Heating and Refrigeration Technology Diploma (Part-time Pathway)

Term 1		Credit Hours
ACA 111	College Student Success	1
AHR 110	Introduction to Refrigeration	5
AHR 111	HVACR Electricity	3
	Credit Hours	9
Term 2		**Credit Hours**
AHR 113	Comfort Cooling	4
AHR 114	Heat Pump Technology	4
MAT 110	Mathematical Measurement and Literacy	3
	Credit Hours	11

Term 3		Credit Hours
AHR 130	HVAC Controls	3
AHR 250	Heating, Ventilating, and Air	2
	Credit Hours	5
Term 4		**Credit Hours**
AHR 112	Heating Technology	4
ENG 101 or ENG 111	Applied Communications I Writing and Inquiry	3
	Credit Hours	7
Term 5		**Credit Hours**
AHR 133	HVAC Servicing	4
AHR 160	Refrigerant Certification	1
WBL 110 or WBL 111	World of Work Work-Based Learning I	1
	Credit Hours	6
Term 6		**Credit Hours**
AHR 212	Advanced Comfort Systems	4
	Credit Hours	4
	Total Credit Hours	42

Basic HVACR Certificate - C35100B

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
AHR 110	Introduction to Refrigeration	5
AHR 111	HVACR Electricity	3
AHR 112	Heating Technology	4
AHR 160	Refrigerant Certification	1
	Credit Hours	14
	Total Credit Hours	14

Intermediate HVACR Certificate - C35100I

First Year		
Fall		**Credit Hours**
	Credit Hours	0
Spring		**Credit Hours**
AHR 113	Comfort Cooling	4
AHR 114	Heat Pump Technology	4
AHR 133	HVAC Servicing	4
AHR 160	Refrigerant Certification	1
	Credit Hours	13

Summer		Credit Hours
AHR 130	HVAC Controls	3
AHR 212	Advanced Comfort Systems	4
AHR 250	Heating, Ventilating, and Air	2
	Credit Hours	9
	Total Credit Hours	22

Air Conditioning, Heating & Refrigeration - CCP

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
AHR 110	Introduction to Refrigeration	5
AHR 111	HVACR Electricity	3
	Credit Hours	9
Spring		**Credit Hours**
AHR 113	Comfort Cooling	4
AHR 114	Heat Pump Technology	4
AHR 160	Refrigerant Certification	1
	Credit Hours	9
	Total Credit Hours	18

ASSOCIATE IN ARTS (UNIVERSITY TRANSFER)

AA - A10100

SCC offers two *fully* transferable degrees:

- **Associate in Arts (AA) and**
- **Associate in Science (AS).**

Contact(s): John Bowman

Casey Covington (contact for Associate in Arts)

Elizabeth Lackey (contact for Associate in Science)

Stanly Community College's transfer degrees offer an economical and efficient way to work towards a bachelor's degree. The Associate in Arts degree is a good choice for future education, social science (history, psychology, sociology, economics, business, etc.), liberal arts (languages, English, fine arts, etc.) majors, or a professional school that requires a strong liberal arts background. The mathematics and science requirements are fewer than for an Associate in Science degree. For most majors, if a student wishes to attend a university, the Associate in Arts degree is the best degree to pursue.

UNC-system universities (and most private colleges and universities) will accept the completed AA degree as a package, which will waive the undergraduate general education requirements.

Courses identified as Universal General Education Transfer Component courses (UGETC) will transfer to the UNC-system universities and receive *course-for-course* credit (provided students earn a C or better in these courses). Other courses marked for transfer may receive general education or elective credit. Some SCC courses may not meet general education core requirements. Therefore, students should work closely with their advisors when registering for courses and planning their futures.

If a student has an Associate in Arts (AA) degree and at least a 2.0 grade point average, he or she will be considered for transfer by the senior institution. If the student meets minimum admission requirements for the UNC System, he or she may transfer before completing the AA degree; however, completing the AA degree with at least a 2.0 grade point average will increase transferability to the student's college of choice.

University Transfer - Program Student Learning Outcomes

Upon completion of the University Transfer Program:

- PO.1 Students should be able to demonstrate effective research skills including all required elements as assessed in select courses as demonstrated by earning a minimum score of 3 out of 5 on the research skills rubric.
- PO.2 Students should be able to demonstrate global and cultural literacy as assessed in select courses as demonstrated by earning a minimum score of 3 out of 5 on the global/cultural literacy rubric.

- PO.3 Students will be able to analyze concepts of individuals and people within social and historical contexts as assessed in select courses as demonstrated by earning a minimum score of 3 out of 5 on the social/behavioral contexts rubric.
- PO.4: Students will be able to use critical thinking skills to solve problems as assessed in select courses as demonstrated by earning a minimum score of 3 out of 5 on the critical thinking skills rubric.
- PO.5: Students will be able to apply scientific principles to the natural and physical world as assessed in select courses as demonstrated by earning a minimum score of 3 out of 5 on the scientific principles rubric.

Associate in Arts - A10100

Courses		Credit Hours
ACA 122	College Transfer Success	1
ENG 111	Writing and Inquiry	3
ENG 112	Writing and Research in the Disciplines	3
Courses		**Credit Hours**
Communications/Humanities/Fine Arts*		9
Courses		**Credit Hours**
Social/Behavioral Sciences*		9
Courses		**Credit Hours**
Math*		3
Courses		**Credit Hours**
Natural Sciences*		4
Courses		**Credit Hours**
Additional General Education Hours*		14
Courses		**Credit Hours**
Other Required Hours*		14
	Total Credit Hours	60

Communications/Humanities/Fine Arts

Courses		Credit Hours
ART 111	Art Appreciation	3
ART 115	Art History Survey II	3
COM 120	Intro to Interpersonal Communication	3
COM 231	Public Speaking	3
DRA 111	Theatre Appreciation	3
ENG 231	American Literature I	3
ENG 232	American Literature II	3
ENG 241	British Literature I	3
ENG 242	British Literature II	3
MUS 110	Music Appreciation	3
MUS 112	Introduction to Jazz	3
PHI 215	Philosophical Issues	3
PHI 240	Introduction to Ethics	3

Social/Behavioral Sciences

Courses		Credit Hours
ECO 251	Principles of Microeconomics	3
ECO 252	Principles of Macroeconomics	3
HIS 111	World Civilizations I	3
HIS 112	World Civilizations II	3
HIS 131	American History I	3
HIS 132	American History II	3
POL 120	American Government	3
PSY 150	General Psychology	3
SOC 210	Introduction to Sociology	3

Math

Courses		Credit Hours
MAT 143	Quantitative Literacy	3
MAT 152	Statistical Methods I	4
MAT 171	Precalculus Algebra	4

Natural Sciences

Courses		Credit Hours
BIO 110	Principles of Biology	4
BIO 111	General Biology I	4
CHM 151	General Chemistry I	4
PHY 110	Conceptual Physics	3

Associate in Arts (Part-time Pathway)

Term 1		Credit Hours
ACA 122	College Transfer Success	1
ENG 111	Writing and Inquiry	3
Humanities/Fine Arts/Communication*		3
	Credit Hours	7
Term 2		**Credit Hours**
ENG 112	Writing and Research in the Disciplines	3
Social/Behavioral Science Elective*		3
	Credit Hours	6
Term 3		**Credit Hours**
AA Focused Elective*		3
	Credit Hours	3
Term 4		**Credit Hours**
MAT 143 or MAT 152	Quantitative Literacy Statistical Methods I	3-4

or MAT 171	Precalculus Algebra	
Humanities/Fine Arts/Communications*		3
	Credit Hours	6-7
Term 5		**Credit Hours**
Humanities/Fine Arts/Communication*		3
Social/Behavioral Science Elective*		3
	Credit Hours	6
Term 6		**Credit Hours**
AA Focused Elective*		3
	Credit Hours	3
Term 7		**Credit Hours**
AA Focused Elective*		3
Natural Science Elective*		4
	Credit Hours	7
Term 8		**Credit Hours**
Foreign Language*		4
Social/Behavioral Science Elective*		3
	Credit Hours	7
Term 9		**Credit Hours**
AA Focused Elective*		3
	Credit Hours	3
Term 10		**Credit Hours**
AA Focused Elective*		3
Foreign Language*		4
	Credit Hours	7
Term 11		**Credit Hours**
AA Focused Elective*		6
	Credit Hours	6
	Total Credit Hours	61-62

Associate in Arts - CCP

Courses		**Credit Hours**
ACA 122	College Transfer Success	1
ENG 111	Writing and Inquiry	3
ENG 112	Writing and Research in the Disciplines	3
Humanities/Fine Arts*		9
Math*		3
Natural Sciences*		4

Social/Behavioral Science*		9
	Total Credit Hours	32

Humanities/Fine Arts

Courses		Credit Hours
ART 111	Art Appreciation	3
ART 115	Art History Survey II	3
COM 120	Intro to Interpersonal Communication	3
COM 231	Public Speaking	3
DRA 111	Theatre Appreciation	3
ENG 231	American Literature I	3
ENG 232	American Literature II	3
ENG 241	British Literature I	3
ENG 242	British Literature II	3
MUS 110	Music Appreciation	3
MUS 112	Introduction to Jazz	3
PHI 215	Philosophical Issues	3
PHI 240	Introduction to Ethics	3

Social/Behavioral Science

Courses		Credit Hours
ECO 251	Principles of Microeconomics	3
ECO 252	Principles of Macroeconomics	3
HIS 111	World Civilizations I	3
HIS 112	World Civilizations II	3
HIS 131	American History I	3
HIS 132	American History II	3
POL 120	American Government	3
PSY 150	General Psychology	3
SOC 210	Introduction to Sociology	3

Math

Courses		Credit Hours
MAT 143	Quantitative Literacy	3
MAT 152	Statistical Methods I	4
MAT 171	Precalculus Algebra	4

Natural Sciences

Courses		Credit Hours
BIO 110	Principles of Biology	4
BIO 111	General Biology I	4

CHM 151	General Chemistry I	4
PHY 110	Conceptual Physics	3

ASSOCIATE IN ARTS - BUSINESS AND ACCOUNTING

Associate in Arts - Business and Accounting (University Transfer) -A10100BA

First Year		
Fall		**Credit Hours**
ACA 122	College Transfer Success	1
ACC 120	Principles of Financial Accounting	4
ART 111 or ART 115 or MUS 110 or MUS 112	Art Appreciation Art History Survey II Music Appreciation Introduction to Jazz	3
BUS 110	Introduction to Business	3
ENG 111	Writing and Inquiry	3
	Credit Hours	14
Spring		**Credit Hours**
ACC 121	Principles of Managerial Accounting	4
ECO 251	Principles of Microeconomics	3
ENG 112	Writing and Research in the Disciplines	3
MAT 152	Statistical Methods I	4
	Credit Hours	14
Summer		**Credit Hours**
ECO 252	Principles of Macroeconomics	3
	Credit Hours	3
Second Year		
Fall		**Credit Hours**
BIO 110	Principles of Biology	4
ENG 231 or ENG 232 or ENG 241 or ENG 242	American Literature I American Literature II British Literature I British Literature II	3
HIS 111 or HIS 112 or HIS 131 or HIS 132	World Civilizations I World Civilizations II American History I American History II	3
MAT 171	Precalculus Algebra	4
	Credit Hours	14
Spring		**Credit Hours**
CIS 110	Introduction to Computers	3
COM 231	Public Speaking	3

MAT 263	Brief Calculus	4
HIS 111 or POL 220	World Civilizations I International Relations	3
PSY 150	General Psychology	3
	Credit Hours	16
	Total Credit Hours	61

Associate in Arts - Business and Accounting (University Transfer) (Part-time Pathway)

Term 1		**Credit Hours**
ACA 122	College Transfer Success	1
ART 111 or ART 114 or ART 115 or MUS 110 or MUS 112 or PHI 215	Art Appreciation Art History Survey I Art History Survey II Music Appreciation Introduction to Jazz Philosophical Issues	3
ENG 111	Writing and Inquiry	3
	Credit Hours	7
Term 2		**Credit Hours**
BUS 110	Introduction to Business	3
ENG 112	Writing and Research in the Disciplines	3
	Credit Hours	6
Term 3		**Credit Hours**
ECO 251	Principles of Microeconomics	3
	Credit Hours	3
Term 4		**Credit Hours**
ACC 120	Principles of Financial Accounting	4
MAT 152	Statistical Methods I	4
	Credit Hours	8
Term 5		**Credit Hours**
ACC 121	Principles of Managerial Accounting	4
ECO 252	Principles of Macroeconomics	3
	Credit Hours	7
Term 6		**Credit Hours**
CIS 110	Introduction to Computers	3
	Credit Hours	3
Term 7		**Credit Hours**
BIO 110	Principles of Biology	4
ENG 231 or ENG 232 or ENG 241 or ENG 242	American Literature I American Literature II British Literature I British Literature II	3

	Credit Hours	7
Term 8		**Credit Hours**
COM 231	Public Speaking	3
MAT 171	Precalculus Algebra	4
	Credit Hours	7
Term 9		**Credit Hours**
PSY 150	General Psychology	3
	Credit Hours	3
Term 10		**Credit Hours**
MAT 263	Brief Calculus	4
HIS 111 or POL 220	World Civilizations I International Relations	3
	Credit Hours	7
Term 11		**Credit Hours**
HIS 111 or HIS 112 or HIS 131 or HIS 132 or POL 120 or SOC 210	World Civilizations I World Civilizations II American History I American History II American Government Introduction to Sociology	3
	Credit Hours	3
	Total Credit Hours	61

ASSOCIATE IN ARTS IN TEACHER PREPARATION (UNIVERSITY TRANSFER)

Contact(s): John Bowman, Casey Covington

Stanly Community College's transfer degrees offer an economical and efficient way to work towards a bachelor's degree. The Associate in Arts Teacher Preparation (A1010T) degree is a good choice for future educators who are interested in teaching K-12 in the liberal arts. The degree includes education-specific courses while covering all general education requirements for University Transfer.

UNC-system universities (and most private colleges and universities) will accept the completed AATP degree as a package, which will waive the undergraduate general education requirements and allow the student to start with junior status.

Courses identified as Universal General Education Transfer Component courses (UGETC) will transfer to the UNC-system universities and receive *course-for-course* credit (provided students earn a C or better in these courses). Other courses marked for transfer may receive general education or elective credit. Some SCC courses may not meet general education core requirements. Therefore, students should work closely with their success coaches when registering for courses and planning their futures.

If a student has an Associate in Arts Teacher Preparation (AATP) degree, at least a 2.7 grade point average, and a C or better in all transfer courses, he or she will be considered for transfer by the senior institution. The student must still meet the requirements for the receiving institutions admissions as set forth by state statute.

Associate in Arts in Teacher Preparation - A1010T

First Year		
Fall		**Credit Hours**
ACA 122	College Transfer Success	1
EDU 187	Teaching and Learning for All	4
ENG 111	Writing and Inquiry	3
Math requirement*		3
Social Science elective*		3

	Credit Hours	14
Spring		**Credit Hours**
ENG 112	Writing and Research in the Disciplines	3
Humanities elective*		6
Natural Science elective*		4
Social Science elective*		3
	Credit Hours	16
Second Year		
Fall		**Credit Hours**
EDU 216	Foundations of Education	3
EDU 250	Teacher Licensure Preparation	3
Communications elective*		3
Gen Ed elective*		6
	Credit Hours	15
Spring		**Credit Hours**
EDU 279	Literacy Development and Instruction	4
SOC 225	Social Diversity	3
Gen Ed elective*		9
	Credit Hours	16
	Total Credit Hours	61

Associate in Arts in Teacher Preparation (Part-time Pathway)

Term 1		**Credit Hours**
ACA 122	College Transfer Success	1
EDU 187	Teaching and Learning for All	4
ENG 111	Writing and Inquiry	3
	Credit Hours	8
Term 2		**Credit Hours**
ENG 112	Writing and Research in the Disciplines	3
Math Elective*		4
	Credit Hours	7
Term 3		**Credit Hours**
Social/Behavioral Science Elective*		3
	Credit Hours	3
Term 4		**Credit Hours**
Social/Behavioral Science Elective*		3
	Credit Hours	3
Term 5		**Credit Hours**
Elective*		3

	Credit Hours	3
Term 6		**Credit Hours**
EDU 216	Foundations of Education	3
SOC 225	Social Diversity	3
	Credit Hours	6
Term 7		**Credit Hours**
Elective*		3
	Credit Hours	3
Term 8		**Credit Hours**
Elective*		3
Natural Sciences Elective*		4
	Credit Hours	7
Term 9		**Credit Hours**
EDU 279	Literacy Development and Instruction	4
Humanities/Fine Arts Elective*		3
	Credit Hours	7
Term 10		**Credit Hours**
AA Focused Elective*		3
	Credit Hours	3
Term 11		**Credit Hours**
COM 120 or COM 231	Intro to Interpersonal Communication Public Speaking	3
EDU 250	Teacher Licensure Preparation	3
	Credit Hours	6
Term 12		**Credit Hours**
AA Focused Elective*		6
	Credit Hours	6
	Total Credit Hours	62

Associate in Arts in Teacher Preparation - CCP

First Year		
Fall		**Credit Hours**
ACA 122	College Transfer Success	1
EDU 187	Teaching and Learning for All	4
ENG 111	Writing and Inquiry	3
	Credit Hours	8
Spring		**Credit Hours**
ENG 112	Writing and Research in the Disciplines	3
Math elective*		3

Social Science elective*		3
	Credit Hours	9
Summer		**Credit Hours**
Humanities elective*		3
	Credit Hours	3
Second Year		
Fall		**Credit Hours**
EDU 216	Foundations of Education	3
Communications elective*		3
Social Science elective*		3
	Credit Hours	9
Spring		**Credit Hours**
SOC 225	Social Diversity	3
Humanties elective*		3
Natural Science elective*		3
	Credit Hours	9
	Total Credit Hours	38

ASSOCIATE IN SCIENCE (UNIVERSITY TRANSFER)

AS - A10400

SCC offers two *fully* transferable degrees:

- **Associate in Arts (AA) and**
- **Associate in Science (AS).**

Contact(s): John Bowman

Elizabeth Lackey (contact for Associate in Science)

Casey Covington (contact for Associate in Arts)

Stanly Community College's transfer degrees offer an economical and efficient way to work towards a bachelor's degree. The math/science intensive Associate in Science degree is a good choice for future engineering, math, science (biology, chemistry, physics, etc.) or technical (computer science) majors.

UNC-system universities (and most private colleges and universities) will accept the completed AS degree as a package, which will waive the undergraduate general education requirements.

Courses identified as Universal General Education Transfer Component courses (UGETC) will transfer to the UNC-system universities and receive *course-for-course* credit (provided students earn a C or better in these courses). Other courses marked for transfer may receive general education or elective credit. Some SCC courses may not meet general education core requirements. Therefore, students should work closely with their advisors when registering for courses and planning their futures.

If a student has an AS degree and at least a 2.0 grade point average, he or she will be considered for transfer by the senior institution. If the student meets minimum admission requirements for the UNC System, he or she may transfer before completing the AS degree; however, completing the AS degree with at least a 2.0 grade point average will increase transferability to the student's college of choice.

University Transfer - Program Student Learning Outcomes

Upon completion of the University Transfer Program:

- PO.1 Students should be able to demonstrate effective research skills including all required elements as assessed in select courses as demonstrated by earning a minimum score of 3 out of 5 on the research skills rubric.
- PO.2 Students should be able to demonstrate global and cultural literacy as assessed in select courses as demonstrated by earning a minimum score of 3 out of 5 on the global/cultural literacy rubric.
- PO.3 Students will be able to analyze concepts of individuals and people within social and historical contexts as assessed in select courses as demonstrated by earning a minimum score of 3 out of 5 on the social/behaviorial contexts rubric.
- PO.4: Students will be able to use critical thinking skills to solve problems as assessed in select courses as demonstrated by earning a minimum score of 3 out of 5 on the critical thinking skills rubric.

- PO.5: Students will be able to apply scientific principles to the natural and physical world as assessed in select courses as demonstrated by earning a minimum score of 3 out of 5 on the scientific principles rubric.

Associate In Science - A10400

Courses		Credit Hours
ACA 122	College Transfer Success	1
ENG 111	Writing and Inquiry	3
ENG 112	Writing and Research in the Disciplines	3
Additional General Education Hours*		11
Communication/Humanties/Fine Arts*		6
Math*		8
Natural Sciences*		8
Other Required Hours*		14
Social and Behavioral Science*		6
	Total Credit Hours	60

Communications/Humanities/Fine Arts

Courses		Credit Hours
ART 111	Art Appreciation	3
ART 115	Art History Survey II	3
COM 120	Intro to Interpersonal Communication	3
COM 231	Public Speaking	3
DRA 111	Theatre Appreciation	3
ENG 231	American Literature I	3
ENG 232	American Literature II	3
ENG 241	British Literature I	3
ENG 242	British Literature II	3
MUS 110	Music Appreciation	3
MUS 112	Introduction to Jazz	3
PHI 215	Philosophical Issues	3
PHI 240	Introduction to Ethics	3

Social and Behavioral Science

Courses		Credit Hours
ECO 251	Principles of Microeconomics	3
ECO 252	Principles of Macroeconomics	3
HIS 111	World Civilizations I	3
HIS 112	World Civilizations II	3
HIS 131	American History I	3
HIS 132	American History II	3
POL 120	American Government	3

PSY 150	General Psychology	3
SOC 210	Introduction to Sociology	3

Math

Courses		Credit Hours
MAT 171	Precalculus Algebra	4
MAT 172	Precalculus Trigonometry	4
MAT 263	Brief Calculus	4
MAT 271	Calculus I	4
MAT 272	Calculus II	4

Natural Sciences

Courses		Credit Hours
BIO 110	Principles of Biology	4
Courses		**Credit Hours**
BIO 111	General Biology I	4
BIO 112	General Biology II	4
Courses		**Credit Hours**
CHM 151	General Chemistry I	4
CHM 152	General Chemistry II	4
Courses		**Credit Hours**
PHY 110	Conceptual Physics	3
Courses		**Credit Hours**
PHY 151	College Physics I	4
PHY 152	College Physics II	4

Associate in Science (Part-time Pathway)

Term 1		Credit Hours
ACA 122	College Transfer Success	1
ENG 111	Writing and Inquiry	3
Humanities/Fine Arts/Communications*		3
	Credit Hours	7
Term 2		**Credit Hours**
ENG 112	Writing and Research in the Disciplines	3
Social/Behavioral Science*		3
	Credit Hours	6
Term 3		**Credit Hours**
AS Focused Elective*		3
	Credit Hours	3
Term 4		**Credit Hours**

Humanities/Fine Arts/Communications*		3
Math*		4
	Credit Hours	7
Term 5		**Credit Hours**
Math*		4
Social/Behavioral Science*		3
	Credit Hours	7
Term 6		**Credit Hours**
AS Focused Elective*		3
Natural Sciences*		4
	Credit Hours	7
Term 7		**Credit Hours**
Foreign Language*		4
Natural Sciences*		4
	Credit Hours	8
Term 8		**Credit Hours**
AS Focused Elective*		3
	Credit Hours	3
Term 9		**Credit Hours**
AS Focused Elective*		3
Foreign Language*		4
	Credit Hours	7
Term 10		**Credit Hours**
AS Focused Electives*		6
	Credit Hours	6
	Total Credit Hours	61

Associate in Science - CCP

Courses		**Credit Hours**
ACA 122	College Transfer Success	1
ENG 111	Writing and Inquiry	3
ENG 112	Writing and Research in the Disciplines	3
Humanities/Fine Arts*		6
Math*		8
Natural Sciences*		8
Social/Behavioral Sciences*		6
	Total Credit Hours	35

ASSOCIATE IN SCIENCE IN TEACHER PREPARATION (UNIVERSITY TRANSFER)

Contact(s): John Bowman, Casey Covington

Stanly Community College's transfer degrees offer an economical and efficient way to work towards a bachelor's degree. The Associate in Science Teacher Preparation (A1040T) degree is a good choice for future educators who are interested in teaching K-12 in STEM fields like math, science, or technical processes (like computer science). The degree includes education-specific courses while covering all general education requirements for University Transfer.

UNC-system universities (and most private colleges and universities) will accept the completed ASTP degree as a package, which will waive the undergraduate general education requirements and allow the student to start with junior status.

Courses identified as Universal General Education Transfer Component courses (UGETC) will transfer to the UNC-system universities and receive *course-for-course* credit (provided students earn a C or better in these courses). Other courses marked for transfer may receive general education or elective credit. So long as the entire degree is completed, the courses in the AATP will transfer under the articulation agreement with North Carolina public institutions and under agreements with many private institutions. Some SCC courses may not meet general education core requirements if taken outside the degree path. Therefore, students should work closely with their success coaches when registering for courses and planning their futures.

If a student has an Associate in Science Teacher Preparation (ASTP) degree, at least a 2.7 grade point average, and a C or better in all transfer courses, he or she will be considered for transfer by the senior institution. The student must still meet the requirements for the receiving institutions admissions as set forth by state statute.

