

course catalog 2015-16



Colorado Northwestern Community College





2015 – 2016

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Vision Statement

CNCC will be the college of choice for students seeking place-based education in Colorado. We will take full advantage of the surrounding rivers, deserts, and mountains to enhance our curriculum and provide unique learning opportunities. Our recreational, cultural, and athletic activities will engage students and complement our classroom goals. Innovative teaching, outreach education, and continual assessment will ensure that our students have the skills to further their education, succeed at meaningful careers, and prosper in a complex and increasingly diverse world. Our partnerships with local business, industry, and government will serve as the engine for the economic and cultural development of Northwest Colorado.

Mission Statement

The mission of Colorado Northwestern Community College is to enhance people's lives through education. To this end, CNCC will:

- Provide accessible, affordable, quality education in safe, rural, small-town environments;
- Prepare our students to achieve their educational, workplace, and personal goals;
- Offer educational programs that respond to evolving workforce environments, to include workforce training, occupational certificates, and Associate of Applied Science and Bachelor of Applied Science degrees;
- Offer excellent, two-year general education transfer degrees;
- Provide unique learning, leadership, and recreational experiences in the diverse natural environments of Northwest Colorado;
- Value and promote life-long learning;
- Value and promote diversity, including cultural and ethnic diversity, and diversity of thought and opinion;
- Provide holistic and broadly-based student support;
- Manage fiscal and overall resources to best serve institutional goals and responsibilities;
- Provide campuses and facilities with innovative technology;
- Continue to reach out to the Northwest Colorado community and beyond in order to create meaningful and mutually beneficial partnerships.

Accreditation

Colorado Northwestern Community College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools (www.ncahlc.org or (312)263-0456). The Dental Hygiene program is accredited by the Commission on Dental Accreditation, a specialized accrediting body recognized by the Council on Postsecondary Accreditation and the United States Department of Education. Aviation programs are certified and supervised by the Federal Aviation Administration. Nursing is fully approved by the Colorado Board of Nursing and is newly accredited by the Accreditation Commission for Education in Nursing (ACEN). The Seasonal Law Enforcement Training Program (Park Ranger Academy) is Federal Law Enforcement Training Accredited (FLETA).

CNCC Academic Calendar 2015-16

SUMMER TERMS 2015

May 26-July 17.....	Arts & Sciences
May 26-July 17.....	Aviation
May 13-August 21.....	Cosmetology
May 26-July 17.....	Dental Hygiene
May 12-June 9.....	Nursing
May 25, Monday.....	Memorial Day – no class, college closed
July 3, Friday.....	Independence Day observed – no class, college closed

FALL SEMESTER 2015

August 17, Monday.....	Faculty Return
August 18, Tuesday.....	All Campus Convocation
August 20, Thursday.....	New and returning students arrive-Rangely Campus
August 21, Friday.....	New student testing & advising-Rangely Campus
August 22, Saturday.....	Mandatory New Student Orientation-Rangely & Craig Campuses
August 24, Monday.....	Class Begins
August 26, Wednesday.....	Last day to register for semester-length class
September 7, Monday.....	Labor Day – no class, college closed
September 9, Wednesday.....	Last day to Add/Drop semester-length class
October 12-16, Monday-Friday.....	Mid-terms
November 13, Friday.....	NPS Academy Graduation at 12:00pm
November 16, Monday.....	Spring preregistration begins
November 19, Thursday.....	Last day to Withdraw from semester-length class
November 23-27, Monday-Friday.....	Fall Break for Faculty/Students
–Residence halls closed, college administrative offices open	
November 26, Thursday.....	Thanksgiving Day – college closed
December 14-16, Monday-Wednesday.....	Finals
December 17, Thursday.....	Residence Halls close at 1:00pm
December 18, Friday.....	Grades due by 12:00pm
December 18-January 8.....	Winter Break for students
December 25-January 1.....	College closed

SPRING SEMESTER 2016

January 4, Monday.....	Staff return
January 7, Thursday.....	Faculty Return; New Students arrive/testing/orientation
January 8, Friday.....	New student advising/registration
January 10, Sunday.....	Continuing students arrive
January 11, Monday.....	Class Begins
January 13, Wednesday.....	Last day to register for semester-length class
January 27, Wednesday.....	Last day to Add/Drop semester-length class
February 29-March 4, Monday-Friday.....	Mid-terms
March 21-25, Monday-Friday.....	Spring Break for Faculty/Students
–Residence halls closed, college administrative offices open	
April 1, Friday.....	NPS Academy Graduation at 12:00pm
April 4, Monday.....	Summer & Fall preregistration begins
April 11, Monday.....	Last day to Withdraw from semester-length class
April 8, Friday.....	Honors Banquet, Craig Campus at 6:00pm
April 12, Tuesday.....	Honors Banquet, Rangely Campus at 6:00pm
May 2-4, Monday-Wednesday.....	Finals
May 5, Thursday.....	Residence Halls close at 1:00pm (unless graduating)
May 6, Friday.....	Grades due by 12:00pm
May 6, Friday.....	Aviation Technology Wings Ceremony, Rangely Campus at 7:00pm
May 6, Friday.....	Nursing Pinning Ceremony, Craig Campus at 6:00pm
May 7, Saturday.....	Dental Hygiene Pinning Ceremony, Rangely Campus at 9:30am
May 7, Saturday.....	Faculty/Staff lunch at 12:00pm
May 7, Saturday.....	Commencement at Rangely Campus at 2:00pm

General Information

Colorado Northwestern Community College is an equal opportunity educational institution and will not discriminate on the basis of race, color, national origin, gender, religion, age or disability in its activities, programs, or employment practices. For information regarding civil rights or grievance procedures, contact Kim Bense, CNCC Director of Human Resources in Rangely, CO at 970-675-3335.

Nothing in this Catalog is intended to create (nor shall be construed as creating) an expressed or implied contract. Colorado Northwestern Community College reserves the right to modify, change or withdraw without notice courses, curricula, policies, tuition, fees or any other information contained in this catalog, as deemed appropriate, for the following reasons, including but not limited to:

1. A lack of funds to operate a program or course;
2. Unavailability of instructors;
3. A change in administrative policy;
4. A change in laws, rules, or regulations of the State of Colorado.

Annually, Colorado Northwestern Community College informs students of the Family Education Rights and Privacy Act of 1974 (FERPA), as amended. This Act, with which the institution intends to fully comply, was designed to protect the privacy of educational records, to establish the right of students to inspect and review their educational records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints with the Family Educational Rights and Privacy Act Office concerning alleged failure by the institution to comply with the Act. Additional information concerning FERPA is located in the Student Handbook found at www.cncc.edu/student-handbook-policies/. Questions concerning the Family Education Rights and Privacy Act may be referred to the Admissions & Records Office.

Directory Information

The following items will be designated as “directory information”. Colleges may disclose any of this information without prior written consent, unless notified by the student in writing to the contrary by the first official class meeting date of each semester. Directory Information is limited to the current academic year only.

- Student name
- Major field of study
- Participation in officially recognized activities and sports (weight, height, and high school attended, membership on officially recognized athletic teams)
- Dates of attendance
- Degrees and awards received
- Most recent educational institution attended
- Enrollment status (i.e. full-time, three-quarter-time, half-time, less than half-time, withdrawn, graduated or deceased)

Addresses (including mail and email) are considered personally identifiable information except for the following:

- Graduation lists released to news media, which may include the student’s city of residence
- Other listings to the news media and college personnel for special awards, honors, and events
- Notification to Phi Theta Kappa Honor Society and other academic honor societies for students who are eligible to be considered for membership

Personal identifiers, such as the student’s identification/social security number, cannot be designated as directory information. Additional information may be obtained through the Admissions and Records Office.

Disclosures

In accordance with the Equity in Athletics Disclosure Act, CNCC annually compiles and makes available to prospective students, their parents, high school counselors, or any other person who requests it information on participation, revenue generated, and expenditures for varsity athletics. This information can be requested from the Office of Financial Aid or the Records Office.

Information concerning persons who are required by Colorado law to register as sex offenders, including registered sex offenders who are enrolled, employed, or volunteering at Colorado Northwestern Community College, may be obtained from the Rangely Police Department, 209 East Main, Rangely, CO, 81648, 970-675-8466 or the Rio Blanco County Sheriff's Department, Meeker, CO, 81641, 970-878-9625, or on the website: www.nationalsexoffenderregistry.com .

Notice of Non-Discrimination

Colorado Northwestern Community College (CNCC) prohibits all forms of discrimination and harassment including those that violate federal and state law, or the State Board for Community Colleges and Occupational Education Board Policies 3-120 or 4-120. The College does not discriminate on the basis of sex/gender, race, color, age, creed, national or ethnic origin, physical or mental disability, veteran status, pregnancy status, religion, genetic information, gender identity, or sexual orientation in its employment practices or educational programs and activities. CNCC will take appropriate steps to ensure that the lack of English language skills will not be a barrier to admission and participation in vocational education programs.

The College has designated Janell Oberlander as its Title IX Coordinator and Kim Bense or Donna Secules as its Affirmative Action Officer/Equal Opportunity Coordinator with the responsibility to coordinate its civil rights compliance activities and grievance procedures. For information contact:

TITLE IX COORDINATOR

Janell Oberlander
2801 W 9th Street
Craig, CO 81625
(970) 824-1102

Janell.Oberlander@cncc.edu

HUMAN RESOURCES

Kim Bense or Donna Secules
500 Kennedy Dr., McLaughlin Bldg #215
Rangely, CO 81648
(970) 675-3335 or (970) 824-1136

Kim.Bense@cncc.edu or donna.secules@cncc.edu

You may also contact the Office for Civil Rights, U.S. Department of Education, Region VIII, Federal Office Building, 1244 North Speer Boulevard, Suite 310, Denver, CO 80204, telephone (303) 844-3417.

Graduation Rates

The four-year average graduation rate for first-time freshmen entering Colorado Northwestern Community College shows that 30% graduated within three years. Additionally 13% of first-time freshmen who did not graduate transferred to continue their education. The five-year graduate rate is 35%.

History of the College

Colorado Northwestern Community College (CNCC) is a publicly supported two-year institution that was established in 1960. The main campus in Rangely was opened in 1962 as Rangely College to a freshman class composed of 82 students. Originally, the College was a branch of Mesa College in Grand Junction, Colorado, but the two were separated in 1970. In July of 1974, Rangely College officially became Colorado Northwestern Community College. It was deemed relevant to change the name since the College was serving many communities by that time. CNCC operated as an independent college under the governance of an elected Rangely Junior College District Board of Trustees, financed by legislative appropriation and district tax levy.

State legislation was subsequently approved whereby affiliated junior college districts could be created. In September 1989, a vote by the electorate in Moffat County created an affiliated junior college district, and activities as a CNCC branch campus began in Craig, Colorado beginning on January 1, 1990. A locally elected five-member Board of Control directed the development of the campus. A local tax provided the funds to expand course offerings in transfer, general education, and occupational programs.

On November 3, 1998, the electorate of both the Rangely Junior College District and the Moffat County Affiliated Junior College District voted to allow CNCC to join the Colorado Community College System (CCCS). The College became a member of the State Community College System on July 1, 1999.

To accomplish the College's Mission to serve the Northwestern portion of Colorado, CNCC maintains Service Area Centers in Meeker and Oak Creek, in addition to the campuses in Rangely and Craig.

Rangely Campus

The main administrative offices for CNCC are located on the Rangely Campus. The Town of Rangely is a small, rural community of approximately 2,300 people, located 90 miles north of Grand Junction and 50 miles east of Vernal, Utah. The local economic base comes from oil, coal, natural gas, and ranching along the White River. One of the interesting features for which this area is known is ancient American Fremont and Ute Indian pictographs (paintings on rock surfaces) and petroglyphs (carvings). The terrain is high desert with rolling hills and mesas covered with sagebrush, cedar, and piñon trees. One of the largest migrating deer herds in the nation is found between Rangely, Meeker and Rifle. Antelope, elk, bear, and other wildlife are also abundant.



Rangely sits at 5,200 feet above sea level and is surrounded by some of the nation's most valuable natural resources. Within a 140 mile radius, you can find the Colorado National Monument, the Canyon Lands of Utah, the Flat Tops, the High Uintah Wilderness area, Flaming Gorge, and Dinosaur National Monument.

Rangely maintains a public park with picnic areas, playground equipment, and baseball and softball facilities. A community recreation center includes an indoor swimming pool, hot tub, sauna, handball/racquetball courts, sun deck, and weight room. Cedar Ridges Golf Course provides a challenging nine holes of golf. Taylor Draw and Kenney Reservoir are nearby and provide opportunities for fishing and boating. A hospital and family clinic provide excellent medical services to the community and the College.

The CNCC Rangely Campus encompasses an area of 150 acres. The architecture, a blend of native stone and timber, is designed to reflect and complement the rugged beauty of the area. Seventeen buildings are located on campus, with a total square footage exceeding 300,000 square feet. There are three on-campus residence halls, with the newest hall opening in January 1994.

Craig Campus

Craig, a community of 12,000 people, is located just 42 miles west of Steamboat Springs and 90 miles north of Rifle off I-70. The area boasts beautiful, deep river canyons, sandstone buttes with petroglyphs, large alpine forest, rolling high plains, and mountains. The area is a haven for hunters, fishermen, backpackers, mountain bikers, rafters, skiers, and golfers. Craig's economy is inter-dependent on ranching, farming, energy extraction, and tourism.



Our Campus is located at 2801 W 9th Street. Built in 2011, the site features the 70,000 square foot Academic Building and houses administrative offices, labs, classrooms, the Adult Learning Assistance Program, the Nursing Program, student study area/Library, as well as the arts and ceramics studios. The second building is the Career and Technical Building which is 14,000 square feet and houses classrooms for the Cosmetology Program and Salon, Massage Therapy Program, Mine Safety Training Center, and the Specialized Mine Training classrooms. The Automotive Technology Center is the third building located on the new site. This 4,000 square foot facility is dedicated specifically to the Automotive Technical and Diesel Programs where students learn hands on technical skills in a state of the art setting.

Service Areas

The Meeker and South Routt Centers develop courses and programs to meet the needs of these respective communities, including Hayden. Specially designed course work for self-improvement and job skills training/upgrading are offered along with traditional course work. Class scheduling is flexible, and classes are held in a variety of locations and facilities.

Admissions

Admission for Regular Students

Students who are high school graduates or who have earned a General Education Development Certificate (GED), or high school non-graduates age 17 and over may be granted regular admission into the College. This does not include automatic admission into college-level English and math courses or admission into a particular program due to enrollment limits, academic requirements, or selective admissions. All students are subject to mandatory assessment and placement policies.

Admission for High School Students

High School students participating in the Concurrent Enrollment Program need to apply for admission with CNCC and complete the Accuplacer assessment test, the Community College Placement Test (CCPT) or provide ACT/SAT scores that meet the minimum requirements. Next, students must meet with their high school counselor and create an educational plan. Students can then register for classes using the Concurrent Enrollment Agreement and Registration form. The statewide agreement among Colorado school districts requires the statewide agreement form to be completed and submitted to the CNCC - Admissions & Records Office, 500 Kennedy Drive, Rangely, CO 81648. These forms may be obtained from your high school counselor, or from CNCC's Admissions & Records Office.

Students under the age of 17 who are taking classes other than through the Concurrent Enrollment Program must be granted an Age Waiver, approved by the Vice President of Instruction and Student Affairs, and signed by the President of the College before classes begin. Age Waiver forms may be obtained from the Admissions and Records Office.

Admission for Transfer Students

Transfer students seeking admission to Colorado Northwestern are to follow the procedures outlined under Admissions Procedures with the following exceptions:

Students who have completed 12 hours of college-level work are not required to submit high school transcripts.

College transcripts will be evaluated prior to registration to ascertain acceptable credits that will apply to the student's program of study. Courses for which the student has earned a grade of "D" or "F" will not be accepted for credit.

Students with a GPA below 1.5 may be admitted on academic probation.

In determining academic standing while attending CNCC, the GPA of a transfer student is computed on the basis of credits attempted at Colorado Northwestern only and will not include credits and grade points earned at other colleges.

Transfer of credit for vocational courses is determined by the program director of the occupational program in which the student is seeking a degree.

Admission for International Students

Applicants who are residents of another country are admitted to Colorado Northwestern after the Admissions and Records Office has received and approved the following:

- General Application for Admission
- Supplemental International Student Application
- High School Transcripts, translated to English (see Admissions Procedure for details)
- College Transcripts, translated to English (see Admissions Procedure for details)
- Certificate of Health (see Admission Procedure for details)
- Test of English as a Foreign Language (TOEFL) or successful completion of an English as a

Second Language program and a recommendation from an English Instructor. **NOTE:** This test is not required of students from countries where English is the native language. Students with TOEFL scores below 57 (Internet-based test), or below 500 on the paper/pencil exam, may be denied admission.

- Financial statement outlining resources available and assuring support while the student is in the United States.
- Deposit of \$500 prior to issuance of an I-20. This deposit will be applied to the student's first semester expenses. The I-20 will be forwarded after the student is accepted and the \$500 deposit is received.
- Visit www.cncc.edu/international-students/ for more information.

Application Procedure for Degree-Seeking Students or Students Enrolling Full-Time

Applicants for a degree or certificate are required to submit the following to the Admissions and Records Office.

1. **Application for Undergraduate Admission** - An Application for Admission may be completed online at www.cncc.edu. Paper application forms may be obtained by writing or calling the Admissions Office at Colorado Northwestern.
2. **High School Transcripts** - Official seventh semester and/or final high school transcripts are recommended of all applicants who have or will graduate from high school. Applicants who have not graduated from high school are required to submit the results of the GED examination, unless seeking admission as a special student. High School transcripts are to be forwarded directly by the issuing institution to the Admissions Office. Transcripts presented by the applicant will not be considered official.

College Transcripts - Applicants who have attended college elsewhere must submit a transcript of all college work from each college attended. College transcripts are to be sent directly by the issuing institution to the Admissions Office. Transcripts carried by the applicant must be in a sealed, stamped envelope from the issuing institution to be considered official.