Associate in Science in Teacher Preparation - A1040T

First Year		
Fall		**Credit Hours**
ACA 122	College Transfer Success	1
EDU 187	Teaching and Learning for All	4
ENG 111	Writing and Inquiry	3
Math requirement*		4
Natural Science requirement*		4
	Credit Hours	16
Spring		**Credit Hours**
EDU 216	Foundations of Education	3
ENG 112	Writing and Research in the Disciplines	3
Math requirement*		4
Natural Science requirement*		4
	Credit Hours	14
Second Year		
Fall		**Credit Hours**
EDU 250	Teacher Licensure Preparation	3
Communications requirement*		3
Gen Ed elective*		6
Social Science elective*		3
	Credit Hours	15
Spring		**Credit Hours**
EDU 279	Literacy Development and Instruction	4
SOC 225	Social Diversity	3
Gen Ed elective*		6
Humanties elective*		3
	Credit Hours	16

	Total Credit Hours	61

Associate in Science in Teacher Preparation (Part-Time Pathway)

Term 1		Credit Hours
ACA 122	College Transfer Success	1
EDU 187	Teaching and Learning for All	4
ENG 111	Writing and Inquiry	3
	Credit Hours	8
Term 2		**Credit Hours**
ENG 112	Writing and Research in the Disciplines	3
Math elective*		4
	Credit Hours	7
Term 3		**Credit Hours**
Social/Behavioral Science elective*		3
	Credit Hours	3
Term 4		**Credit Hours**
Elective*		3
Math elective*		4
	Credit Hours	7
Term 5		**Credit Hours**
EDU 216	Foundations of Education	3
SOC 225	Social Diversity	3
	Credit Hours	6
Term 6		**Credit Hours**
Humanities/Fine Arts*		3
	Credit Hours	3
Term 7		**Credit Hours**
Elective*		3
Natural Science elective*		4
	Credit Hours	7
Term 8		**Credit Hours**
EDU 279	Literacy Development and Instruction	4
Natural Science elective*		4
	Credit Hours	8
Term 9		**Credit Hours**
AS Focused elective*		3
	Credit Hours	3
Term 10		**Credit Hours**
COM 120	Intro to Interpersonal Communication	3

or COM 231	Public Speaking	
EDU 250	Teacher Licensure Preparation	3
	Credit Hours	6
Term 11		**Credit Hours**
AS Focused elective*		3
	Credit Hours	3
	Total Credit Hours	61

Associate in Science in Teacher Preparation - CCP

First Year		
Fall		**Credit Hours**
ACA 122	College Transfer Success	1
EDU 187	Teaching and Learning for All	4
ENG 111	Writing and Inquiry	3
	Credit Hours	8
Spring		**Credit Hours**
ENG 112	Writing and Research in the Disciplines	3
Math requirement*		4
Social Science requirement*		3
	Credit Hours	10
Summer		**Credit Hours**
Humanties requirement*		3
	Credit Hours	3
Second Year		
Fall		**Credit Hours**
EDU 216	Foundations of Education	3
Communications requirement*		3
Natural Science requirment*		4
	Credit Hours	10
Spring		**Credit Hours**
SOC 225	Social Diversity	3
Math requirment*		4
Natural Science requirement*		4
	Credit Hours	11
	Total Credit Hours	42

BASIC LAW ENFORCEMENT TRAINING

Contact(s): David Esposito

Basic Law Enforcement Training (BLET) is designed to give students essential skills required for entry-level employment as law enforcement officers with state, county, or municipal governments or with private enterprise.

This program utilizes state commission mandated topics and methods of instruction. General subjects include but are not limited to criminal, juvenile, civil, traffic, and alcoholic beverage laws; investigative, patrol, custody, and court procedures; emergency responses; and ethics and community relations.

Successful graduates receive a curriculum certificate and are qualified to take certification examinations mandated by the North Carolina Criminal Justice Education and Training Standards Commission and/or the North Carolina Sheriffs Education and Training Standards Commission.

BLET at SCC allows students to obtain entry level employment as law enforcement officers in North Carolina, including Sheriff's Offices, police departments, NC Wildlife, NC State Highway Patrol, State Bureau of Investigations, Department Motor Vehicles and Alcohol Law Enforcement.

Learning Outcomes

Upon successful completion of this program, the student should be able to:

- Demonstrate an understanding of North Carolina criminal law, juvenile law, motor vehicle law, controlled substance law, civil law, and alcoholic beverage control law.
- Demonstrate proficiency in defensive tactics, drive training, physical fitness, firearms training, and law enforcement patrol techniques.
- Describe proper criminal investigation and accident investigation procedures.
- Demonstrate an understanding of first responder techniques.
- Perform proper custody procedures.
- Demonstrate an understanding of laws of arrest, search, and seizure.
- Apply proper court procedures.
- Demonstrate effective oral and written communication skills.

Basic Law Enforcement Technology Certificate - C55120

Courses		Credit Hours
CJC 110	Basic Law Enforcement BLET	20
	Total Credit Hours	20

BIOMEDICAL EQUIPMENT TECHNOLOGY

Contact(s): Steven Eury

The Biomedical Equipment Technology curriculum prepares individuals to install, operate, troubleshoot, and repair sophisticated devices and instrumentation used in the healthcare delivery system. Emphasis is placed on preventive and safety inspections to ensure biomedical equipment meets local and national safety standards.

Coursework provides a strong foundation in mathematics, physics, electronics, chemistry, anatomy, physiology, and troubleshooting techniques. People skills are very important as well as the ability to communicate both in written and oral form. A biomedical equipment technician is a problem solver.

Graduates should qualify for employment opportunities in hospitals, clinics, clinical laboratories, shared service organizations, and manufacturers' field service. With an AAS degree and two years of experience, an individual should be able to become a certified Biomedical Equipment Technician.

Learning Outcomes

Upon completion of this program, students will be able to:

- Identify and properly document an equipment initial inspection for database entry
- Demonstrate competency in biomedical equipment technician knowledge and skills on a mock ICC Certification Exam
- Demonstrate networking skills by successfully connecting and testing a bedside patient monitoring system
- Perform the duties of a Biomedical Equipment Technician while serving in an intern position in a hospital Biomedical Department

Additional Information

Applicants should be aware that some clinical affiliates require that students submit an acceptable criminal background check and/or drug screening prior to participation in a clinical component at that site. Students are responsible for paying any costs associated with meeting this clinical site requirement. Progress toward graduation may be jeopardized by any inability to complete the clinical portion of the Biomedical Equipment Technology program.

Background Checks / Drug Screening

Applicants accepted for admission to health services programs at Stanly Community College are required to complete a criminal background check, drug screening, and possibly a fingerprint check after notification of acceptance and prior to participation in on-site clinical training. Based on the results of the checks, hospitals or clinical affiliates where the student will participate in on-site training may deny access to their facility resulting in the student's inability to complete the clinical portion of training. Students unable to complete the clinical portion of his or her training will be unable to progress in the program. Students are responsible for paying all costs associated with this requirement.

Biomedical Equipment Technology Degree - A50100

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
BIO 163	Basic Anatomy & Physiology	5

BMT 111	Introduction to Biomedical Field	2
CIS 110	Introduction to Computers	3
ELC 131	Circuit Analysis I	4
	Credit Hours	NaN
Spring		**Credit Hours**
CTS 120	Hardware/Software Support	3
ELN 131	Analog Electronics I	4
ELN 133	Digital Electronics	4
ENG 111	Writing and Inquiry	3
	Credit Hours	14
Summer		**Credit Hours**
BMT 112	Hospital Safety Standards	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
Social Science Elective*		3
	Credit Hours	9
Second Year		
Fall		**Credit Hours**
BMT 212	BMET Instrumentation I	6
BMT 223	Imaging Techniques/Laser Fundamentals	4
CTS 120 or NET 125	Hardware/Software Support Introduction to Networks	3
MAT 171	Precalculus Algebra	4
	Credit Hours	17
Spring		**Credit Hours**
BMT 213	BMET Instrumentation II	3
BMT 225	Biomedical Trouble Shooting	3
WBL 112	Work-Based Learning I	2
WBL 115	Work-Based Learning Seminar I	1
Humanities elective*		3
	Credit Hours	12
	Total Credit Hours	NaN

Biomedical Equipment Technology Part-time Pathway

Term 1		**Credit Hours**
ACA 111	College Student Success	1
BMT 111	Introduction to Biomedical Field	2
ELC 131	Circuit Analysis I	4
	Credit Hours	NaN
Term 2		**Credit Hours**
ELN 131	Analog Electronics I	4

ELN 133	Digital Electronics	4
	Credit Hours	8
Term 3		**Credit Hours**
BMT 112	Hospital Safety Standards	3
CIS 110	Introduction to Computers	3
	Credit Hours	6
Term 4		**Credit Hours**
BIO 163	Basic Anatomy & Physiology	5
	Credit Hours	5
Term 5		**Credit Hours**
CTS 120	Hardware/Software Support	3
ENG 111	Writing and Inquiry	3
	Credit Hours	6
Term 6		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
Social Science Elective*		3
	Credit Hours	6
Term 7		**Credit Hours**
CTI 120 or NET 125	Network and Security Foundation Introduction to Networks	3
	Credit Hours	3
Term 8		**Credit Hours**
MAT 171	Precalculus Algebra	4
Humanities Elective*		3
	Credit Hours	7
Term 9		**Credit Hours**
BMT 212	BMET Instrumentation I	6
BMT 223	Imaging Techniques/Laser Fundamentals	4
	Credit Hours	10
Term 10		**Credit Hours**
BMT 213	BMET Instrumentation II	3
BMT 225	Biomedical Trouble Shooting	3
WBL 112	Work-Based Learning I	2
WBL 115	Work-Based Learning Seminar I	1
	Credit Hours	9
	Total Credit Hours	NaN

Biomedical Equipment Technology - CCP

First Year	
Fall	**Credit Hours**

BMT 111	Introduction to Biomedical Field	2
ELC 131	Circuit Analysis I	4
	Credit Hours	NaN
Spring		**Credit Hours**
CTS 120	Hardware/Software Support	3
ELN 133	Digital Electronics	4
	Credit Hours	7
Second Year		
Fall		**Credit Hours**
BMT 223	Imaging Techniques/Laser Fundamentals	4
	Credit Hours	4
	Total Credit Hours	NaN

BUSINESS ADMINISTRATION

Contact(s): Lorie Narolewski

The Business Administration curriculum is designed to introduce students to the various aspects of the free enterprise system. Students will be provided with a fundamental knowledge of business functions and processes and an understanding of business organizations in today's global economy.

Coursework includes business concepts such as accounting, business law, economics, management, and marketing. Skills related to the application of these concepts are developed through the study of computer applications, communication, team building, and decision making.
Through these skills, students will have a sound business education base for lifelong learning.

Graduates are prepared for employment opportunities in government agencies, financial institutions, and large to small business or industry.

Learning Outcomes

Upon completion of this program, students will be able to:

- Evaluate and apply managerial techniques.
- Evaluate and apply effective marketing techniques.
- Analyze transactions, apply the rules of debit and credit properly, and prepare managerial accounting reports.
- Effectively communicate in writing to business customers and co-workers.

Business Administration Degree – A25120

First Year		
Fall		**Credit Hours**
ACA 111 or ACA 122	College Student Success College Transfer Success	1
ACC 120	Principles of Financial Accounting	4
BUS 110	Introduction to Business	3
CIS 110	Introduction to Computers	3
ENG 111	Writing and Inquiry	3
	Credit Hours	14
Spring		**Credit Hours**
ACC 121	Principles of Managerial Accounting	4
BUS 137	Principles of Management	3
ECO 251 or ECO 252	Principles of Microeconomics Principles of Macroeconomics	3
COM 120 or COM 231 or ENG 112	Intro to Interpersonal Communication Public Speaking Writing and Research in the Disciplines	3

or ENG 114	Professional Research & Reporting	
MAT 143 or MAT 152 or MAT 171	Quantitative Literacy Statistical Methods I Precalculus Algebra	3-4
	Credit Hours	16-17
Summer		**Credit Hours**
Humanities elective*		3
Social/Behavioral Science elective*		3
	Credit Hours	6
Second Year		
Fall		**Credit Hours**
ACC 149	Introduction to Accounting Spreadsheets	2
ACC 150	Accounting Software Applications	2
BUS 115	Business Law I	3
BUS 260	Business Communication	3
MKT 120	Principles of Marketing	3
	Credit Hours	13
Spring		**Credit Hours**
Business electives*		15
	Credit Hours	15
	Total Credit Hours	64-65

Business Elective List

Courses		Credit Hours
BUS 125	Personal Finance	3
BUS 151	People Skills	3
BUS 153	Human Resource Management	3
BUS 240	Business Ethics	3
BUS 280	REAL Small Business	4
ETR 210	Introduction to Entrepreneurship	3
INT 110	International Business	3
PMT 110	Introduction to Project Management	3

Business Administration Part-time Pathway

Term 1		Credit Hours
ACA 111 or ACA 122	College Student Success College Transfer Success	1
ACC 120	Principles of Financial Accounting	4
BUS 110	Introduction to Business	3
	Credit Hours	8
Term 2		**Credit Hours**

CIS 110	Introduction to Computers	3
ENG 111	Writing and Inquiry	3
	Credit Hours	6
Term 3		**Credit Hours**
ACC 121	Principles of Managerial Accounting	4
BUS 137	Principles of Management	3
ECO 251 or ECO 252	Principles of Microeconomics Principles of Macroeconomics	3
	Credit Hours	10
Term 4		**Credit Hours**
COM 120 or COM 231 or ENG 112 or ENG 114	Intro to Interpersonal Communication Public Speaking Writing and Research in the Disciplines Professional Research & Reporting	3
MAT 143 or MAT 152 or MAT 171	Quantitative Literacy Statistical Methods I Precalculus Algebra	3-4
	Credit Hours	6-7
Term 5		**Credit Hours**
Humanities elective*		3
Social Science elective*		3
	Credit Hours	6
Term 6		**Credit Hours**
ACC 149	Introduction to Accounting Spreadsheets	2
BUS 115	Business Law I	3
	Credit Hours	5
Term 7		**Credit Hours**
ACC 150	Accounting Software Applications	2
BUS 260	Business Communication	3
MKT 120	Principles of Marketing	3
	Credit Hours	8
Terms 8-10		**Credit Hours**
Business electives*		15
	Credit Hours	15
	Total Credit Hours	64-65

Business Administration Diploma – D25120

First Year		
Fall		**Credit Hours**
ACA 111 or ACA 122	College Student Success College Transfer Success	1
ACC 120	Principles of Financial Accounting	4

BUS 115	Business Law I	3
BUS 125	Personal Finance	3
BUS 240	Business Ethics	3
MKT 120	Principles of Marketing	3
	Credit Hours	17
Spring		**Credit Hours**
BUS 137	Principles of Management	3
BUS 151	People Skills	3
BUS 153	Human Resource Management	3
ECO 251 or ECO 252	Principles of Microeconomics Principles of Macroeconomics	3
ENG 111	Writing and Inquiry	3
	Credit Hours	15
Summer		**Credit Hours**
CIS 110	Introduction to Computers	3
Social/Behavioral Science elective*		3
	Credit Hours	6
	Total Credit Hours	38

Business Administration Certificate Option – C25120

First Year		
Fall		**Credit Hours**
ACA 111 or ACA 122	College Student Success College Transfer Success	1
BUS 110	Introduction to Business	3
BUS 240	Business Ethics	3
	Credit Hours	7
Spring		**Credit Hours**
BUS 137	Principles of Management	3
BUS 151	People Skills	3
BUS 280 or ETR 210	REAL Small Business Introduction to Entrepreneurship	3-4
	Credit Hours	9-10
	Total Credit Hours	16-17

Business Administration Small Business Entrepreneurship – C25120E

First Year		
Fall		**Credit Hours**
ACA 111 or ACA 122	College Student Success College Transfer Success	1
MKT 120	Principles of Marketing	3
PMT 110	Introduction to Project Management	3

	Credit Hours	7
Spring		**Credit Hours**
BUS 137	Principles of Management	3
BUS 151	People Skills	3
BUS 280 or ETR 210	REAL Small Business Introduction to Entrepreneurship	3-4
	Credit Hours	9-10
	Total Credit Hours	16-17

Business Administration Marketing Certificate Option – C25120M

First Year		
Fall		**Credit Hours**
ACA 111 or ACA 122	College Student Success College Transfer Success	1
BUS 110	Introduction to Business	3
MKT 120	Principles of Marketing	3
	Credit Hours	7
Spring		**Credit Hours**
BUS 115	Business Law I	3
BUS 137	Principles of Management	3
	Credit Hours	6
	Total Credit Hours	13

Business Administration - CCP

Courses		**Credit Hours**
ACA 111	College Student Success	1
BUS 110	Introduction to Business	3
BUS 115	Business Law I	3
BUS 137	Principles of Management	3
MKT 120	Principles of Marketing	3
	Total Credit Hours	13

COLLISION REPAIR & REFINISHING TECHNOLOGY

Contact(s): Billy Huneycutt

The Collision Repair and Refinishing Technology program prepares individuals to apply technical knowledge and skills to repair, reconstruct and refinish vehicle both before and after a collision.

Coursework provides a strong foundation in structural and body damage analysis & estimating, damage repair both non-structural and structural in steel & aluminum. This program also includes the repair of plastics, fiberglass, carbon fiber, and use of adhesives for plastic & steel; welding with MIG & STRSW as well as plastic, and paint & refinishing techniques for solvent-borne & waterborne paints systems.

Graduates of this program will be prepared to take industry third-party credentialing which correspond with program & industry standards. Graduates will be prepared to enter careers as entry-level technicians in the collision repair & refinishing industry.

Students completing the Collision Repair and Refinishing Technology will have the opportunity to earn the following I-CAR certifications:

- I-CAR ProLevel 1 – Non-Structural Technician
- I-CAR ProLevel 1 – Refinish Technician

The I-CAR Professional Development Program (PDP) is an industry recognized program for training collision repair professionals in essential role-relevant knowledge and skills.

See www.i-car.com for more information.

Learning Outcomes

Upon completion of this program, students will be able to:

- Demonstrate the knowledge and skills necessary to be a Refinish Technician
- Demonstrate the knowledge and skills necessary to be a Non-Structural Technician
- Perform 10 different welds on thick & thin steel coupons
- Repair a damaged vehicle frame based on damage identification derived from computerized frame measurements
- Write a complete computerized estimate of repairs using the CCOne Estimating Software

Current member of the Carolinas Collision Association

Collision Repair & Refinishing Technology Diploma - D60130

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
AUB 121	Non-Structural Damage I	3
AUB 122	Non-Structural Damage II	4
AUB 136	Plastics & Adhesives	3
ENG 101 or ENG 111	Applied Communications I Writing and Inquiry	3
TRN 110	Introduction to Transport Technology	2
TRN 180	Basic Welding for Transportation	3
	Credit Hours	19
Spring		**Credit Hours**
AUB 111	Painting & Refinishing I	4
AUB 112	Painting & Refinishing II	4
AUB 114	Special Finishes	2
AUB 150	Automotive Detailing	2
AUB 160	Body Shop Operations	1
MAT 110	Mathematical Measurement and Literacy	3
	Credit Hours	16
Summer		**Credit Hours**

AUB 131	Structural Damage I	4
AUB 162	Autobody Estimating	2
	Credit Hours	6
	Total Credit Hours	41

Collision Repair & Refinishing Technology Part-time Pathway

Term 1		Credit Hours
ACA 111	College Student Success	1
AUB 121	Non-Structural Damage I	3
AUB 122	Non-Structural Damage II	4
TRN 110	Introduction to Transport Technology	2
	Credit Hours	10
Term 2		**Credit Hours**
AUB 111	Painting & Refinishing I	4
AUB 112	Painting & Refinishing II	4
MAT 110	Mathematical Measurement and Literacy	3
	Credit Hours	11
Term 3		**Credit Hours**
AUB 131	Structural Damage I	4
	Credit Hours	4
Term 4		**Credit Hours**
AUB 136	Plastics & Adhesives	3
ENG 101 or ENG 111	Applied Communications I Writing and Inquiry	3
TRN 180	Basic Welding for Transportation	3
	Credit Hours	9
Term 5		**Credit Hours**
AUB 114	Special Finishes	2
AUB 150	Automotive Detailing	2
AUB 160	Body Shop Operations	1
	Credit Hours	5
Term 6		**Credit Hours**
AUB 162	Autobody Estimating	2
	Credit Hours	2
	Total Credit Hours	41

Collision Repair - Structural & Non-Structural Damage Repair Certificate - C60130DR

First Year		
Summer		**Credit Hours**
ACA 111	College Student Success	1
AUB 131	Structural Damage I	4

AUB 162	Autobody Estimating	2
	Credit Hours	7
Second Year		
Fall		**Credit Hours**
AUB 121	Non-Structural Damage I	3
AUB 122	Non-Structural Damage II	4
AUB 136	Plastics & Adhesives	3
	Credit Hours	10
	Total Credit Hours	17

Collision Repair - Painting and Refinishing Certificate – C60130PR

Courses		**Credit Hours**
AUB 111	Painting & Refinishing I	4
AUB 112	Painting & Refinishing II	4
AUB 114	Special Finishes	2
AUB 150	Automotive Detailing	2
AUB 160	Body Shop Operations	1
	Total Credit Hours	13

Collision Repair & Refinishing Technology - CCP

Courses		**Credit Hours**
ACA 111	College Student Success	1
AUB 111	Painting & Refinishing I	4
AUB 112	Painting & Refinishing II	4
AUB 121	Non-Structural Damage I	3
AUB 122	Non-Structural Damage II	4
TRN 110	Introduction to Transport Technology	2
	Total Credit Hours	18

COMPUTER ENGINEERING TECHNOLOGY

Contact(s): Jeff Swaringen

The Computer Engineering Technology curriculum provides the skills required to install, service, and maintain computers, peripherals, wired and wireless networks, and microprocessor and computer-controlled equipment. It includes training in both hardware and software with emphasis on operating systems concepts, data security, and data recovery.

Coursework includes mathematics, physics, electronics, digital circuits, and programming with an emphasis on the operation, use, and interfacing of memory and devices to the CPU. Additional topics may include communications, networks, operating systems, programming languages, Internet configuration and design, and industrial applications.

Graduates should qualify for employment opportunities in electronics technology, computer service, computer networks, server maintenance, programming, and other areas requiring knowledge of electronic and computer systems. Graduates may also qualify for certification in electronics, computers, or networks.

Learning Outcomes

Upon completion of this program, students will be able to:

- Integrate computer hardware and operating systems to create a functional computer.
- Install and configure a printer on a computer.
- Identify the Basic Methodology of the steps in troubleshooting a network.

Computer Engineering Technology Degree - A40160

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
DFT 151	CAD I	3
ELC 131	Circuit Analysis I	4
NOS 110	Operating Systems Concepts	3
SEC 110	Security Concepts	3
	Credit Hours	NaN
Spring		**Credit Hours**
CIS 110	Introduction to Computers	3
ELN 131	Analog Electronics I	4
ELN 133	Digital Electronics	4
MAT 121 or MAT 171	Algebra/Trigonometry I Precalculus Algebra	3-4
NOS 130	Windows Single User	3
	Credit Hours	17-18
Summer		**Credit Hours**
ELN 232	Introduction to Microprocessors	4
ENG 111	Writing and Inquiry	3
	Credit Hours	7
Second Year		
Fall		**Credit Hours**
CTS 120	Hardware/Software Support	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
NET 125	Introduction to Networks	3
NET 126	Switching and Routing	3
Humanities Elective*		3
	Credit Hours	15
Spring		**Credit Hours**
CSC 134	C++ Programming	3
CTI 141 or ELN 236	Cloud and Storage Concepts Fiber Optics and Lasers	3-4
CTS 220	Advanced Hardware/Software Support	3
NET 225	Enterprise Networking	3
Social/Behavioral Science Elective*		3
	Credit Hours	15-16
	Total Credit Hours	NaN-NaN

Computer Engineering Technology Part-time Pathway

Term 1		Credit Hours
ACA 111	College Student Success	1
ELC 131	Circuit Analysis I	4
	Credit Hours	NaN
Term 2		**Credit Hours**
ELN 131	Analog Electronics I	4
ELN 133	Digital Electronics	4
	Credit Hours	8
Term 3		**Credit Hours**
ELN 232	Introduction to Microprocessors	4
	Credit Hours	4
Term 4		**Credit Hours**
DFT 151	CAD I	3
NOS 110	Operating Systems Concepts	3
SEC 110	Security Concepts	3
	Credit Hours	9
Term 5		**Credit Hours**
CIS 110	Introduction to Computers	3
MAT 121 or MAT 171	Algebra/Trigonometry I Precalculus Algebra	3-4
NOS 130	Windows Single User	3
	Credit Hours	9-10
Term 6		**Credit Hours**
ENG 111	Writing and Inquiry	3
	Credit Hours	3
Term 7		**Credit Hours**
CTS 120	Hardware/Software Support	3
Social/Behavioral Science elective*		3
	Credit Hours	6
Term 8		**Credit Hours**
CSC 134	C++ Programming	3
CTI 141 or ELN 236	Cloud and Storage Concepts Fiber Optics and Lasers	3-4
CTS 220	Advanced Hardware/Software Support	3
	Credit Hours	9-10
Term 9		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
	Credit Hours	3
Term 10		**Credit Hours**

NET 125	Introduction to Networks	3
NET 126	Switching and Routing	3
	Credit Hours	6
Term 11		**Credit Hours**
NET 225	Enterprise Networking	3
Humanities elective*		3
	Credit Hours	6
	Total Credit Hours	NaN-NaN

Computer Engineering Technology -Basic Electronics Certificate - C40160BE

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
DFT 151	CAD I	3
ELC 131	Circuit Analysis I	4
	Credit Hours	NaN
Spring		**Credit Hours**
ELN 131	Analog Electronics I	4
ELN 133	Digital Electronics	4
	Credit Hours	8
	Total Credit Hours	NaN

Computer Engineering Technology - Hardware/Software Certificate - C40160HS

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
CTS 120	Hardware/Software Support	3
ELC 131	Circuit Analysis I	4
	Credit Hours	NaN
Spring		**Credit Hours**
CTS 220	Advanced Hardware/Software Support	3
NOS 110	Operating Systems Concepts	3
SEC 110	Security Concepts	3
	Credit Hours	9
	Total Credit Hours	NaN

Computer Engineering Technology - CCP

Courses		**Credit Hours**
CTS 120	Hardware/Software Support	3
ELC 131	Circuit Analysis I	4
ELN 133	Digital Electronics	4

NOS 110	Operating Systems Concepts	3
	Total Credit Hours	NaN

COMPUTER-INTEGRATED MACHINING

Contact(s): Ryan Love

The Computer-Integrated Machining curriculum prepares students with the analytical, creative and innovative skills necessary to take a production idea from an initial concept through design, development, and production, resulting in a finished product.

Coursework may include manual machining, computer applications, computer-aided machining (CAM), blueprint interpretation, advanced computerized numeric control (CNC) equipment, basic and advanced machining operations, and precision.

Graduates should qualify for employment as machining technicians in high-tech manufacturing, rapid prototyping and rapid-manufacturing industries, specialty machine shops, fabrication industries, and high-tech or emerging industries such as aerospace, aviation, medical, and renewable energy, and to sit for machining certification examinations.

Learning Outcomes

Upon completion of this program, students will be able to:

- The student will be able to interpret blueprints
- The student will be able to create a working assembly of manufactured parts
- The student will be able to apply general principles of mathematics and programming to CNC machine programming and CNC graphics programming
- The student will be able to setup and operate a CNC machine

NIMS® Accredited Training Program

Computer-Integrated Machining Degree – A50210

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
ENG 111	Writing and Inquiry	3
MAC 114	Introduction to Metrology	2
MAC 131	Blueprint Reading-Machining I	2
MAC 141	Machining Applications I	4
	Credit Hours	15
Spring		**Credit Hours**

DFT 151	CAD I	3
ISC 112	Industrial Safety	2
MAC 121	Introduction to CNC	2
MAC 142	Machining Applications II	4
MAC 152	Advanced Machining Calculations	2
MAC 247	Production Tooling	2
MAT 110	Mathematical Measurement and Literacy	3
	Credit Hours	18
Summer		**Credit Hours**
MAC 231	Cam: Computer Numerical Control Turning	3
MAC 232	CAM: Computer Numerical Control Milling	3
	Credit Hours	6
Second Year		
Fall		**Credit Hours**
ACA 121	Managing a Team	1
MAC 122	CNC Turning	2
MAC 124	CNC Milling	2
MAC 143	Machining Applications III	4
MAC 241	Jigs & Fixtures I	4
Social Science elective*		3
	Credit Hours	16
Spring		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
MAC 222	Advanced CNC Turning	2
MAC 224	Advanced CNC Milling	2
MAC 228	Advanced CNC Processes	3
WBL 110 or WBL 111	World of Work Work-Based Learning I	1
Humanities elective*		3
	Credit Hours	14
	Total Credit Hours	69

Computer-Integrated Machining Part-time Pathway

Term 1		**Credit Hours**
ACA 111	College Student Success	1
MAC 131	Blueprint Reading-Machining I	2
MAC 141	Machining Applications I	4
	Credit Hours	7
Term 2		**Credit Hours**
DFT 151	CAD I	3

MAC 121	Introduction to CNC	2
MAC 142	Machining Applications II	4
MAC 247	Production Tooling	2
	Credit Hours	11
Term 3		**Credit Hours**
MAC 231	Cam: Computer Numerical Control Turning	3
MAC 232	CAM: Computer Numerical Control Milling	3
	Credit Hours	6
Term 4		**Credit Hours**
CIS 110	Introduction to Computers	3
ENG 111	Writing and Inquiry	3
MAC 114	Introduction to Metrology	2
	Credit Hours	8
Term 5		**Credit Hours**
ISC 112	Industrial Safety	2
MAC 152	Advanced Machining Calculations	2
MAT 110	Mathematical Measurement and Literacy	3
	Credit Hours	7
Term 6		**Credit Hours**
MAC 241	Jigs & Fixtures I	4
Social Science Elective*		3
	Credit Hours	7
Term 7		**Credit Hours**
ACA 121	Managing a Team	1
MAC 122	CNC Turning	2
MAC 124	CNC Milling	2
	Credit Hours	5
Term 8		**Credit Hours**
MAC 222	Advanced CNC Turning	2
MAC 224	Advanced CNC Milling	2
WBL 110 or WBL 111	World of Work Work-Based Learning I	1
	Credit Hours	5
Term 9		**Credit Hours**
ENG 114	Professional Research & Reporting	3
MAC 143	Machining Applications III	4
	Credit Hours	7
Term 10		**Credit Hours**
MAC 228	Advanced CNC Processes	3
Humanities Elective*		3

	Credit Hours	6
	Total Credit Hours	69

Computer-Integrated Machining Diploma – D50210

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
MAC 131	Blueprint Reading-Machining I	2
MAC 141	Machining Applications I	4
	Credit Hours	10
Spring		**Credit Hours**
DFT 151	CAD I	3
MAC 121	Introduction to CNC	2
MAC 142	Machining Applications II	4
MAC 152	Advanced Machining Calculations	2
MAC 247	Production Tooling	2
MAT 110	Mathematical Measurement and Literacy	3
	Credit Hours	16
Summer		**Credit Hours**
MAC 231	Cam: Computer Numerical Control Turning	3
MAC 232	CAM: Computer Numerical Control Milling	3
	Credit Hours	6
Second Year		
Fall		**Credit Hours**
ENG 111	Writing and Inquiry	3
MAC 122	CNC Turning	2
MAC 124	CNC Milling	2
MAC 143	Machining Applications III	4
	Credit Hours	11
	Total Credit Hours	43

Computer-Integrated Machining – CNC Turning & Milling Certificate – C50210C

First Year		
Fall		**Credit Hours**
MAC 114	Introduction to Metrology	2
MAC 122	CNC Turning	2
MAC 124	CNC Milling	2
MAC 131	Blueprint Reading-Machining I	2
	Credit Hours	8

Spring		Credit Hours
MAC 222	Advanced CNC Turning	2
MAC 224	Advanced CNC Milling	2
	Credit Hours	4
Summer		**Credit Hours**
MAC 231	Cam: Computer Numerical Control Turning	3
MAC 232	CAM: Computer Numerical Control Milling	3
	Credit Hours	6
	Total Credit Hours	18

Computer-Integrated Machining – Manual Machining Certificate – C50210M

First Year		
Fall		**Credit Hours**
MAC 114	Introduction to Metrology	2
MAC 131	Blueprint Reading-Machining I	2
MAC 141	Machining Applications I	4
	Credit Hours	8
Spring		**Credit Hours**
MAC 142	Machining Applications II	4
MAC 152	Advanced Machining Calculations	2
MAC 247	Production Tooling	2
	Credit Hours	8
	Total Credit Hours	16

Computer-Integrated Machining – Manual/CNC Machine Operator Certificate – C50210MC

First Year		
Fall		**Credit Hours**
MAC 121	Introduction to CNC	2
MAC 141	Machining Applications I	4
	Credit Hours	6
Spring		**Credit Hours**
MAC 124	CNC Milling	2
MAC 142	Machining Applications II	4
	Credit Hours	6
Summer		**Credit Hours**
MAC 122	CNC Turning	2
	Credit Hours	2
	Total Credit Hours	14

Computer-Integrated Machining - CCP

Courses		Credit Hours

MAC 121	Introduction to CNC	2
MAC 131	Blueprint Reading-Machining I	2
MAC 141	Machining Applications I	4
MAC 142	Machining Applications II	4
MAC 143	Machining Applications III	4
MAC 152	Advanced Machining Calculations	2
	Total Credit Hours	18

COSMETOLOGY

Contact(s): David Smith

The Cosmetology curriculum is designed to provide competency-based knowledge, scientific/artistic principles, and hands-on fundamentals associated with the cosmetology industry. The curriculum provides a simulated salon environment that enables students to develop manipulative skills.

Coursework includes instruction in all phases of professional imaging, hair design, chemical processes, skin care, nail care, multicultural practices, business/computer principles, product knowledge, and other selected topics.

Graduates should qualify to sit for the State Board of Cosmetic Arts examination. Upon successfully passing the State Board exam, graduates will be issued an apprentice license. Employment is available in beauty salons and related businesses.

Learning Outcomes

Upon completion of this program, students will be able to:

- Demonstrate the proper practices of manicuring, pedicuring and artificial nail application.
- Demonstrate the proper practices of facials, massage, and make-up application.
- Correctly demonstrate and perform all the proper practices of shampooing, conditioning, draping, and scalp treatments.
- Perform the proper practices of hair cutting, styling, hair coloring, hair lightening, chemical hair restructuring, and artificial hair design.
- Perform all services in accordance with the sanitation and disinfection procedures as set forth by the NC State Board of Cosmetic Art Examiners.
- Describe the basic skills of marketing, small business management, and record-keeping.
- Recall the knowledge and perform the skills necessary to work as a North Carolina (NC) licensed cosmetologist.

Beginner's Department

Students shall spend 300 hours in this department before entering the advanced department and shall not work on members of the public during this 300 hours. The hours earned in this department shall be devoted to Cosmetology Study and Mannequin Practice (first semester).

Advanced Department

The hours earned in the Advanced Department shall be devoted to the studies and live model performance completions. Work in this department may be done on the public. Students with fewer than 300 hours shall not work in this department.

Transfer Students

The College reserves the right to test the student in any subjects missed in the Cosmetology curriculum due to transfer from another cosmetology curriculum. Tests to determine proficiency may be written, oral, laboratory, or any combination of these. Credits earned in this evaluation may qualify the student for advanced standing. Returning students may be requested to demonstrate proficiencies as determined by the program head.

Cosmetology Degree - A55140

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
COS 111	Cosmetology Concepts I	4
COS 112	Salon I	8
ENG 111	Writing and Inquiry	3
Elective*		3
Humanities elective*		3
	Credit Hours	25

Spring		Credit Hours
COS 113	Cosmetology Concepts II	4
COS 114	Salon II	8
ENG 114	Professional Research & Reporting	3
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
Elective*		3
Social/Behavioral Science elective*		3
	Credit Hours	24-25
Summer		**Credit Hours**
COS 115	Cosmetology Concepts III	4
COS 116	Salon III	4
	Credit Hours	8
Second Year		
Fall		**Credit Hours**
COS 117	Cosmetology Concepts IV	2
COS 118	Salon IV	7
	Credit Hours	9
	Total Credit Hours	66-67

Elective list

Courses		Credit Hours
BUS 151	People Skills	3
BUS 230	Small Business Management	3
BUS 270	Professional Development	3
COS 223	Contemp Hair Coloring	2
COS 240	Contemporary Design	2
COS 250	Computerized Salon Ops	1
WBL 111	Work-Based Learning I	1
WBL 112	Work-Based Learning I	2
WBL 122	Work-Based Learning II	2

Cosmetology Part-time Pathway

Click link for course requirements		Credit Hours
Cosmetology courses*		65
	Credit Hours	65
	Total Credit Hours	65

Cosmetology 1,500-Hour Diploma – D55140

Courses		Credit Hours
ACA 111	College Student Success	1

COS 111	Cosmetology Concepts I	4
COS 112	Salon I	8
COS 113	Cosmetology Concepts II	4
COS 114	Salon II	8
COS 115	Cosmetology Concepts III	4
COS 116	Salon III	4
COS 117	Cosmetology Concepts IV	2
COS 118	Salon IV	7
COS 223 or COS 240	Contemp Hair Coloring Contemporary Design	2
ENG 111	Writing and Inquiry	3
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
	Total Credit Hours	50-51

Cosmetology 1,200 Hours Certificate – C55140

Courses		Credit Hours
ACA 111	College Student Success	1
COS 111	Cosmetology Concepts I	4
COS 112	Salon I	8
COS 113	Cosmetology Concepts II	4
COS 114	Salon II	8
COS 115	Cosmetology Concepts III	4
COS 116	Salon III	4
COS 223 or COS 240	Contemp Hair Coloring Contemporary Design	2
	Total Credit Hours	35

Cosmetology - CCP

Courses		Credit Hours
COS 111	Cosmetology Concepts I	4
COS 112	Salon I	8
COS 113	Cosmetology Concepts II	4
COS 114	Salon II	8
COS 115	Cosmetology Concepts III	4
COS 116	Salon III	4
COS 223 or COS 240	Contemp Hair Coloring Contemporary Design	2
	Total Credit Hours	34

Cosmetology Instructor Certificate – C55160

Courses		Credit Hours
COS 271	Instructor Concepts I	5

COS 272	Instructor Practicum I	7
COS 273	Instructor Concepts II	5
COS 274	Instructor Practicum II	7
	Total Credit Hours	24

CRIMINAL JUSTICE TECHNOLOGY

Contact(s): John Lanier

The Criminal Justice Technology curriculum is designed to provide knowledge of criminal justice systems and operations. Study will focus on local, state, and federal law enforcement, judicial processes, corrections, and security services. The criminal justice system's role within society will be explored.

Emphasis is on criminal justice systems, criminology, juvenile justice, criminal and constitutional law, investigative principles, ethics, and community relations. Additional study may include issues and concepts of government, counseling, communications, computers, and technology.

Employment opportunities exist in crime scene investigations, the court system, asset protection, private security, local, state, and federal law enforcement, and corrections. Examples include crime scene investigator, legal assistant, asset protection specialist, private security officer, police officer, deputy sheriff, state trooper, detention officer, and correctional officer.

Stanly Community College's Criminal Justice graduates have continued their studies at universities in NC and around the country. The AAS degree might not be fully transferable to some universities.

Some graduates have continued their education at the following colleges and universities, although these colleges and universities may or may not currently have an articulation agreement.

Carolina University
Gardner-Webb University
Fayetteville State University
Norwich University
Liberty University
Lees-McRae College
Pfeiffer University
UNC-Charlotte
Western Carolina University
Fort Hays State University
Winston-Salem State University

Learning Outcomes

Upon completion of this program, students will be able to:

1. Apply criminal investigative techniques.
2. Analyze constitutional law and proper court procedures.
3. Apply criminological theories.
4. Compose effective written communication related to criminal justice issues.
5. Evaluate an ethical decision-making process in the context of a criminal justice dilemma related to social change, values, norms, cultural diversity, or citizen involvement.

Criminal Justice Technology Degree – A55180

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
CJC 111	Introduction to Criminal Justice	3
CJC 113	Juvenile Justice	3
CJC 131	Criminal Law	3
ENG 111	Writing and Inquiry	3
PSY 150	General Psychology	3
	Credit Hours	16
Spring		**Credit Hours**
CJC 112	Criminology	3
CJC 141	Corrections	3

CJC 225	Crisis Intervention	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
MAT 143 or MAT 152	Quantitative Literacy Statistical Methods I	3-4
	Credit Hours	15-16
Summer		**Credit Hours**
CJC 222	Criminalistics	3
CIS 110 or COM 231 or POL 120 or SOC 210	Introduction to Computers Public Speaking American Government Introduction to Sociology	3
	Credit Hours	6
Second Year		
Fall		**Credit Hours**
CJC 121	Law Enforcement Operations	3
CJC 132	Court Procedure & Evidence	3
CJC 212	Ethics & Community Relations	3
CJC 215	Organization & Administration	3
CJC 231	Constitutional Law	3
	Credit Hours	15
Spring		**Credit Hours**
CJC 213	Substance Abuse	3
CJC 221	Investigative Principles	4
PSY 231 or PSY 281	Forensic Psychology Abnormal Psychology	3
Humanities elective*		3
Major Elective*		3
	Credit Hours	16
	Total Credit Hours	68-69

Major Electives list

Courses		**Credit Hours**
CCT 121	Computer Crime Investigation	4
CET 111	Computer Upgrade/Repair I	3
CJC 121	Law Enforcement Operations	3
CJC 232	Civil Liability	3
CTS 120	Hardware/Software Support	3
WBL 111	Work-Based Learning I	1
WBL 112	Work-Based Learning I	2
WBL 113	Work-Based Learning I	3
WBL 121	Work-Based Learning II	1

WBL 122	Work-Based Learning II	2
WBL 131	Work-Based Learning III	1

Criminal Justice - Part-time Pathway

Term 1		Credit Hours
ACA 111	College Student Success	1
CJC 111	Introduction to Criminal Justice	3
CJC 113	Juvenile Justice	3
	Credit Hours	7
Term 2		**Credit Hours**
CJC 131	Criminal Law	3
ENG 111	Writing and Inquiry	3
PSY 150	General Psychology	3
	Credit Hours	9
Term 3		**Credit Hours**
CJC 112	Criminology	3
CJC 225	Crisis Intervention	3
	Credit Hours	6
Term 4		**Credit Hours**
CJC 141	Corrections	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
	Credit Hours	6
Term 5		**Credit Hours**
CJC 222	Criminalistics	3
MAT 143 or MAT 152	Quantitative Literacy Statistical Methods I	3-4
	Credit Hours	6-7
Term 6		**Credit Hours**
CIS 110 or COM 231 or POL 120 or SOC 210	Introduction to Computers Public Speaking American Government Introduction to Sociology	3
CJC 132	Court Procedure & Evidence	3
CJC 212	Ethics & Community Relations	3
	Credit Hours	9
Term 7		**Credit Hours**
CJC 215	Organization & Administration	3
CJC 231	Constitutional Law	3
	Credit Hours	6
Term 8		**Credit Hours**
CJC 213	Substance Abuse	3

CJC 221	Investigative Principles	4
	Credit Hours	7
Term 9		**Credit Hours**
CJC 160 or PSY 231 or PSY 281	Terrorism: Underlying Issues Forensic Psychology Abnormal Psychology	3
Humanities elective*		3
	Credit Hours	6
Term 10		**Credit Hours**
CJC 121	Law Enforcement Operations	3
Major elective*		3
	Credit Hours	6
	Total Credit Hours	68-69

Criminal Justice Technology Diploma – D55180

Courses		**Credit Hours**
ACA 111	College Student Success	1
CJC 111	Introduction to Criminal Justice	3
CJC 112	Criminology	3
CJC 113	Juvenile Justice	3
CJC 121	Law Enforcement Operations	3
CJC 131	Criminal Law	3
CJC 132	Court Procedure & Evidence	3
CJC 141	Corrections	3
CJC 212	Ethics & Community Relations	3
CJC 213	Substance Abuse	3
CJC 221	Investigative Principles	4
CJC 225	Crisis Intervention	3
CJC 231	Constitutional Law	3
ENG 111	Writing and Inquiry	3
PSY 150	General Psychology	3
	Total Credit Hours	44

Criminal Justice Technology Certificate - C55180CJ

Courses		**Credit Hours**
CJC 111	Introduction to Criminal Justice	3
CJC 112	Criminology	3
CJC 113	Juvenile Justice	3
CJC 121	Law Enforcement Operations	3
CJC 141	Corrections	3
CJC 212	Ethics & Community Relations	3

	Total Credit Hours	18

Criminal Justice Technology - CCP

Courses		Credit Hours
CJC 111	Introduction to Criminal Justice	3
CJC 112	Criminology	3
CJC 113	Juvenile Justice	3
CJC 121	Law Enforcement Operations	3
CJC 141	Corrections	3
CJC 212	Ethics & Community Relations	3
	Total Credit Hours	18

EARLY CHILDHOOD EDUCATION

Contact(s): Christy Hopkins, Cyndie Osborne, Jaime Shelton

The Early Childhood Education curriculum prepares individuals to work with all children from infancy through middle childhood in diverse, inclusive learning environments.

Throughout the Early Childhood Education program, students will gain knowledge and understanding of foundational theories of child growth, development, and learning, observation and assessment, planning, domains of development, guidance, and ways to effectively communicate with parents, children, and other professionals in the field. Learning opportunities and course assignments provide students with a strong foundation in evidenced-based and current principles to work with children, families, and the community. Students will show competency in the program by integrating learned theories with practice in early childhood settings with young children under the supervision of qualified teachers.

Students who earn an Associate of Applied Science in Early Childhood Education will have opportunities to work in a variety of early childhood settings or potentially go further towards a Bachelor's degree in Child Development/Early Childhood or the Birth-Kindergarten Licensure. Students who wish to purse a Bachelor's beyond the AAS in Early Childhood should work with their advisor closely.

Learning Outcomes

Upon successful completion of the Early Childhood Associate Degree, students will be able to:

1. Use multidimensional knowledge on the developmental period of early childhood, individual uniqueness variations for each child, and development and learning in cultural contexts to make evidence-based decisions that support each child.
2. Use community resources to support children's learning and development while supporting families, building partnerships between early learning settings, schools, and community organizations and agencies.
3. Use screening and assessment tools in ways that are ethically grounded and developmentally, ability, culturally, and linguistically appropriate in order to document progress and promote positive outcomes for each child by building partnerships with families and professional colleagues.
4. Use a broad repertoire of developmentally appropriate, culturally and linguistically relevant, anti-bias, evidenced-based teaching skills and strategies that reflect principles of universal design for learning.
5. Modify teaching practices by applying, expanding, integrating, and updating their content knowledge in the disciplines, their knowledge of curriculum content resources, and their pedagogical content knowledge.
6. Use professional communication skills, including technology-mediated strategies, to effectively and ethically support young children's learning and development through reflective and intentional practice to work with families and colleagues.

The Early Childhood Education degree will transfer to other Colleges and Universities:

A55220TL – Transfer B-K Licensure Track and A55220NL – Transfer Non-Licensure Track will transfer to the 12 public universities that offer the Early Childhood or Child and Family Development bachelor's degrees.

Additionally, we have articulation agreements with three private colleges/universities: Barton College, Catawba College and Gardner-Webb University to their Early Childhood bachelor's degree programs.

A55220CR – Career Ready Track is a non-transfer degree program.

Please work closely with your advisor to make sure you are in the right track to meet your future goals.