3. **Student Profile Report of the American College Test (ACT), Scholastic Aptitude Test (SAT), ACCUPLACER, or Community College Placement Test (CCPT) Assessment Scores**, - ACT, SAT, ACCUPLACER, or CCPT examinations are not required for admission to CNCC, but are used in determining whether or not a student is required to take placement exams at CNCC prior to registration (see mandatory placement policy). Students who have taken any of the exams above **within the last five years** are encouraged to submit scores to the Admissions Office.
4. **Certificate of Health** - Students entering Colorado Northwestern for the first time and participating in varsity athletics and/or one of the National Park Service academies are required to present a certificate of good health by a family physician. In addition, students entering the Aviation Technology Program are required to obtain a physical from an FAA approved physician.
5. **Immunization Records** - (Primarily residential campus students and nursing students) All students who were born after 1956 and attending full-time must show documented proof of measles, mumps and rubella immunization (two doses after the first birthday), prove immunity, or request a waiver from immunization. A waiver from immunization is permitted for medical, religious, or philosophic reasons. In the event of a measles outbreak, these individuals will be denied access to the campus and can be quarantined. Additionally, since July 1, 2005, students should be vaccinated against Meningococcal disease. Students who are not vaccinated must review the information on meningococcal disease and sign a statement that they have decided not to obtain a vaccination against meningococcal disease. Students living in the residence halls must comply with this policy prior to occupancy. Failure to comply with this policy will result in withholding registration after the first semester of attendance until acceptable proof is obtained. *Dental Hygiene and Nursing students must meet additional immunization requirements. Contact the appropriate program for further information.*

In accordance with Board Policy BP 4-10, the college reserves the right to review and revoke the enrollment of any individual whose personal history and background indicates that his or her presence at the college would endanger the health, safety, welfare, or property of the college community or interfere with the orderly and effective performance of the college's functions; and/or any individual who has misrepresented his/her credentials or background. The policy is online at <https://www.cccs.edu/wp-content/uploads/2012/08/BP4-10.pdf>

Students who have a break in enrollment of 3 or more semesters will be required to complete a new application for admission. Additionally students will be subject to the graduation requirements outlined in the College Catalog at the time of readmittance.

Mandatory Assessment

Most students enrolling for the first time at Colorado Northwestern Community College and seeking a degree or certificate will take the ACCUPLACER assessment test or Community College Placement Test (CCPT), being implemented in Spring 2016. This no-fail untimed test assesses your readiness for college-level coursework by measuring skills in reading, English and math. It is required by the Colorado Community College System. Results of the assessment are used in developing a plan for academic success at the College and for initial course selection. You must present a photo ID when taking the test. Results are available immediately. The following students are exempt from the requirement of assessment:

1. Students who have earned a Bachelor's or Associate's degree.
2. Students who have successfully completed basic skills instruction in mathematics, writing, or reading are exempt from the requirement for assessment **in that subject area only**.
3. Students who have successfully completed a college-level course in English are exempt from the requirement for assessment in English and reading. Students who have successfully completed a college-level course in mathematics are exempt from the requirement for assessment in mathematics.
4. Students who have taken the ACT test within the five years prior to enrollment are exempt from assessment **in that subject area only** if they scored:

English	18
Reading	17
Mathematics	19 (MAT 120)
Mathematics	23 (MAT 121)

However, our past experiences indicate that a significant number of students who score higher than the scores listed but below 23 in English and/or Reading experience difficulty in achieving success in college-level courses. If students' relevant ACT scores fall within the 18/19-22 range, we strongly advise students to take the appropriate placement exam to ensure that they are placed into courses that optimize their likelihood of success in college.

5. Students who have taken the SAT test within the five years prior to enrollment are exempt from assessment **in that subject area only** if they scored:

Verbal (English)	440
Verbal (Reading)	430
Mathematics	460

However, our past experiences indicate that a significant number of students who score higher than the scores listed but below 560 in Verbal and/or Mathematics experience difficulty in achieving success in college-level courses. If a student's relevant SAT scores fall within the 440/450-550 range, we strongly advise them to take the appropriate placement exam to ensure that they are placed into courses that optimize their likelihood of success in college.

6. Students who have taken the ACCUPLACER college placement exams within five years prior to enrollment are exempt from assessment **in that subject area only** if they scored:

Reading	80
Writing (Sentence Skills)	95
Mathematics (Elementary Algebra)	85

7. Students who taken the Community College Placement Test (CCPT) please consult the counseling and career center.
8. Students who have taken the Community College Placement Test (CCPT) within five years prior to enrollment.
9. Students who are enrolled in a certificate program that does not require college-level English or math courses.
10. Secondary students who are not enrolling in college-level English or math courses.

There is a minimal fee for ACCUPLACER and CCPT placement testing at Colorado Northwestern Community College.

Mandatory Placement

If a student's performance on a college placement exam indicates that the student needs basic skills instruction in reading, English and/or mathematics, the student **must** enroll in appropriate basic skills courses. Enrollment for more than one semester may be required depending on placement scores. Students should discuss placement scores and appropriate college-level preparation courses with an Academic Advisor.

CNCC offers the following basic skills courses in English, mathematics and reading:

CCR 091 Reading & Composition Lab
 CCR 092 Reading & Composition Lecture & Lab
 CCR 094 Studio 121
 MAT 050 Quantitative Literacy
 MAT 055 Algebraic Literacy
 MAT 091 Applied Quantitative Lab
 MAT 092 Quantitative Lab
 MAT 093 Algebra Lab

Basic skills courses and/or guided experiences are also offered online through the Colorado Community College Online Consortium (www.cconline.org) and at these other Colorado colleges:

Arapahoe Community College	Lamar Community College
Adams State College	Morgan Community College
Aims Community College	Northeastern Junior College
Colorado Mesa University (Mesa State)	Otero Junior College
Colorado Mountain College	Pikes Peak Community College
Community College of Aurora	Pueblo Community College
Community College of Denver	Red Rocks Community College
Front Range Community College	Trinidad State Junior College

Basic skills courses are designed to help students develop the skills to be successful in college-level courses. However, they **do not** count toward graduation, and they **will not** transfer to a four-year institution.

Admission to the Aviation Technology Program

In addition to the steps outlined under Admissions Procedures, students wishing to reserve a position in the Aviation Program should submit a \$500 deposit to the CNCC Cashier for Flight Account by June 1. If your plans change and you do not wish to attend Colorado Northwestern, this deposit is refundable until August 1. After August 1, \$350 of the deposit is refundable.

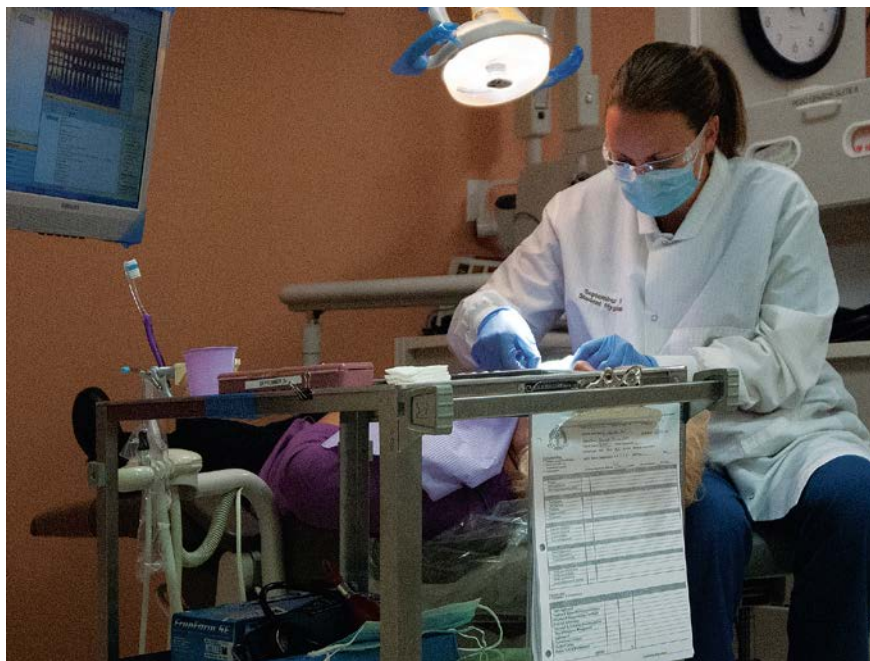


Prior to the start of Fall Semester, all flight students will need to submit a copy of their birth certificate. Additionally, all flight students are to have in their **personal possession** a Medical Certificate/Student Pilot Certificate. This is accomplished by scheduling a physical exam, which must be performed by an FAA-designated Aviation Medical Examiner. There are three classes of medical certificates: first, second, and third. The third class will qualify for all flight training, and it is the minimum level of flight certificate. It is **recommended**, however, that flight students receive at least a **second class medical**, as this is the minimum level needed to fly for hire. The first class is the level required to fly for the airlines, and it is advised that students take this level of medical to avoid surprises later. After you receive your Medical Certificate/Student Pilot Certificate, keep it in your personal possession, just like your Driver's License. **Do not** mail it to CNCC. If help is needed finding a qualified doctor to give these medical exams, call the CNCC Flight Department (800-562-1105) to help locate the doctor nearest your home. A searchable list, by state and city, is also available on the web at <http://ame.cami.jccbi.gov>

Admission to the Dental Hygiene Program

Application to Colorado Northwestern is the initial step for entrance into the Dental Hygiene Program. Dental hygiene currently admits 27 students per year and receives more applicants than can be accepted. Applications must be received in the Dental Hygiene office by February 1st, and an on-campus visit is encouraged as part of the application process. A complete application includes all materials listed under the Admissions Procedures. The following are requirements for application and are used in the evaluation process: General Application for Admission, Letter of Self Recommendation, 3 Reference Forms (references must be made on the CNCC Reference Form), Official transcripts of all colleges attended sent to the Registrar's Office, exception; CNCC students may submit unofficial transcripts to the dental hygiene program. The following are not requirements for application but are used in the evaluation process: Dental Office Experience, both the employer and the applicant must sign the CNCC Form, or CNCC Pre-Dental Hygiene Internship, or certificate of completion from an accredited dental assisting

school. Failure to submit all required materials by the deadline will negate the application process. It is the applicant's responsibility to verify that all materials have been forwarded to the Dental Hygiene Program.



Prerequisites to be considered for the Dental Hygiene Program

Applicants must earn a minimum GPA of 2.8 and grades of “C” or better on all prerequisite courses and general education courses that apply to the Dental Hygiene Associate of Applied Science degree (it's not a requirement that prerequisite and general education courses be taken at CNCC. **The science courses must be completed within five years of admission to the Dental Hygiene Program.**

- a. BIO 201 & 202 - Human Anatomy and Physiology I,II
- b. BIO 204 - Microbiology
- c. CHE 101 - Introduction to Chemistry I, or CHE 109 - General Organic, & Biochemistry, or CHE 111 -General Chemistry
- d. ENG 121 - English Composition I

If selected, conditional applicants must submit final official transcripts for all required courses to the Registrar's Office by June 1st. **NOTE:** The course numbers listed above are course numbers at CNCC. For equivalent courses at other colleges/universities, or if you have questions concerning any of the above requirements, contact the Admissions and Records Office at CNCC or visit www.cncc.edu. Complete application instructions and all application materials can be found on the CNCC website (www.cncc.edu) or obtained through the Dental Hygiene Program.

Admission to the Nursing Program

The Nursing Program at CNCC offers an Associate of Applied Science Degree in Nursing (ADN). Following successful completion of the program, students are eligible to sit for the National Council Licensure Examination (NCLEX-RN) to become licensed as a Registered Nurse (RN). Following completion of the first year of the Nursing Program, students may opt to take a Transition to Practical Nursing course to become eligible to sit for the NCLEX-PN and gain licensure as a Licensed Practical Nurse (LPN).



Enrollment in the Nursing Program is limited to 28 students per year. Potential nursing students must complete all prerequisite coursework with a GPA of 2.8 or higher and pass the Test of Essential Academic Skills (TEAS®) entrance exam with an Adjusted Individual score of 58.7% or higher to be considered for admission. For more information about TEAS testing, contact the CNCC Nursing Program at 970-824-1104, or email Darby McDermott at darby.mcdermott@cncc.edu

Prerequisites for the Nursing Program include:

- a. ENG 121 - English Composition I*
- b. BIO 201 & 202 - Human Anatomy and Physiology I, II*
- c. BIO 204 – Microbiology*
- d. PSY 235 - Human Growth and Development

Please note that students must complete the ACCUPLACER and achieve an EA score of at least 61 to be enrolled in MTH103 in the first semester of the Nursing Program. A remedial math course may be required prior to admission to the Nursing Program. **The science courses must be completed within seven years of admission to the Nursing Program.**

Because of increasing interest and demand for admission to the ADN Program, admission decisions are based on a competitive admission process. This competitive admission process considers GPA, TEAS excellence, completion of additional coursework, and previous college experience.

Competitive Admission Points are assigned for the following:

- TEAS score;
- GPA on prerequisite courses;
- Successful completion of Medical Terminology; Pathophysiology (4 credits), and/or Nurse Aide Training;
- Previous college degree.

The Nursing Program at CNCC also offers a Nurse Aide course that prepares students for the certification exam to become a Certified Nurse Aide (CNA). This 4 credit hour course also requires students to enroll in the 1 credit hour clinical component that requires students to participate in 24 hours of clinical preparation.

To participate in Nursing courses at CNCC, students are required to complete a background check/fingerprinting, drug screening, CPR certification and specific immunization records must be on file prior to admission. Students must contact the Nursing Program office before completing these

requirements. A list of disqualifying offenses related to criminal background checks can be found on our website.

For more information, please visit our website at <http://www.cncc.edu/cms/content/nursing-welcome>

*** Please note that ENG and BIO courses may have additional prerequisites depending on ACCUPLACER scores and college transcripts**

Admission to the Seasonal Park Ranger Academy

Colorado Northwestern is currently one of seven F.L.E.T.A. accredited academies in the nation that offers Season Park Ranger training approved by the National Park Service and the Federal Law Enforcement Training Center (FLETC). We teach two academies per year, one beginning in late August and the second beginning in January. Space is limited to 22 students per academy.

In addition to completing the application for general admission to CNCC, academy applicants must complete a separate application process. The academy application process cannot be completed online. Please contact academy coordinator at 970-675-3208 for an application packet. Recruits are accepted on a conditional basis pending successful background check and drug test. Federal law requires one to be 21 years of age to be hired as a law enforcement officer.

Course Enrollment Information

Registration

In order to become a student at Colorado Northwestern, an applicant must register on official forms provided by the College or through the online registration process at the appointed time. Credit will be given only for courses for which the student is registered. Rangely students are strongly encouraged to attend one of our scheduled **Student Testing, Advising, Registration (STAR)** programs held during June, July and just prior to the beginning of the fall and spring semesters. Craig students are encouraged to contact Jennifer Holloway at 970-824-1103 or Jennifer.Holloway@cncc.edu. Online students should contact Kelly Scott at 970-675-3273 or Kelly.Scott@cncc.edu to be referred to an available advisor.

Drop for Non-Attendance

Students are expected to attend all classes. Failure to attend any class sessions between the start of the course and the census (drop) date of the course may result in being dropped from the course as a "no-show" by the faculty member. Being dropped as a no-show student can have significant negative consequences for students using financial aid and / or veterans benefits.

Attendance in an online course is defined as accessing the course and completing at least one academic activity. What constitutes an academic activity may vary from course to course based on the uniqueness of each course.

Instructors will inform students in the class of their individual attendance policies. Students who miss too many class sessions may be advised to withdraw from a course.

Schedule Changes

Students are expected to arrange their academic schedule carefully and maintain this schedule throughout the semester. Necessary schedule changes may be initiated through the Admissions and Records Office (in the Johnson Building in Rangely or the Academic Building in Craig). Students who are not able to come to one of the campuses, or who are taking classes remotely can initiate the process by calling 800-562-1105 or emailing Infocentral@cncc.edu. Another option available to all students is to access their Crossroads account. Students are encouraged to consult with their academic advisor and the appropriate instructor(s) prior to completing the schedule adjustment.

Students may add or drop courses from their schedules during the first 15 percent of the course meetings. Dropped courses within this time period will not be reflected on a student's transcripts and 100-

percent of the tuition is refunded.

Students may withdraw from a course any time through 80 percent of the course without academic penalty, and the grade assigned will be "W." No refund is granted for classes from which a student withdraws.

Withdrawal from the College

Students who decide to leave CNCC at any point during the semester are strongly encouraged to formally withdraw by contacting the Admissions and Records Office. Staff members will provide the appropriate course adjustment form, or students can choose to access Crossroads to withdraw. If the withdrawal from CNCC occurs before the census (drop) date, 100 percent of the tuition will be refunded and there will be no academic penalty. Students who withdraw after census date will be responsible for tuition. Additionally, any financial aid accepted/received will be subject to the Return of Title IV Funds calculation.

Students who have made use of the various campus services or have been involved in athletics, are encouraged to complete the Student Withdrawal & Clearance Form. This form is designed to make sure students contact all of the appropriate departments before leaving campus. Until the Registrar certifies the withdrawal to be complete, no refunds can be made.

The official transcript for a student who withdraws from the college after census date up through 80 percent of the semester will reflect a "W" in each course for that semester. A student who fails to withdraw from the College before the last day to withdraw will receive the grade earned for the semester. If extenuating circumstances exist, a student can file a Student Petition. If approved, the Vice President of Instruction and Student Affairs may change the final grade(s) to "W".

Crossroads and Student Email

In accordance with State Board Policy BP 4-32 students will be issued CCCS student e-mail account and that account shall be the primary means of communication with students. This policy can be found online at <https://www.cccs.edu/wp-content/uploads/2012/08/BP4-32.pdf>.

Crossroads CNCC is our student portal system. Crossroads gives you instant access to your classes, financial information, transcripts, college email account, and other important documents. To log in, you will need your Student ID and temporary password found on your acceptance letter.

Student Conduct

Colorado Northwestern students do not gain or lose any of the rights and responsibilities of other citizens by virtue of their student status. The College recognizes the student as an adult pursuing an education. Just as a student does not lose citizenship rights upon enrolling at a college, the student also does not become immune to society's obligations and laws or to responsibilities of daily living in a broader society. In general, behavioral norms expected of the college student are those of common decency and decorum, recognition of the non-infringement upon the rights and property of others and of the College, honesty in academic work and all other activities, and observance of local, state, and federal laws. When students enter college, they take upon themselves certain social responsibilities and obligations including satisfactory performance and social behavior consistent with the lawful purposes of the College. Student conduct, therefore, is not considered in isolation within the college community but as an integral part of the educational process. All students are expected to know and abide by this code of student conduct. Ignorance is not an excuse. As members of the college community, students are also subject to the rules and regulations of the College that are stipulated in the *Student Handbook (Code of Conduct and Disciplinary Proceedings, Page 30)* and *College Catalog*. The Student Handbook can be found at <http://www.cncc.edu/student-handbook-policies/>.

Disciplinary action may be taken for failure to comply with rules and regulations of the school and for uncooperative attitude toward the school's faculty, staff, or fellow students.

Student's Right to Know

As an institution of higher education that receives Title IV funds, Colorado Northwestern Community College provides the following information as a "Student's Right to Know." As a student at CNCC you have the right to be informed of basic consumer information such as: disclosures on equity in athletics, loan counseling, financial assistance, graduation and transfer-out rates, alcohol and drug abuse prevention, misrepresentation, campus security, and the Family Educational Rights & Privacy Act.

You may access these links from <http://www.cncc.edu/students-right-to-know/>

- Non-Discrimination Statement
- Statistical Data*
- Employee Directory
- Academic Program Information
- Family Educational Rights & Privacy Act (FERPA)†
- Financial Assistance and Eligibility
- Costs of Attendance
- Services for Students with Disabilities
- Requirements and Procedures for Withdrawing from CNCC
- Federal Student Aid Return of Funds
- Campus Crime Statistics and Sex Offender Information
- Drug Policy
- Alcohol Policy
- Athletic Program Participation Rates and Financial Support Data
- Accreditation of School and Programs
- Changes of Schedule
- Degree Verification
- Transparency Online Project (TOP)†
- Colorado Northwestern Community College Catalog
- Student Handbook

***Links to the National Center for Education Statistics and provides valuable consumer information about CNCC and student achievement.**

You may also receive a paper copy upon request by calling: 1-800-562-1105

Student Support Services

Students with Disabilities

CNCC complies with and fully supports Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA), including changes made by the ADA Amendments Act of 2008 regarding nondiscrimination on the basis of disability (documentation required). CNCC provides a support environment for students with physical, mental, emotional, learning, and/or temporary disabilities. Only students who have met the criteria and definition to receive accommodations and CNCC's documentation requirements, receive educational and/or physical accommodations. CNCC suggests that students contact the Student Success and Retention Coordinator (Rangely Campus) or the Director of Student Support (Craig Campus) 4 to 6 weeks prior to the beginning of school year to ensure that accommodations are in place. Please visit <http://www.cncc.edu/disabilityservices/> for documentation requirements and our application to receive services.

There are several resources available to students with mental, emotional, physical, learning, and/or temporary disabilities of some sort (Ex. recent surgeries or injury). In order to receive accommodations such as isolated testing, extended testing time, books on tape, appropriate documentation must be submitted to the Student Success and Retention Coordinator (Rangely Campus) or the Director of Student Support (Craig Campus). Tutoring and assistive technology are available to students on both campuses. The computer labs in the Library (Rangely Campus) and ALAP (Craig Campus) have assistive technology, such as a reader program, available for students to use. Counseling and Career Planning is available to students on both campuses.

Academic Advising

Advising services are designed to assist students in their academic pursuits at Colorado Northwestern. Students are assigned advisors knowledgeable of their program areas as well as College policies relevant to graduation and transfer.

In order to assure that students meet Associate Degree and/or Certificate requirements, and to assure maximum transferability of courses, the student and his or her advisor should use the DegreeWorks program, accessible through Crossroads. A proposed program will be outlined to assist the student in meeting degree or certificate requirements. Changes may be made in the program requirements only through mutual agreement of the student and the Program Director and approved by the Vice President of Instruction and Student Affairs.

Students entering Colorado Northwestern under a specific program will follow the initial requirements as outlined in the College Catalog as long as they are continuously enrolled either as a full-time or part-time student (excluding summer sessions). Breaks in enrollment may result in changes in the student's program requirements.

The student is ultimately and solely responsible for knowing the requirements of a particular degree or certificate as outlined in the College Catalog and fulfilling those requirements.

Learning Assistance Services

Students who need to improve their background in English, reading, math, and study skills will find the opportunity through the Learning Center. This academic support program may offer classes, small-group tutorials, and individual walk-in assistance or peer tutoring. Also, students who have not earned a high school diploma may prepare for the GED examination. For more information about CNCC's Learning Assistance Services, contact the Learning Center on the Rangely Campus at 800-562-1105 (x3211) or the Adult Learning Assistance Program (ALAP) on the Craig Campus at 800-562-1105 (x1126).

Individual assistance in the Meeker, and Oak Creek Service Areas may be arranged by contacting the Service Area Coordinator: Meeker Center Coordinator - Iris Franklin, (970)878-5227; and South Routt Coordinator - Julie Hoff, (970)736-2323.

Library Services

The Rangely Campus library is located in the heart of campus, on the lower level of the McLaughlin Building. The collection reflects and supplements the College curriculum by offering over 27,000 items, including books, audio-visual materials, hard copy, and on-line periodicals and equipment. Reference, reserve, interlibrary loan, photocopying, Internet access, and software programs on networked computers are some of the many popular services offered through the library.



The Craig Campus library is on the upper level of the newly constructed Academic and Student Services building. The library offers a growing collection, reference services, wireless and networked Internet access, group study rooms, Interlibrary Loan services, and a wide-array of online periodicals.

Colorado Northwestern's libraries are dedicated to serving the information and learning needs of students, faculty, staff, and the community.

Tuition and Fees Schedule 2015-2016

Tuition and fees are subject to change by the State Legislature and Governing Board. Some courses have extra charges. See the 2015 Fall Class Schedule for more information. (Effective Fall 2015)

Tuition

In-State Tuition (resident with COF).....	\$130.50 per credit hour
In-State Tuition (resident without COF).....	\$205.50 per credit hour
Out-of-State Tuition (non-resident)	\$223.45 per credit hour
Western Undergraduate Exchange (WUE)*.....	\$195.75 per credit hour
CCC Online Courses (resident with COF)	\$230.65 per credit hour
CCC Online Courses (resident without COF)	\$305.65 per credit hour
CCC Online Courses (Out-of-State)	\$351.65 per credit hour

Tuition for High-Cost Programs

Nursing (NUR) (resident with COF)	\$191.90 per credit hour
Nursing (NUR) (non-resident)	\$284.85 per credit hour
Dental Hygiene (DEH) (resident with COF)	\$256.00 per credit hour
Dental Hygiene (DEH) (non-resident)	\$348.95 per credit hour
Aviation Maintenance (AMT) (resident with COF).....	\$256.00 per credit hour
Aviation Maintenance (AMT) (non-resident)	\$348.95 per credit hour
Aviation Maintenance (AMT) (WUE)*.....	\$321.25 per credit hour
Aviation Flight Technology (AVT) (resident with COF).....	\$309.45 per credit hour
Aviation Flight Technology (AVT) (non-resident)	\$402.95 per credit hour
Aviation Flight Technology (AVT) (WUE)*	\$375.20 per credit hour

**WUE eligible State: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah, Washington, and Wyoming, Commonwealth of the Northern Marianas Islands (CNMI). Ineligible programs: Dental Hygiene, Nursing, NPS Academy. WUE rates do not apply to CCCOnline classes.*

Fees

College Fee

Student Government Fee.....	\$2.62 per credit hour
Student Activity Fee.....	\$5.31 per credit hour
Wireless Access Fee (Rangely Campus Only)	\$1.05 per credit hour

Other Charges

Registration Fee (all students—non-refundable)	\$12.85 per semester
Medium- and High-Cost Course CIP fee.....	\$6.75 per credit hour
Course Charge	Vary per class
Library Fines	Vary
Returned Check Fee.....	\$20.00

Room Charges (Rangely): Per-Semester Rate**

Ross Hall Double	\$1,213.00
*Ross Hall Single	\$1,811.00
Holland Hall Single	\$1,474.00
Holland Hall Apartment (West)	\$125/week or \$500/month
Nichols Hall Single	\$1,418.00
Craig Apartments Double.....	\$1,700.00
Craig Apartments Single.....	\$3,400.00

***Ross Hall singles will be awarded only if space is available, and student always pays difference between double and single occupancy rates.**

Board Charges: Per-Semester Rate

19 meals per week.....	\$2,114.00/semester
15 meals per week + Flex points	\$2,114.00/semester
14 meals per week.....	\$2,009.00/semester

****NOTE: A housing deposit of \$200.00 per student is required for all College housing.**

Determination of Residency Status for Tuition Purposes

The determination of a student's residency status for tuition purposes is determined under State Law Title 23, Article 7, Colorado Revised Statutes 1973, as amended. A student's tuition classification is determined before or at the time of registration. If, at a later date, the student believes that the residency classification is no longer correct, he or she may petition for a change of residency classification.

Petitions must be submitted to the Admissions and Records Office no later than 15 days prior to the first day of registration of the semester in which a student wishes to change. Any student who is denied residency after petitioning may appeal that decision. The appeal must be submitted to the Admissions and Records Office no later than two weeks after the negative decision has been sent to the student. A Residence Classification Appeals Board will meet to make the residence determination. The decision rendered by the appeals board is the final College determination.

Members of the armed forces (or their dependents) may be granted in-state status upon moving to Colorado on permanent change-of-station basis. The following documents must be provided at least 15 days prior to the start of the semester in which the student enrolls:

- Certification from the base personnel office that you (or your parent) are on active duty with a permanent duty station in Colorado
- A photocopy of your military or dependent ID card

Please re-submit your documentation to the Admissions and Records Office for each semester that you wish to be classified as a resident.

State institutions of higher education charge resident tuition rates to honorably discharged veterans. State institutions of higher education may also extend the resident rate to spouses and dependents of veterans. This legislation will allow for:

- Honorably discharged veterans who reside in Colorado and maintain a permanent home in Colorado to be classified as residents.
- An honorably discharged veteran who moves into the state after leaving the armed forces will no longer have to wait 12 months after relocating to obtain the resident tuition rate.

The Veteran's Choice, Access and Accountability Act of 2014 allows in-state residency for those meeting the following eligibility criteria:

1. Uniformed Service Veteran's (Air Force, Army, Navy, Marines, Coast Guard, National Guard, and the commission corps of the PHS (Public Health Services) and NOAA (National Oceanic and Atmospheric Administration) and their dependents who enroll within 3 years of discharge or release after serving 90 days or more on active duty;
2. Spouses and Children using transferred entitlement within 3 years of the transferor's discharge after serving 90 days or more on active duty;
3. Surviving Spouses or Children under the Fry Scholarship who enroll within 3 years of an active duty service member's death in the line of duty if the service member served 90 days or more;
4. Individuals must qualify for educational assistance benefits pursuant to chapter 30 or 33 of the U.S.C. Title 38;
5. Individuals must reside in Colorado while enrolled at the higher educational institution;
6. Individuals that exhaust their Chapter 30 or 33 benefits, will continue to receive in-state tuition rates as long as the student continues to reside in Colorado and remains continuously enrolled at the same institution; and
7. Eligible individuals will receive a stipend from the College Opportunity Fund (COF);
8. Covered individuals that are classified for in-state tuition rates, solely pursuant to HB 15-1294, and will not be counted as resident students for any other purpose other than tuition classification.

Students who receive resident tuition classification as a result of this legislation are not counted as resident students for any other purpose; however, these students shall be eligible to receive a stipend from the College Opportunity Fund.

Questions regarding residency (tuition) status should be referred only to the Registrar. Opinions of others are not official or binding upon the institution. Residency of non-emancipated minors shall be that of the head of the family.

College Opportunity Fund (COF)

The State of Colorado has put aside money to help with tuition expenses. The COF stipend is worth \$75 per credit-hour for the 2015-2016 academic year. You must apply for COF in order to receive the benefit. There are no income qualifications; however, you must be eligible for in-state tuition. If you have not yet done so, apply for your stipend at <https://cof.college-assist.org>. You only apply once, then simply authorize the use of your stipend for your eligible undergraduate courses, provided you have not met your 145 credit lifetime limit. If you have reached your lifetime limit you may request a waiver form from the Registrar. You will be notified in writing of the outcome of your request.

Western Undergraduate Exchange

WUE is a program of the Western Interstate Commission for Higher Education (WICHE). Through WUE, students in most western states may enroll in many two-year and four-year college programs at a reduced tuition level-150 percent of the institution's regular resident tuition. WUE's tuition is less than non-resident tuition. To be eligible for WUE, a student must be, and remain, a resident of one of the participating states: Alaska, Arizona, California, Hawaii, Idaho, Montana, Nevada, New Mexico, North Dakota, Northern Marianas (of the Trust Territories of the Pacific Islands), Oregon, South Dakota, Utah, Washington or Wyoming. If you have moved to Colorado within the past 12 months from one of the qualifying states to attend college, you may be eligible for the program. No semesters in which a student is classified as WUE may be counted towards the 12 month domicile requirement to establish Colorado residency.

To be eligible for WUE, CNCC requires that new students fill out the WUE application located in the Admissions and Records office, and first-time students have a cumulative high school GPA of 2.0 or higher, as documented by submission of the students official high school transcript, or submission of a GED certification. Transfer students must also have a cumulative GPA of 2.0, as documented by submission of transcripts from all previously attended colleges. The application and the final transcripts must be submitted no later than 30 days after the first day of the semester for which you are applying. If the application and transcripts are not received by then, you will receive WUE for the following semester if all requirements have been met.

Programs not eligible for WUE are Dental Hygiene, Nursing, and the NPS Academy. WUE also does not apply to CCCOnline classes.

Please contact the Admissions and Records Office if you have questions about this program.

Determination of In-District Residence for Tuition Assistance Purposes

Provided in-state requirements have been met, establishment of bona-fide residence within the Rangely Junior College District requires that a person resides within the District on a full-time basis for six consecutive months with the expectation of continuing residency on a permanent, year-round basis. Things that demonstrate permanent residence are employment, the student/parent ownership of property or a business within the College District. Residency of non-emancipated minors shall be that of the head of the family. Living in Rangely specifically to attend CNCC does not qualify a student for in-district status. Student employment or temporary work will not be considered as criteria in establishing residency for tuition purposes. This status does not apply to fees.

Determination of Affiliated College District Residence for Tuition Assistance Purposes

Provided in-state requirements have been met, establishment of a bona-fide residence within the Moffat County Affiliated Junior College district requires that a person resides within the District on a full-time basis for six consecutive months with the expectation of continuing residency. Residency of non-emancipated minors shall be that of the head of the family. Living in Moffat County specifically to attend CNCC does not qualify a student for in-district status. Student employment or temporary work will not be considered as criteria in establishing residency for tuition purposes. This status does not apply to fees

Tuition Payment Policy

A student, by the act of registration, automatically incurs a financial obligation to CNCC. This obligation must be satisfied by appropriate payments to CNCC. This means that a student who registers for one or more classes is obligated to pay the full amount of his/her tuition and fees, whether or not the student attends class.

Students may choose one of two payment options:

- 1) full payment can be made at registration but no later than the first day of classes, or
- 2) payments can be made in three installments, with one-third due at registration but no later than the first day of classes.

Students who wish to pay in installments **must** make arrangements with the Account Receivable Office and sign a promissory note. There is a \$10.00 processing charge for promissory notes.

Summer Payments: All charges related to summer programs are due in full fifteen (15) days after the first day of class.

Students who anticipate receiving financial aid and who have their financial aid application completed **prior to registration** will be asked to pay only the portion of the bill that will not be covered by financial aid. For those who **have not completed** their financial aid application, one of the two methods described above must be elected. Any subsequent financial aid money received will be returned to the student to the extent that the bill has already been paid.

Financial aid is disbursed onto the student's accounts receivable account after the drop date of the student's classes, so this date may not be the same for everyone. Credit balances are refunded to the student within 14 days through the Higher One debit card.

Students who fail to meet their financial obligation to CNCC will not be allowed to register, receive a diploma, or receive transcripts of the courses completed until all financial obligations to the College have been met. In addition, no information (dates of attendance, degrees awarded, courses taken, etc.) will be provided to a third party as long as a student has an outstanding balance on his or her account. If the account is placed in the hands of an agency or attorney for collection or legal action, the student will become obligated to pay additional costs incurred and permitted by the laws governing these transactions.

Students always have access to their billing statement through Crossroads CNCC on the Student Finance Tab. Students can also pay online from this tab. The College may also send paper billing statements to the student's physical address on record with the college of attendance, but is not required to do so. Failure by a student to view their Student Account or receive any billing statement does not constitute valid grounds for waiving late payment penalties or registration, grade, diploma or transcript holds.

CNCC will accept Check, Money Order, Cash, Visa, Discover, and Master Card. There will be a \$20.00 charge for all returned checks.

Students Sponsored by a Third-Party Agency

A valid letter of sponsorship must be on file in the Accounts Receivable Office. Students must make arrangements for agency billing with Accounts Receivable in accordance with payment deadlines.

Students are responsible for any charges not covered by their agency and are subject to late fees and refund guidelines.

It must be understood that each student is responsible for payment of his/her own expenses. The College is not responsible for making payment arrangements with parents, guardians, international agencies, or other third parties.

Other Fees

- Returned Check Fee – A returned check fee will be added to your account for any check returned by your financial institution. The College reserves the right to pursue all legal remedies available to collect on a returned check.
- Collection Agency Costs – Collection agency costs will be assessed on the unpaid balance of your account, including internal collection costs of no more than 40% of the unpaid balance, after internal collection efforts have failed to induce you to pay your account or enter into a payment Agreement. Your account will be sent to a collection agency and may be reported to one or more credit bureau reporting service(s). To the extent permitted by applicable law, you agree to pay all costs and disbursements, including reasonable attorney's fees, incurred by us in legal proceedings to collect or enforce your indebtedness.
- Interest-The college you are attending or the collection agency may assess interest on the unpaid portion of your past due student account. Interest costs may be assessed up to the maximum permitted under Colorado law.

Hold on Services

The Community College System colleges will not permit you to register for classes, release a diploma, or provide a transcript, if you have an outstanding financial obligation to any of the Community Colleges other than a loan that is not yet due or on which payments are current. In addition the colleges may withhold other services if you have an outstanding financial obligation with any other school within the Community College System.

Refund Policy

The College will refund 100 percent of tuition and student fees collected if the student **officially** drops courses, **in writing**, through the Admissions and Records Office, or online through Crossroads CNCC, Student Tab – Registration block, during the first 15 percent of the term (or class) for which tuition and fees were paid. There will be no refund if the student withdraws after the first 15 percent of the class or if a student fails to drop the course through the add/drop process, even if the student never attends the class. (Courses cannot be officially dropped via telephone.)

If a refund is requested, and a student has received financial aid, a portion of the refund may have to be returned to the Financial Aid program from which it came. Students are responsible for checking with the Financial Aid Office for information pertaining to this policy and to determine how the refund will be applied to financial aid programs. Refunds are made within 30 days after withdrawal/drop forms are received in the Accounts Receivable Office.

To receive a refund for a short class (one to five days in duration), students must submit a drop form to the Admissions and Records Office two working days prior to the first day of class. Some courses have special charges to cover expenses external to the college, have early refund dates, or may be non-refundable. Check class schedules or advertisement sheets for specific course information.

A full refund will be granted for classes canceled due to insufficient enrollment or closed due to student enrollment limits.

For more information on payments or refunds, call the Accounts Receivable Office at 1-800-562-1105, ext. 3276.