Early Childhood Education – Transfer B-K Licensure Track – A55220TL

First Year		
Fall		**Credit Hours**
ACA 122	College Transfer Success	1
EDU 119	Intro to Early Childhood Education	4
EDU 131	Child, Family, and Community	3

EDU 144	Child Development I	3
EDU 146	Child Guidance	3
ENG 111	Writing and Inquiry	3
	Credit Hours	17
Spring		**Credit Hours**
ART 111 or MUS 110	Art Appreciation Music Appreciation	3
COM 231	Public Speaking	3
EDU 145	Child Development II	3
EDU 153	Health, Safety and Nutrition	3
EDU 234	Infants, Toddlers, and Twos	3
MAT 143	Quantitative Literacy	3
	Credit Hours	18
Summer		**Credit Hours**
EDU 151	Creative Activities	3
PSY 150	General Psychology	3
	Credit Hours	6
Second Year		
Fall		**Credit Hours**
BIO 110	Principles of Biology	4
EDU 184	Early Childhood Introductory Practicum	2
EDU 221	Children With Exceptionalities	3
EDU 250	Teacher Licensure Preparation	3
SOC 210	Introduction to Sociology	3
	Credit Hours	15
Spring		**Credit Hours**
EDU 216	Foundations of Education	3
EDU 280	Language and Literacy Experiences	3
EDU 284	Early Childhood Capstone Practicum	4
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
PHY 110	Conceptual Physics	3
	Credit Hours	NaN
	Total Credit Hours	NaN

Early Childhood Education – Transfer B-K Licensure Track - Part-time Pathway

Term 1		**Credit Hours**
ACA 122	College Transfer Success	1
EDU 119	Intro to Early Childhood Education	4
EDU 131	Child, Family, and Community	3
	Credit Hours	8

Term 2		Credit Hours
EDU 144	Child Development I	3
EDU 146	Child Guidance	3
ENG 111	Writing and Inquiry	3
	Credit Hours	9
Term 3		**Credit Hours**
ART 111 or MUS 110	Art Appreciation Music Appreciation	3
EDU 145	Child Development II	3
	Credit Hours	6
Term 4		**Credit Hours**
EDU 153	Health, Safety and Nutrition	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
	Credit Hours	6
Term 5		**Credit Hours**
EDU 234	Infants, Toddlers, and Twos	3
MAT 143	Quantitative Literacy	3
	Credit Hours	6
Term 6		**Credit Hours**
EDU 151	Creative Activities	3
PHY 110	Conceptual Physics	3
	Credit Hours	NaN
Term 7		**Credit Hours**
EDU 184	Early Childhood Introductory Practicum	2
EDU 221	Children With Exceptionalities	3
EDU 250	Teacher Licensure Preparation	3
	Credit Hours	8
Term 8		**Credit Hours**
BIO 111	General Biology I	4
SOC 210	Introduction to Sociology	3
	Credit Hours	7
Term 9		**Credit Hours**
COM 231	Public Speaking	3
EDU 216	Foundations of Education	3
EDU 280	Language and Literacy Experiences	3
	Credit Hours	9
Term 10		**Credit Hours**
EDU 284	Early Childhood Capstone Practicum	4
PSY 150	General Psychology	3
	Credit Hours	7

	Total Credit Hours	NaN

Early Childhood Education Transfer Non-Licensure Track - A55220NL

First Year		
Fall		**Credit Hours**
ACA 122	College Transfer Success	1
EDU 119	Intro to Early Childhood Education	4
EDU 131	Child, Family, and Community	3
EDU 144	Child Development I	3
EDU 146	Child Guidance	3
ENG 111	Writing and Inquiry	3
	Credit Hours	17
Spring		**Credit Hours**
ART 111 or MUS 110	Art Appreciation Music Appreciation	3
COM 231	Public Speaking	3
EDU 145	Child Development II	3
EDU 153	Health, Safety and Nutrition	3
EDU 234	Infants, Toddlers, and Twos	3
MAT 143	Quantitative Literacy	3
	Credit Hours	18
Summer		**Credit Hours**
EDU 151	Creative Activities	3
PSY 150	General Psychology	3
	Credit Hours	6
Second Year		
Fall		**Credit Hours**
BIO 110	Principles of Biology	4
EDU 184	Early Childhood Introductory Practicum	2
EDU 221	Children With Exceptionalities	3
EDU 261	Early Childhood Administration I	3
SOC 210	Introduction to Sociology	3
	Credit Hours	15
Spring		**Credit Hours**
EDU 262	Early Childhood Administration II	3
EDU 280	Language and Literacy Experiences	3
EDU 284	Early Childhood Capstone Practicum	4
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
PHY 110	Conceptual Physics	3
	Credit Hours	NaN

	Total Credit Hours	NaN

Early Childhood Education Transfer Non-Licensure Track - Part-time Pathway

Term 1		Credit Hours
ACA 122	College Transfer Success	1
EDU 119	Intro to Early Childhood Education	4
EDU 131	Child, Family, and Community	3
	Credit Hours	8
Term 2		**Credit Hours**
EDU 144	Child Development I	3
EDU 146	Child Guidance	3
ENG 111	Writing and Inquiry	3
	Credit Hours	9
Term 3		**Credit Hours**
ART 111 or MUS 110	Art Appreciation Music Appreciation	3
EDU 145	Child Development II	3
	Credit Hours	6
Term 4		**Credit Hours**
EDU 153	Health, Safety and Nutrition	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
	Credit Hours	6
Term 5		**Credit Hours**
EDU 234	Infants, Toddlers, and Twos	3
MAT 143	Quantitative Literacy	3
	Credit Hours	6
Term 6		**Credit Hours**
EDU 151	Creative Activities	3
PHY 110	Conceptual Physics	3
	Credit Hours	NaN
Term 7		**Credit Hours**
EDU 184	Early Childhood Introductory Practicum	2
EDU 221	Children With Exceptionalities	3
EDU 261	Early Childhood Administration I	3
	Credit Hours	8
Term 8		**Credit Hours**
BIO 110	Principles of Biology	4
SOC 210	Introduction to Sociology	3
	Credit Hours	7
Term 9		**Credit Hours**

COM 231	Public Speaking	3
EDU 262	Early Childhood Administration II	3
EDU 280	Language and Literacy Experiences	3
	Credit Hours	9
Term 10		**Credit Hours**
EDU 284	Early Childhood Capstone Practicum	4
PSY 150	General Psychology	3
	Credit Hours	7
	Total Credit Hours	NaN

Early Childhood Education Career Ready Track - A55220CR

First Year		
Fall		**Credit Hours**
ACA 122	College Transfer Success	1
EDU 119	Intro to Early Childhood Education	4
EDU 131	Child, Family, and Community	3
EDU 144	Child Development I	3
EDU 146	Child Guidance	3
ENG 111	Writing and Inquiry	3
	Credit Hours	17
Spring		**Credit Hours**
ART 111 or MUS 110	Art Appreciation Music Appreciation	3
COM 231	Public Speaking	3
EDU 145	Child Development II	3
EDU 153	Health, Safety and Nutrition	3
EDU 234	Infants, Toddlers, and Twos	3
MAT 143	Quantitative Literacy	3
	Credit Hours	18
Summer		**Credit Hours**
EDU 151	Creative Activities	3
PSY 150	General Psychology	3
	Credit Hours	6
Second Year		
Fall		**Credit Hours**
EDU 184	Early Childhood Introductory Practicum	2
EDU 221	Children With Exceptionalities	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
EDU Elective*		6
	Credit Hours	14

Spring		Credit Hours
EDU 280	Language and Literacy Experiences	3
EDU 284	Early Childhood Capstone Practicum	4
EDU Elective*		9
	Credit Hours	16
	Total Credit Hours	71

Early Childhood Education Career Ready Track - Part-time Pathway

Term 1		Credit Hours
ACA 122	College Transfer Success	1
EDU 119	Intro to Early Childhood Education	4
EDU 131	Child, Family, and Community	3
	Credit Hours	8
Term 2		**Credit Hours**
EDU 144	Child Development I	3
EDU 146	Child Guidance	3
ENG 111	Writing and Inquiry	3
	Credit Hours	9
Term 3		**Credit Hours**
ART 111 or MUS 110	Art Appreciation Music Appreciation	3
EDU 145	Child Development II	3
	Credit Hours	6
Term 4		**Credit Hours**
EDU 153	Health, Safety and Nutrition	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
	Credit Hours	6
Term 5		**Credit Hours**
EDU 234	Infants, Toddlers, and Twos	3
MAT 143	Quantitative Literacy	3
	Credit Hours	6
Term 6		**Credit Hours**
EDU 151	Creative Activities	3
EDU Elective*		3
	Credit Hours	6
Term 7		**Credit Hours**
EDU 184	Early Childhood Introductory Practicum	2
EDU 221	Children With Exceptionalities	3
	Credit Hours	5
Term 8		**Credit Hours**

COM 231	Public Speaking	3
EDU Elective*		6
	Credit Hours	9
Term 9		**Credit Hours**
EDU 280	Language and Literacy Experiences	3
EDU Elective*		6
	Credit Hours	9
Term 10		**Credit Hours**
EDU 284	Early Childhood Capstone Practicum	4
PSY 150	General Psychology	3
	Credit Hours	7
	Total Credit Hours	71

EDU Elective list

Courses		**Credit Hours**
EDU 149	Introduction to Autism Spectrum Disorder	3
EDU 150	Building an Inclusive Classroom	3
EDU 154	Social/Emotion/Behavior Development	3
EDU 157	Active Play	3
EDU 222	Learners with Behavior Disorders	3
EDU 235	School-Age Development and Programs	3
EDU 259	Curriculum Planning	3
EDU 261	Early Childhood Administration I	3
EDU 262	Early Childhood Administration II	3

Early Childhood Education Diploma – D55220

First Year		
Fall		**Credit Hours**
ACA 122	College Transfer Success	1
EDU 119	Intro to Early Childhood Education	4
EDU 131	Child, Family, and Community	3
EDU 144	Child Development I	3
ENG 111	Writing and Inquiry	3
	Credit Hours	14
Spring		**Credit Hours**
EDU 145	Child Development II	3
EDU 146	Child Guidance	3
EDU 234	Infants, Toddlers, and Twos	3
PSY 150	General Psychology	3
	Credit Hours	12

Summer		Credit Hours
EDU 151	Creative Activities	3
	Credit Hours	3
Second Year		
Fall		**Credit Hours**
EDU 153	Health, Safety and Nutrition	3
EDU 184	Early Childhood Introductory Practicum	2
EDU 221	Children With Exceptionalities	3
EDU 280	Language and Literacy Experiences	3
	Credit Hours	11
	Total Credit Hours	40

Early Childhood Education Special Education Certificate - C55220S

First Year		
Fall		**Credit Hours**
EDU 144	Child Development I	3
EDU 145	Child Development II	3
EDU 149	Introduction to Autism Spectrum Disorder	3
	Credit Hours	9
Spring		**Credit Hours**
EDU 150	Building an Inclusive Classroom	3
EDU 221	Children With Exceptionalities	3
EDU 222	Learners with Behavior Disorders	3
	Credit Hours	9
	Total Credit Hours	18

Early Childhood Education School Age Certificate – C55220SA

First Year		
Fall		**Credit Hours**
EDU 131	Child, Family, and Community	3
EDU 145	Child Development II	3
EDU 153	Health, Safety and Nutrition	3
	Credit Hours	9
Spring		**Credit Hours**
EDU 146	Child Guidance	3
EDU 157	Active Play	3
EDU 235	School-Age Development and Programs	3
	Credit Hours	9
	Total Credit Hours	18

Early Childhood Education Social/Emotional Development Certificate – C55220SE

First Year		
Fall		**Credit Hours**
EDU 144	Child Development I	3
EDU 145	Child Development II	3
EDU 146	Child Guidance	3
	Credit Hours	9
Spring		**Credit Hours**
EDU 153	Health, Safety and Nutrition	3
EDU 154	Social/Emotion/Behavior Development	3
EDU 221	Children With Exceptionalities	3
	Credit Hours	9
	Total Credit Hours	18

Early Childhood - Infant Toddler CDA Certificate - C55220IT

First Year		
Fall		**Credit Hours**
EDU 119	Intro to Early Childhood Education	4
EDU 131	Child, Family, and Community	3
EDU 234	Infants, Toddlers, and Twos	3
	Credit Hours	10
Spring		**Credit Hours**
EDU 144	Child Development I	3
EDU 153	Health, Safety and Nutrition	3
EDU 184	Early Childhood Introductory Practicum	2
	Credit Hours	8
	Total Credit Hours	18

Early Childhood Certificate Option – Infant/Toddler Care – C55290

Courses		Credit Hours
EDU 119	Intro to Early Childhood Education	4
EDU 131	Child, Family, and Community	3
EDU 144	Child Development I	3
EDU 153	Health, Safety and Nutrition	3
EDU 234	Infants, Toddlers, and Twos	3
	Total Credit Hours	16

Early Childhood Infant/Toddler - CCP

Courses		Credit Hours
EDU 119	Intro to Early Childhood Education	4
EDU 131	Child, Family, and Community	3

EDU 144	Child Development I	3
EDU 153	Health, Safety and Nutrition	3
EDU 234	Infants, Toddlers, and Twos	3
	Total Credit Hours	16

Early Childhood Administration Certificate – C55850

First Year		
Fall		**Credit Hours**
EDU 119	Intro to Early Childhood Education	4
EDU 261	Early Childhood Administration I	3
	Credit Hours	7
Spring		**Credit Hours**
EDU 131	Child, Family, and Community	3
EDU 153	Health, Safety and Nutrition	3
EDU 262	Early Childhood Administration II	3
	Credit Hours	9
	Total Credit Hours	16

Early Childhood Preschool Certificate – C55860

First Year		
Fall		**Credit Hours**
EDU 119	Intro to Early Childhood Education	4
EDU 146	Child Guidance	3
	Credit Hours	7
Spring		**Credit Hours**
EDU 131	Child, Family, and Community	3
EDU 145	Child Development II	3
EDU 153	Health, Safety and Nutrition	3
	Credit Hours	9
	Total Credit Hours	16

Early Childhood Preschool - CCP

First Year		
Fall		**Credit Hours**
EDU 119	Intro to Early Childhood Education	4
EDU 146	Child Guidance	3
	Credit Hours	7
Spring		**Credit Hours**
EDU 131	Child, Family, and Community	3
EDU 145	Child Development II	3
EDU 153	Health, Safety and Nutrition	3

	Credit Hours	9
	Total Credit Hours	16

ELECTRONICS ENGINEERING TECHNOLOGY - AUTOMATION & CONTROL

Contact(s): Gary Hatley

The Electronics Engineering Technology curriculum prepares individuals to become technicians who design, build, install, test, troubleshoot, repair, and modify development and production electronic components, equipment, and systems such as industrial/computer controls, manufacturing systems, communication systems, and power electronic systems.

A broad-based core of courses including basic electricity, solid-state fundamentals, digital concepts, and microprocessors ensures the student will develop the skills necessary to perform entry-level tasks. Emphasis is placed on developing the student's ability to analyze and troubleshoot electronic systems.

Special emphasis is placed on computer literacy, computer-aided design (CAD), data communications, electronic communications systems (telecommunications), as well as industrial controls (Programmable Logic Controller), microprocessor systems, and industrial control transducers. Online (Internet) experience is also an integral part of the EET program as much of the coursework provides hands-on laboratory experiments that often include accessing the web.

Graduates should qualify for employment as engineering assistants or electronic technicians with job titles such as electronics engineering technician, field service technician, maintenance technician, electronic tester, electronic systems integrator, bench technician, or production control technician.

Learning Outcomes

Upon completion of this program, students will be able to:

- Analyze and evaluate a broad variety of electronic technologies.
- Exhibit industry standard electronics skills and competencies.
- Analyze and evaluate a wide variety of electronics industry standard technologies.

Electronics Engineering Technology – Automation and Control Degree – A40200

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
DFT 151	CAD I	3
ELC 131	Circuit Analysis I	4
MAT 171	Precalculus Algebra	4
	Credit Hours	NaN
Spring		**Credit Hours**
ELN 131	Analog Electronics I	4
ELN 133	Digital Electronics	4
ENG 111	Writing and Inquiry	3
HYD 110	Hydraulics/Pneumatics I	3
ISC 112	Industrial Safety	2
	Credit Hours	16
Summer		**Credit Hours**
MEC 130	Mechanisms	3
Social Science elective*		3
	Credit Hours	6
Second Year		
Fall		**Credit Hours**
ATR 212	Industrial Robots	3

ELN 132	Analog Electronics II	4
ELN 260	Prog Logic Controllers	4
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
Humanities elective*		3
	Credit Hours	17
Spring		**Credit Hours**
ATR 214	Advanced PLCs	4
CTS 120	Hardware/Software Support	3
ELC 117	Motors and Controls	4
ELN 234	Communication Systems	4
	Credit Hours	15
	Total Credit Hours	NaN

Electronics Engineering Technology Part-time Pathway

Term 1		**Credit Hours**
ACA 111	College Student Success	1
ELC 131	Circuit Analysis I	4
	Credit Hours	NaN
Term 2		**Credit Hours**
ELC 117	Motors and Controls	4
HYD 110	Hydraulics/Pneumatics I	3
ISC 112	Industrial Safety	2
	Credit Hours	9
Term 3		**Credit Hours**
MEC 130	Mechanisms	3
	Credit Hours	3
Term 4		**Credit Hours**
ELN 260	Prog Logic Controllers	4
Social Science or Humanities Elective*		3
	Credit Hours	7
Term 5		**Credit Hours**
ELN 131	Analog Electronics I	4
ENG 111	Writing and Inquiry	3
	Credit Hours	7
Term 6		**Credit Hours**
CIS 110	Introduction to Computers	3
MAT 171	Precalculus Algebra	4
	Credit Hours	7
Term 7		**Credit Hours**

DFT 151	CAD I	3
ELN 132	Analog Electronics II	4
	Credit Hours	7
Term 8		**Credit Hours**
CTS 120	Hardware/Software Support	3
ELN 133	Digital Electronics	4
	Credit Hours	7
Term 9		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
Social Science or Humanities Elective*		3
	Credit Hours	6
Term 10		**Credit Hours**
ATR 212	Industrial Robots	3
	Credit Hours	3
Term 11		**Credit Hours**
ATR 214	Advanced PLCs	4
ELN 234	Communication Systems	4
	Credit Hours	8
	Total Credit Hours	NaN

Electronics Engineering Technology – Mechatronics Certificate – C40200M

First Year		
Fall		**Credit Hours**
ELC 131	Circuit Analysis I	4
ELN 260	Prog Logic Controllers	4
	Credit Hours	NaN
Spring		**Credit Hours**
ELC 117	Motors and Controls	4
HYD 110	Hydraulics/Pneumatics I	3
ISC 112	Industrial Safety	2
	Credit Hours	9
	Total Credit Hours	NaN

Electronics Engineering Technology - CCP

Courses		**Credit Hours**
ACA 111	College Student Success	1
ELC 131	Circuit Analysis I	4
ELN 131	Analog Electronics I	4
ELN 133	Digital Electronics	4
ELN 260	Prog Logic Controllers	4

	Total Credit Hours	NaN

ELEMENTARY EDUCATION RESIDENCY LICENSURE

Contact(s): Sue Drake

Stanly Community College offers six courses to be taken over two to three years, focused on the pedagogy of teaching as well as preparation for licensure and certification. The program will meet the individual needs of each student while working in cohorts with other teachers in the same residency program.

Students are mentored and supported by experienced faculty who are licensed teachers and have years of experience teaching in the elementary school environment.

Format:

All coursework is fully online.

Courses follow a 16 week format.

Two in-person observations are required for all courses except EDU 270.

Elementary Education Residency Licensure Certificate - C55490

First Year		
Fall		**Credit Hours**
EDU 270	Effective Instructional Enviro	2
EDU 272	Technology, Data, and Assessme	3
	Credit Hours	5
Spring		**Credit Hours**
EDU 277	Integrated Curriculum and Inst	3
EDU 278	Integrated Curriculum and Inst	3
	Credit Hours	6
Summer		**Credit Hours**
EDU 279	Literacy Development and Instruction	4
EDU 283	Educator Preparation Practicum	3
	Credit Hours	7
	Total Credit Hours	18

EMERGENCY MEDICAL SCIENCE

Contact(s): Scott Shew

The Emergency Medical Science curriculum provides individuals with the knowledge, skills, and attributes to provide advanced emergency medical care as a paramedic for critical and emergent patients who access the emergency medical system and prepares graduates to enter the workforce.

Students will gain complex knowledge, competency, and experience while employing evidence based practice under medical oversight, and serve as a link from the scene into the healthcare system.

Graduates of this program may be eligible to take state and/or national certification examinations. Employment opportunities include providers of emergency medical services, fire departments, rescue agencies, hospital specialty areas, industry, educational and government agencies.

Paramedic Program Outcomes Data

Characteristics of Paramedics

Paramedics have fulfilled prescribed requirements by a credentialing agency to practice the art and science of out-of-hospital medicine in conjunction with medical direction. Through the performance of assessments and providing medical care, their goal is to prevent and reduce mortality and morbidity due to illness and injury. Paramedics primarily provide care to emergency patients in an out-of-hospital setting.

Paramedics possess the knowledge, skills and attitudes consistent with the expectations of the public and the profession. Paramedics recognize that they are an essential component of the continuum of care and serve as linkages among health resources.

Paramedics strive to maintain high quality, reasonable cost health care by delivering patients directly to appropriate facilities. As an advocate for patients, paramedics seek to be proactive in affecting long term health care by working in conjunction with other provider agencies, networks, and organizations. The emerging roles and responsibilities of the Paramedic include public education, health promotion, and participation in injury and illness prevention programs. As the scope of service continues to expand, the Paramedic will function as a facilitator of access to care, as well as an initial treatment provider.

Paramedics are responsible and accountable to medical direction, the public, and their peers. Paramedics recognize the importance of research and actively participate in the design, development, evaluation, and publication of research. Paramedics seek to take part in life-long professional development, peer evaluation and assume an active role in professional and community organizations.

Course work includes instruction in medical and trauma patient assessment, basic and advanced airway management, pathophysiology, pharmacology, cardiology and electrocardiography, medical emergencies, trauma emergencies, patients with special challenges, obstetrics, pediatrics, EMS management, and clinical and field internship rotations.

Employment opportunities include private, hospital-based, and third-party Emergency Medical Services.

Program Goal:

To prepare competent entry-level Paramedics in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains with or without exit points at the Advanced Emergency Medical Technician and/or Emergency Medical Technician, and/or Emergency Medical Responder levels.

Admission Requirements and Procedures

Applicants seeking admission in to the Emergency Medical Science Associate Degree program must complete steps 1 through 4 between **October 1, and July 31** in order to be considered for acceptance for the Fall Semester.

1. **Application:**
   a. Submit a completed application electronically for the Emergency Medical Science program (A45340) by the deadline prior to the Fall semester you wish to enroll by visiting the SCC homepage, www.stanly.edu, and clicking the link "new students start here". Application submissions are free of charge.
   b. If you wish to take general education courses for the EMS program prior to admission, then an additional application must be completed as an Associate in General Education (AGE) with Emergency Medical Science interest applicant for the term and year you plan to begin general education courses. Please note this does not take the place of an application for the Emergency Medical Science program, nor is it required to be enrolled in the Emergency Medical Science
   c. For questions on completing an application, contact the Eagle's One Stop at 704-991-0123 or by emailing onestop@stanly.edu.
2. **Transcripts:**
   a. Submit to the Admissions Office an official high school transcript and official post-secondary transcripts for all institutions attended.
   b. Applicants that obtained a GED/Adult High School diploma must submit an official GED/AHS transcript and a high school transcript even if you did not complete high school.
   c. To track your transcripts for processing view your WebAdvisor. For questions related to transfer credits call the records department at 704-991-0331.
3. **Prerequisites - Complete one course of high school (or better) Biology and Algebra, with a grade of "C" or higher:**
   a. Submit evidence of one unit of high school biology and algebra with a grade of "C" or higher ***or*** the equivalent at a post-secondary institution (BIO 090 or higher, MAT 070/DMA 040 or higher).
   b. Applicants wishing to complete these credits at other colleges should contact the Admissions Office at Stanly Community College to ensure that the credits are acceptable.
   c. To determine if you received credit for these courses (biology and algebra), please contact your success coach.
4. **Prove college readiness:**
   a. Be eligible to enroll in ENG 111 and MAT 143 WITHOUT a co-requisite. The following links explains college placement https://www.stanly.edu/current-students/academic-planning/resources-course-placement and provide a complete list of eligible placement tests https://www.stanly.edu/sites/default/files/pdf/2018/placement_testing_guide.pdf.
5. **Maintain 2.0 GPA:**
   a. For the applicant who has completed any college level courses taken with SCC prior to admission into the Emergency Medical Science program, a minimum cumulative GPA of 2.0 is required.

After conditional acceptance is granted by the admissions office, applicants must successfully complete the following:

1. **Medical Form, Background Check, and Drug Screen:**
   a. Submit a properly completed **SCC Medical Form.** The medical form is to be completed by a licensed physician, physician's assistant, or nurse practitioner by the given on the conditional acceptance letter.
   b. Submit to Criminal Background Check.
   c. Submit to a Drug Screen.
2. **CPR Certification:**

Submit current CPR certification for healthcare providers that is endorsed by the American Heart Association. Current CPR certification is required throughout the student's attendance in the EMS program.

Background Checks/Drug Screening

Applicants accepted for admission to health services programs at Stanly Community College are required to complete a criminal background check, drug screening, and possibly a fingerprint check after notification of acceptance and prior to participation in on-site clinical training.

Based on the results of the checks, hospitals or clinical affiliates where the student will participate in on-site training may deny access to their facility, resulting in the student's inability to complete the clinical portion of training. **Students unable to complete the clinical portion of his or her training will be unable to progress in the program**. Students are responsible for paying all costs associated with this requirement.

Acceptance Procedure

The Emergency Medical Science (EMS) program accepts a maximum of 20 students each year. Applicants are conditionally accepted based upon their completion of steps 1 through 4 of the admission requirements. The applicants will be ranked in order by the date applied and by their completion of these steps.

Applicants who apply to the EMS program after the 20 seats are filled will be placed on an alternate list in the order in which they completed all admission requirements. If any of the applicants who have been accepted to the program should forfeit their acceptance, those applicants on the alternate list will be contacted in the order in which their names appear on the list and will be given an opportunity to enroll.

If an applicant whose name appears on the alternate list is not afforded an opportunity to begin classes during the year in which he or she has made application, that applicant will need to submit another application in order to be considered for admission the following year. (Admission requirements may change from year to year).

Any applicant who forfeits his or her acceptance will not be guaranteed acceptance in any subsequent year. The applicant must reapply if he or she wishes to be considered for acceptance at a later date.

Readmission to the EMS program requires a waiting period of one full school year if you withdraw from the EMS program during the fall semester.

Readmission to the SCC EMS program has a time limit of 3 years from the semester of withdrawal for any continuing student*. (Example - if you withdraw in March, 2017, you must be readmitted by January, 2020 in order to attempt completion of the program**)

*student must successfully pass any reentry competencies

**any new admission guidelines will apply

Accreditation

The *Stanly Community College Emergency Medical Services – Paramedic Program* is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of *Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).*

Commission on Accreditation of Allied Health Education Programs
25400 US Highway 19 North, Suite 158
Clearwater, FL 33763
727-210-2350
http://www.caahep.org

Emergency Medical Science Degree – A45340

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
EMS 110	EMT	9
ENG 111	Writing and Inquiry	3
MAT 143	Quantitative Literacy	3
	Credit Hours	16
Spring		**Credit Hours**
EMS 122	EMS Clinical Practicum I	1
EMS 130	Pharmacology	4
EMS 131	Advanced Airway Management	2
EMS 160	Cardiology I	3
Biology elective*		5
	Credit Hours	15
Summer		**Credit Hours**
EMS 210	Advanced Patient Assessment	2
EMS 220	Cardiology II	3
EMS 221	EMS Clinical Practicum II	2
PSY 150	General Psychology	3
	Credit Hours	10
Second Year		
Fall		**Credit Hours**
EMS 231	EMS Clinical Practicum III	3
EMS 240	Patients With Special Challenges	2
EMS 250	Medical Emergencies	4
EMS 260	Trauma Emergencies	2
EMS 270	Life Span Emergencies	4

	Credit Hours	15
Spring		**Credit Hours**
EMS 235	EMS Management	2
EMS 241	EMS Clinical Practicum IV	4
EMS 285	EMS Capstone	2
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
Humanities elective*		3
	Credit Hours	14
	Total Credit Hours	70

Biology elective

Courses		**Credit Hours**
BIO 163	Basic Anatomy & Physiology	5
BIO 165	Anatomy and Physiology I	4
BIO 166	Anatomy and Physiology II	4
BIO 168	Anatomy and Physiology I	4
BIO 169	Anatomy and Physiology II	4

Emergency Medical Technician Certificate - C45340

Courses		**Credit Hours**
ACA 111	College Student Success	1
BIO 163	Basic Anatomy & Physiology	5
EMS 110	EMT	9
ENG 111	Writing and Inquiry	3
	Total Credit Hours	18

Emergency Medical Science CCP

Courses		**Credit Hours**
ACA 111	College Student Success	1
BIO 163	Basic Anatomy & Physiology	5
EMS 110	EMT	9
ENG 111	Writing and Inquiry	3
	Total Credit Hours	18

AGE Pathway

Courses		**Credit Hours**
ACA 111	College Student Success	1
BIO 163	Basic Anatomy & Physiology	5
CIS 110	Introduction to Computers	3
ENG 111	Writing and Inquiry	3
ENG 112	Writing and Research in the Disciplines	3

or ENG 114	Professional Research & Reporting	
MAT 143	Quantitative Literacy	3
PSY 150	General Psychology	3
AGE Electives*		40
Humanities*		3
	Total Credit Hours	64

AGE Pathway

Courses		Credit Hours
ACA 111	College Student Success	1
BIO 163	Basic Anatomy & Physiology	5
CIS 110	Introduction to Computers	3
ENG 111	Writing and Inquiry	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
MAT 143	Quantitative Literacy	3
PSY 150	General Psychology	3
Electives*		40
Humanities*		3
	Total Credit Hours	64

Humanties list

Courses		Credit Hours
ART 111	Art Appreciation	3
ART 114	Art History Survey I	3
ART 115	Art History Survey II	3
DRA 111	Theatre Appreciation	3
ENG 125	Creative Writing I	3
HUM 120	Cultural Studies	3
HUM 122	Southern Culture	3
HUM 150	American Women's Studies	3
HUM 160	Introduction to Film	3
MUS 110	Music Appreciation	3
MUS 112	Introduction to Jazz	3
MUS 113	American Music	3
MUS 210	History of Rock Music	3
REL 110	World Religions	3
REL 211	Introduction to Old Testament	3
REL 212	Introduction to New Testament	3
REL 221	Religion in America	3

Elective list

Courses		Credit Hours
ART 111	Art Appreciation	3
ART 114	Art History Survey I	3
ART 115	Art History Survey II	3
ART 116	Survey of American Art	3
ART 117	Non-Western Art History	3
BIO 110	Principles of Biology	4
BIO 110	Principles of Biology	4
BIO 111	General Biology I	4
BIO 112	General Biology II	4
BIO 140	Environmental Biology	3
BIO 163	Basic Anatomy & Physiology	5
BIO 165	Anatomy and Physiology I	4
BIO 166	Anatomy and Physiology II	4
BIO 275	Microbiology	4
BUS 110	Introduction to Business	3
BUS 115	Business Law I	3
BUS 137	Principles of Management	3
CHM 131	Introduction to Chemistry	3
CHM 132	Organic and Biochemistry	4
CHM 151	General Chemistry I	4
CHM 152	General Chemistry II	4
CIS 110	Introduction to Computers	3
CIS 115	Introduction to Programming and Logic	3
CJC 111	Introduction to Criminal Justice	3
CJC 121	Law Enforcement Operations	3
CJC 141	Corrections	3
COM 231	Public Speaking	3
CSC 134	C++ Programming	3
CSC 139	Visual BASIC Programming	3
CSC 151	JAVA Programming	3
CTS 115	Information Systems Business Concepts	3
ECO 251	Principles of Microeconomics	3
ECO 252	Principles of Macroeconomics	3
EDU 216	Foundations of Education	3
ENG 111	Writing and Inquiry	3
ENG 112	Writing and Research in the Disciplines	3
ENG 114	Professional Research & Reporting	3

ENG 125	Creative Writing I	3
ENG 231	American Literature I	3
ENG 232	American Literature II	3
ENG 241	British Literature I	3
ENG 242	British Literature II	3
HIS 111	World Civilizations I	3
HIS 112	World Civilizations II	3
HIS 121	Western Civilization I	3
HIS 122	Western Civilization II	3
HIS 131	American History I	3
HIS 132	American History II	3
HIS 236	North Carolina History	3
HUM 110	Technology and Society	3
HUM 115	Critical Thinking	3
HUM 120	Cultural Studies	3
HUM 121	The Nature of America	3
HUM 122	Southern Culture	3
HUM 150	American Women's Studies	3
HUM 160	Introduction to Film	3
HUM 180	International Cultural Exploration	3
MAT 143	Quantitative Literacy	3
MAT 152	Statistical Methods I	4
MAT 171	Precalculus Algebra	4
MAT 172	Precalculus Trigonometry	4
MAT 263	Brief Calculus	4
MAT 271	Calculus I	4
MAT 273	Calculus III	4
MUS 110	Music Appreciation	3
MUS 112	Introduction to Jazz	3
MUS 113	American Music	3
MUS 210	History of Rock Music	3
PED 111	Physical Fitness I	1
PED 113	Aerobics I	1
PED 120	Walking for Fitness	1
PHI 215	Philosophical Issues	3
PHI 240	Introduction to Ethics	3
PHY 110	Conceptual Physics	3
PHY 151	College Physics I	4
PHY 152	College Physics II	4
POL 120	American Government	3

POL 210	Comparative Government	3
PSY 150	General Psychology	3
PSY 237	Social Psychology	3
PSY 241	Developmental Psychology	3
PSY 263	Educational Psychology	3
PSY 281	Abnormal Psychology	3
REL 110	World Religions	3
REL 112	Western Religions	3
REL 211	Introduction to Old Testament	3
REL 212	Introduction to New Testament	3
REL 221	Religion in America	3
SOC 210	Introduction to Sociology	3
SOC 213	Sociology of the Family	3
SOC 232	Social Context of Aging	3
SPA 111	Elementary Spanish I	3
SPA 112	Elementary Spanish II	3
SPA 141	Culture and Civilization	3
SPA 161	Cultural Immersion	3
SPA 181	Spanish Lab 1	1
SPA 182	Spanish Lab 2	1

EMERGENCY MEDICAL SCIENCE BRIDGE

Contact(s): Scott Shew

The Emergency Medical Science Bridge Curriculum is designed to allow currently credentialed paramedics (North Carolina or National Registry) an opportunity to proceed from continuing education to earn an Associate in Applied Science (A.A.S.) degree in Emergency Medical Science.

Admission Requirements

1. Submit to the Admissions Office at Stanly Community College a properly completed Application for Admission to the Emergency Medical Science Bridge Program (A45340B).
2. Submit to the Admissions Office an official high school transcript and official post-secondary transcripts for all institutions attended. Applicants that obtained a GED/Adult High School diploma must submit an official GED/AHS transcript and a high school transcript even if you did not complete high school.
3. Prove college readiness.

• Be eligible to enroll in ENG 111 and MAT 143 WITHOUT a co-requisite. The following links explain course placement https://www.stanly.edu/current-students/academic-planning/resources-course-placement and provide a complete list of eligible placement tests https://www.stanly.edu/sites/default/files/pdf/2018/placement_testing_guide.pdf.

• If you have questions regarding your eligibility to enroll in ENG 111 and MAT 143, please contact your success coach:

AGE-Emergency Medical Sciences Success Coach: Melanie Alexander: Email: malexander0134@stanly.edu Phone: (704) 991-0166

4. For the applicant that has completed any college level courses taken with SCC prior to admission into the Emergency Medical Science Bridge program, a minimum cumulative GPA of 2.0 is required.

After conditional acceptance is granted by the admissions office, applicants must provide the following:

1. Submit the following documentation to the Emergency Medical Science program director:
    a. Letter of recommendation from your EMS Director confirming:
        1. Member in good standing with the EMS service.
        2. 1,000 hours of documented patient care at the Paramedic level.
    b. Copy of:
        1. State and/or National paramedic certification
        2. BLS certification
        3. ACLS certification
        4. PALS certification
        5. ITLS or PHTLS certification

Acceptance Procedure

The Emergency Medical Science Bridge program accepts a maximum of 20 students for entry each fall semester. Applicants are conditionally accepted based upon their completion of steps 1, 2, 3, and 4 of the admission requirements.

The applicants will be ranked in order by the date applied and by their completion of the requirements. The first 20 applicants who complete steps 1 through 4 before July 1st of the year they wish to enter the program will have full acceptance into the Emergency Medical Science Bridge program pending completion of steps 5 and 6.

Applicants who apply to the Emergency Medical Science Bridge program after the 20 seats are filled will be placed on an alternate list after completing admission requirements 1, 2, 3, and 4.

If any of the applicants who have been accepted to the program should forfeit their acceptance, those applicants on the alternate list will be contacted in the order in which their names appear on the list and will be given an opportunity to enroll.

If an applicant whose name appears on the alternate list is not afforded an opportunity to begin classes during the year in which he or she made application, that applicant will need to submit another application for admission to the year following if he or she wishes to be considered for admission in the subsequent year. (Admission requirements may change from year to year for selected programs).

Any applicant who forfeits his or her acceptance will not be granted acceptance in any subsequent year. The applicant must reapply if he or she wishes to be considered for acceptance at a later date.

Accreditation

The *Stanly Community College Emergency Medical Services – Paramedic Program* is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of *Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).*

Commission on Accreditation of Allied Health Education Programs
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Clearwater, FL 33763
727-210-2350
http://www.caahep.org

Emergency Medical Science Bridge Degree – A45340B

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
BIO 163 or BIO 166 or BIO 169	Basic Anatomy & Physiology Anatomy and Physiology II Anatomy and Physiology II	4-5
EMS 235	EMS Management	2
ENG 111	Writing and Inquiry	3
MAT 143	Quantitative Literacy	3
	Credit Hours	13-14
Spring		**Credit Hours**
EMS 280	EMS Bridging Course	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
PSY 150	General Psychology	3
Curriculum credit*		45
Humanities elective*		3
	Credit Hours	57
	Total Credit Hours	70-71

Curriculum Credit Awarded for Current NC or National Registry Paramedic Credential*

Courses		Credit Hours
EMS 110	EMT	9
EMS 122	EMS Clinical Practicum I	1

EMS 130	Pharmacology	4
EMS 131	Advanced Airway Management	2
EMS 160	Cardiology I	3
EMS 210	Advanced Patient Assessment	2
EMS 220	Cardiology II	3
EMS 221	EMS Clinical Practicum II	2
EMS 231	EMS Clinical Practicum III	3
EMS 240	Patients With Special Challenges	2
EMS 241	EMS Clinical Practicum IV	4
EMS 250	Medical Emergencies	4
EMS 260	Trauma Emergencies	2
EMS 270	Life Span Emergencies	4
EMS 285	EMS Capstone	2

HEAVY EQUIPMENT OPERATIONS

Contact(s): Joshua Aldridge

The Heavy Equipment Operator curriculum prepares students to efficiently operate heavy equipment such as dozers, loaders, scrapers, and graders and to perform basic preventive maintenance on most types of heavy equipment.

Coursework includes construction safety, property equipment operation, grades, drawings, environmental concerns, heavy equipment design characteristics and features, equipment maintenance, and common equipment systems.

Graduates of this program may find employment with state and local government agencies and private contractors engaged in highway or other construction activities.

Learning Outcomes

Upon completion of this program:

- The student will be able to determine the safety level of heavy equipment machinery.
- Given dimension and elevation specifications, the student will be able to lay out level pad sites.
- Given site layout and elevation grade, the student will be able to grade a dirt pad.

Note:

To enroll in HEO 111, students must be:

1. High school graduates accepted into the heavy equipment program,

OR

2. CCP students who have completed the Heavy Equipment Operator – CCP pathway AND who will turn 18 before the beginning of the 25% point of the HEO 111 course (normally the 4th week for a 16 week course.

Heavy Equipment Operations Diploma – D35340

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
ENG 101 or ENG 111	Applied Communications I Writing and Inquiry	3
HEO 111	Heavy Equipment Operations I	12
ISC 115	Construction Safety	2
ISC 121	Environmental Health & Safety	3
	Credit Hours	21
Spring		**Credit Hours**

HEO 112	Heavy Equipment Operations II	12
HEO 113	Grades and Drawings	3
MAT 110 or MAT 143	Mathematical Measurement and Literacy Quantitative Literacy	3
	Credit Hours	18
	Total Credit Hours	39

Heavy Equipment Operations Part-time Pathway

Term 1		**Credit Hours**
ACA 111	College Student Success	1
ENG 101 or ENG 111	Applied Communications I Writing and Inquiry	3
ISC 115	Construction Safety	2
ISC 121	Environmental Health & Safety	3
	Credit Hours	9
Term 2		**Credit Hours**
HEO 113	Grades and Drawings	3
MAT 110	Mathematical Measurement and Literacy	3
	Credit Hours	6
Term 3		**Credit Hours**
HEO 111	Heavy Equipment Operations I	12
	Credit Hours	12
Term 4		**Credit Hours**
HEO 112	Heavy Equipment Operations II	12
	Credit Hours	12
	Total Credit Hours	39

Basic Operational Techniques Certificate – C35340B

Courses		**Credit Hours**
HEO 111	Heavy Equipment Operations I	12
ISC 115	Construction Safety	2
ISC 121	Environmental Health & Safety	3
	Total Credit Hours	17

Heavy Equipment Introduction to Operations in Construction - C35340C

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
ENG 101 or ENG 111	Applied Communications I Writing and Inquiry	3
ISC 115	Construction Safety	2
ISC 121	Environmental Health & Safety	3

	Credit Hours	9
Spring		**Credit Hours**
HEO 113	Grades and Drawings	3
MAT 110	Mathematical Measurement and Literacy	3
	Credit Hours	6
	Total Credit Hours	15

Intermediate Operational Techniques Certificate – C35340I

First Year		
Fall		**Credit Hours**
ISC 115	Construction Safety	2
	Credit Hours	2
Spring		**Credit Hours**
HEO 112	Heavy Equipment Operations II	12
HEO 113	Grades and Drawings	3
	Credit Hours	15
	Total Credit Hours	17

Heavy Equipment Operator - CCP

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
ENG 101	Applied Communications I	3
ISC 115	Construction Safety	2
ISC 121	Environmental Health & Safety	3
	Credit Hours	9
Spring		**Credit Hours**
HEO 113	Grades and Drawings	3
MAT 110	Mathematical Measurement and Literacy	3
	Credit Hours	6
	Total Credit Hours	15

HUMAN SERVICES TECHNOLOGY

Contact(s): Kara Finch

The Human Services Technology curriculum prepares students for entry-level positions in institutions and agencies that provide social, community, and educational services. Along with core courses, students take courses that prepare them for specialization in specific human service areas.

Students will take courses from a variety of disciplines. Emphasis in core courses is placed on development of relevant knowledge, skills, and attitudes in human services. Fieldwork experience will provide opportunities for application of knowledge and skills learned in the classroom.

Graduates should qualify for positions in mental health, child care, family services, social services, rehabilitation, correction, and educational agencies. Graduates choosing to continue their education may select from a variety of transfer programs at senior public and private institutions.

Learning Outcomes

Upon completion of this program, students will be able to:

- Develop proper documentation skills.

- Apply counseling skills to volunteer experiences with clients.
- Describe various treatment modalities and their appropriate applications.
- Develop therapeutic communication techniques such as empathy and active listening.

Human Services Technology Degree – A45380

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
ENG 111	Writing and Inquiry	3
HSE 110	Introduction to Human Services	3
PSY 150	General Psychology	3
SOC 210	Introduction to Sociology	3
SWK 110	Intro to Social Work	3
	Credit Hours	16
Spring		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
HSE 112	Group Process I	2
HSE 123	Interviewing Techniques	3
PSY 241	Developmental Psychology	3
SOC 213	Sociology of the Family	3
	Credit Hours	14
Summer		**Credit Hours**
DDT 110	Developmental Disabilities	3
HSE 227	Children & Adolescents in Crisis	3
	Credit Hours	6
Second Year		
Fall		**Credit Hours**
HSE 125	Counseling	3
HSE 225	Crisis Intervention	3
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
PSY 281	Abnormal Psychology	3
SAB 110	Substance Abuse Overview	3
WBL 111	Work-Based Learning I	1
WBL 115	Work-Based Learning Seminar I	1
	Credit Hours	17-18
Spring		**Credit Hours**
HSE 210	Human Services Issues	2
SOC 232	Social Context of Aging	3
SWK 113	Working With Diversity	3
Human Services electives*		6

Humanities elective*		3
	Credit Hours	17
	Total Credit Hours	70-71

Human Services Elective List

Courses		Credit Hours
SAB 125	SA Case Management	3
SAB 135	Addictive Process	3
SAB 137	Co-Dependency	3
SAB 210	Addiction & Recovery Counseling	3

Human Services Technology Part-time Pathway

Term 1		Credit Hours
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
ENG 111	Writing and Inquiry	3
	Credit Hours	7
Term 2		**Credit Hours**
HSE 110	Introduction to Human Services	3
PSY 150	General Psychology	3
SOC 210	Introduction to Sociology	3
	Credit Hours	9
Term 3		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
HSE 112	Group Process I	2
HSE 123	Interviewing Techniques	3
	Credit Hours	8
Term 4		**Credit Hours**
PSY 241	Developmental Psychology	3
SOC 213	Sociology of the Family	3
	Credit Hours	6
Term 5		**Credit Hours**
DDT 110	Developmental Disabilities	3
HSE 227	Children & Adolescents in Crisis	3
	Credit Hours	6
Term 6		**Credit Hours**
HSE 125	Counseling	3
WBL 111	Work-Based Learning I	1
WBL 115	Work-Based Learning Seminar I	1
	Credit Hours	5

Term 7		Credit Hours
HSE 225	Crisis Intervention	3
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
	Credit Hours	6-7
Term 8		**Credit Hours**
PSY 281	Abnormal Psychology	3
SAB 110	Substance Abuse Overview	3
	Credit Hours	6
Term 9		**Credit Hours**
HSE 210	Human Services Issues	2
SOC 232	Social Context of Aging	3
	Credit Hours	5
Term 10		**Credit Hours**
Human Service electives*		9
Humanities elective*		3
	Credit Hours	12
	Total Credit Hours	70-71

Human Services Technology Diploma – D45380

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
ENG 111	Writing and Inquiry	3
HSE 110	Introduction to Human Services	3
PSY 150	General Psychology	3
SWK 110	Intro to Social Work	3
Elective*		3
	Credit Hours	16
Spring		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
HSE 123	Interviewing Techniques	3
HSE 225	Crisis Intervention	3
PSY 241	Developmental Psychology	3
SOC 210	Introduction to Sociology	3
Elective*		3
	Credit Hours	18
Summer		**Credit Hours**
DDT 110	Developmental Disabilities	3

SOC 213	Sociology of the Family	3
Elective*		3
	Credit Hours	9
	Total Credit Hours	43

Elective List

Courses		Credit Hours
HSE 125	Counseling	3
HSE 227	Children & Adolescents in Crisis	3
SAB 110	Substance Abuse Overview	3
SAB 125	SA Case Management	3
SAB 135	Addictive Process	3
SAB 137	Co-Dependency	3
SAB 210	Addiction & Recovery Counseling	3
SWK 113	Working With Diversity	3

Human Services Technology Substance Abuse Certificate – C45380S

Courses		Credit Hours
HSE 225	Crisis Intervention	3
SAB 110	Substance Abuse Overview	3
SAB 137	Co-Dependency	3
SAB 210	Addiction & Recovery Counseling	3
	Total Credit Hours	12

Human Services Technology - CCP

Courses		Credit Hours
HSE 110	Introduction to Human Services	3
HSE 123	Interviewing Techniques	3
HSE 125	Counseling	3
HSE 225	Crisis Intervention	3
	Total Credit Hours	12

Human Services Technology Addiction and Recovery Studies Degree - A4538E

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
ENG 111	Writing and Inquiry	3
HSE 110	Introduction to Human Services	3
PSY 150	General Psychology	3
SAB 110	Substance Abuse Overview	3
SWK 110	Intro to Social Work	3

	Credit Hours	16
Spring		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
HSE 123	Interviewing Techniques	3
HSE 125	Counseling	3
MAT 143 or MAT 152 or MAT 171	Quantitative Literacy Statistical Methods I Precalculus Algebra	3-4
PSY 281	Abnormal Psychology	3
	Credit Hours	15-16
Summer		**Credit Hours**
HSE 225	Crisis Intervention	3
SAB 137	Co-Dependency	3
	Credit Hours	6
Second Year		
Fall		**Credit Hours**
HSE 210	Human Services Issues	2
SAB 125	SA Case Management	3
SAB 210	Addiction & Recovery Counseling	3
SOC 210	Introduction to Sociology	3
WBL 111	Work-Based Learning I	1
WBL 115	Work-Based Learning Seminar I	1
Humanities elective*		3
	Credit Hours	16
Spring		**Credit Hours**
HSE 112	Group Process I	2
SAB 120	Intake and Assessment	3
SAB 135	Addictive Process	3
SAB 240	Sab Issues in Client Serv	3
SOC 213	Sociology of the Family	3
SWK 113	Working With Diversity	3
	Credit Hours	17
	Total Credit Hours	70-71

Human Services Addiction & Recovery Studies Part-time Pathway

Term 1		**Credit Hours**
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
ENG 111	Writing and Inquiry	3
	Credit Hours	7

Term 2		Credit Hours
HSE 110	Introduction to Human Services	3
PSY 150	General Psychology	3
SAB 110	Substance Abuse Overview	3
	Credit Hours	9
Term 3		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
HSE 123	Interviewing Techniques	3
HSE 125	Counseling	3
	Credit Hours	9
Term 4		**Credit Hours**
MAT 143 or MAT 152 or MAT 171	Quantitative Literacy Statistical Methods I Precalculus Algebra	3-4
PSY 281	Abnormal Psychology	3
	Credit Hours	6-7
Term 5		**Credit Hours**
HSE 225	Crisis Intervention	3
SAB 137	Co-Dependency	3
	Credit Hours	6
Term 6		**Credit Hours**
HSE 210	Human Services Issues	2
SAB 125	SA Case Management	3
SAB 210	Addiction & Recovery Counseling	3
	Credit Hours	8
Term 7		**Credit Hours**
SOC 210	Introduction to Sociology	3
WBL 111	Work-Based Learning I	1
WBL 115	Work-Based Learning Seminar I	1
Humanities elective*		3
	Credit Hours	8
Term 8		**Credit Hours**
HSE 112	Group Process I	2
SAB 120	Intake and Assessment	3
SAB 135	Addictive Process	3
	Credit Hours	8
Term 9		**Credit Hours**
SAB 240	Sab Issues in Client Serv	3
SOC 213	Sociology of the Family	3

SWK 110	Intro to Social Work	3
	Credit Hours	9
	Total Credit Hours	70-71

Human Services Addiction and Recovery Substance Abuse - CCP

First Year		
Fall		**Credit Hours**
HSE 225	Crisis Intervention	3
SAB 110	Substance Abuse Overview	3
SAB 125	SA Case Management	3
	Credit Hours	9
Spring		**Credit Hours**
SAB 137	Co-Dependency	3
SAB 210	Addiction & Recovery Counseling	3
SAB 240	Sab Issues in Client Serv	3
	Credit Hours	9
	Total Credit Hours	18

INFORMATION TECHNOLOGY - BUSINESS SUPPORT

Contact: Adam Carriker

The IT Business Support curriculum is designed to prepare graduates for employment with organizations that use computers to process, manage, and communicate information. This is a flexible curriculum that can be customized to meet the community's needs for Information Technology.