Residence Hall Deposit (for college-owned housing)

The \$200 housing deposit is a reservation fee denotes agreement with the CNCC Resident Housing Contract. Since the deposit is a reservation and Contract security rather than a cleaning/damage deposit, charges cannot be made against the deposit during the Contract term. The deposit is not a rental payment and is not included in the rental amount. At the end of the Contract term, the deposit shall be used to pay outstanding bills due Residence Life Department resulting from damage and/or sanctions imposed for which the Resident is responsible. If the Resident contracts to return to on-campus housing, the deposit may be extended as the reservation fee for the contract extension. The Resident will be billed for any cleaning/damage charges if the deposit is extended.

A Resident's housing deposit will be refunded if all provisions of this Contract have been complied with and no cleaning/damage charges have been assessed. The deposit will be refunded after termination of the Contract if written notice of cancellation (required Checkout Form is sufficient) of this Contract is completed when a Resident moves out. Residents who have not completed an official check-out will forfeit their housing deposit. Additionally, Residents checking out during or before the end of the first week in which the residence halls are open shall forfeit the \$200 housing deposit.

Room and Board (for college-owned housing)

Residents checking out during or before the end of the first week in which the residence halls are open shall pay the following charges: \$50 for rent, \$75 for meals, \$25 for activity fees. Refunds for room and board will be made on a prorated basis through the first nine weeks of the academic semester. Students will be charged ten percent of the total semester rate for each week or partial week of residence hall occupancy, beginning with the date of check-in. No refund will be made to students who leave the residence hall after completion of the ninth week of classes.

Financial Assistance

A wide variety of financial assistance programs are available to both full-time and part-time degree/certificate seeking students. Since the extent of support and qualifying conditions are changed periodically by sponsoring agencies, the list that follows should be thought of as representative only. Current information is found at www.cncc.edu under the "Admissions & Aid" menu. Additionally inquiries concerning the most recent information should be addressed to the Office of Financial Aid at Colorado Northwestern.

Decisions on financial aid will not be made until after the student has been accepted for admission to the college.

Students applying for financial aid should complete the Free Application for Federal Student Aid (FAFSA). The FAFSA is available on the Internet at <http://www.fafsa.ed.gov>. This form should be completed after the Federal Income Tax 1040/1040A/1040EZ has been filed. The paper process for completing the FAFSA will take three to six weeks. Completing the FAFSA on the web will greatly reduce the processing time. Approximately 30% of all financial aid applicants are pulled for verification and will be asked to provide additional documentation to the Financial Aid Office. Financial aid recipients, with files completed by May 1st, will receive first consideration for financial assistance. Applications received at the College after that date will be considered for any funds still available.

For financial aid purposes, full-time status is 12 credits and above, three-quarter-time status is 9-11 credits, half-time status is 6-8 credits, and less-than half-time is 5 credits and under. These definitions are the same for all semesters, including summer.

Grants and Scholarships

Federal Pell Grants

Federal Pell Grants are to help undergraduate students pay for their education after high school. It is the largest need-based student aid program. The Department of Education uses a standard formula, established by Congress, to evaluate the information students report when they complete the FAFSA. The formula determines Expected Family Contribution (EFC). Students with an EFC below a certain amount, will be eligible for a Federal Pell Grant, assuming they meet all other eligibility criteria. Federal Pell Grants are pro-rated when a student is below full-time status. Students are only eligible for 600% of Pell Grants (usually six years), once this is met there will be no further Pell Grant eligibility.

Federal Supplemental Educational Opportunity Grants

Students demonstrating significant financial need, as determined by completion of the FAFSA, may be eligible for a Federal Supplemental Educational Opportunity Grant (FSEOG). Priority is given to non-resident students with an EFC of zero. The value of an FSEOG at CNCC may vary from \$200 to \$2,000 per year.

Institutional Grants and Scholarships

Colorado Northwestern Community College has a variety of scholarships and grants available for both new and continuing students at all CNCC campuses and service area centers. All applicants must be U.S. Citizens and must be planning to enroll in a degree or certificate program. The applications can be obtained directly from the Financial Aid Office or by accessing the "Scholarship Central" link under "Admissions & Aid" on the CNCC website.

CNCC Presidential Honors Scholarship

Applicants for this scholarship must be either the Valedictorian (minimum 3.75 GPA) or a graduating senior with a 4.0 GPA.

Other requirements: Colorado resident; full-time attendance; degree-seeking; service obligation of 20 hours per semester; final high school transcript

Renewable upon the completion of 24 credit hours with a cumulative GPA of 3.00.

(Recipient not eligible for Vice-President's Scholarship)

Annual Award: Standard Tuition, fees, room (double occupancy) and board (or the equivalent for student attending the Craig Campus), \$500 toward books, up to a maximum of \$10,000

CNCC Vice-President's Scholarship (Rangely or Craig Campus)

Applicants for this scholarship must be first-time Freshman with a minimum 3.4 cumulative high school GPA

Other requirements: Full-time attendance on the Rangely or Craig campus; degree-seeking; final high school transcript

Annual Award: \$2,000, renewable upon the completion of 24 credit hours with a cumulative GPA of 3.00.

CNCC Dean's Scholarship (Rangely or Craig Campus)

Applicants for this scholarship must be first-time Freshman with a cumulative high school GPA of 3.0 to 3.39.

Other requirements: Full-time attendance on the Rangely or Craig campus; degree-seeking; final high school transcript

Annual Award: \$1,000, renewable upon the completion of 24 credit hours with a cumulative GPA of 2.5.

Spartan Times Scholarship

This is a service-based award. Applicants for this scholarship must be members of the student newspaper, The Spartan Times.

Other requirements: Full-time attendance; degree-seeking

Applications will be available in the Spring to students who continue to participate from fall to spring.

Spring Awards Only: Variable

LeaderTrek Scholarship

Students who are awarded this scholarship will become part of a LeaderTrek team and participate with their peers in an intensive, multi-faceted two year experience in Leadership, Work Ethic, Life Skills, and Citizenship. Criteria: A minimum 2.5 cumulative high school GPA; ACT or SAT scores or ACCUPLACER test scores that demonstrate preparedness for college-level course work. Full-time enrollment in a transfer track program, such as an Associate of Arts or Associate of Science. Must be a U.S. citizen. Full-time attendance on the Rangely campus and degree-seeking. Can be combined with other available CNCC Scholarships.

Annual Award: \$2,500

Athletic Grants (Rangely Campus)

A limited number of Athletic Grants in varying amounts are available to outstanding high school athletes. These grants are awarded in all varsity sports supported by the College.

At the present time, athletic grants are available for men in baseball, basketball, and rodeo, and for women in softball, basketball, volleyball, and rodeo.

Each individual must apply for federal and state financial aid through the Free Application for Federal Student Aid (FAFSA) and the Office of Financial Aid in order to be considered for an Athletic Grant. Athletic Grants are not processed until the financial aid application process is complete. Financial aid

awards are applied to student-athletes' accounts **before** athletic grants are applied.

Athletic Grants are awarded by the Colorado Northwestern Athletic Department and may be renewed each year, subject to the academic/athletic requirements of the College and those of the National Junior College Athletic Association.

CNCC Foundation Scholarship

Each year the CNCC Foundation provides scholarship opportunities to students attending Colorado Northwestern Community College. Some scholarships are program specific, while others are more general. A full listing of scholarship opportunities is available on the "Scholarship Central" link under "Admissions & Aid" on the CNCC website.

State-Funded Student Assistance Programs

The primary purposes of state-funded student financial aid are to provide financial resources to students who would otherwise be unable to pursue postsecondary education and to recognize and recruit outstanding students.

Colorado State Grant ("Colorado's College Responsibility Program")

The Colorado State Grant program is designed to assist needy Colorado residents who have demonstrated the least ability to pay for higher education, as determined by completion of the FAFSA. This grant program is available to students enrolling at least half-time (6 credit hours per semester). A level system for determining eligibility has been established by the State.

Level 1: Students with the least ability to pay (Expected Family Contribution (EFC) must be below 150% of that required of a Pell Grant). The maximum award for this group of students is \$850, unless the remaining unmet need after other aid funds is less.

Colorado Merit

CNCC awards Merit funds in the financial aid packages according to the Colorado Department of Higher Education's (CDHE) Guidelines for Administering State-Funded Assistance Programs.

To be eligible, students must be Colorado residents; have a minimum 3.0 high school GPA; meet all Title IV eligibility requirements and not currently in default or overpayment status on any Federal Title IV funds; be enrolled at least half-time and in a Title IV eligible program; and not concurrently enrolled in high school.

Transfer students must submit official academic transcripts from their prior institution that document a grade point average of 3.0 or higher and demonstrate academic progress according to the published policy regarding Financial Aid Satisfactory Academic Progress for financial aid purposes. The GPA is based on college-level coursework. Developmental coursework grades do not count in the calculation of GPA. Developmental coursework may be included in the term enrollment and used to determine the minimum 6 credit hours of enrollment.

Merit funds will be manually awarded on an as-needed basis as eligible students are identified in the amount of \$250 to \$500 depending on availability of funds. Priority will be given to students transferring to CNCC with a minimum of 15 transfer credits.

Loans

Federal Perkins Loan

Where need has been determined in accordance with established procedures, the student may borrow a total of \$11,000 in a two-year period. The interest rate is 5%. Repayment of these loans commences nine months after the student leaves the school or completes his/her education. Up to 10 years may be allowed to repay the loan. The amount of payments depends upon the size of the debt, but usually at least \$50 per month must be paid. The school can agree to a lesser amount, but it must be due to extraordinary circumstances, such as prolonged unemployment.

If a student defaults on a Federal Perkins Loan and the school is unable to collect, the federal government will take action to recover the loan. All loans are reported to a national credit bureau.

Federal Direct Loan Program

Direct Loan funds are obtained directly from the U.S. Treasury. This process involves fewer participants and provides a single point of contact for the school and the student/parents

The Direct Loan Program allows students to borrow low-interest loans to assist in meeting the costs of higher education. Depending on students' financial need (cost of attendance less expected family contribution), the loan may be subsidized (the federal government pays the interest) or unsubsidized (the borrower pays the interest).

If a student's loan is subsidized, the federal government pays the interest while the student is enrolled at least half-time and during a six month grace period. If a student's loan is unsubsidized, interest will start accruing after the initial disbursement. Repayment for interest and principal begins six months after the student has graduated or is no longer enrolled in at least six credit hours. If applicable, origination fees will be deducted prior to disbursement of funds. Students must complete a FAFSA to determine loan eligibility.

The loan program also encompasses the Federal PLUS Loan. Parents of dependent students may borrow up to the cost of education minus any other resources, provided they have good credit histories. Origination fees are deducted prior to disbursement of funds. Repayment begins 30 days after the final disbursement for the year. Students must complete a FAFSA.

Subsidized Loan Eligibility Time Limitation (150% rule)

First-time borrowers (those who have no principal or interest balance on any Direct or FFEL Loan on the date they receive a Direct Loan on or after July 1, 2013) may not receive Direct Subsidized Loans for a period that exceeds 150% of the published length of the academic program in which they are currently enrolled (including all past subsidized loans the student has received). This length of time is also known as the "maximum eligibility period." For example, a first-time borrower in a 2-year program would have three years of Direct Subsidized Loan eligibility, and a borrower in a one-year program would have 1.5 years of Direct Subsidized Loan eligibility.

Work-Study Program

Colorado Northwestern is an Equal Opportunity Employer, which provides work opportunities to numerous students each year. The College adheres to the regulations set forth by the Department of Health, Education, and Welfare and the Colorado Commission on Higher Education, both of which govern the work-study and student employment programs.

Colorado Work-Study Program

The Colorado Work-Study Program is an employment program designed to allow Colorado resident undergraduate students to earn funds to assist in attending eligible educational institutions in Colorado. Employment may be on-campus or with non-profit organizations off-campus. Qualifying students average 10 to 20 hours per week and earn between \$1000 and \$3000 per academic year.

Federal College Work-Study Program

The Federal Work-Study Program, administered by the Office of Financial Aid, provides part-time employment opportunities for qualified students. Students average 10-20 hours per week and earn between \$1,000 and \$3,000 per academic year.

Institutional Work-Study Program

A limited amount of funding is available through the institution for students who do not qualify for either Federal or Colorado work-study funds. Students average 10-20 hours per week and earn between \$1,000 and \$2,000 per academic year.

Veterans Assistance

All programs are approved for the training of veterans. All pertinent VA regulations are adhered to, including those pertaining to refunds.

Veterans apply for benefits online at www.gibill.va.gov under the educational benefits area using VONAPP. Six to 8 weeks after completing the application, the veteran will receive a Certificate of Eligibility and/or an award letter. A copy should be submitted to the CNCC VA Certifying Official at CNCC, 500 Kennedy Drive, Rangely, CO 81648. If a Veteran has received benefits in the past and is transferring to CNCC, a Change of Place of Training must be completed and a copy sent to the Certifying Official.

Students who wish to qualify for Veterans Administration educational benefits should be prepared to finance their living expenses for a period of at least sixty days. This is the normal length of time required to complete a veteran's file in the regional office and for the issuance of monthly payments.

Satisfactory Progress

Students receiving financial aid benefits have a responsibility to maintain certain academic standards and make satisfactory academic/incremental progress toward their degree or certificate.

Financial aid applicants must maintain academic/incremental progress on **all academic studies** whether or not they received financial aid. In order to maintain satisfactory **incremental progress**, students must have a completion rate of at least 67% of CUMULATIVE attempted credits hours. The completion rate is defined as the percentage of the total number of credits completed divided by the total number of credits attempted over the entirety of a student's academic record. All attempted credit hours at CNCC (including remedial credits), transfer credits and CPL are included in the calculation of the cumulative completion rate. For satisfactory **academic progress**, students must maintain a cumulative grade point average of 2.0.

Students failing to meet these requirements will be ineligible for financial aid. Reinstatement will be made only after students have completed the requirements to be considered making satisfactory progress.

Students who receive Federal Title IV Financial Aid (Federal Grants and Federal Direct Loans) are considered withdrawn if they do not successfully complete at least one credit hour in each of their periods of enrollment for the term.

A student's period of enrollment is defined by the start and end dates of all courses for which they are registered. Receiving grades of F, W, U, SP or Incomplete is not considered successfully completing. Financial Aid recipients who withdraw or stop attending any module (or part of a term) within their period of enrollment may be reported to the Clearinghouse as withdrawn and may be responsible for repayment of their financial aid. Students should check with their Financial Aid Office prior to dropping or withdrawing from courses.

In addition, students who are registered for courses that do not span the length of the regular term, may have financial aid adjustments if they drop or withdraw from any credit hours.

Students will be eligible for financial assistance for up to 150% of the number of credits required to complete their degree/certificate program. Students who have attempted 110% but less than 150% of the required number of credits needed for their degree or certificate program will be placed on financial aid *Alert*.

Any student that fails or withdraws from all classes in one semester will be placed automatically on financial aid ineligibility status.

If further information is desired, contact the Office of Financial Aid and request a copy of the Standards of Satisfactory Academic/Incremental Progress.

Rights of Appeal

Students who feel that mitigating circumstances prevented them from maintaining satisfactory progress may appeal the financial aid suspension. A special appeal form must be completed and submitted to the Financial Aid Office. The appeal will be reviewed by a committee that will recommend continuation or suspension of financial aid to the Director of Financial Aid.

Student Records

Students and parents should be aware that all records and conversations between students, parents, and financial aid staff are confidential and that no public announcements shall be made of amounts awarded to individual students.

Return of Title IV Funds

The federal regulation requires a return of Title IV funds if a student received federal financial assistance and withdrew or ceased attendance for any reason on or before completing 60% of the enrollment period. The percentage of Title IV aid to be returned is equal to the number of calendar days remaining in the enrollment period divided by the number of calendar days in the enrollment period. Scheduled breaks of more than five consecutive days are excluded from the total number of calendar days.

The office of financial aid is required to calculate how much federal financial aid a student has earned if that student:

- Completely withdraws, or
- Stops attending before completing the semester, or
- Does not complete all modules (courses which do not span the entire length of the payment period)

*For students enrolled in modules: A student is not considered as withdrawn if the office financial aid obtains a written confirmation at the time of the withdrawal that he or she will attend a module that begins later in the same enrollment period. The newly added courses will also count as a positive confirmation of future attendance if the student registered for the course or courses at the time of a withdrawal. Dropping courses in a later module while still attending a current module is also not considered to have withdrawn.

- The official withdrawal date will be either the date the student begins the withdrawal process or the date the student provides official notification of intent to withdraw. The unofficial withdrawal (for a student with failing grade) will be reported by the instructors based on the last date of attendance.

Percentage of Title IV Aid Earned	Amount of Title IV Aid Earned	Amount of Title IV Aid to Return
$\frac{\text{Days Attended} / \text{Total Days in the Enrollment Period}}{100} = \% \text{ Completed}$	$\frac{\text{Total Disbursed Aid} \times \% \text{Completed}}{100} = \text{Earned Aid}$	$\frac{\text{Total Disbursed Aid} - \text{Earned Aid}}{100} = \text{Amount to be Returned}$

- If the percentage completed is higher than 60%, the student has earned all the Title IV funds for the period.
- If a student who received financial aid never attends, all disbursed funds will be returned.

Return of Unearned Title IV Aid (34CFR 668.22)

The federal regulations require schools to perform calculations within 30 days from the date the school determines a student's withdrawal and to return the funds within **45 days** of the calculation.

If a student does not pay the balance owed to the institution within 45 days of the date of notification, the balance will be forwarded to the State of Colorado Collections Agency and the student's records will be placed on financial hold. In addition, any grant funds owed to the government will be transferred and reported as an "overpayment" to the U.S. Department of Education.

Aid Programs Subject to the Repayment Calculation will be returned in this Order

- Federal Direct Loans: Unsubsidized and Subsidized
- Federal Parent PLUS Loan
- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Other Federal Aid

Special Note: If further information concerning grants, loans, and work-study is desired, visit our website at <http://www.cncc.edu/financial-aid/> or contact the Office of Financial Aid at (970)675-3204 or 1-800-562-1105 ext. 3204.

Student Services

The College is committed to providing students with a variety of educational and developmental opportunities, both within and outside the classroom. Responsibility for student development in areas complementary to the formal classroom environment rests with the Student Services staff, who foster programs that facilitate the student's social, cultural, emotional, academic, and recreational growth.

Health Services

The College does not provide insurance coverage for students. Each student is encouraged to have sufficient health insurance at enrollment. For students requiring health insurance, such as athletes, the College will provide the student with an optional plan that may be purchased by the student through an insurance vendor.

Colorado Northwestern offers an on-campus health clinic in Rangely once a week. Off campus, students in Rangely can receive medical services through the Rio Blanco County Health Department (970) 878-9525, Rangely Family Medicine (970)675-2237 and Rangely District Hospital (970) 675-5011, and in Craig through Memorial Hospital Medical Clinic (970) 824-9411, Family Practice (970) 824-2400, Specialty Clinics (970) 824-2420, or Moffat Family Clinic (970) 824-3252 .