Coursework will develop a student's ability to communicate complex technical issues related to computer hardware, software, and networks in a manner that computer users can understand. Classes cover computer operations and terminology, Microsoft applications, operating systems, database, networking, security, and technical support.

Graduates should qualify for employment in entry-level positions with businesses, educational systems, and governmental agencies that rely on computer systems to manage information, whether working at a desk or in an IT position. Graduates should be prepared to sit for industry-recognized certification exams.

Learning Outcomes

Upon completion of this program, students will be able to:

- Demonstrate knowledge of advanced computer skills when preparing and presenting the final PowerPoint presentation
- Identify critical paths, cost management, and problem-solving skills when completing a final IT project utilizing “Microsoft Project” software
- Integrate computer hardware and operating systems to create a functional computer
- Use basic programming skills in a presented project.
- Show understanding of Microsoft *Windows*

Information Technology - Business Support Degree – A25590B

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
CTI 110	Web, Programming, and Database	3
CTS 115	Information Systems Business Concepts	3
NOS 110	Operating Systems Concepts	3
WEB 110	Web Development Fundamentals	3
	Credit Hours	16

Spring		Credit Hours
CTI 120	Network and Security Foundation	3
CTS 120	Hardware/Software Support	3
CTS 130	Spreadsheet	3
DBA 110	Database Concepts	3
OST 136	Word Processing	3
	Credit Hours	15
Summer		**Credit Hours**
CTS 125	Presentation Graphics	3
Social Science elective*		3
	Credit Hours	6
Second Year		
Fall		**Credit Hours**
ACC 120 or BUS 137	Principles of Financial Accounting Principles of Management	3-4
CIS 115	Introduction to Programming and Logic	3
ENG 111	Writing and Inquiry	3
SEC 110	Security Concepts	3
Humanities elective*		3
	Credit Hours	15-16
Spring		**Credit Hours**
BUS 260	Business Communication	3
CTS 240	Project Management	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
ACC 150 or NOS 130	Accounting Software Applications Windows Single User	2-3
	Credit Hours	14-16
	Total Credit Hours	66-69

Information Technology - Business Support Degree Part-time Pathway

Term 1		Credit Hours
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
CTS 115	Information Systems Business Concepts	3
	Credit Hours	7
Term 2		**Credit Hours**
CTS 130	Spreadsheet	3
OST 136	Word Processing	3
	Credit Hours	6

Term 3		Credit Hours
CTS 125	Presentation Graphics	3
	Credit Hours	3
Term 4		**Credit Hours**
CTI 110	Web, Programming, and Database	3
WEB 110	Web Development Fundamentals	3
	Credit Hours	6
Term 5		**Credit Hours**
CTI 120	Network and Security Foundation	3
DBA 110	Database Concepts	3
	Credit Hours	6
Term 6		**Credit Hours**
ENG 111	Writing and Inquiry	3
	Credit Hours	3
Term 7		**Credit Hours**
CTS 120	Hardware/Software Support	3
NOS 110	Operating Systems Concepts	3
	Credit Hours	6
Term 8		**Credit Hours**
BUS 260	Business Communication	3
CTS 240	Project Management	3
	Credit Hours	6
Term 9		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
	Credit Hours	3
Term 10		**Credit Hours**
ACC 120 or BUS 137	Principles of Financial Accounting Principles of Management	3-4
CIS 115	Introduction to Programming and Logic	3
SEC 110	Security Concepts	3
	Credit Hours	9-10
Term 11		**Credit Hours**
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
ACC 150 or NOS 130	Accounting Software Applications Windows Single User	2-3
	Credit Hours	5-7
Term 12		**Credit Hours**
Humanitites elective*		3
Social Science elective*		3

	Credit Hours	6
	Total Credit Hours	66-69

IT - MS Applications and Business Accounting Diploma – D25590A

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
ACC 120	Principles of Financial Accounting	4
CIS 110	Introduction to Computers	3
CTI 110	Web, Programming, and Database	3
CTS 115	Information Systems Business Concepts	3
NOS 110	Operating Systems Concepts	3
	Credit Hours	17
Spring		**Credit Hours**
ACC 150	Accounting Software Applications	2
CTI 120	Network and Security Foundation	3
CTS 120	Hardware/Software Support	3
CTS 130	Spreadsheet	3
DBA 110	Database Concepts	3
ENG 111	Writing and Inquiry	3
OST 136	Word Processing	3
	Credit Hours	20
Summer		**Credit Hours**
CTS 125	Presentation Graphics	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
	Credit Hours	6
	Total Credit Hours	43

IT - Microsoft Applications Diploma – D25590M

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
CTI 110	Web, Programming, and Database	3
CTS 115	Information Systems Business Concepts	3
NOS 110	Operating Systems Concepts	3
WEB 110	Web Development Fundamentals	3
	Credit Hours	16
Spring		**Credit Hours**
CTI 110	Web, Programming, and Database	3

CTS 120	Hardware/Software Support	3
CTS 130	Spreadsheet	3
DBA 110	Database Concepts	3
ENG 111	Writing and Inquiry	3
OST 136	Word Processing	3
	Credit Hours	18
Summer		**Credit Hours**
CTS 125	Presentation Graphics	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
	Credit Hours	6
	Total Credit Hours	40

IT - Technical Business Accounting Certificate – C25590BA

Courses		**Credit Hours**
ACA 111	College Student Success	1
ACC 120	Principles of Financial Accounting	4
ACC 150	Accounting Software Applications	2
CIS 110	Introduction to Computers	3
CTS 130	Spreadsheet	3
OST 136	Word Processing	3
	Total Credit Hours	16

IT - Microsoft Applications Certificate – C25590MS

Courses		**Credit Hours**
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
CTS 125	Presentation Graphics	3
CTS 130	Spreadsheet	3
DBA 110	Database Concepts	3
OST 136	Word Processing	3
	Total Credit Hours	16

IT - Business Support CCP

Courses		**Credit Hours**
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
CTS 125	Presentation Graphics	3
CTS 130	Spreadsheet	3
DBA 110	Database Concepts	3
OST 136	Word Processing	3

	Total Credit Hours	16

INFORMATION TECHNOLOGY - CYBERSECURITY

Contact: Gonda Watson

The Information Technology Cybersecurity Curriculum is designed to prepare graduates for employment in Information Technology related areas such as network security, digital forensics, and ethical hacking.

Coursework in this program will include network and security foundation, data recovery techniques, network vulnerability assessments, as well as windows and security administrations. Linux, Microsoft and Apple operating systems will be used intensively during students' enrollment.

Graduates should qualify for employment in entry-level positions as cybersecurity specialists, cybersecurity analysts, cyber incident responders and information assurance specialists. Graduates will be well positioned to obtain the following industry standard certifications: Security +, Cyberops, CySA+ (Cyber Security Analyst) and CEH (Certified Ethical Hacker).

Learning Outcomes

Students will learn the following skill set:

- Identify common cybersecurity threats
- Use cyber technology to develop protective measures for systems
- Configure, manage and secure network equipment and services
- Configure and manage client/server operating systems
- Design, coordinate, evaluate and deliver cybersecurity solutions
- Utilize security tools and processes to perform an investigation
- Apply cryptography to cybersecurity models and methods

Information Technology - Cybersecurity Degree - A25590CS

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
CTI 110	Web, Programming, and Database	3
NET 125	Introduction to Networks	3
NET 126	Switching and Routing	3
SEC 110	Security Concepts	3
	Credit Hours	16
Spring		**Credit Hours**
CCT 110	Introduction to Cyber Crime	3
CCT 121	Computer Crime Investigation	4
CTI 120	Network and Security Foundation	3
CTS 120	Hardware/Software Support	3
NOS 130	Windows Single User	3
	Credit Hours	16
Summer		**Credit Hours**
Humanities elective*		3
Social Science elective*		3
	Credit Hours	6
Second Year		
Fall		**Credit Hours**
CCT 240	Data Recovery Techniques	3
CCT 250	Network Vulnerabilities I	3

CTS 115	Information Systems Business Concepts	3
ENG 111	Writing and Inquiry	3
NOS 120	Linux/UNIX Single User	3
	Credit Hours	15
Spring		**Credit Hours**
CCT 251	Network Vulnerabilities II	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
NOS 230	Windows Administration I	3
SEC 160	Security Administration I	3
	Credit Hours	15-16
	Total Credit Hours	68-69

Information Technology - Cybersecurity (Part-Time Pathway)

Term 1		**Credit Hours**
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
CTI 110	Web, Programming, and Database	3
NET 125	Introduction to Networks	3
	Credit Hours	10
Term 2		**Credit Hours**
CCT 110	Introduction to Cyber Crime	3
CCT 121	Computer Crime Investigation	4
CTI 120	Network and Security Foundation	3
	Credit Hours	10
Term 3		**Credit Hours**
Humanities elective*		3
Social Science elective*		3
	Credit Hours	6
Term 4		**Credit Hours**
CCT 240	Data Recovery Techniques	3
CCT 250	Network Vulnerabilities I	3
CTS 115	Information Systems Business Concepts	3
	Credit Hours	9
Term 5		**Credit Hours**
NOS 230	Windows Administration I	3
SEC 160	Security Administration I	3
	Credit Hours	6
Term 6		**Credit Hours**

NET 126	Switching and Routing	3
SEC 110	Security Concepts	3
	Credit Hours	6
Term 7		**Credit Hours**
CTS 120	Hardware/Software Support	3
NOS 130	Windows Single User	3
	Credit Hours	6
Term 8		**Credit Hours**
ENG 111	Writing and Inquiry	3
NOS 120	Linux/UNIX Single User	3
	Credit Hours	6
Term 9		**Credit Hours**
CCT 251	Network Vulnerabilities II	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
	Credit Hours	9-10
	Total Credit Hours	68-69

Information Technology - Cybersecurity Certificate - C25590CS

Courses		**Credit Hours**
CCT 110	Introduction to Cyber Crime	3
CCT 121	Computer Crime Investigation	4
CCT 250	Network Vulnerabilities I	3
CCT 251	Network Vulnerabilities II	3
SEC 110	Security Concepts	3
	Total Credit Hours	16

Information Technology - Cybersecurity CCP

Courses		**Credit Hours**
ACA 111	College Student Success	1
CCT 110	Introduction to Cyber Crime	3
CTI 120	Network and Security Foundation	3
CTS 115	Information Systems Business Concepts	3
CTS 120	Hardware/Software Support	3
SEC 110	Security Concepts	3
	Total Credit Hours	16

INFORMATION TECHNOLOGY - NETWORK MANAGEMENT

Contact(s): Brian Crump

The Network Management curriculum prepares individuals for employment supporting network infrastructure environments. Students will learn how to use technologies to provide reliable transmission and delivery of data, voice, image, and video communications in business, industry, and education.

Coursework includes design, installation, configuration, and management of network infrastructure technologies and network operating systems. Emphasis is placed on the implementation and management of network software and the implementation and management of hardware such as switches and routers.

Graduates may find employment in entry-level jobs as local area network managers, network operators, network analysts, and network technicians. Graduates may also be qualified to take certification examinations for various network industry certifications, depending on their local program.

Learning Outcomes

Upon completion of this program, students will be able to:

- Design an addressing scheme for a small to medium TCP/IP network.
- Configure, manage, and secure network equipment and services.
- Configure and manage client/server operating systems and related programs.
- Configure and manage virtual machine environments.
- Evaluate industry standard security practices

Information Technology - Network Management Degree – A25590N

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
CTI 110	Web, Programming, and Database	3
NET 125	Introduction to Networks	3
NET 126	Switching and Routing	3
NOS 110	Operating Systems Concepts	3
	Credit Hours	16
Spring		**Credit Hours**
CTI 120	Network and Security Foundation	3
NET 225	Enterprise Networking	3
NOS 130	Windows Single User	3
NOS 230	Windows Administration I	3
	Credit Hours	12
Summer		**Credit Hours**
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
Social Science elective*		3
	Credit Hours	6-7
Second Year		
Fall		**Credit Hours**
CTS 115	Information Systems Business Concepts	3
ENG 111	Writing and Inquiry	3
NOS 120	Linux/UNIX Single User	3
NOS 231	Windows Administration II	3
SEC 110	Security Concepts	3
	Credit Hours	15
Spring		**Credit Hours**
CTI 289	Computer Technology Integration Capstone	3
CTS 120	Hardware/Software Support	3

ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
NOS 232	Windows Administration III	3
SEC 160	Security Administration I	3
Humanitites/Fine Arts elective*		3
	Credit Hours	18
	Total Credit Hours	67-68

Information Technology - Network Management Degree Part-time Pathway

Term 1		**Credit Hours**
ACA 111	College Student Success	1
CTI 110	Web, Programming, and Database	3
NOS 110	Operating Systems Concepts	3
	Credit Hours	7
Term 2		**Credit Hours**
CTI 120	Network and Security Foundation	3
NOS 130	Windows Single User	3
	Credit Hours	6
Term 3		**Credit Hours**
CIS 110	Introduction to Computers	3
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
	Credit Hours	6-7
Term 4		**Credit Hours**
CTS 115	Information Systems Business Concepts	3
NET 125	Introduction to Networks	3
NET 126	Switching and Routing	3
	Credit Hours	9
Term 5		**Credit Hours**
NET 225	Enterprise Networking	3
NOS 230	Windows Administration I	3
	Credit Hours	6
Term 6		**Credit Hours**
ENG 111	Writing and Inquiry	3
Humanities elective*		3
	Credit Hours	6
Term 7		**Credit Hours**
NOS 120	Linux/UNIX Single User	3
NOS 231	Windows Administration II	3
SEC 110	Security Concepts	3
	Credit Hours	9

Term 8		Credit Hours
CTI 289	Computer Technology Integration Capstone	3
CTS 120	Hardware/Software Support	3
NOS 232	Windows Administration III	3
SEC 160	Security Administration I	3
	Credit Hours	12
Term 9		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
Social Science elective*		3
	Credit Hours	6
	Total Credit Hours	67-68

IT - Network Management Diploma – D25590N

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
CTI 110	Web, Programming, and Database	3
CTS 115	Information Systems Business Concepts	3
NET 125	Introduction to Networks	3
NET 126	Switching and Routing	3
NOS 110	Operating Systems Concepts	3
	Credit Hours	16
Spring		**Credit Hours**
CTI 120	Network and Security Foundation	3
ENG 111	Writing and Inquiry	3
NET 225	Enterprise Networking	3
NOS 130	Windows Single User	3
NOS 230	Windows Administration I	3
	Credit Hours	15
Summer		**Credit Hours**
CIS 110	Introduction to Computers	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
	Credit Hours	6
	Total Credit Hours	37

IT - CISCO Technologies Certificate – C25590DC

Courses		Credit Hours
CTS 120	Hardware/Software Support	3
NET 125	Introduction to Networks	3

NET 126	Switching and Routing	3
NET 225	Enterprise Networking	3
	Total Credit Hours	12

IT - Microsoft Technologies Certificate – C25590DM

Courses		Credit Hours
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
NET 125	Introduction to Networks	3
NOS 110	Operating Systems Concepts	3
NOS 130	Windows Single User	3
NOS 230	Windows Administration I	3
	Total Credit Hours	16

IT - CISCO CCP

Courses		Credit Hours
CIS 110	Introduction to Computers	3
NET 125	Introduction to Networks	3
NET 126	Switching and Routing	3
NOS 110	Operating Systems Concepts	3
NOS 130	Windows Single User	3
	Total Credit Hours	15

IT - Microsoft CCP

Courses		Credit Hours
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
NET 125	Introduction to Networks	3
NOS 110	Operating Systems Concepts	3
NOS 130	Windows Single User	3
NOS 230	Windows Administration I	3
	Total Credit Hours	16

MANICURING

Contact(s): David Smith

The Manicuring Instructor curriculum provides a course of study covering the skills needed to teach the theory and practices of manicuring as required by the North Carolina State Board of Cosmetology. Coursework includes all phases of manicuring theory laboratory instruction. Graduates should be prepared to take the North Carolina Cosmetology State Board Manicuring Instructor Licensing Exam and upon passing be qualified for employment in a cosmetology or manicuring school.

Learning Outcomes

Upon successful completion of this program, the student should be able to:

- Demonstrate a working knowledge of the procedures and methods of sanitation, including FEPA disinfectant guidelines, on products used in manicuring/pedicuring.
- Demonstrate knowledge of bacteriology and the relation to communicable diseases in public/personal domain.
- Conduct/perform a practical demonstration of all phases of manicuring.

- Teach theory, methods, and application of sculptured and other artificial nails.
- Conduct/perform a theory lecture class on communication skills in working with the public.
- Recall and perform the knowledge and skills necessary to work as a North Carolina (NC) licensed manicuring instructor.

Manicuring Instructor Certificate – C55380

Courses		Credit Hours
ACA 111	College Student Success	1
COS 251	Manicure Instructional Concepts	8
COS 252	Manicure Instructional Practicum	5
	Total Credit Hours	14

MECHATRONICS ENGINEERING TECHNOLOGY

Contact(s): Gary Hatley

Mechatronics is the integration of mechanical, electronic and electrical engineering systems, including robotics and advanced automation systems. Technicians with a degree from the program are trained to design, build, test, install, program, troubleshoot and repair systems involving high-tech, computer-controlled machinery. While the main focus is on robotics and controls for automated manufacturing machinery, mechatronics is truly found in a multitude of places, including transportation, shipping/distribution centers, elevators, and medical equipment, just to name a few.

Learning Outcomes

Graduates who earn the Mechatronics Engineering Technology degree will possess a strong background in the following areas:

- Basic Electricity and Electronics
- Robotics
- Programmable Logic Controllers
- Instrumentation
- Fluid Power
- Mechanisms
- Applied Technical Math
- Physics
- Motors and Controls

Additional Information

Students who complete the two-year program are also eligible to transfer into many of the state's universities which offer 2+2 Engineering Technology degree options. This makes it a great option for students who are undecided about a four-year degree and opens the door to several career pathways for graduates, including entering the workforce after completing the two-year degree, continuing on to complete the four-year Engineering Technology degree, or perhaps the best of both worlds – entering the workforce with the two-year degree while completing the remaining two years of the bachelor's degree online or on evenings/weekends. Many employers will pay for tuition and books, which allows the graduate to minimize costs and maximize earnings while preparing to earn even potentially higher salaries.

The 2+2 option also provides one of the most affordable paths to a 4-year engineering degree. In addition, it maximizes flexibility and provides a safety net at the two-year point that is not possible with beginning studies exclusively at a four-year institution.

Students who enjoy problem solving and who want a significant advantage entering the job market are encouraged to explore mechatronics for a competitive advantage in today's rapidly changing workforce.

Mechatronics Engineering Technology Degree - A40350

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
DFT 151	CAD I	3
ELC 131	Circuit Analysis I	4
MAT 171	Precalculus Algebra	4
	Credit Hours	NaN
Spring		**Credit Hours**
ELN 131	Analog Electronics I	4
ELN 133	Digital Electronics	4

ENG 111	Writing and Inquiry	3
HYD 110	Hydraulics/Pneumatics I	3
ISC 112	Industrial Safety	2
	Credit Hours	16
Summer		**Credit Hours**
MEC 130	Mechanisms	3
Social Science elective*		3
	Credit Hours	6
Second Year		
Fall		**Credit Hours**
ATR 112	Introduction to Automation	3
ELC 213	Instrumentation	4
ELN 260	Prog Logic Controllers	4
ENG 114	Professional Research & Reporting	3
Humanties elective*		3
	Credit Hours	17
Spring		**Credit Hours**
ATR 214	Advanced PLCs	4
CTS 120	Hardware/Software Support	3
ELC 117	Motors and Controls	4
PHY 151	College Physics I	4
	Credit Hours	15
	Total Credit Hours	NaN

Mechatronics Engineering Technology Part-time Pathway

Term 1		**Credit Hours**
ACA 111	College Student Success	1
ELC 131	Circuit Analysis I	4
	Credit Hours	NaN
Term 2		**Credit Hours**
ELC 117	Motors and Controls	4
HYD 110	Hydraulics/Pneumatics I	3
ISC 112	Industrial Safety	2
	Credit Hours	9
Term 3		**Credit Hours**
MEC 130	Mechanisms	3
	Credit Hours	3
Term 4		**Credit Hours**
ELN 260	Prog Logic Controllers	4
Social Science or Humanities elective*		3

	Credit Hours	7
Term 5		**Credit Hours**
ELN 131	Analog Electronics I	4
ENG 111	Writing and Inquiry	3
	Credit Hours	7
Term 6		**Credit Hours**
CIS 110	Introduction to Computers	3
MAT 171	Precalculus Algebra	4
	Credit Hours	7
Term 7		**Credit Hours**
DFT 151	CAD I	3
ELC 213	Instrumentation	4
	Credit Hours	7
Term 8		**Credit Hours**
CTS 120	Hardware/Software Support	3
ELN 133	Digital Electronics	4
	Credit Hours	7
Term 9		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
Social Science or Humanities elective*		3
	Credit Hours	6
Term 10		**Credit Hours**
ATR 112	Introduction to Automation	3
	Credit Hours	3
Term 11		**Credit Hours**
ATR 214	Advanced PLCs	4
PHY 151	College Physics I	4
	Credit Hours	8
	Total Credit Hours	NaN

MEDICAL ASSISTING

Contact(s): Starra Herring

The Medical Assisting curriculum prepares multi-skilled health care professionals qualified to perform administrative, clinical, and laboratory procedures.

Coursework includes instruction in scheduling appointments, coding and processing insurance accounts, billing, collections, computer operations, assisting with examinations/treatments, performing routine laboratory procedures, electrocardiography, supervised medication administration; and ethical/legal issues associated with patient care.

Employment opportunities include physicians' offices, health maintenance organizations, health departments, and hospitals. If possible, individuals desiring a career in medical assisting should take biology, mathematics, and typing courses prior to entering the program. Students are admitted to the Medical Assisting program during the fall semester.

Learning Outcomes

Upon completion of this program, students will be able to:

- Perform the skills of a medical assistant under the guidance of a supervising physician.

- Demonstrate knowledge of medical assistant responsibilities in office management and patient care.
- Interpret verbal and written communication relevant to safe and effective medical office and patient care practices.
- Comply with ethical, legal, and professional guidelines as a member of a health service profession.
- Use computer programs to perform office clerical skills.
- Demonstrate critical thinking skills and problem solving abilities in the performance of entry-level medical assisting.
- Perform entry level Competencies/Psychomotor (skills), Cognitive (knowledge) and Affective (behavior) for a Medical Assistants as developed and published by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) in cooperation with the Medical Assisting Education Review Board (MAERB).
- Perform all administrative and clinical procedures, which are assigned by a supervising medical assistant with a high degree of technical skill, effectiveness, efficiency and safety as an entry-level medical assistant.

Accreditation

The Medical Assisting Diploma Program, at Stanly Community College is awarded a 1 + 1 program, which means that all AAS graduates also receive the Diploma and is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of Medical Assisting Education Review Board (MAERB).

The Medical Assisting Program at Stanly Community College Diploma Program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Medical Assisting Education Review Board (www.maerb.org) (MAERB).

Commission on Accreditation of Allied Health Education Programs (CAAHEP)
9355 - 113th St. N, #7709
Seminole, FL 33775
(727) 210-2350
www.caahep.org

Graduates of CAAHEP accredited medical assisting programs may be eligible to sit for the American Association of Medical Assistants' Certification Examination to become Certified Medical Assistants.

American Association of Medical Assisting (AAMA)
Assisting Endowment
20 N. Wacker Dr.
Suite 1575
Chicago, IL 60606
(312) 899-1500
www.aama-ntl.org

The Medical Assisting program accepts a maximum of 30 students for entry each fall semester.

Minimum Expectations

“To prepare competent entry level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.”

Program Goals

1. To prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.
2. Perform the skills of a Medical Assistant under the guidance of a supervising physician as evaluated by successfully completing a clinical practicum with a grade of 78 or higher.
3. Demonstrate knowledge of medical assistant responsibilities in office management and patient care as demonstrated by a grade of 78 or above on mock CMA Certification exam.
4. Interpret verbal and written communication relevant to safe and effective medical office and patient care practices as demonstrated by a grade of 78 or above on the exam for "Therapeutic Communication Skills" in MED 260.
5. Comply with ethical, legal and professional guidelines as a member of a health service profession as demonstrated by successful completion on exam "Medical Law and Ethics" with a grade of 78 or above in MED 260.
6. Use computer programs to perform office clerical skills as demonstrated by successful completion of administrative practicum with a grade of 78 or above.

Medical Assisting Degree – A45400

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
BIO 163	Basic Anatomy & Physiology	5
MED 110	Orientation to Medical Assisting	1
MED 118	Medical Law and Ethics	2
MED 121	Medical Terminology I	3
MED 122	Medical Terminology II	3
MED 130	Administrative Office Procedures I	2

MED 272	Drug Therapy	3
	Credit Hours	20
Spring		**Credit Hours**
ENG 111	Writing and Inquiry	3
MED 131	Administrative Office Procedures II	2
MED 140	Examining Room Procedures I	5
MED 150	Laboratory Procedures I	5
MED 240	Examining Room Procedures II	5
PSY 150	General Psychology	3
	Credit Hours	23
Summer		**Credit Hours**
MED 260	MED Clinical Practicum	5
	Credit Hours	5
Second Year		
Fall		**Credit Hours**
BUS 137	Principles of Management	3
MED 232 or MED 264	Medical Insurance Coding Medical Assisting Overview	2
MED 270	Symptomatology	3
	Credit Hours	8
Spring		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
MAT 110	Mathematical Measurement and Literacy	3
Humanities elective*		3
	Credit Hours	9
	Total Credit Hours	65

Medical Assisting Diploma – D45400

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
BIO 163	Basic Anatomy & Physiology	5
MED 110	Orientation to Medical Assisting	1
MED 118	Medical Law and Ethics	2
MED 121	Medical Terminology I	3
MED 122	Medical Terminology II	3
MED 130	Administrative Office Procedures I	2
MED 272	Drug Therapy	3
	Credit Hours	20
Spring		**Credit Hours**

ENG 111	Writing and Inquiry	3
MED 131	Administrative Office Procedures II	2
MED 140	Examining Room Procedures I	5
MED 150	Laboratory Procedures I	5
MED 240	Examining Room Procedures II	5
PSY 150	General Psychology	3
	Credit Hours	23
Summer		**Credit Hours**
MED 260	MED Clinical Practicum	5
	Credit Hours	5
	Total Credit Hours	48

Medical Assisting Certificate – C45400

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
MED 110	Orientation to Medical Assisting	1
MED 121	Medical Terminology I	3
MED 122	Medical Terminology II	3
MED 130	Administrative Office Procedures I	2
	Credit Hours	10
Spring		**Credit Hours**
MED 118	Medical Law and Ethics	2
MED 131	Administrative Office Procedures II	2
MED 232	Medical Insurance Coding	2
	Credit Hours	6
	Total Credit Hours	16

Medical Billing & Coding Certificate - C45400M

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
BIO 163	Basic Anatomy & Physiology	5
MED 121	Medical Terminology I	3
MED 122	Medical Terminology II	3
	Credit Hours	12
Spring		**Credit Hours**
MED 118	Medical Law and Ethics	2
MED 131	Administrative Office Procedures II	2
MED 232	Medical Insurance Coding	2

	Credit Hours	6
	Total Credit Hours	18

Medical Assisting - CCP

Courses		Credit Hours
MED 110	Orientation to Medical Assisting	1
MED 118	Medical Law and Ethics	2
MED 121	Medical Terminology I	3
MED 122	Medical Terminology II	3
MED 130	Administrative Office Procedures I	2
MED 131	Administrative Office Procedures II	2
MED 232	Medical Insurance Coding	2
	Total Credit Hours	15

AGE Pathway

Courses		Credit Hours
ACA 111	College Student Success	1
BIO 163	Basic Anatomy & Physiology	5
BUS 137	Principles of Management	3
CIS 110	Introduction to Computers	3
ENG 111	Writing and Inquiry	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
MAT 143	Quantitative Literacy	3
PSY 150	General Psychology	3
Electives*		37
Humanities elective*		3
	Total Credit Hours	64

Humanities list

Courses		Credit Hours
ART 111	Art Appreciation	3
ART 114	Art History Survey I	3
ART 115	Art History Survey II	3
DRA 111	Theatre Appreciation	3
ENG 125	Creative Writing I	3
HUM 120	Cultural Studies	3
HUM 122	Southern Culture	3
HUM 150	American Women's Studies	3
HUM 160	Introduction to Film	3
MUS 110	Music Appreciation	3

MUS 112	Introduction to Jazz	3
MUS 113	American Music	3
MUS 210	History of Rock Music	3
REL 110	World Religions	3
REL 211	Introduction to Old Testament	3
REL 212	Introduction to New Testament	3
REL 221	Religion in America	3

Elective list

Courses		Credit Hours
ART 111	Art Appreciation	3
ART 114	Art History Survey I	3
ART 115	Art History Survey II	3
ART 116	Survey of American Art	3
ART 117	Non-Western Art History	3
BIO 110	Principles of Biology	4
BIO 111	General Biology I	4
BIO 112	General Biology II	4
BIO 140	Environmental Biology	3
BIO 163	Basic Anatomy & Physiology	5
BIO 165	Anatomy and Physiology I	4
BIO 166	Anatomy and Physiology II	4
BIO 275	Microbiology	4
BUS 110	Introduction to Business	3
BUS 115	Business Law I	3
BUS 137	Principles of Management	3
CHM 131	Introduction to Chemistry	3
CHM 132	Organic and Biochemistry	4
CHM 151	General Chemistry I	4
CHM 152	General Chemistry II	4
CIS 110	Introduction to Computers	3
CIS 115	Introduction to Programming and Logic	3
CJC 111	Introduction to Criminal Justice	3
CJC 121	Law Enforcement Operations	3
CJC 141	Corrections	3
COM 231	Public Speaking	3
CSC 134	C++ Programming	3
CSC 139	Visual BASIC Programming	3
CSC 151	JAVA Programming	3
CTS 115	Information Systems Business Concepts	3

ECO 251	Principles of Microeconomics	3
ECO 252	Principles of Macroeconomics	3
EDU 216	Foundations of Education	3
ENG 111	Writing and Inquiry	3
ENG 112	Writing and Research in the Disciplines	3
ENG 114	Professional Research & Reporting	3
ENG 125	Creative Writing I	3
ENG 231	American Literature I	3
ENG 232	American Literature II	3
ENG 241	British Literature I	3
ENG 242	British Literature II	3
HEA 110	Personal Health/Wellness	3
HIS 111	World Civilizations I	3
HIS 112	World Civilizations II	3
HIS 121	Western Civilization I	3
HIS 122	Western Civilization II	3
HIS 131	American History I	3
HIS 132	American History II	3
HIS 236	North Carolina History	3
HUM 110	Technology and Society	3
HUM 115	Critical Thinking	3
HUM 120	Cultural Studies	3
HUM 121	The Nature of America	3
HUM 122	Southern Culture	3
HUM 150	American Women's Studies	3
HUM 160	Introduction to Film	3
HUM 180	International Cultural Exploration	3
MAT 143	Quantitative Literacy	3
MAT 152	Statistical Methods I	4
MAT 171	Precalculus Algebra	4
MAT 172	Precalculus Trigonometry	4
MAT 263	Brief Calculus	4
MAT 271	Calculus I	4
MAT 272	Calculus II	4
MAT 273	Calculus III	4
MUS 110	Music Appreciation	3
MUS 112	Introduction to Jazz	3
MUS 113	American Music	3
MUS 210	History of Rock Music	3
PED 111	Physical Fitness I	1

PED 113	Aerobics I	1
PED 120	Walking for Fitness	1
PED 125	Self-Defense: Beginning	1
PHI 215	Philosophical Issues	3
PHI 240	Introduction to Ethics	3
PHY 110	Conceptual Physics	3
PHY 151	College Physics I	4
PHY 152	College Physics II	4
POL 120	American Government	3
POL 210	Comparative Government	3
PSY 150	General Psychology	3
PSY 237	Social Psychology	3
PSY 241	Developmental Psychology	3
PSY 263	Educational Psychology	3
PSY 281	Abnormal Psychology	3
REL 110	World Religions	3
REL 112	Western Religions	3
REL 211	Introduction to Old Testament	3
REL 212	Introduction to New Testament	3
REL 221	Religion in America	3
SOC 210	Introduction to Sociology	3
SOC 213	Sociology of the Family	3
SOC 232	Social Context of Aging	3
SPA 111	Elementary Spanish I	3
SPA 112	Elementary Spanish II	3
SPA 141	Culture and Civilization	3
SPA 161	Cultural Immersion	3
SPA 181	Spanish Lab 1	1
SPA 182	Spanish Lab 2	1

MEDICAL LABORATORY TECHNOLOGY

Contact(s): Dadrienne Johnson

The mission of Stanly Community College's Medical Laboratory Technology program is to train laboratory professionals who will make a positive impact in healthcare through leadership that will assure excellence in the practice of laboratory medicine.

The Medical Laboratory Technology curriculum prepares individuals to perform clinical laboratory procedures in chemistry, hematology, microbiology, and Immunohematology that may be used in the maintenance of health and diagnosis/treatment of disease. Course work emphasizes mathematical and scientific concepts related to specimen collection, laboratory testing and procedures, quality assurance and reporting/recording and interpreting findings involving tissues, blood, and body fluids.

Students who successfully complete the program are eligible to take the national certification examination administered by the Board of Registry of American Society for Clinical Pathology and become a certified Medical Laboratory Technician (MLT) (ASCP). With additional education and/or technical experience, graduates may also advance in the field to become a technologist, research specialist, manager, or educator. The Medical Laboratory/Clinical Laboratory Science field allows students to advance to a BS in Laboratory Science, a Master's degree in Molecular Diagnostics, and a doctorate degree as a DCLS (Doctorate in Clinical Laboratory Science).

Employment opportunities for graduates include laboratories in hospitals, medical offices, industry, and research facilities.

Learning Outcomes

- Collect, prepare and evaluate biological specimens and other substances for analysis used in the diagnosis and treatment of patients.
- Discriminate and properly document the accuracy and validity of laboratory information.
- Appraise principles and practices of quality assessment.
- Interpret clinical signs, specimen types, and results of culture.
- Perform critical thinking, problem solving, and troubleshooting techniques.
- Demonstrate communication skills sufficient to serve the needs of the patient, the public, and members of the healthcare team and technical ability sufficient to train new employees.
- Recall and apply concepts and skills necessary to perform as a medical laboratory technician.

MLT Program Outcomes

Graduation Rates, Certification Exam Pass Rates, and Job Placement Rates

Accreditation

The SCC Medical Laboratory Technology Program is accredited by:

National Accrediting Agency for Clinical Laboratory Sciences
5600 N. River Rd. Suite 720
Rosemont, IL 60018-5119
(847) 939-3597
(773) 714-8880
(773) 714-8886 (FAX)
info@naacls.org
www.naacls.org

Medical Laboratory Technology Degree – A45420

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
BIO 163	Basic Anatomy & Physiology	5
CHM 151	General Chemistry I	4
MLT 110	Introduction to Mlt	3
MLT 126	Immunology and Serology	2
MLT 127	Transfusion Medicine	3
	Credit Hours	18
Spring		**Credit Hours**
CHM 152	General Chemistry II	4
CIS 110	Introduction to Computers	3
MED 120	Survey of Medical Terminology	2
MLT 111	Urinalysis & Body Fluids	2
MLT 120	Hematology/Hemostasis I	4
MLT 140	Introduction to Microbiology	3
	Credit Hours	18
Summer		**Credit Hours**
ENG 111	Writing and Inquiry	3
MLT 220	Hematology/Hemostasis II	3
MLT 253	MLT Practicum I	3
	Credit Hours	9
Second Year		
Fall		**Credit Hours**
ENG 112	Writing and Research in the Disciplines	3

or ENG 114	Professional Research & Reporting	
MAT 143 or MAT 152	Quantitative Literacy Statistical Methods I	3-4
MLT 130	Clinical Chemistry I	4
MLT 240	Special Clinical Microbiology	3
MLT 265	MLT Practicum II	5
	Credit Hours	18-19
Spring		**Credit Hours**
MLT 217	Professional Issues	1
MLT 275	MLT Practicum III	5
Humanities elective*		3
Social Science elective*		3
	Credit Hours	12
	Total Credit Hours	75-76

AGE Pathway

Courses		**Credit Hours**
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
ENG 111	Writing and Inquiry	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
MAT 152	Statistical Methods I	4
BIO elective*		5
CHM elective*		8
Elective*		31
Humanities elective*		3
Social Behavioral Science elective*		3
	Total Credit Hours	64

BIO elective

Courses		**Credit Hours**
BIO 163	Basic Anatomy & Physiology	5
Courses		**Credit Hours**
BIO 165	Anatomy and Physiology I	4
BIO 166	Anatomy and Physiology II	4
Courses		**Credit Hours**
BIO 168	Anatomy and Physiology I	4
BIO 169	Anatomy and Physiology II	4

CHM elective

Courses		Credit Hours
CHM 131	Introduction to Chemistry	3
CHM 132	Organic and Biochemistry	4
Courses		**Credit Hours**
CHM 151	General Chemistry I	4
CHM 152	General Chemistry II	4

Elective list

Courses		Credit Hours
ART 111	Art Appreciation	3
ART 114	Art History Survey I	3
ART 115	Art History Survey II	3
ART 116	Survey of American Art	3
ART 117	Non-Western Art History	3
BIO 110	Principles of Biology	4
BIO 111	General Biology I	4
BIO 112	General Biology II	4
BIO 140	Environmental Biology	3
BIO 163	Basic Anatomy & Physiology	5
BIO 165	Anatomy and Physiology I	4
BIO 166	Anatomy and Physiology II	4
BIO 275	Microbiology	4
BUS 110	Introduction to Business	3
BUS 115	Business Law I	3
BUS 137	Principles of Management	3
CHM 131	Introduction to Chemistry	3
CHM 132	Organic and Biochemistry	4
CHM 151	General Chemistry I	4
CHM 152	General Chemistry II	4
CIS 110	Introduction to Computers	3
CIS 115	Introduction to Programming and Logic	3
CJC 111	Introduction to Criminal Justice	3
CJC 121	Law Enforcement Operations	3
CJC 141	Corrections	3
COM 231	Public Speaking	3
CSC 134	C++ Programming	3
CSC 139	Visual BASIC Programming	3
CSC 151	JAVA Programming	3
CTS 115	Information Systems Business Concepts	3

ECO 251	Principles of Microeconomics	3
ECO 252	Principles of Macroeconomics	3
EDU 216	Foundations of Education	3
ENG 111	Writing and Inquiry	3
ENG 112	Writing and Research in the Disciplines	3
ENG 114	Professional Research & Reporting	3
ENG 125	Creative Writing I	3
ENG 231	American Literature I	3
ENG 232	American Literature II	3
ENG 241	British Literature I	3
ENG 242	British Literature II	3
HEA 110	Personal Health/Wellness	3
HIS 111	World Civilizations I	3
HIS 112	World Civilizations II	3
HIS 121	Western Civilization I	3
HIS 122	Western Civilization II	3
HIS 131	American History I	3
HIS 132	American History II	3
HIS 236	North Carolina History	3
HUM 110	Technology and Society	3
HUM 115	Critical Thinking	3
HUM 120	Cultural Studies	3
HUM 121	The Nature of America	3
HUM 122	Southern Culture	3
HUM 150	American Women's Studies	3
HUM 160	Introduction to Film	3
HUM 180	International Cultural Exploration	3
MAT 143	Quantitative Literacy	3
MAT 152	Statistical Methods I	4
MAT 171	Precalculus Algebra	4
MAT 172	Precalculus Trigonometry	4
MAT 263	Brief Calculus	4
MAT 271	Calculus I	4
MAT 272	Calculus II	4
MAT 273	Calculus III	4
MUS 110	Music Appreciation	3
MUS 112	Introduction to Jazz	3
MUS 113	American Music	3
MUS 210	History of Rock Music	3
PED 111	Physical Fitness I	1

PED 113	Aerobics I	1
PED 120	Walking for Fitness	1
PED 125	Self-Defense: Beginning	1
PHI 215	Philosophical Issues	3
PHI 240	Introduction to Ethics	3
PHY 110	Conceptual Physics	3
PHY 151	College Physics I	4
PHY 152	College Physics II	4
POL 120	American Government	3
POL 210	Comparative Government	3
PSY 150	General Psychology	3
PSY 237	Social Psychology	3
PSY 241	Developmental Psychology	3
PSY 263	Educational Psychology	3
PSY 281	Abnormal Psychology	3
REL 110	World Religions	3
REL 112	Western Religions	3
REL 211	Introduction to Old Testament	3
REL 212	Introduction to New Testament	3
REL 221	Religion in America	3
SOC 210	Introduction to Sociology	3
SOC 213	Sociology of the Family	3
SOC 232	Social Context of Aging	3
SPA 111	Elementary Spanish I	3
SPA 112	Elementary Spanish II	3
SPA 141	Culture and Civilization	3
SPA 161	Cultural Immersion	3
SPA 181	Spanish Lab 1	1
SPA 182	Spanish Lab 2	1

NURSE AIDE (CERTIFICATE)

Contact(s): Jennifer Jones

The Nurse Aide curriculum prepares individuals to work under the supervision of licensed nursing professionals in performing nursing care and services for persons of all ages. Topics include growth and development, personal care, vital signs, communication, nutrition, medical asepsis, therapeutic activities, accident and fire safety, household environment and equipment management, family resources and services, and employment skills. Upon completion, the student may be eligible for listing as a Nurse Aide I and other selected Nurse Aide registries as determined by the local program of study.

Nurse Aide (Certificate) CCP

Courses		Credit Hours
NAS 101	Nurse Aide I	6
NAS 102	Nurse Aide II	6
NAS 106	Geriatric Aide	6

	Total Credit Hours	18

NURSING

Contact(s):
Check out our video!

The Annie Ruth Kelley Associate Degree Nursing curriculum provides knowledge, skills, and strategies to integrate safety and quality into nursing care, to practice in a dynamic environment, and to meet individual needs which impact health, quality of life, and achievement of potential.

Coursework includes and builds upon the domains of healthcare, nursing practice, and the holistic individual. Content emphasizes the nurse as a member of the interdisciplinary team providing safe, individualized care while employing evidence-based practice, quality improvement, and informatics.

Graduates of this program are eligible to apply to take the National Council Licensure Examination (NCLEX-RN). Employment opportunities are vast within the global healthcare system and may include positions within acute, chronic, extended, industrial, and community healthcare facilities.

Learning Outcomes

Upon completion of this program, students will be able to:

- Establish safe, professional nursing behaviors including accountability for entry-level nursing competence as demonstrated by a passing score* on the NCLEX-RN licensure exam as delineated by the rules and regulations of the North Carolina Board of Nursing.

  *=NCLEX-RN does not aw
- ard numerical scores. Reports only include a pass or fail.
- Communicate with individuals, significant support person(s), and members of the interdisciplinary healthcare team as demonstrated by a grade of "pass" on the summative clinical evaluation tool described under the nursing domain.
- Formulate holistic assessments to identify the needs of the individual in order to provide culturally competent client-centered care as demonstrated by a grade of "satisfactory" on the complex patient comprehensive assessment on the clinical prep tool.
- Utilize healthcare informatics to apply research to practice for evidence-based practice, clinical judgments, and management decisions as demonstrated by a score of "satisfactory" on the evidence-based practice project completed in the capstone course.
- Create nursing plans of care for clients across the life-span as demonstrated by cognitive proficiency on the nursing caremap in the clinical setting.
- Incorporate teaching and learning principles into nursing practice as demonstrated by completing a capstone teaching project with a passing score of 80% or above.
- Manage healthcare for clients by utilizing cost-effective nursing strategies, quality improvement processes, and legal/ethical awareness to promote quality outcomes as demonstrated by a "passing" graded clinical performance to prove cognitive and behavioral proficiency of the healthcare domain as described on the clinical summary.

Approval

Location

North Carolina Board of Nursing
4516 Lake Boone Trail
Raleigh, NC 27607
(919) 782-3211

Mailing Address

North Carolina Board of Nursing
Post Office Box 2129
Raleigh, North Carolina 27602-2129

Phone/Fax

Phone: (919) 782-3211
Fax: (919) 781-9461

Accreditation

The Stanly Community College Associate Degree in Nursing program is accredited by the National League for Nursing Commission for Nursing Education Accreditation (NLN CNEA) located at 2600 Virginia Avenue, NW, Washington, DC, 20032, 202-909-2526.

Stanly Community College Associate Degree in Nursing Program is accredited by the National League for Nursing Commission for Nursing Education Accreditation (NLN CNEA) located at 2600 Virginia Avenue, NW, Washington, DC 20037 (202) 909-2526

Associate Degree Nursing - A45110

First Year		
Summer		**Credit Hours**
HUM 115	Critical Thinking	3
	Credit Hours	3
Second Year		
Fall		**Credit Hours**
ACA 122	College Transfer Success	1
BIO 168	Anatomy and Physiology I	4
NUR 111	Introduction to Health Concepts	8
PSY 150	General Psychology	3
	Credit Hours	16
Spring		**Credit Hours**
BIO 169	Anatomy and Physiology II	4
NUR 112	Health-Illness Concepts	5
NUR 117	Pharmacology	2
NUR 212	Health System Concepts	5
PSY 241	Developmental Psychology	3
	Credit Hours	19
Summer		**Credit Hours**
NUR 113	Family Health Concepts	5
	Credit Hours	5
Third Year		
Fall		**Credit Hours**
ENG 111	Writing and Inquiry	3
NUR 114	Holistic Health Concepts	5
NUR 211	Health Care Concepts	5

	Credit Hours	13
Spring		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
NUR 213	Complex Health Concepts	10
	Credit Hours	13
	Total Credit Hours	69

Nursing - CCP

Courses		**Credit Hours**
ACA 122	College Transfer Success	1
BIO 168	Anatomy and Physiology I	4
BIO 169	Anatomy and Physiology II	4
ENG 111	Writing and Inquiry	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
PSY 150	General Psychology	3
PSY 241	Developmental Psychology	3
Humanties elective*		3
	Total Credit Hours	24

Nursing AGE Pathway

Courses		**Credit Hours**
ACA 122	College Transfer Success	1
BIO 168	Anatomy and Physiology I	4
BIO 169	Anatomy and Physiology II	4
BIO 275	Microbiology	4
ENG 111	Writing and Inquiry	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
ENG 231 or ENG 232	American Literature I American Literature II	3
HIS 111 or HIS 112 or HIS 131 or HIS 132	World Civilizations I World Civilizations II American History I American History II	3
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
MAT 152	Statistical Methods I	4
PSY 150	General Psychology	3
PSY 241	Developmental Psychology	3
SOC 210	Introduction to Sociology	3
SOC 213 or SOC 220	Sociology of the Family Social Problems	3

Courses		Credit Hours
Chemistry elective*		4
Elective*		6
Humanities elective*		6
	Total Credit Hours	60-61

Chemistry Elective

Courses		Credit Hours
CHM 131	Introduction to Chemistry	3
CHM 151	General Chemistry I	4

Humanities elective list

Courses		Credit Hours
ART 111	Art Appreciation	3
ART 114	Art History Survey I	3
ART 115	Art History Survey II	3
MUS 110	Music Appreciation	3
MUS 112	Introduction to Jazz	3
PHI 215	Philosophical Issues	3
PHI 240	Introduction to Ethics	3

Elective List

Courses		Credit Hours
CIS 110	Introduction to Computers	3
ECO 251	Principles of Microeconomics	3
ECO 252	Principles of Macroeconomics	3
POL 120	American Government	3

2024-2026

First Year		
Fall		**Credit Hours**
ACC 122	Principles of Financial Accounting II	3
BIO 168	Anatomy and Physiology I	4
NUR 111	Introduction to Health Concepts	8
PSY 150	General Psychology	3
	Credit Hours	18
Spring		**Credit Hours**
BIO 169	Anatomy and Physiology II	4
NUR 112	Health-Illness Concepts	5
NUR 117	Pharmacology	2
NUR 212	Health System Concepts	5

PSY 241	Developmental Psychology	3
	Credit Hours	19
Summer		**Credit Hours**
HUM 115	Critical Thinking	3
	Credit Hours	3
Second Year		
Fall		**Credit Hours**
ENG 111	Writing and Inquiry	3
NUR 114	Holistic Health Concepts	5
NUR 211	Health Care Concepts	5
	Credit Hours	13
Spring		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
NUR 213	Complex Health Concepts	10
	Credit Hours	13
Summer		**Credit Hours**
NUR 113	Family Health Concepts	5
	Credit Hours	5
	Total Credit Hours	71

NURSING - LPN TO ADN

Contact(s): Advisor/Success Coach - Melanie Alexander

Check out our video!

The Annie Ruth Kelley Associate Degree Nursing curriculum provides individuals with the knowledge and skills necessary to provide nursing care to clients and groups of clients throughout the life span in a variety of settings.

Courses will include content related to the nurse's role as a provider of nursing care, as a manager of care, as a member of the discipline of nursing, and as a member of the interdisciplinary team.