Student Life and Housing

Student Government

The Associated Students of Colorado Northwestern Community College are the representative bodies and official voice of the students at CNCC in Rangely and Craig. These two groups play a vital role and work closely with College administration in developing and shaping student policies, expressing student opinions, and coordinating student activities and programs.

The Department of Student Life strives to provide meaningful, educational, extracurricular, and recreational development as an integral part of one's experience at CNCC.

Activities: Student Life provides a variety of activities and leadership roles for student participation. Activities include student sponsored events, as well as paid performers.

Intramurals (Rangely): The opportunity to organize and participate in intramural activities is available to all students. Examples of activities include co-recreational basketball, volleyball, sand volleyball, softball, golf, racquetball, dodge ball, pool, cards, tennis, and arena football leagues, as well as various intramural tournaments.



Outdoor Recreation: The Outdoor Recreation Program provides students on both campuses with an opportunity to experience and plan many outdoor excursions. Through this program, students are able to experience the very essence of Northwestern Colorado through whitewater rafting, rock climbing, skiing, x-country skiing, biking, canoeing, camping, hiking, and fishing.

Student Housing (Rangely)

The Rangely Campus has three co-ed residence halls on campus, which can house 225 students. Ross Hall is primarily double-occupancy. Single rooms are offered in Nichols Hall. Holland Hall is reserved for NPS Academy students. The residence hall areas are staffed with two full-time housing employees, and a supporting staff of 10 to 12 resident assistants. The residence hall staff enforces hall policies and provides educational programming for residents. Alcohol, drugs, tobacco, and weapons are prohibited. Refer to the *CNCC Student Handbook* for further information.

Freshmen Live-In Requirement

All freshmen attending the Rangely campus are required to live in the residence halls and participate in the board plan their first year at CNCC. Students who are 21 years of age, married, single parents, or living with a parent/guardian or close relative are not required to live on campus.

Deadline for Housing Application

Housing assignments for residence halls will not be made until the housing application and the \$200 deposit, which serves to acknowledge the housing contract, have been received. Once these items have been received, the housing assignment will be made on a priority system based on the date they were received. Typically, CNCC begins to make assignments in early July.

Off Campus Housing

If you are not planning to live on campus we offer the following resources. The College does not recommend or endorse any of these listings.

Student Housing (Craig)

Colorado Northwestern Community College does not provide on-campus housing for students, however, CNCC does have housing options available. Please contact the campus directly for assistance at 970-824-1103.

Additionally, we offer the following resources*.

www.craig-chamber.com ; www.craigdailynews.com www.craigslist.com <http://craig-colorado.apartmenthomeliving.com>

***The College does not recommend or endorse any of these listings. This information is provided to you as a service only.**

Intercollegiate Athletics

Intercollegiate athletic competition is offered for Rangely Campus students in men's basketball and baseball, and women's basketball, softball and volleyball. Affiliations include the Scenic West Athletic Conference (SWAC) and the National Junior College Athletic Association (NJCAA) Region 18.

Additionally, CNCC has a rodeo team. Cowboys and cowgirls compete in 10 NIRA-sanctioned rodeos each year. CNCC competes in the Rocky Mountain Region.

For more information about CNCC's intercollegiate athletic programs, contact the Dean of Academic Support Services at (970) 675-3341 or Information Central at (800) 562-1105.



Academic Regulations

Academic Council

The Academic Council has the responsibility of approving the College's academic policies and its instructional courses and programs. The Vice President of Instruction and Student Affairs serves as Chairperson. Each instructional department of the College is represented on the Academic Council by one or more selected faculty members. Additionally, the Registrar, the Learning Center Coordinator, and representatives among the other CNCC academic service and support areas serve on the Academic Council.

Attendance Policy

College faculty believe that regular class attendance is necessary if students are to receive maximum benefits from their work, and students are expected to attend all sessions of the classes for which they are registered. The individual instructor may determine the appropriate attendance and tardiness policy for each class. Such a policy will be clearly outlined at the beginning of each semester. Students have the responsibility of learning the instructor's policy on attendance and abiding by it.

Students should explain the reasons for absence to their instructors. The student is responsible for making up work missed due to any absence, including those involving College-sponsored athletic, academic, or recreational trips. ***Absences for extenuating circumstances or activities outside of a College-sponsored activity may be excused by the Dean of Instruction or the Vice-President of Instruction and Student Affairs with notification to the faculty.***

Administrative Drop

An Administrative Drop may be issued by a faculty member for a student who has not been to class within the add/drop (census date) period.

Administrative Withdrawal

The College reserves the right to withdraw a student from one or more classes, or from all classes in which he/she is enrolled if, in the judgment of the Vice President of Instruction and Student Affairs, through consultation with other College personnel, such action is deemed in the best interest of the student and/or the College. Examples of reasons for administrative withdrawal are failure to pay registration tuition and fees; failure to provide admission credentials; failure to remove "holds" in a timely manner; or inappropriate behavior in class, laboratory, or field studies environments. In those instances where the student is administratively withdrawn from class or from the College due to inappropriate behavior in the learning environment, the student shall have the right of appeal to the Vice President of Instruction and Student Affairs, and finally to the President of the College.

It is ultimately the student's responsibility to officially drop or withdraw from a course through the Admissions and Records Office. Failure to do so may impact a student's grade, official transcript, and College financial account.

Student Credit Load

The minimum credit load to be a full-time student during a 16 week semester is 12 credit hours. Students expecting to complete an Associate Degree in two years will typically need to complete between 15 and 18 credit hours per semester. If a student has earned a cumulative grade of "B" (3.0) on a minimum of 15 semester hours of college studies, exclusive of physical education activity courses, he or she may enroll for an overload.

Except where otherwise prescribed by the student's specific program, eighteen semester credit hours is the maximum number of credits for which a student is allowed to enroll during a full sixteen-week semester, six semester hours for a student enrolled in a five-week summer term, nine semester hours in an eight-week summer term, and twelve semester hours for an entire eleven-week summer session. A student may exceed the enrollment limits outlined above only by recommendation of his or her advisor and the approval of the Vice President of Instruction and Student Affairs.

Instructional Delivery Methods

Classroom Instruction includes a minimum 15 hours of personal contact per credit hour. Instruction may include lectures, small group discussion, labs, fieldtrips, or other in-person delivery methods.

Hybrid Courses are courses that combine online and on-campus instruction. Online instructional activities are substituted for a portion of the required scheduled course time. Internet access and an email address are required.

Interactive Video courses can be delivered from any CNCC site via PolyCom. The instructor may be located in Rangely, Craig, or Meeker and students can attend any one of those sites simultaneously. The instructor can see students at the various sites and the students can see the instructor, as well as the other students.

Virtual Classroom (VC) instruction is a cutting-edge, educational opportunity for students to enroll in classes from any location where internet access is available. The virtual classroom is a simple concept: Put the instructor in one place, the students elsewhere—wherever it's convenient—and let the class begin. Instructor and students meet in a virtual classroom WebEx and Desire2Learn! Classes are held at designated times and days; are filled with 6-20 fellow classmates; and taught real-time by a qualified technologically trained teacher. It's just like a "regular" classroom, except that it's entirely online.

CCOnline courses are offered by the Colorado Community Colleges Online (CCOnline) program. CCOnline courses are taught by instructors across the Colorado Community College System, but will appear on your CNCC transcript if you register for them through CNCC. For details about CCOnline courses, please consult the CCOnline website at www.cconline.org.

Final Examinations

Final examinations are given in most courses, and students are responsible for taking all assigned final examinations as they are listed in the examination schedule. Final examinations will not be given in advance of the scheduled time.

Independent Study Policy

Application for Independent Study should be completed by the student and the instructor, and approved by the Dean of Instruction or the Vice President of Instruction and Student Affairs **prior to the beginning of the semester** during which the proposed project will be brought to completion. The following conditions apply:

1. Approvals will be based on
 - a. the student's course load;
 - b. the student's grade point average;
 - c. availability of other courses from the same category;
 - d. assessment of the student's ability to successfully complete the course; and
 - e. extenuating circumstances necessitating the independent study request.
2. A maximum of 12 credit hours may be earned by independent study.
3. Independent study courses shall be completed within the term for which the student registered.

Credit for Prior Learning (CPL)

Students may earn credit for learning outside the classroom. CPL must apply to a degree or certificate goal. Credit is given for the following:

1. Portfolio: Learning through experiences such as reading and study, work, and on-the-job training or special classes. A \$25.00 charge applies for each portfolio reviewed.
2. Standardized Testing: A satisfactory score on nationally accepted tests such as CLEP, DANTEs, and ACT-PEP.
3. Published Guide: Learning in a nontraditional setting such as a military or industry classroom. It must be evaluated in a published guide by a nationally known organization such as the American Council on Education.

4. Challenge Exam: Institutionally approved exam (objective, essay, oral, hands-on, simulated demonstration, etc.) will be used to evaluate the competency of students in specific courses. These examinations are the equivalent of the comprehensive final examination for the courses challenged and are **available only at the option of and with the approval of individual instructors.**

A student may use CPL to fulfill all degree/certificate graduation requirements except for the mandatory 25% residency requirement. All work assessed for CPL must meet or exceed "C" level work. Minimum cut-off scores on standardized tests are set at "C" level work. Prior experience shall be evaluated only if requested by the student.

No letter grade will be posted on the student's transcript for any of the prior learning methods. The course title, course number, and semester hours only will be posted on student transcripts.

Credit awarded for prior learning through this policy may not be used to meet residency credit requirements for certificate or degree programs, and a student must be officially enrolled for at least one semester hour of credit at the College to participate in any option. No credit for prior learning will be posted on the transcript unless one semester hour is completed.

Credit awarded may be applied toward the courses included in the core curriculum of general education; however, credit awarded for prior learning shall not be included in the analysis to determine if the transcript will be stamped "core program completed." Students who intend to transfer to a four-year college or university should verify that the Credit for Prior Learning courses will, indeed, apply to the baccalaureate degree or program at that college or university.

Classification of Students

Freshman:	Student with fewer than 30 passing semester hours of college credit.
Sophomore:	Student with 30 or more passing semester hours of college credit.
Full-time Student:	Student carrying 12 or more semester hours of credit during a semester.
Part-time Student:	Student carrying fewer than 12 semester hours of credit during a semester.

Grading System:

Grades are earned in each course, and the grade is recorded on the student's permanent record. Grade definitions are as follows:

A.....	Superior (4 grade points per credit earned)
B.....	Good (3 grade points per credit earned)
C.....	Average (2 grade points per credit earned)
D.....	Poor (1 grade point per credit earned)
F.....	Failure (0 grade points per credit earned)
W.....	Withdrawal (not computed in grade point average)
AD.....	Administrative Drop (not computed in grade point average)
AW.....	Administrative Withdrawal (not computed in grade point average)
I.....	Incomplete (not computed in grade point average)
S.....	Satisfactory (not computed in grade point average, but included in hours earned)
U.....	Unsatisfactory (not computed in grade point average, and not included in hours earned)
AU.....	Audit (not computed in grade point average)
R.....	Repeat
Z.....	Grade not yet reported
SP.....	Satisfactory Progress

I - Incomplete	A temporary grade granted in light of an emergency situation, which has prevented the student from completing all requirements of the course on time. It is the responsibility of the student to document/verify the factors that have delayed his/her progress. To be assigned an "I" for the semester, the student must have completed 75 percent of the requirements of the course or show reasonable evidence that he/she can complete the remaining requirements through independent study. After careful consideration of the circumstances, the instructor
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will assign a date by which the remainder of the student's work must be completed in order to earn credit for the course. (The student must negotiate the conditions of the Incomplete with the instructor before the end of the term of the course.) Otherwise, the requirements of the course must be completed no later than the end of the next 16-week semester. Alternatively, if the instructor perceives that the intervening factors make it likely that the student will not be able to complete the course requirements within the time frame allowed, the instructor may petition the Vice President of Instruction and Student Affairs to grant the student a late withdrawal from the course instead of an Incomplete. In this event, the student may later re-enroll in the course and complete the work in a normal sequence. However, once an Incomplete has been granted, a late withdraw cannot be requested. An Incomplete Form must be completed and signed by both the Instructor and the Vice President of Instruction and Student Affairs and submitted to the Admissions and Records Office prior to the last day of the semester.

S – Satisfactory Satisfactory (S) indicates passing in a course taken for pass-fail. A grade of (S) will not affect the overall grade point average, but will increase the total number of credit hours completed. An (S) grade in all CNCC courses represents a performance in the course equal to a C or higher.

Full-time students at Colorado Northwestern are permitted one pass-fail option per semester on a non-cumulative basis. These can be applied only to elective courses and **do not apply to the Associate of Arts or Associate of Science degrees**. Intent to exercise this option must be declared before the add/drop period has expired. Changes from the pass-fail to the standard letter-grading system can be effected only upon approval of a petition directed to the Vice President of Instruction and Student Affairs.

AU - Audit Indicates the student has audited the course for self-enrichment or to visit the class periodically as a method of reviewing subject matter. The "AU" is placed on the student's permanent record; however, is not computed in the student's grade point average or credits attempted/completed.

Changes "to" or "from" audit status must be made during the registration or add/drop period. The withdrawal procedures apply to audit students; however, the student is not required to regularly attend the class or be evaluated, although regular class attendance and participation is encouraged to assure maximum benefit from the audit experience.

All degree-seeking students, whether full- or part-time, are advised not to take courses on an audit basis as they are not applied towards degree requirements and are not considered as credit hours attempted for financial aid purposes.

W – Withdrawal Indicates that a student dropped a course after the first 15 percent of the course, but prior to the first 80 percent of the course. A grade of "W" is not computed in the student's grade point average, but is posted on the student's official transcript.

Computation of Grade Point Average

A three-credit course with a grade of "A" would earn 12 grade points (3 credit hours times 4 quality points). Total grade points accumulated by a student are divided by total credits attempted (excluding W, P, and I grades) to calculate a student's cumulative grade point average, or GPA. Grades awarded for developmental courses will not be included in a student's grade point average.

Repeating Courses

Students are limited in the number of times they can take the same course (certain courses are exempt from this procedure due to the nature of the course). If a student has taken a course two or more times, he/she will not be able to register for that particular course until an action plan is created and approval is

granted for that course by the Instructional Deans. If approval is not granted, the student can appeal to the Vice President of Instruction and Student Affairs.

All college-level courses may be repeated. Each registration for the course and each grade received will be listed on the transcript. On the transcript a notation will follow the course indicating that the course was repeated and designating whether the course will be included in the GPA. The highest grade will be used in the GPA calculation. There will be no limitations on course grades that are eligible for repeat. All credit hours earned for initial and repeated courses will be deducted from a student's remaining COF stipend eligible hours.

"Repeated" courses may be applied only one time to a certificate or degree, except for variable credit courses and designated courses that may be repeated for professional or personal development. Each institution will designate courses that may be "repeated" within program requirements.

Developmental courses are eligible to be repeated. All developmental courses will appear on the transcript. Individual colleges may choose to specify a limit for the number of times a developmental course may be repeated.

Change of Grade

A grade reported to the Admissions & Records Office may be changed upon recommendation of the faculty member issuing the grade and then upon authorization by the Vice President of Instruction and Student Affairs.

Grade changes must be reported no later than one semester (not including the summer semester) following completion of the course.

Academic Probation, Suspension, and Expulsion

Academic Progress Standards

During a student's first nine (9) credits, Colorado Northwestern will monitor satisfactory progress through an Academic Alert process. The academic standards apply to all students who have completed 9 or more credits in residence. "In residence" refers to courses taken at CNCC. Courses taken elsewhere and transferred in do not apply. The GPA calculations for this procedure may not match those used for financial aid purposes or athletic eligibility.

Cumulative Grade Point Average will be abbreviated as CGPA.

Term Grade Point Average will be abbreviated as TGPA.

Based on course completion and CGPA standards, students earn an academic standing as follows:

- Initial Standing Student has completed **fewer than 9** credits with a CGP => 2.0 for all classes completed.
- Academic Alert Student has completed **fewer than 9** credits with a CGPA < 2.00 for all classes completed.
- Good standing Student has completed **at least 9** cumulative credit hours with a CGPA => 2.00 for all classes completed.
- Probation (initial) Student has completed **at least 9** cumulative credit hours with a CGPA < 2.00 for all classes completed.
- Returning to Good Standing By the conclusion of the Academic Probation term, the student must raise their CGPA to at least 2.0. If this condition is met, the student returns to Good Standing.
- Probation (continuing) If a student on Academic Probation earns a TGPA of at least 2.00 for all classes completed during the term, but fails to raise their CGPA to at least 2.0 for all classes

completed, the student will be allowed to attend the next term, but will remain on Academic Probation.

- Suspension If a student on Academic Probation earns a TGPA of less than 2.00 for all classes completed, the student will be suspended and will not be allowed to enroll at any CCCS College for the next term, excluding summer term (as summer term may not be used as a “suspension term”).

Suspension Rules:

- Summer term may not be used as a “suspension term.”
- Summer term may be used to remediate (improve) the GPA. If a student wishes to enroll for summer term after being suspended, they will need to follow CNCC’s processes.
- Initial suspension is for one term, excluding summer term.
- A second suspension is for two terms, excluding summer term.
- If a student, who has served the suspension time for initial suspension or second suspension, wishes to return, the student will be allowed to re-enroll only after meeting with an academic advisor at the CCCS college that the student wishes to attend. The student will be placed on Academic Probation.
- A third suspension is for two full years, or 4 academic terms, excluding summers.
- If a student, **who has served the third suspension time of two years**, wishes to return, the student must meet with an advisor from the CCCS college the student wishes to attend in order to get their suspension hold removed.

Suspension Appeals:

- Students may appeal their suspension by submitting a Student Petition to the Vice President of Instruction and Student Affairs. At a maximum, students may appeal to CNCC and to one other CCCS college.
- If the appeal is approved, the student will be placed on Academic Probation.
- If the appeal is not approved, the student may be dropped from all classes registered for in the upcoming term(s). Students are ultimately responsible for their enrollment and need to check their enrollment schedule for accuracy.
- Students on suspension need to check with CNCC regarding enrollment for summer term classes.

NOTE: Students’ transcripts will include the following notation as appropriate: Good Standing, Probation, Continued Probation, and Suspension (Initial, Second, and Third).

Credit Completion Progress Standards

Credit completion progress standards apply to all students who have attempted 9 or more credits at CNCC, regardless of the number of term credits they attempt from that point forward. Credit bearing classes (college prep and college level) will be used to calculate the percent of attempted credits passed. This includes summer term classes. The course completion rate is calculated by dividing the total attempted credits by the number of credits successfully completed. Students will be notified of their standing through Crossroads.

Grades considered to be passing when computing the percent of attempted credits passes are A, B, C, D, S/A, S/B, S/C, and S. Grades considered to be failing when computing the percent of attempted credits passed are I, F, U/D, U/F, W, and AW.

Only classes taken at CNCC will be used for this calculation. Courses taken elsewhere and transferred in do not apply. The credit completion rate for this procedure will not necessarily match those used for financial aid purposes or athletic eligibility.

- Initial Standing Student has attempted **fewer than 9** cumulative credit hours will not be assessed for credit completion.
- Good Standing Student has attempted **at least 9** cumulative credit hours and has a cumulative course completion rate of at least 50%.

- Warning 1 Student has attempted **at least 9** cumulative credit hours **and** has a cumulative course completion rate of less than 50% for the first time.
- Warning 2 Student has attempted **at least 9** cumulative credit hours **and** has a cumulative course completion rate of less than 50% for the second time.
- Warning (Continued) If a student on Credit Completion Warning passes 50% or more of his/her attempted term credits, but fails to raise their cumulative completion rate to 50%, he/she will be allowed to continue the next term, but will remain on Credit Completion Warning.
- Warning 3 Student has attempted at least 9 credit hours **and** has a cumulative course completion rate of less than 50% for the third time.

Warning Rules

- Students on Warning 1 will receive a communication regarding their credit completion status and will be given information on resources, best practices, etc.
- Students on Warning 2 will receive a communication regarding their credit completion status **and** will have a credit completion hold (which will impact registration) placed on their student account. Students will not be able to make any changes to their registration until they meet with an advisor.
- Students on Warning 2 will receive a communication regarding their credit completion status **and** will have a credit completion hold (which will impact registration) placed on their student account. Student will not be able to make any changes to their registration until they meet with an advisor. **The college reserves the right to limit the number of credit hours** that the student may take when a student in on Warning 3 status.

The resources of the college's faculty, Learning Assistance Programs (Rangely and Craig Campuses), and the various CNCC advising and counseling services are available to assist students in improving their academic standing, but the final responsibility rests with the student. Specific programs may have additional academic standards. It is the student's responsibility to learn the academic policies for his/her specific program.

Expulsion

Expulsion from the college shall mean that the student is not allowed to enroll for any classes at the college for four semesters, including the summer semester. Expelled students wishing to re-enter the College must make application for readmission and will be readmitted at the discretion of the Vice President of Instruction and Student Affairs.

President's Academic Distinction List

Any student who completes 12 or more credit hours (not including developmental courses) in one semester and maintains a GPA of 4.0 will be placed on the President's Academic Distinction List.

Dean's List

Any student who completes 12 or more credit hours (not including developmental courses) in one semester and maintains a GPA of 3.5 to 3.99 will be placed on the Dean's List.

Recalculation of Grade Point Average

A student who re-enrolls at Colorado Northwestern Community College after an absence of two or more years may petition the Vice President of Instruction and Student Affairs to have his/her cumulative hours recalculated. The petitioning student must be enrolled and have completed at least 6 hours with a 2.0 minimum GPA. Up to 30 credits can be excluded from the GPA. If the petition is approved, the student resumes his/her academic program and begins with a new cumulative grade point average. All courses taken will remain on the permanent record, but only courses with marks of "A", "B", or "C" will be allowed toward degree requirements and count in the total hours earned.

Transcripts

The Records Office will send a transcript of credits to other collegiate institutions or outside agencies through an online request process. Please visit www.cncc.edu/transcripts to place an order. Official transcripts cost between \$3.00 and \$25.00 depending on the delivery method. No transcripts will be released as long as the student has outstanding obligations (financial or otherwise) at Colorado Northwestern.

The transfer of academic credit to the college is governed by the following policies and procedures:

- Courses accepted in transfer MUST match the content and meet or exceed the rigor of the accepting institution as determined by the professional judgment of the Transfer Evaluator or Department Chair.
- Transfer credit is accepted as specified by legislated and Colorado Community College System (CCCS) articulation agreements.
- The college may examine credits to insure that the content is not outdated or obsolete.
- Courses will be evaluated against the Colorado Common Course Numbering System (CCCNS) Catalog.
- The official transcript will include courses taken at the institution and those transfer credits requested by the student.
- Courses will be transcribed with CCCNS course number, title, prefix and the number of credits awarded by the transferring institution.
- Grades for transfer courses will be recorded, but will not show on the official transcript or be reflected in the student's GPA.
- Pre-requisite courses below the 100 level will not be accepted in transfer, but will be noted in the student's academic record.
- A grade of "C", "P", "S" or better is required for transfer. Transfer credit will not be awarded for courses with "D", "F" or "U" grades. Individual colleges may choose to grant an exception to this rule and accept transfer courses with a grade of "D" on a case-by-case basis.
- Credits earned at the home institution with a grade of "D" may be applicable to a degree or certificate as determined by the program.
- Transfer courses that have the GT (Guaranteed Transfer) designation will be flagged as GT courses. If the course is not present in the CCCNS then it will be transcribed with the prefix GTP for GT-Pathways, the course number 999 and the course title that matches the GT designation, ex., CO1, AH3, MA1, etc.
- Transfer credits will be awarded as governed by CCHE and State Board policies and System President procedures.

Transfer Dispute Appeals Process

Students may file an appeal if they feel that coursework was not properly evaluated.

1. Student should meet with the Transcript Evaluator and/or the Registrar to request clarification within 10 calendar days of the date of the evaluation.
2. The appeal must be submitted to the Director of Admissions and Records in writing within 15 calendar days of the date of the evaluation.
3. The decisions regarding course transferability and/or placement made in the initial transcript evaluation will be binding if the student fails to file a written appeal within 15 calendar days.

4. The Transfer Credit Appeal Committee will have 30 calendar days to review the student's appeal and inform the student in writing of the committee's decision on the appeal including the rationale for that decision. In addition, the student shall be informed in writing of the appeal process.
5. The student is informed by the committee of the remaining appeal options. Failure to do so will result in the committee's decision being considered null and void. The student's request prevails and cannot be overturned by the college.

Appeals beyond the initial decision should be made in writing to the Vice President of Instruction and Student Affairs, within 15 calendar days of the postmark date of the letter notifying the student of the committee's decision. If the student fails to file an appeal within this time period, the original or initial decision shall be binding. The college will hear and reach a decision on the appeal within 15 calendar days after the appeal is filed. Next, the student will be notified in writing by the college of its decision regarding the transfer appeal and the rationale for the decision. In addition, the student may appeal the decision to CCCS.

Academic Integrity

The foundation of a college is truth and knowledge, each of which relies in a fundamental manner upon academic integrity, which is diminished significantly by academic dishonesty. A pervasive attitude promoting academic integrity enhances the sense of community and adds value to the educational process. All at Colorado Northwestern Community College are responsible for and affected by the cooperative commitment to academic integrity.

Colorado Northwestern considers academic dishonesty to be a serious offense, which will be dealt with by appropriate disciplinary action.

Cheating

The word "cheating" refers to the acts of giving, utilizing, or receiving unpermitted aid during examinations or in the preparation of homework, reports, or any other class work that the instructor will use as a basis for evaluation. The following are some specific examples of cheating; however, these examples are not necessarily the only forms of cheating. Students are cheating if:

- they prepare, prior to an exam, written information, which they then use during the exam without the instructor's knowledge or permission.
- they obtain from or give to another student any unpermitted information during an exam or while preparing class work.
- they change the answers on an exam or an assignment after it has been returned, and then ask the instructor to re-grade that exam or assignment.
- they have another person prepare reports or take exams for them.
- they turn in, as their own, written assignments or reports that have been either purchased or borrowed from another source.

Plagiarism

The word "plagiarism" refers to the use of another person's work without giving proper credit to that person. When copying verbatim (i.e., words, phrases, sentences, or entire passages) or paraphrasing another person's work (i.e., borrowing but rewording that person's facts, opinion, or ideas), a student must give proper credit through the use of appropriate documentation.

Actions Taken Against Academic Dishonesty

If an instructor detects an act of academic dishonesty, the following actions will be taken:

1. The instructor will award a zero for the assignment or exam.
2. The instructor will meet individually with the student to discuss the incident. The instructor will insure the student understands how to give proper credit through the use of appropriate documentation if the incident involves plagiarism.
3. The instructor will send written notification to the Dean of Instruction along with all documentation supporting the claim of academic dishonesty.

4. The Dean of Instruction will send written notification to the student indicating he or she has been reported for violating Colorado Northwestern's academic integrity policy and informing the student of the actions that will be taken.
5. The student will be prohibited from dropping or withdrawing from the course in order to avoid a failing grade resulting from an academic dishonesty sanction. Written notification will be sent to the Registrar prohibiting such action.

Should the Dean of Instruction receive a second notification for a violation of academic integrity (from the same course or from any other CNCC course in which the student is enrolled), the following actions will be taken in addition to the above actions:

1. The student will be placed on disciplinary notice and will remain on disciplinary status for the remainder of their enrollment at Colorado Northwestern.
2. The student will be required to meet personally with the Dean of Instruction to discuss the seriousness of academic dishonesty and consequences for further violations.

Should the Dean of Instruction receive a third notification for a violation of academic integrity (from the same course or from any other Colorado Northwestern course in which the student is enrolled), the following actions will be taken:

1. The student will immediately be suspended from the college for one academic year. The Dean of instruction will meet personally with the student and present a written letter of suspension
2. The student will receive a grade of "F" in the course for which he or she has been reported for dishonesty and a grade of "W" for all other courses in which the student is enrolled. A copy of the Dean's letter will be sent to the Registrar, and the letter will be maintained in the student's permanent student file.

Applying for Re-Admission after Suspension for Academic Dishonesty:

A student wishing to reapply to Colorado Northwestern after being suspended for academic dishonesty will be required to write a letter to the Vice President of Instruction indicating a desire to be readmitted. The letter should include information or verification that supports the student's commitment to academic integrity should he or she be readmitted. The Vice President of Instruction and Student Affairs will notify the student in writing of his or her decision to readmit and send a copy of the letter to the Registrar.

Academic Appeals Procedure

The purpose of the academic appeals procedure outlined below is to secure equitable solutions to problems of an academic nature that affect a student's academic progress.

Timelines for Submission of an Appeal:

- All academic appeals must be submitted in a timely fashion. Formal academic actions (suspension, dishonesty policy sanctions etc.) must be filed within ten days of notification to the student.
- Final grade appeals must be initiated by the student within thirty calendar days of the awarding of the grade.

Academic Appeal Process:

1. The student will meet with the instructor and attempt to resolve the problem.
2. If a resolution cannot be reached between the student and the instructor, the student may request to meet with the instructor and the program director. An attempt will be made to reach an acceptable resolution.
3. If the issue is not resolved with the instructor and the program director, the student may submit a written statement to the Vice President of Instruction and Student Affairs describing the exact

nature of the complaint and the remedy the student is seeking. The written appeal must be submitted within the specified timelines noted above.

4. The Vice President of Instruction and Student Affairs will review the statement and, at his or her discretion, reach a decision or convene an administrative hearing. If the Vice-President deems it necessary to convene an administrative hearing, appropriate committee members will be selected by the Vice President based on the nature of the appeal. The student and the instructor may submit to the hearing committee written statements by other individuals having information regarding the complaint. The committee may request a personal meeting with the student, the faculty member or others as appropriate.
5. Following either the decision of the Vice President of Instruction and Student Affairs or the administrative hearing, both student and instructor will receive written notification of the decision within ten calendar days.

Petition for Review: Subsequent to the appeals decision by the Vice President of Instruction and Student Affairs, the student may submit a written request to the President for review of the proceedings. The Petition for Review must be submitted within ten calendar days of the notification of the initial decision. Failure to meet the ten-day deadline will result in the initial decision made by the Vice President of Instruction and Student Affairs as being final and not subject to additional review.

Note: Appeals/grievances of a non-academic nature are filed with the Dean of Student Support Services (Rangely) or the Dean of Instruction (Craig) in accordance with current student grievance procedures.

Assessment of Student Learning

CNCC believes it is important to assess students' progress toward achieving their learning goals. Reviewing student assessment results helps College faculty and administration make changes that help improve teaching, learning, and student satisfaction. CNCC has identified two general education outcomes as priorities: 1) To equip students with skills necessary for creative problem solving, critical thinking, and analysis of values, and 2) To equip students with the communication skills necessary for effective listening, speaking, reading, and writing. Each instructor constructs assessment goals for specific classes that measure student progress towards the two key outcomes. These assessment goals are evaluated each semester by the instructor and at the departmental level to ensure the highest possible quality of instruction and student learning at CNCC.

Student Bill of Rights

The General Assembly implemented the Student Bill of Rights (C.R.S. 23-1-125) to assure that students enrolled in public institutions of higher education have the following rights:

- A quality general education experience that develops competencies in reading, writing, mathematics, technology and critical thinking through an integrated arts and science experience.
- Students should be able to complete their Associate of Arts or Associate of Science degree programs in no more than sixty credit hours or their baccalaureate programs in no more than one hundred twenty credit hours, unless there are additional degree requirements recognized by the commission.
- A student can sign a two-year or four-year graduation agreement that formalizes a plan for that student to obtain a degree in two or four years, unless there are additional degree requirements recognized by the commission.
- Students have a right to clear and concise information concerning which courses must be completed successfully to complete their degrees.
- Students have a right to know which courses are transferable among the state public two- and four-year institutions of higher education.
- Students, upon successful completion of core general education courses, should have those courses satisfy the core course requirements of all Colorado public institutions of higher education.
- Students have a right to know if courses from one or more public higher education institutions satisfy the student's graduation requirements.

A student's credit for the completion of the core requirements and core courses shall not expire for ten years from the date of initial enrollment and shall be transferable.

Graduation Requirements

Colorado Northwestern grants the degree of Associate of Arts, Associate of Science, Associate of Applied Science, Associate Degree in General Studies, and the Certificate of Completion. Students must meet degree/certificate requirements outlined in the College Catalog, maintain a minimum cumulative grade point average of 2.0 on all work attempted at CNCC, and maintain a minimum cumulative grade point average of 2.0 in all courses to be applied to the certificate or degree. Students desiring to obtain multiple degrees from CNCC (example – an AA and an AS), must have 12 unique credits applied to each degree. Certain programs may require higher standards on coursework applicable to the degree. Such requirements can be obtained from the appropriate Program Director or the Vice President of Instruction and Student Affairs. Students should consult with their advisor for specific requirements for each of the degrees. A minimum of 15 credit hours that apply toward the particular degree/certificate must be earned from Colorado Northwestern for graduation.

Students planning to graduate must file a Graduation Application with the Admissions and Records Office. The applications must be filed during the registration period of the semester in which the student intends to graduate.

Graduation Honors

Graduation Honors recognizes outstanding academic achievement throughout a student's academic career at the home institution. The honors are awarded to students who complete the requirements for an associate degree and earn a 3.5 or better cumulative grade point average at the institution. Only college level courses completed at the institution will be included in the GPA calculation. Individual colleges may choose to designate a minimum number of credits to be earned in residence at the college to be eligible for graduation honors.



The three levels of recognition are defined as follows and will be posted on the student's transcript –

Cum Laude ("with honor")	3.50 to 3.749	Cumulative GPA
Magna Cum Laude ("with great honor")	3.75 to 3.99	Cumulative GPA
Summa Cum Laude ("with highest honor")	4.0	Cumulative GPA

PROGRAMS OF STUDY

CNCC Philosophy of General Education

General education at Colorado Northwestern Community College seeks to assist students in obtaining the knowledge, skills, and attitudes that enhance quality of life and the ability to function effectively in an ever-changing society. To meet this goal, all CNCC students, vocational and liberal arts, full-time and part-time, are provided with a variety of educational experiences, both within and outside the classroom.

CNCC emphasizes two general education outcomes for every student:

- 1) To equip students with skills necessary for creative problem solving, critical thinking, and analysis of values; and
- 2) To equip students with the communication skills necessary for effective listening, speaking, reading, and writing.

Colorado Northwestern offers academic programs that are designed to transfer on to a four-year institution and career and technical education that prepares students for the workforce. Consult your advisor for which might be the best fit for you.

Career & Technical Education

Career & Technical Education at CNCC seeks to assist students in gaining knowledge, skills, and attitudes that promote occupational competence and the ability to function effectively in the workplace. To meet this goal, students are provided with a variety of educational experiences inside and outside of the classroom

For the student who wishes to gain employment skills, Colorado Northwestern offers Associate of Applied Science Degrees and Certificates of Completion. Designed primarily for the student who wishes to go to work immediately, these programs may allow transferability of partial credit to a four-year college or university.

Occupational programs are developed in accordance with the needs of business, industry, and professions. Program Advisory Committees, consisting of leaders in enterprises related to these curricula, advise college staff on the availability of jobs, desired job skills, appropriate course content, and the facilities and equipment needed for effective job training. As additional needs of the workplace are identified, new programs will be developed and current programs will be revised to meet these emerging needs.

Gainful Employment

The US Department of Education requires colleges to disclose a variety of information for any financial aid eligible program that “prepares students for gainful employment in a recognized occupation”. The information can be accessed by clicking a specific program link on the CNCC website – just go to Academics, Degrees and Programs and click degree information from your program of choice.