Graduates of this program are eligible to apply to take the National Council Licensure Examination (NCLEX-RN), which is required for practice as a Registered Nurse. Employment opportunities include hospitals, long-term care facilities, clinics, physicians' offices, industry, and community agencies.

Learning Outcomes

Upon completion of this program, students will be able to:

- Establish safe, professional nursing behaviors including accountability for entry-level nursing competence as demonstrated by a passing score* on the NCLEX-RN licensure exam as delineated by the rules and regulations of the North Carolina Board of Nursing.

  *=NCLEX-RN does not award numerical scores. Reports only include a pass or fail.
- Communicate with individuals, significant support person(s), and members of the interdisciplinary healthcare team as demonstrated by a grade of “pass” on the summative clinical evaluation tool described under the nursing domain.
- Formulate holistic assessments to identify the needs of the individual in order to provide culturally competent client-centered care as demonstrated by a grade of “satisfactory” on the complex patient comprehensive assessment on the clinical prep tool.
- Utilize healthcare informatics to apply research to practice for evidence-based practice, clinical judgments, and management decisions as demonstrated by a score of “satisfactory” on the evidence-based practice project completed in the capstone course.
- Create nursing plans of care for clients across the life-span as demonstrated by cognitive proficiency on the nursing caremap in the clinical setting.
- Incorporate teaching and learning principles into nursing practice as demonstrated by completing a capstone teaching project with a passing score of 80% or above.
- Manage healthcare for clients by utilizing cost-effective nursing strategies, quality improvement processes, and legal/ethical awareness to promote quality outcomes as demonstrated by a “passing” graded clinical performance to prove cognitive and behavioral proficiency of the healthcare domain as described on the clinical summary.

Approval

Location

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4516 Lake Boone Trail
Raleigh, NC 27607
(919) 782-3211

Mailing Address

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Raleigh, North Carolina 27602-2129

Phone/Fax

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Accreditation

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Stanly Community College
Associate Degree in Nursing
Program is accredited by the
National League for Nursing
Commission for Nursing
Education Accreditation
(NLN CNEA) located at
2600 Virginia Avenue, NW,
Washington, DC 20037
(202) 909-2526

Nursing - LPN-ADN - Degree - A45110R

First Year - Summer		Credit Hours
ACA 122	College Transfer Success	1
BIO 169	Anatomy and Physiology II	4
NUR 214	Nsg Transition Concepts	4
PSY 241	Developmental Psychology	3
	Credit Hours	12
Second Year - Fall		**Credit Hours**
ENG 111	Writing and Inquiry	3
NUR 117	Pharmacology	2
NUR 221	LPN to ADN Concepts I	9
	Credit Hours	14
Second Year - Spring		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
NUR 223	LPN to ADN Concepts II	9
Humanities elective*		3

	Credit Hours	15
	Total Credit Hours	41

RADIOGRAPHY

Contact(s): Tiffany Barbee

The Radiography curriculum prepares the graduate to be a radiographer, a skilled healthcare professional who uses radiation to produce images of the human body.

Coursework includes clinical rotations to area healthcare facilities, radiographic exposure, image processing, radiographic procedures, physics, pathology, patient care and management, radiation protection, quality assurance, anatomy and physiology, and radiobiology.

Graduates of accredited programs are eligible to apply to take the American Registry of Radiologic Technologists' national examination for certification and registration as medical radiographers. Graduates may be employed in hospitals, clinics, physicians' offices, medical laboratories, government agencies, and industry.

Learning Outcomes

Upon completion of this program, students will be able to:

- Accurately position patients for routine and non-routine exams.
- Comply with radiation safety principles.
- Evaluate radiographic images to determine diagnostic quality.
- Implement critical thinking skills during non-routine exams.
- Demonstrate the knowledge, skills, and abilities necessary for employment as a radiologic technologist.

Accreditation

Stanly Community College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate degrees. The Radiography Program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT).

In 2018, the program was awarded accreditation by the JRCERT for a period of 8 years, and the program remains in good standing.

JRCERT standards for accreditation of radiography programs are located on the JRCERT website at http://www.JRCERT.org. If a student feels the Radiography Program at Stanly Community College is not in compliance with the standards set forth by the JRCERT, the student has the right to pursue allegations of non-compliance. The student should first report the allegations to the appropriate college personnel. If the allegations are not resolved, the student may follow the appropriate procedures for reporting non-compliance to the JRCERT. This procedure is located on the JRCERT website at http://www.JRCERT.org.

The Joint Review Committee on Education in Radiologic Technology

20 North Wacker Drive, Suite 2850

Chicago, Illinois 60606-3182

312-704-5300

mail@jrcert.org

Radiography Degree – A45700

First Year		
Fall		**Credit Hours**
BIO 163	Basic Anatomy & Physiology	5
MAT 143	Quantitative Literacy	3
RAD 110	Rad Intro & Patient Care	3
RAD 111	RAD Procedures I	4
RAD 151	RAD Clinical Ed I	2
	Credit Hours	17
Spring		**Credit Hours**
CIS 110	Introduction to Computers	3
PSY 150	General Psychology	3
RAD 112	RAD Procedures II	4
RAD 121	Image Production I	3

RAD 161	RAD Clinical Ed II	5
	Credit Hours	18
Summer		**Credit Hours**
RAD 122	Image Production II	2
RAD 141	Radiation Safety	2
RAD 171	RAD Clinical Ed III	3
	Credit Hours	7
Second Year		
Fall		**Credit Hours**
ENG 111	Writing and Inquiry	3
RAD 211	Radiographic Procedures III	3
RAD 231	Image Production III	2
RAD 251	RAD Clinical Ed IV	7
	Credit Hours	15
Spring		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
RAD 261	Radiographic Clinical Education V	7
RAD 271	Radiography Capstone	3
Humanities elective*		3
	Credit Hours	16
	Total Credit Hours	73

AGE Pathway

Courses		**Credit Hours**
ACA 111	College Student Success	1
BIO 163	Basic Anatomy & Physiology	5
CIS 110	Introduction to Computers	3
ENG 111	Writing and Inquiry	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
MAT 143	Quantitative Literacy	3
PSY 150	General Psychology	3
AGE Electives*		40
Humanities elective*		3
	Total Credit Hours	64

RESPIRATORY THERAPY

Contact(s): Amy Witschey

The Respiratory Therapy curriculum offers career education for respiratory therapists, who specialize in the application of scientific knowledge and theory to clinical problems of respiratory care.

Respiratory therapists perform diagnostic testing, treatments, and management of patients with heart and lung diseases. The respiratory therapist is qualified to assume primary clinical responsibility for all respiratory care modalities and is frequently required to exercise considerable independent, clinical judgment in the respiratory care of patients under the direct or indirect supervision of a physician.

Students will master skills in patient assessment and treatment of cardiopulmonary diseases. These skills include ventilator management and monitoring, drug administration, and treatment of patients of all ages in a variety of settings. Graduates may be employed in wide variety of health-related areas including hospitals, clinics, skilled nursing care facilities, home care agencies, rehabilitation centers, industrial and educational institutions.

Upon completion of all required course work, the student will be awarded an Associate in Applied Science degree in Respiratory Therapy. Graduates of the Respiratory Therapy program are eligible to take the Therapist Multiple Choice exam from the National Board for Respiratory Care (NBRC), which will also allow them to apply for licensure in most states. (Licensure requirements vary by state.) Respiratory Therapy program graduates may also be eligible to take Advanced Practitioner examinations from the NBRC.

Learning Outcomes

Upon completion of this program, students will be able to:

- Perform specialized therapeutic and diagnostic procedures in clinical practice required for a respiratory therapist entering the profession.
- Create problem-solving strategies for therapeutic and life-supporting procedures based upon patient assessment.
- Develop therapeutic goals and respiratory care plans for patients with cardiopulmonary disease.
- Defend written and oral case studies with regards to evidence-based practice guidelines.
- Effectively employ interpersonal and communication skills to promote cardiopulmonary wellness and disease management given diverse population groups.
- Exhibit ethical decision making and professional responsibility according to the AARC Statement of Ethics and Professional Conduct.

Accreditation

The Respiratory Therapy program is accredited by the Commission on Accreditation for Respiratory Care and is a 2022, 2021, 2020, 2019 and 2018 recipient of the CoARC Distinguished RRT Credentialing Success Award.

Stanly Community College is CoARC program #200315 and outcome data can be found here.

Respiratory Therapy Degree - A45720

First Year		
Fall		**Credit Hours**
BIO 163	Basic Anatomy & Physiology	5
MAT 143	Quantitative Literacy	3
RCP 110	Intro to Respiratory Care	4
RCP 114	C-P Anatomy & Physiology	3
RCP 115	C-P Pathophysiology	2
	Credit Hours	17
Spring		**Credit Hours**
RCP 111	Therapeutics/Diagnostics	5
RCP 113	RCP Pharmacology	2
RCP 123	Special Practice Lab	1
RCP 144	RCP Clinical Practice II	4
	Credit Hours	12
Summer		**Credit Hours**
RCP 112	Patient Management	4
RCP 154	RCP Clinical Practice III	4
	Credit Hours	8
Second Year		
Fall		**Credit Hours**
ENG 111	Writing and Inquiry	3
PSY 150	General Psychology	3
RCP 210	Critical Care Concepts	4

RCP 213	Neonatal/Ped's Concepts	2
RCP 234	RCP Clinical Practice IV	4
	Credit Hours	16
Spring		**Credit Hours**
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
RCP 211	Adv Monitoring/Procedures	4
RCP 215	Career Preparation	1
RCP 222	Special Practice Lab	1
RCP 246	RCP Clinical Practice V	6
Humanities elective*		3
	Credit Hours	18
	Total Credit Hours	71

Respiratory Therapy 3 Year Course Sequence

General Educations course completed prior to the start of the 3-Year Course sequence.		**Credit Hours**
BIO 163	Basic Anatomy & Physiology	5
ENG 111	Writing and Inquiry	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
MAT 143	Quantitative Literacy	3
PSY 150	General Psychology	3
Humanities elective*		3
	Credit Hours	20
First Year - Fall		**Credit Hours**
RCP 110	Intro to Respiratory Care	4
RCP 114	C-P Anatomy & Physiology	3
RCP 115	C-P Pathophysiology	2
	Credit Hours	9
First Year - Spring		**Credit Hours**
RCP 111	Therapeutics/Diagnostics	5
RCP 113	RCP Pharmacology	2
RCP 123	Special Practice Lab	1
RCP 132	RCP Clinical Practice I	2
	Credit Hours	10
First Year - Summer		**Credit Hours**
RCP 112	Patient Management	4
RCP 142	RCP Clinical Practice II	2
	Credit Hours	6
Second Year - Fall		**Credit Hours**
RCP 144	RCP Clinical Practice II	4

RCP 213	Neonatal/Ped's Concepts	2
	Credit Hours	6
Second Year - Spring		**Credit Hours**
RCP 222	Special Practice Lab	1
	Credit Hours	1
Second Year - Summer		**Credit Hours**
RCP 152	RCP Clinical Practice III	2
	Credit Hours	2
Third Year - Fall		**Credit Hours**
RCP 154	RCP Clinical Practice III	4
RCP 210	Critical Care Concepts	4
	Credit Hours	8
Third Year - Spring		**Credit Hours**
RCP 211	Adv Monitoring/Procedures	4
RCP 215	Career Preparation	1
RCP 234	RCP Clinical Practice IV	4
	Credit Hours	9
	Total Credit Hours	71

AGE Pathway

Courses		**Credit Hours**
ACA 111	College Student Success	1
BIO 163	Basic Anatomy & Physiology	5
ENG 111	Writing and Inquiry	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
HSC 110	Orientation to Health Careers	1
MAT 143	Quantitative Literacy	3
PSY 150	General Psychology	3
AGE elective*		42
Humanities elective*		3
	Total Credit Hours	64

SIMULATION AND GAME DEVELOPMENT

Contact(s): Adam Carriker

The Simulation and Game Development curriculum provides a broad background in simulation and game development with practical applications in creative arts, visual arts, audio/video technology, creative writing, modeling, design, programming, and management.

Students will receive hands-on training in design, 3D modeling, and programming for the purpose of creating simulations and games.

Graduates should qualify for employment as designers, artists, animators, programmers, testers, quality assurance analysts, engineers, and administrators in the entertainment industry, healthcare, education, and government organizations.

Learning Outcomes

Upon completion of this program, students will be able to:

- Demonstrate advanced skill in one specialty area of simulation and game development.
- Design and plan an advanced simulation or game.
- Construct a playable simulation or game level.
- Create an animation for a simulation or game.
- Demonstrate proficiency in game programming.
- Generate cinematic sequences.
- Model a simulation or game object.

Simulation and Game Development Degree – A25450

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
ENG 111	Writing and Inquiry	3
SGD 111	Introduction to Simulation and Game	3
SGD 114	SGD 3D Modeling I	3
SGD 116	SGD Graphic Design Tools	3
	Credit Hours	16
Spring		**Credit Hours**
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
SGD 112	SGD Design I	3
SGD 165	SGD Character Development	3
SGD 214	SGD 3D Modeling II	3
	Credit Hours	12-13
Summer		**Credit Hours**
Humanities elective*		3
Social Science elective*		3
	Credit Hours	6
Second Year		
Fall		**Credit Hours**
CIS 115	Introduction to Programming and Logic	3
CTS 115	Information Systems Business Concepts	3
ENG 112 or ENG 114	Writing and Research in the Disciplines Professional Research & Reporting	3
SGD 161	SGD 2D Animation	3
SGD 212	Simulation and Game Development	3
	Credit Hours	15
Spring		**Credit Hours**
CSC 134	C++ Programming	3
SGD 162	SGD 3D Animation I	3
SGD 244	SGD 3D Modeling III	3
SGD 289	Simulation and Game Development Project	3
Technical elective*		3

	Credit Hours	15
	Total Credit Hours	64-65

Technical Electives

Courses		Credit Hours
DES 125	Visual Presentation I	2
DES 135	Principles and Elements of Design I	4
DFT 151	CAD I	3
GRD 141	Graphic Design I	4
GRD 151	Computer Design Basics	3
NET 110	Networking Concepts	3
NET 125	Introduction to Networks	3
NOS 110	Operating Systems Concepts	3
SGD 116	SGD Graphic Design Tools	3
SGD 165	SGD Character Development	3
WEB 110	Web Development Fundamentals	3
WEB 111	Introduction to Web Graphics	3
WEB 120	Introduction to Internet Multimedia	3

Simulation & Game Development Part-time Pathway

Term 1		Credit Hours
ACA 111	College Student Success	1
SGD 111	Introduction to Simulation and Game	3
SGD 114	SGD 3D Modeling I	3
	Credit Hours	7
Term 2		**Credit Hours**
SGD 112	SGD Design I	3
SGD 214	SGD 3D Modeling II	3
	Credit Hours	6
Term 3		**Credit Hours**
Humanities elective*		3
	Credit Hours	3
Term 4		**Credit Hours**
SGD 161	SGD 2D Animation	3
SGD 212	Simulation and Game Development	3
	Credit Hours	6
Term 5		**Credit Hours**
SGD 162	SGD 3D Animation I	3
SGD 244	SGD 3D Modeling III	3
	Credit Hours	6

Term 6		Credit Hours
CIS 110	Introduction to Computers	3
	Credit Hours	3
Term 7		**Credit Hours**
ENG 111	Writing and Inquiry	3
SGD 116	SGD Graphic Design Tools	3
	Credit Hours	6
Term 8		**Credit Hours**
CSC 134	C++ Programming	3
SGD 165	SGD Character Development	3
	Credit Hours	6
Term 9		**Credit Hours**
Social Science Elective*		3
	Credit Hours	3
Term 10		**Credit Hours**
CIS 115	Introduction to Programming and Logic	3
CTS 115	Information Systems Business Concepts	3
	Credit Hours	6
Term 11		**Credit Hours**
SGD 289	Simulation and Game Development Project	3
Technical Elective*		3
	Credit Hours	6
Term 12		**Credit Hours**
ENG 112	Writing and Research in the Disciplines	3
MAT 143 or MAT 171	Quantitative Literacy Precalculus Algebra	3-4
	Credit Hours	6-7
	Total Credit Hours	64-65

Simulation and Game Development Novice Game Design Certificate - C25450NG

Courses		Credit Hours
ACA 111	College Student Success	1
CIS 110	Introduction to Computers	3
SGD 111	Introduction to Simulation and Game	3
SGD 114	SGD 3D Modeling I	3
SGD 116	SGD Graphic Design Tools	3
	Total Credit Hours	13

Simulation and Game Development Advanced Game Design Certificate - C25450AG

Courses		Credit Hours
ACA 111	College Student Success	1

SGD 112	SGD Design I	3
SGD 161	SGD 2D Animation	3
SGD 165	SGD Character Development	3
SGD 214	SGD 3D Modeling II	3
	Total Credit Hours	13

Simulation and Game Development Expert Game Design Certificate - C25450EG

Courses		Credit Hours
ACA 111	College Student Success	1
CSC 134	C++ Programming	3
SGD 162	SGD 3D Animation I	3
SGD 212	Simulation and Game Development	3
SGD 244	SGD 3D Modeling III	3
	Total Credit Hours	13

Simulation and Game Development - CCP

Courses		Credit Hours
CSC 134	C++ Programming	3
SGD 111	Introduction to Simulation and Game	3
SGD 112	SGD Design I	3
SGD 114	SGD 3D Modeling I	3
	Total Credit Hours	12

SUGGESTED HUMANITIES AND SOCIAL SCIENCE ELECTIVES LIST FOR AAS MAJORS

The following lists of courses can be used to satisfy the humanities and social science elective requirements for individual **Associate in Applied Science** (AAS) programs. See individual degree program requirements for more information.

Note: All classes listed below are not offered every semester. Please see the appropriate semester course schedule when planning your classes. Previous credits from any of the subjects listed below not appearing on the list may be considered for substitution.

Humanities Electives

Courses		Credit Hours
ART 111	Art Appreciation	3
ART 115	Art History Survey II	3
MUS 110	Music Appreciation	3
MUS 112	Introduction to Jazz	3
PHI 215	Philosophical Issues	3
PHI 240	Introduction to Ethics	3
Courses		**Credit Hours**
ENG 125	Creative Writing I	3
HUM 110	Technology and Society	3
HUM 115	Critical Thinking	3
HUM 122	Southern Culture	3
HUM 150	American Women's Studies	3

HUM 160	Introduction to Film	3
MUS 210	History of Rock Music	3
REL 110	World Religions	3
REL 112	Western Religions	3
REL 211	Introduction to Old Testament	3
REL 212	Introduction to New Testament	3

Social/Behavioral Science Electives

Courses		Credit Hours
ECO 251	Principles of Microeconomics	3
ECO 252	Principles of Macroeconomics	3
HIS 111	World Civilizations I	3
HIS 112	World Civilizations II	3
HIS 131	American History I	3
HIS 132	American History II	3
POL 120	American Government	3
PSY 150	General Psychology	3
SOC 210	Introduction to Sociology	3
Courses		**Credit Hours**
POL 220	International Relations	3
SOC 213	Sociology of the Family	3
SOC 232	Social Context of Aging	3

Humanities Electives

Courses		Credit Hours
ART 111	Art Appreciation	3
ART 115	Art History Survey II	3
MUS 110	Music Appreciation	3
MUS 112	Introduction to Jazz	3
PHI 215	Philosophical Issues	3
PHI 240	Introduction to Ethics	3
Courses		**Credit Hours**
ENG 125	Creative Writing I	3
HUM 110	Technology and Society	3
HUM 115	Critical Thinking	3
HUM 122	Southern Culture	3
HUM 150	American Women's Studies	3
HUM 160	Introduction to Film	3
MUS 210	History of Rock Music	3
REL 110	World Religions	3

REL 112	Western Religions	3
REL 211	Introduction to Old Testament	3
REL 212	Introduction to New Testament	3

Social/Behavioral Science Electives

Courses		Credit Hours
ECO 251	Principles of Microeconomics	3
ECO 252	Principles of Macroeconomics	3
HIS 111	World Civilizations I	3
HIS 112	World Civilizations II	3
HIS 131	American History I	3
HIS 132	American History II	3
POL 120	American Government	3
PSY 150	General Psychology	3
SOC 210	Introduction to Sociology	3
Courses		**Credit Hours**
POL 220	International Relations	3
SOC 213	Sociology of the Family	3
SOC 232	Social Context of Aging	3

WELDING TECHNOLOGY

Contact(s): Christopher Cesaro

The Welding Technology curriculum provides students with a sound understanding of the science, technology, and applications essential for successful employment in the welding and metalworking industry.

Instruction includes consumable and non-consumable electrode welding and cutting processes. Courses may include math, print reading, metallurgy, welding inspection, and destructive and non-destructive testing providing the student with industry-standard skills developed through classroom training and practical application.

Graduates of the Welding Technology curriculum may be employed as entry-level technicians in welding and metalworking industries. Career opportunities also exist in construction, manufacturing, fabrication, sales, quality control, supervision, and welding-related self-employment.

Learning Outcomes

Upon completion of this program, students should be able to:

- Fabricate metal structures based on blueprints while safely utilizing metal cutting and welding skills
- Perform SMAW fillet and groove welds in flat, horizontal, vertical and overhead positions in plate and 2G, 3G, 4G and 6G in pipe, in accordance with AWS code
- Perform GMAW/FCAW fillet and groove welds in flat, horizontal, vertical and overhead positions in plate and 2G, 3G, 4G and 6G in pipe, in accordance with AWS code
- Perform GTAW fillet and groove welds in flat, horizontal, vertical and overhead positions in plate and 2G, 3G, 4G and 6G in pipe, in accordance with AWS code

Welding Technology Diploma – D50420

First Year		
Fall		**Credit Hours**
ACA 111	College Student Success	1
ENG 101 or ENG 111	Applied Communications I Writing and Inquiry	3
WLD 110	Cutting Processes	2
WLD 115	SMAW (Stick) Plate	5

WLD 121	GMAW (MIG) FCAW/Plate	4
WLD 141	Symbols and Specifications	3
	Credit Hours	18
Spring		**Credit Hours**
ISC 112	Industrial Safety	2
MAT 110	Mathematical Measurement and Literacy	3
WBL 110 or WBL 111	World of Work Work-Based Learning I	1
WLD 116	SMAW (stick) Plate/Pipe	4
WLD 131	GTAW (TIG) Plate	4
WLD 265	Automated Welding/Cutting	4
	Credit Hours	18
Summer		**Credit Hours**
WLD 132	GTAW (TIG) Plate/Pipe	3
WLD 151	Fabrication I	4
	Credit Hours	7
	Total Credit Hours	43

Welding Part-time Pathway

Term 1		**Credit Hours**
ACA 111	College Student Success	1
WLD 121	GMAW (MIG) FCAW/Plate	4
WLD 141	Symbols and Specifications	3
	Credit Hours	8
Term 2		**Credit Hours**
ISC 112	Industrial Safety	2
WLD 131	GTAW (TIG) Plate	4
WLD 265	Automated Welding/Cutting	4
	Credit Hours	10
Term 3		**Credit Hours**
WLD 132	GTAW (TIG) Plate/Pipe	3
	Credit Hours	3
Term 4		**Credit Hours**
ENG 101 or ENG 111	Applied Communications I Writing and Inquiry	3
WLD 110	Cutting Processes	2
WLD 115	SMAW (Stick) Plate	5
	Credit Hours	10
Term 5		**Credit Hours**
MAT 110	Mathematical Measurement and Literacy	3
WBL 110	World of Work	1

or WBL 111	Work-Based Learning I	
WLD 116	SMAW (stick) Plate/Pipe	4
	Credit Hours	8
Term 6		**Credit Hours**
WLD 151	Fabrication I	4
	Credit Hours	4
	Total Credit Hours	43

Basic Welding Certificate – C50420BW

First Year		
Fall		**Credit Hours**
WLD 110	Cutting Processes	2
WLD 115	SMAW (Stick) Plate	5
WLD 121	GMAW (MIG) FCAW/Plate	4
	Credit Hours	11
Spring		**Credit Hours**
ISC 112	Industrial Safety	2
WLD 131	GTAW (TIG) Plate	4
	Credit Hours	6
	Total Credit Hours	17

Intermediate Welding Certificate – C50420IW

First Year		
Spring		**Credit Hours**
ACA 111	College Student Success	1
ISC 112	Industrial Safety	2
WLD 116	SMAW (stick) Plate/Pipe	4
WLD 265	Automated Welding/Cutting	4
	Credit Hours	11
Summer		**Credit Hours**
WLD 132	GTAW (TIG) Plate/Pipe	3
WLD 151	Fabrication I	4
	Credit Hours	7
	Total Credit Hours	18

Welding - CCP

Courses		**Credit Hours**
ACA 111	College Student Success	1
ISC 112	Industrial Safety	2
WLD 110	Cutting Processes	2
WLD 115	SMAW (Stick) Plate	5

WLD 121	GMAW (MIG) FCAW/Plate	4
WLD 131	GTAW (TIG) Plate	4
	Total Credit Hours	18

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