If you have any questions regarding the data provided and what it means to you as a student, please feel free to contact CNCC Student Services. 1-800-562-1105 or infocentral@cncc.edu

ACCOUNTING

Associate of Applied Science Accounting

Credits	<u>General Education Requirements- 15 Credits</u>	Course Number
<u>3</u>	<u>Written Communication – 3 Credits</u> English Composition I	ENG 121
<u>3</u>	<u>Mathematics – 3 Credits</u> College Algebra (121) or Above	MAT 121
<u>6</u>	<u>Social & Behavioral Science – 6 Credits</u> Principles of Macroeconomics Principles of Microeconomics	ECO 201 ECO 202
<u>3</u>	<u>Choose one additional course (3 Credits)</u> AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212; AH2: HUM 115,121,122,123;LIT115,201,202,205,211,212,221,222,225; AH3: PHI 11,112,113,114,214, 218; AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212 SS1: POS 105,111,205,225; SS2: GEO 105,106; SS3: ANT 101,107,111; PSY 101,102,205, 217,226,227,235,238,249, SOC 101,102,205,215,216,231,237 SC1: AGY 240; AST 101,102; BIO 105,111,112,201,202,204; CHE 101,102,105,111,112; ENV 101; GEY 111,112; MET 150; NRE 251; PHY 105,111,112,211,212; SCI 155,156	_____
	<u>Specialized Course Requirements- 33 Credits</u>	
4	Accounting Principles I	ACC 121
4	Accounting Principles II	ACC 122
3	Income Tax	ACC 131
4	Intermediate Accounting I	ACC 211
3	Accounting Information Systems & E-Business	ACC 215
3	Cost Counting	ACC 226
3	Introduction to Business	BUS 115
3	Legal Environment of Business	BUS 216
3	Business Communications/Report Writing	BUS 217
3	PC Spreadsheet Concepts	CIS 155
<u>12</u>	<u>Electives- Choose 12 Credits</u>	
3	Payroll Accounting	ACC 115
4	Computerized Accounting	ACC 125
3	Intermediate Accounting	ACC 211
3	Governmental and Not-for-Profit Accounting	ACC 216
3	Non-Profit Accounting	ACC 226
3	Cost Accounting II	ACC 227
3	Business Statistics	BUS 226
3	Introduction to PC Applications	CIS 118
3	Principles of Management	MAN 226
3	Principles of Marketing	MAR 216
60	Total Required Credit Hours	

Occupational Certificate Accounting

Credits	<u>Specialized Course Requirements- 14 Credits</u>	Course Number
4	Accounting Principles I	ACC 121
4	Accounting Principles II	ACC 122
3	Payroll Accounting	ACC 115
3	Introduction to Business	BUS 115
	<u>Related Course Requirements – 6 Credits</u>	
3	PC Spreadsheet Concepts	CIS 155
3	Introduction to PC Applications	CIS 118
20	Total Required Credit Hours	

AUTOMOTIVE

Associate of Applied Science Automotive Technician

Credits	<u>General Education Requirements- 16 Credits</u>	Course Number
<u>3</u>	<u>Written Communication – 3 Credits</u> English Composition I	ENG 121
<u>3</u>	<u>Mathematics – 3 Credits</u> Career Math (107) or higher	MAT_____
<u>3</u>	<u>Oral Communication – 3 Credits (choose 1 course)</u> Public Speaking or Interpersonal Communications	COM 115 or 125
<u>4</u>	<u>Natural & Physical Science – 4 Credits</u> Conceptual Physics or higher	PHY 105
<u>3</u>	Introduction to PC Applications	CIS 118
Credits	<u>Specialized Course Requirements- 65 Credits</u>	Course Number
2	Introduction to the Automotive Shop	ASE 102
2	Auto Maintenance I	ASE 103
2	Brakes I	ASE 110
2	Auto Brakes II	ASE 111
2	Basic Auto Electricity	ASE 120
1	Auto Electrical Safety Systems	ASE 122
2	Starting, & Charging Systems	ASE 123
2	General Engine Diagnosis	ASE 130
2	Auto fuel & Emissions Systems I	ASE 134
2	Steering & Suspension I	ASE 140
2	Suspension & Steering II	ASE 141
2	Man Drive Train & Axle	ASE 150
2	Manual Transmissions/Transaxles/Clutches I	ASE 151
2	Manual Transmissions/Transaxles/Clutches II	ASE 152
2	Auto Engine Repair	ASE 160
3	Engine Repair & Rebuild	ASE 161
2	Auto Engine Service	ASE 162
2	Auto Power/ABS Brake Systems	ASE 210
2	Specialized Electronics Train	ASE 220
4	Auto/Diesel Body Electrical	ASE 221
2	Auto Computer & Ignition Systems	ASE 231
4	Auto Fuel Injection/Emissions Systems II	ASE 233
2	Drivability & Diagnosis	ASE 235
4	Adv Drivability/Diagnosis/Repair	ASE 236
2	Suspension & Steering III	ASE 240
1	Automatic Transmission/Transaxle Service	ASE 250
2	Auto Trans/Transaxle Repair	ASE 251
1	Introduction to HVAC Systems	ASE 264
1	Cooperative Education	ASE 287
4	HVAC Systems	ASE 265
81	Total Required Credit Hours gtPathways courses are indicated in BOLD print	

**Occupational Certificate
Automotive Technology-Basic**

Credits	<u>Specialized Course Requirements- 56 Credits</u>	Course Number
2	Introduction to the Automotive Shop	ASE 102
2	Auto Maintenance I	ASE 103
2	Brakes I	ASE 110
2	Auto Brakes II	ASE 111
2	Basic Auto Electricity	ASE 120
1	Automotive Electrical Safety Systems	ASE 122
2	Starting, & Charging Systems	ASE 123
2	General Engine Diagnosis	ASE 130
2	Auto Fuel & Emissions Systems I	ASE 134
2	Steering & Suspension I	ASE 140
2	Suspension & Steering II	ASE 141
2	Manual Drive Train & Axle Maintenance	ASE 150
2	Manual Transmissions/Transaxles/Clutches I	ASE 151
2	Manual Transmissions/Transaxles/Clutches II	ASE 152
2	Auto Engine Repair	ASE 160
3	Engine Repair & Rebuild	ASE 161
2	Auto Engine Service	ASE 162
2	Auto Power/ABS Brake Systems	ASE 210
4	Auto/Diesel Body Electrical	ASE 221
2	Auto Computer & Ignition Systems	ASE 231
4	Auto Fuel Injection & Emissions Systems II	ASE 233
2	Drivability& Diagnosis	ASE 235
1	Automatic Transmission/Transaxle Service	ASE 250
2	Automatic Transmission/Transaxle Repair	ASE 251
1	Intro to HVAC Systems	ASE 264
4	HVAC Systems	ASE 265
56	Total Required Credit Hours	

**Occupational Certificate
Automotive Technology-Advanced**

Credits	<u>Specialized Course Requirements- 9 Credits</u>	Course Number
	Completion of Automotive Technology- Basic Certificate	
2	Specialized Electronics Train	ASE 220
2	Suspension & Steering III	ASE 240
4	Adv Drivability/Diagnosis/Repair	ASE 236
1	Cooperative Education	ASE 287
9	Total Required Credit Hours	

Occupational Certificate Diesel Technology

Credits	<u>Specialized Course Requirements- 48 Credits</u>	Course Number
2	Intro to Diesel Mechanics	DPM 100
4	Diesel Engines I	DPM 103
3	Heavy Duty Powertrains I	DPM 105
3	Diesel Fuel Systems	DPM 106
2	Cab & Electrical PMI	DPM 111
3	Hydraulic Systems I	DPM 121
3	Hydraulic Systems II	DPM 122
3	Heavy Duty Steering & Suspension	DPM 140
4	Diesel Engines II	DPM 203
3	Heavy Duty Powertrains II	DPM 205
3	Heavy Duty Brakes I	DPM 206
1	Diesel Air Induction & Exhaust	DPM 210
2	Drivetrain & Steering PMI	DPM 211
2	Cummins B Series	DPM 123
2	Powerstroke Engines	DPM 124
2	Duramax	DPM 125
3	Hydraulics and Transmissions	HEM 210
2	Final Drives and Brakes	HEM 211
1	Special Topics	HEM 275
48	Total Required Credit Hours	

AVIATION

Associate of Applied Science Aviation Maintenance Technology

Credits	<u>General Education Requirements- 15 Credits</u>	Course Number
<u>3</u>	Small Business Management	MAN 216
<u>3</u>	<u>Written Communication – 3 Credits (Choose 1 Course)</u> English Composition I or Technical Writing	ENG 121, 131
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking	COM 115
<u>6</u>	<u>Social & Behavioral Sciences – 6 Credits (Choose 2 Courses)</u> Principles of Macroeconomics American Government General Psychology Introduction to Sociology	_____ _____
	<u>Specialized Course Requirements- 89 Credits</u>	
4	A&P Preparation	AMT 101
4	Basic Electrics	AMT 102
2	Weight & Balance/Ground Handling	AMT 103
3	Regulations & Publications	AMT 104
6	Materials & Processes	AMT 105
2	Corrosion Control & Fluid Lines	AMT 106
2	Wood, Fabric & Finishes	AMT 111
6	Sheet Metal	AMT 112
1	Aircraft Welding	AMT 113
3	Assembly, Rigging & Inspection	AMT 114
2	Composite Construction	AMT 115
3	Hydraulic Systems	AMT 121
4	Aircraft Electrics	AMT 122
2	Instruments & Warning Systems	AMT 123
2	Fuel Systems	AMT 124
3	Miscellaneous Systems	AMT 125
3	Aviation Electronics	AMT 126
3	Landing Gear Systems	AMT 127
4	Reciprocating Engine Theory	AMT 201
3	Reciprocating Fuel Metering & Induction Systems	AMT 202
2	Reciprocating Ignition Systems	AMT 203
4	Reciprocating Engine Maintenance	AMT 205
2	Reciprocating Propeller Systems	AMT 206
2	Engine Electrics & Instrument Systems	AMT 207
4	Turbine Engine Theory	AMT 211
2	Turbine Fuel Systems	AMT 212
3	Miscellaneous Turbine Systems	AMT 213
4	Turbine Engine Maintenance	AMT 215
1	Turbine Propeller Systems	AMT 216
3	Trouble Shooting	AMT 218
104	Total Required Credit Hours	

gtPathways courses are indicated in **BOLD** print

Occupational Certificate Aviation Maintenance Technology

Credits	<u>Specialized Course Requirements- 89 Credits</u>	Course Number
4	A&P Preparation	AMT 101
4	Basic Electrics	AMT 102
2	Weight & Balance/Ground Handling	AMT 103
3	Regulations & Publications	AMT 104
6	Materials & Processes	AMT 105
2	Corrosion Control & Fluid Lines	AMT 106
2	Wood, Fabric & Finishes	AMT 111
6	Sheet Metal	AMT 112
1	Aircraft Welding	AMT 113
3	Assembly, Rigging & Inspection	AMT 114
2	Composite Construction	AMT 115
3	Hydraulic Systems	AMT 121
4	Aircraft Electrics	AMT 122
2	Instruments & Warning Systems	AMT 123
2	Fuel Systems	AMT 124
3	Miscellaneous Systems	AMT 125
3	Aviation Electronics	AMT 126
3	Landing Gear Systems	AMT 127
4	Reciprocating Engine Theory	AMT 201
3	Reciprocating Fuel Metering & Induction Systems	AMT 202
2	Reciprocating Ignition Systems	AMT 203
4	Reciprocating Engine Maintenance	AMT 205
2	Reciprocating Propeller Systems	AMT 206
2	Engine Electrics & Instrument Systems	AMT 207
4	Turbine Engine Theory	AMT 211
2	Turbine Fuel Systems	AMT 212
3	Miscellaneous Turbine Systems	AMT 213
4	Turbine Engine Maintenance	AMT 215
1	Turbine Propeller Systems	AMT 216
3	Trouble Shooting	AMT 218
89	Total Required Credits	

Associate of Applied Science Aviation Technology-Airplane

Credits	<u>General Education Requirements- 15 Credits</u>	Course Number
<u>6</u>	<u>Written Communication – 6 Credits</u> English Composition I English Composition II or Technical Writing	ENG 121 ENG 122,131
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking or Interpersonal Communications	COM 115,125
<u>3</u>	<u>Mathematics – 3 Credits</u> Career Math (107) or higher	MAT _____
<u>3</u>	<u>Social & Behavioral Sciences – 3 Credits</u> Psychology Sociology	PSY _____ SOC _____
	<u>Specialized Course Requirements- 44 Credits</u>	
3	Aviation Heritage	AVT 100
4	Private Pilot Ground School	AVT 101
4	Private Pilot Flight	AVT 102
4	Aviation Meteorology	AVT 105
3	Aviation Physiology	AVT 110
4	Instrument Pilot Ground School	AVT 111
4	Instrument Pilot Flight	AVT 112
4	Aircraft Systems A&P	AVT 142
2	Commercial Pilot Ground School	AVT 201
3	Commercial Pilot Flight I	AVT 202
4	Commercial Pilot Flight II	AVT 203
2	Fundamentals of Instruction	AVT 211
2	Flight Instructor Ground School	AVT 212
1	Flight Instructor Flight	AVT 213
<u>3</u>	<u>Electives- Choose 3 Credits (Choose 3)</u> AVT 205, 145, 146, 213, 222, 223, 236	
62	Total Required Credits	

gtPathways courses are indicated in **BOLD** print

Occupational Certificate Aviation Technology

Credits	<u>Specialized Course Requirements- 38 Credits</u>	Course Number
4	Private Pilot Ground School	AVT 101
4	Private Pilot Flight	AVT 102
4	Aviation Meteorology	AVT 105
4	Instrument Pilot Ground School	AVT 111
4	Instrument Pilot Flight	AVT 112
2	Commercial Pilot Ground School	AVT 201
3	Commercial Pilot Flight I	AVT 202
4	Commercial Pilot Flight II	AVT 203
1	Crew Resource Management	AVT 206
1	Multi-Engine Ground School	AVT 207
1	Multi-Engine Flight	AVT 208
2	Fundamentals of Instruction	AVT 211
2	Flight Instructor Ground School	AVT 212
2	Instrument Instructor Ground School	AVT 221
	<u>Electives- Choose 1 Credit</u>	
1	AVT 205, 213	
39	Total Required Credits	

Occupational Certificate Aviation Technology-Private Pilot

Credits	<u>Specialized Course Requirements- 8 Credits</u>	Course Number
4	Private Pilot Ground School	AVT 101
4	Private Pilot Flight	AVT 102
8	Total Required Credits	

Occupational Certificate Aviation Technology – Instrument Rating

Prerequisite: 50 hours of cross-county flight time as pilot in command, of which at least 10 hours must be in airplanes or be enrolled in a Part 141 Instrument/Commercial course.

Credits	<u>Specialized Course Requirements- 8 Credits</u>	Course Number
4	Instrument Pilot Ground School	AVT 111
4	Instrument Pilot Flight	AVT 112
8	Total Required Credits	

**Occupational Certificate
Aviation Technology – Commercial Pilot**

Prerequisite: Private Pilot's license with Instrument Rating

Credits	<u>Specialized Course Requirements- 9 Credits</u>	Course Number
2	Commercial Pilot Ground School	AVT 201
3	Commercial Flight I	AVT 202
4	Commercial Flight II	AVT 203
9	Total Required Credits	

**Occupational Certificate
Aviation Technology – Flight Instructor**

Prerequisite: Commercial Certificate with Instrument Rating

Credits	<u>Specialized Course Requirements- 5 Credits</u>	Course Number
2	Fundamentals of Instruction	AVT 211
2	Flight Instructor Ground School	AVT 212
1	Flight Instructor Flight	AVT 213
5	Total Required Credits	

BANKING AND FINANCIAL SERVICES

Associate of Applied Science Banking and Financial Services

Credits	<u>General Education Requirements- 18 Credits</u>	Course Number
<u>3</u>	<u>Written Communication – 3 Credits</u> English Composition I	ENG 121
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking or Interpersonal Communication	COM 115,125
<u>3</u>	<u>Mathematics – 3 Credits</u> Math 120 or Higher	MAT _____
<u>3</u>	<u>Arts & Humanities – 3 Credits (Choose 1 from the following)</u> AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212; AH2: HUM 115,121,122,123;LIT115,201,202,205,211,212,221,222,225; AH3: PHI 111,112,113,114,214, 218; AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212	AH _____
<u>6</u>	<u>Social & Behavioral Sciences – 6 Credits (Choose 2 Courses)</u> Principles of Macroeconomics Principles of Microeconomics	ECO 201 ECO 202
	<u>Specialized Course Requirements- 45 Credits</u>	
4	Accounting Principles I	ACC 121
4	Accounting Principles II	ACC 122
3	Introduction to Business	BUS 115
3	Legal Environment of Business	BUS 216
3	Business Communication/Report Writing	BUS 217
3	Business Statistics	BUS 226
3	Introduction to PC Application	CIS 118
3	Introduction to Finance	FIN 101
3	Principles of Banking	FIN 105
3	Money & Banking	FIN 226
2	Law & Banking Applications	FIN 245
3	Independent Study	FIN 285
1	Business Ethics & Values	MAN 102
3	Negotiations & Conflict Resolution	MAN 212
1	Time Management	MAN 117
3	Small Business Management	MAN 216
63	Total Required Credits	

gtPathways courses are indicated in **BOLD** print

**Occupational Certificate
Banking and Financial Services**

Credits	<u>Specialized Course Requirements- 15 Credits</u>	Course Number
4	Accounting Principles I	ACC 121
3	Introduction to Finance	FIN 101
3	Principles of Banking	FIN 105
3	Money & Banking	FIN 226
2	Law & Banking Applications	FIN 245
15	Total Required Credits	

Barbering
Associate of Applied Science
Barbering

Credits	<u>General Education Requirements- 16 Credits</u>	Course Number
<u>3</u>	<u>Communication – 3 Credits</u> English Composition I, II, or Public Speaking or Interpersonal Communication	ENG 121,122 COM 115,125
<u>3</u>	<u>Mathematics – 3 Credits</u> Career Math (107) or higher	MAT_____
<u>3</u>	<u>Applied Studies Elective – 3 Credits (Choose 1 Course)</u> Introduction to Business Principles of Management Conversational Spanish I Spanish Language I	BUS 115 MAN 226 SPA 101 SPA 111
<u>3</u>	<u>Social & Behavioral Sciences – 3 Credits (Choose 1 Course)</u> Cultural Anthropology World Regional Geography Principles of Macroeconomics, Microeconomics General Psychology I, II Human Growth & Development Introduction to Sociology I, II	ANT 101 GEO 105 ECO 201,202 PSY 101,102 PSY 235 SOC 101,102
<u>4</u>	<u>Natural & Physical Science – 4 Credits (Choose 1 Course)</u> Astronomy I Science of Biology General College Biology Anatomy & Physiology I Introduction to Chemistry I General College Chemistry I Physical Geology w/Lab	AST 101 BIO 105 BIO 111 BIO 201 CHE 101 CHE 111 GEY 111

*Continued on next page.

Specialized Course Requirements- 50 Credits

1	Introduction to Hair & Scalp	BAR 103
1	Introduction/Shaving/Honing/Stropping	BAR 107
1	Intermediate/Shaving/Honing/Stropping	BAR 108
3	Introduction to Hair Coloring	BAR 110
2	Intermediate Hair Coloring	BAR 111
3	Introduction to Hair Cutting	BAR 120
3	Intermediate Hair Cutting	BAR 121
3	Introduction to Hair Styling	BAR 130
3	Intermediate Hair Styling	BAR 131
3	Introduction to Perm Waves/Chem Relaxers	BAR 140
3	Intermediate Perm Waves/Chem Relaxers	BAR 141
1	Introduction Facial Massage/Skin Care	BAR 166
1	Intermediate Facial Massage/Skin Care	BAR 167
1	Advanced Hair and Scalp	BAR 203
1	Advanced/Shaving/Honing/Stropping	BAR 207
3	Advanced Hair Coloring	BAR 211
3	Advanced Hair Cutting	BAR 220
3	Advanced Hair Styling	BAR 231
2	Advanced Perm Waves/Chem Relaxers	BAR 241
1	Advanced Facial Massage/Skin Care	BAR 266
1	Laws, Rules and Regulations	COS 150
2	Introduction Disinfection/Sanitation/Safety	COS 160
1	Intermediate I: Disinfection/Sanitation/Safety	COS 161
1	Management, Ethics, Interpersonal Skills, & Sales	COS 250
2	Intermediate II: Disinfection/Sanitation/Safety	COS 260
1	Advanced Disinfection/Sanitation/Safety	COS 261

66 Total Credits

Occupational Certificate Barbering

Credits	<u>Specialized Course Requirements- 50 Credits</u>	Course Number
1	Introduction to Hair & Scalp	BAR 103
1	Introduction/Shaving/Honing/Stropping	BAR 107
1	Intermediate/Shaving/Honing/Stropping	BAR 108
3	Introduction to Hair Coloring	BAR 110
2	Intermediate Hair Coloring	BAR 111
3	Introduction to Hair Cutting	BAR 120
3	Intermediate Hair Cutting	BAR 121
3	Introduction to Hair Styling	BAR 130
3	Intermediate Hair Styling	BAR 131
3	Introduction to Perm Waves/Chem Relaxers	BAR 140
3	Intermediate Perm Waves/Chem Relaxers	BAR 141
1	Introduction Facial Massage/Skin Care	BAR 166
1	Intermediate Facial Massage/Skin Care	BAR 167
1	Advanced Hair and Scalp	BAR 203
1	Advanced/Shaving/Honing/Stropping	BAR 207
3	Advanced Hair Coloring	BAR 211
3	Advanced Hair Cutting	BAR 220
3	Advanced Hair Styling	BAR 231
2	Advanced Perm Waves/Chem Relaxers	BAR 241
1	Advanced Facial Massage/Skin Care	BAR 266
1	Laws, Rules and Regulations	COS 150
2	Introduction Disinfection/Sanitation/Safety	COS 160
1	Intermediate I: Disinfection/Sanitation/Safety	COS 161
1	Management, Ethics, Interpersonal Skills, & Sales	COS 250
2	Intermediate II: Disinfection/Sanitation/Safety	COS 260
1	Advanced Disinfection/Sanitation/Safety	COS 261
50	Total Required Credits	

Occupational Certificate Barbering for the Cosmetologist

Credits	<u>Specialized Course Requirements- 10 Credits</u>	Course Number
1	Introduction/Shaving/Honing/Stropping	BAR 107
1	Intermediate/Shaving/Honing/Stropping	BAR 108
3	Intermediate Hair Cutting	BAR 121
1	Advanced/Shaving/Honing/Stropping	BAR 207
1	Advanced Facial Massage/Skin Care	BAR 266
1	Laws, Rules and Regulations	COS 150
2	Intermediate II: Disinfection/Sanitation/Safety	COS 260
10	Total Required Credits	

COSMETOLOGY

Associate of Applied Science Cosmetology Occupations

Credits	<u>General Education Requirements- 16 Credits</u>	Course Number
<u>3</u>	<u>Communication – 3 Credits</u> English Composition I, II, or Public Speaking or Interpersonal Communication	ENG 121,122 COM 115,125
<u>3</u>	<u>Mathematics – 3 Credits</u> Career Math (107) or higher	MAT _____
<u>3</u>	<u>Applied Studies Elective – 3 Credits (Choose 1 Course)</u> Introduction to Business Principles of Management Conversational Spanish I Spanish Language I	BUS 115 MAN 226 SPA 101 SPA 111
<u>3</u>	<u>Social & Behavioral Sciences – 3 Credits (Choose 1 Course)</u> Cultural Anthropology World Regional Geography Principles of Macroeconomics, Microeconomics General Psychology I, II Human Growth & Development Introduction to Sociology I, II	ANT 101 GEO 105 ECO 201,202 PSY 101,102 PSY 235 SOC 101,102
<u>4</u>	<u>Natural & Physical Science – 4 Credits (Choose 1 Course)</u> Astronomy I Science of Biology General College Biology Human Anatomy & Physiology I Introduction to Chemistry I General College Chemistry I Physical Geology w/Lab	AST 101 BIO 105 BIO 111 BIO 201 CHE 101 CHE 111 GEY 111

*Continued on next page.

Specialized Course Requirements- 60 Credits

1	Shampoos, Rinses, Conditioners I	COS 103
2	Introduction to Hair Coloring	COS 110
2	Introduction to Hair Cutting	COS 120
2	Introduction to Hair Styling	COS 130
1	Introduction to Chemical Texture	COS 140
2	Introduction to Disinfection, Sanitation, & Safety	COS 160
3	Introduction to Facials & Skin Care	EST 110
2	Intermediate Facials & Skin Care	EST 111
3	Introduction to Manicures & Pedicures	NAT 110
2	Intermediate Manicures & Pedicures	NAT 111
2	Intermediate I: Hair Coloring	COS 111
2	Intermediate I: Hair Cutting	COS 121
1	Intermediate I: Chemical Texture	COS 141
1	Laws, Rules, & Regulations	COS 150
1	Intermediate I: Disinfection, Sanitation, & Safety	COS 161
2	Advanced Manicures & Pedicures	NAT 210
5	Application of Artificial Nails	NAT 211
2	Advanced Massage & Skin Care	EST 210
1	Facial Makeup	EST 211
3	Hair Removal	EST 212
2	Intermediate II: Hair Styling	COS 131
1	Shampoos, Rinses, Conditioners II	COS 203
2	Intermediate II: Hair Coloring	COS 210
2	Advanced Hair Coloring	COS 211
2	Intermediate II: Hair Cutting	COS 220
2	Advanced Hair Cutting	COS 221
2	Intermediate II: Hair Styling	COS 230
1	Advanced Hair Styling	COS 231
1	Intermediate II: Chemical Texture	COS 240
1	Advanced Chemical Texture	COS 241
1	Management, Ethics, Interpersonal Skills, & Sales	COS 250
2	Intermediate II: Disinfection, Sanitation, & Safety	COS 260
1	Advanced Disinfection, Sanitation, & Safety	COS 261

76 Total Required Credits

gtPathways courses are indicated in **BOLD** print

PROGRAM REQUIREMENTS FOR ALL COSMETOLOGY OCCUPATIONS CETERFICATES			
ACCUPLACER TEST SCORE		ACT SCORE	
	62	Reading	17
	70	English	18
	56	Math	19

Occupational Certificate Cosmetology Occupations-Cosmetology

Credits		Course Number
	<u>Specialized Course Requirements- 60 Credits</u>	
1	Shampoos, Rinses, Conditioners I	COS 103
2	Introduction to Hair Coloring	COS 110
2	Introduction to Hair Cutting	COS 120
2	Introduction to Hair Styling	COS 130
1	Introduction to Chemical Texture	COS 140
2	Introduction to Disinfection, Sanitation, & Safety	COS 160
3	Introduction to Facials & Skin Care	EST 110
2	Intermediate Facials & Skin Care	EST 111
3	Introduction to Manicures & Pedicures	NAT 110
2	Intermediate Manicures & Pedicures	NAT 111
2	Intermediate I: Hair Coloring	COS 111
2	Intermediate I: Hair Cutting	COS 121
1	Intermediate I: Chemical Texture	COS 141
1	Laws, Rules, & Regulations	COS 150
1	Intermediate I: Disinfection, Sanitation, & Safety	COS 161
2	Advanced Manicures & Pedicures	NAT 210
5	Application of Artificial Nails	NAT 211
2	Advanced Massage & Skin Care	EST 210
1	Facial Make-up	EST 211
3	Hair Removal	EST 212
2	Intermediate II: Hair Styling	COS 131
1	Shampoos, Rinses, Conditioners II	COS 203
2	Intermediate II: Hair Coloring	COS 210
2	Advanced Hair Coloring	COS 211
2	Intermediate II: Hair Cutting	COS 220
2	Advanced Hair Cutting	COS 221
2	Intermediate II: Hair Styling	COS 230
1	Advanced Hair Styling	COS 231
1	Intermediate II: Chemical Texture	COS 240
1	Advanced Chemical Texture	COS 241
1	Management, Ethics, Interpersonal Skills, & Sales	COS 250
2	Intermediate II: Disinfection, Sanitation, & Safety	COS 260
1	Advanced Disinfection, Sanitation, & Safety	COS 261
60	Total Required Credits	

Upon successful completion of specialized courses, student may be eligible to register for the Colorado Board of Barber/Cosmetology license examination.

**Occupational Certificate
Cosmetology Occupations-Esthetician/Cosmetician**

Credits	<u>Specialized Course Requirements- 20 Credits</u>	Course Number
3	Introduction to Facials & Skin Care	EST 110
2	Intermediate Facials & Skin Care	EST 111
2	Advanced Massage & Skin Care	EST 210
1	Facial Make-up	EST 211
3	Hair Removal	EST 212
1	Laws, Rules, & Regulations	COS 150
2	Introduction to Disinfection, Sanitation, & Safety	COS 160
1	Management, Ethics, Interpersonal Skills, & Salesmanship	COS 250
2	Intermediate II: Disinfection, Sanitation, & Safety	COS 260
3	Advanced II: Disinfection, Sanitation, & Safety	COS 262
20	Total Required Hours	

Upon successful completion of specialized courses, student may be eligible to register for the Colorado Board of Barber/Cosmetology license examination.

DENTAL HYGIENE
Associate of Applied Science
Dental Hygiene

<u>Credits</u>	<u>GENERAL EDUCATION REQUIREMENTS – 32.5 Credits</u>	<u>Course Number</u>
4,4	*Human Anatomy and Physiology I and II	BIO 201, 202
3	*English Composition	ENG 121
3	Principles of Speech Communication	COM 115
3	General Psychology	PSY 101
3	Introduction to Sociology	SOC 101
4	*Microbiology	BIO 204
5	*Intro to Chemistry I	CHE101
(4)	OR <i>General, Organic, & Biochemistry</i>	<i>CHE 109</i>
(5)	OR General College Chemistry	CHE111
1	Current Issues and Ethics in Dental Hygiene	PHI 121
3	Human Nutrition	HWE 100
0.5	CPR for Health Professionals	HPR 102
	 <u>Specialized Course Requirements-60</u>	
2	Pre-clinical Dental Hygiene Lecture	DEH 101
3	Pre-clinical Dental Hygiene Care	DEH 102
3	Dental Anatomy and Histology	DEH 103
3	Dental Radiology	DEH 104
2	Dental & Medical Emergencies	DEH 111
2	Dental Hygiene Clinic Lecture	DEH 112
2	Preventive Dentistry & Special Needs Patients	DEH 116
2	Periodontics I	DEH 122
1	Head & Neck Anatomy	DEH 123
3	Clinical Practice of Dental Hygiene I	DEH 170
3	Clinical Practice of Dental Hygiene 1-A	DEH 171
2	Dental Materials	DEH 126
2	Applied Pharmacology	DEH 132
2	Local Anesthesia	DEH 133
1	Nitrous Oxide/Oxygen Sedation	DEH 138
2	Clinic II Lecture	DEH 201
2	Community Dental Health I	DEH 204
3	General & Oral Pathology	DEH 213
1	Practice Management	DEH 203
1	Community Dental Health II	DEH 225
2	Periodontics II	DEH 242
2	Clinical Theory of Dental Hygiene II	DEH 268
6	Clinical Practice of Dental Hygiene II	DEH 270
6	Clinical Practice of Dental Hygiene III	DEH 271
1	Clinical Theory of Dental Hygiene III	DEH 285
1	Immunology of Perio Disease	DEH 241

92.5 Total Required Credits

* **Program Prerequisites** (See catalog page 15) gtPathways courses are indicated in **BOLD** print

EARLY CHILDHOOD

Associate of Applied Science Early Childhood Professions

Credits	<u>General Education Requirements- 15 Credits</u>	Course Number
3	<u>Written Communication – 3 Credits</u> English Composition I	ENG 121
3	<u>Oral Communication – 3 Credits</u> Public Speaking	COM 115
3	<u>Mathematics – 3 Credits (Choose 1 Course)</u> Career Math, or Math for Liberal Arts, or College Algebra	MAT 107 MAT 120 MAT 121
3	<u>Social & Behavioral Sciences – 6 Credits</u> General Psychology	PSY 101
3	Introduction to Sociology	SOC 101
	<u>Specialized Course Requirements- 36 Credits</u>	
3	Introduction to Early Childhood Education	ECE 101
3	Introduction to Early Childhood Lab Techniques	ECE 102
3	Guidance Strategies for Children	ECE 103
3	Infant & Toddler Theory & Practice	ECE 111
3	Nutrition, Health, & Safety	ECE 205
3	Curriculum Development: Methods & Techniques	ECE 220
3	Administration of Early Childhood Care & Education Programs	ECE 240
3	Administration: Human Relations for Early Childhood Education	ECE 241
3	Exceptional Child	ECE 260
3	Working with Parents, Families, & Community Systems	ECE 256
3	Early Childhood Education Practicum	ECE 288
3	Child Development	PSY 238
<u>9</u>	<u>Electives-9 Credits</u>	
4	Accounting Principles I	ACC 121
3	Introduction to PC Applications	CIS 118
3	Business Communication/Report Writing	BUS 217
2	Art and the Young Child	ECE 126
3	Language and Cognition for the Young Child	ECE 225
3	Special Topics	ECE 175
3	Creativity and the Young Child	ECE 226
3	Sociology of Family Dynamics	SOC 205
3	Ethics	PHI 112
3	Music Appreciation	MUS 120
3	Interpersonal Communication	COM 125
3	Art Appreciation	ART 110
3	Conversational Spanish I	SPA 101
3	Human Nutrition	HWE 100
60	Total Required Credits	
	gtPathways courses are indicated in BOLD print	

Occupational Certificate Early Childhood Professions - Director

Credits		Course Number
	<u>Specialized Course Requirements- 30 Credits</u>	
3	Introduction to Early Childhood Education	ECE 101
3	Introduction to Early Childhood Lab Techniques	ECE 102
3	Guidance Strategies for Children	ECE 103
3	Infant & Toddler Theory & Practice	ECE 111
3	Child Development	PSY 238
3	Nutrition, Health, & Safety	ECE 205
3	Curriculum Development: Methods & Techniques	ECE 220
3	Administration of Early Childhood Care & Education Programs	ECE 240
3	Administration: Human Relations for Early Childhood Education	ECE 241
3	Exceptional Child	ECE 260
30	Total Required Credits	

gtPathways courses are indicated in **BOLD** print

Occupational Certificate Early Childhood Professions - Early Childhood Teacher

Credits		Course Number
	<u>Specialized Course Requirements- 3 Credits</u>	
3	Introduction to Early Childhood Education or	ECE 101, or
3	Guidance Strategies for Children	ECE 103
9	<u>Electives-9 Credits</u>	
3	Intro or ECE Lab Techniques	ECE 102
3	Infant & Toddler Theory & Practice	ECE 111
3	Nutrition, Health, & Safety	ECE 205
3	Curriculum Development: Methods & Techniques	ECE 220
3	Administration of Early Childhood Care & Education Programs	ECE 240
3	Administration: Human Relations for Early Childhood Education	ECE 241
3	Exceptional Child	ECE 260
3	Working with Parents, Families, & Community Systems	ECE 256
3	Child Development	PSY 238
12	Total Required Credits	

gtPathways courses are indicated in **BOLD** print

EMERGENCY MEDICAL SERVICES

Associate of Applied Science Emergency Medical Services

Credits	<u>General Education Requirements- 18 Credits</u>	Course Number
<u>6</u>	<u>Written Communication – 6 Credits</u> English Composition I English Composition II or Technical Writing	ENG 121 ENG 122, 131
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking	COM 115
<u>3</u>	<u>Mathematics – 3 Credits</u> Career Math (107) or higher	MAT _____
<u>6</u>	<u>Social & Behavioral Sciences – 6 Credits</u> General Psychology Introduction to Sociology	PSY 101 SOC 101
	<u>Specialized Course Requirements- 30 Credits</u>	
3	EMT Fundamentals	EMS 121
4	EMT Medical Emergencies	EMS 122
2	EMT Trauma Emergencies	EMS 123
2	EMT Special Considerations	EMS 124
1	EMT Basic Clinical	EMS 170
2	EMT Intravenous Therapy	EMS 130
6	EMT Intermediate I	EMS 203
6	EMT Intermediate II	EMS 205
3	EMT Intermediate Clinical	EMS 270
1	ACLS	HPR 120
<u>14</u>	<u>Electives-14 Credits (Select from:)</u> Select from ACC;BIO;BUS 115,216,217;CHE;CRJ:ECO 201,202;EDU; EMS 150, 213, 214, EMS 175 (maximum 3 credits);FST,GIS,HPR 102,130,190;HWE 104;MAN;MAT;PED (maximum 2 credits); PSY;SOC;SPA;CIS;BTE	
62	Total Required Credits	

gtPathways courses are indicated in **BOLD** print

Occupational Certificate Emergency Medical Technology-Basic

Pre-requisite: CPR for Professionals. (Students must provide proof of current certification through transcripts or possession of current certification card.)

Credits		Course Number
	<u>Specialized Course Requirements- 12 Credits</u>	
3	EMT Fundamentals	EMS 121
4	EMT Medical Emergencies	EMS 122
2	EMT Trauma Emergencies	EMS 123
2	EMT Special Considerations	EMS 124
1	EMT Basic Clinical	EMS 170
12	Total Required Credits	

Upon Successful completion of the Specialized Course Requirements, students may apply to the Colorado Department of Public Health & Environment, Health Facilities & Emergency Medical Services Division, Pre-Hospital Care Program EMT-Basic examination.

Occupational Certificate Emergency Medical Technology-Intermediate

Pre-requisite: EMT Basic Certification (Students must provide proof of current certification through transcripts or possession of current certification card.)

Credits		Course Number
	<u>Specialized Course Requirements- 17 Credits</u>	
2	EMT Intravenous Therapy	EMS 130
6	EMT Intermediate I	EMS 203
6	EMT Intermediate II	EMS 205
3	EMT Clinical: EMS Intermediate/3	EMS 270
17	Total Required Credits	

Upon Successful completion of the Specialized Course Requirements, students may apply to the Colorado Department of Public Health & Environment, Health Facilities & Emergency Medical Services Division, Pre-Hospital Care Program EMT-Intermediate examination.

Occupational Certificate Emergency Medical Technology-Professional

Pre-requisite: EMT Basic Certification (Students must provide proof of current certification through transcripts or possession of current certification card.)

Credits		Course Number
	<u>Specialized Course Requirements- 8 Credits</u>	
	<i>Select courses from the following:</i>	
2	EMS Intravenous Therapy	EMS 130
1	Pediatric Education for Pre-hospital Professionals (PEPP)	EMS 150
1-6	EMS Special Topics	EMS 175/275
1	Pre-hospital Trauma Support (PHTLS)	EMS 213
1	Basic Trauma Life Support (BTLS)	EMS 214
1	Pediatric Advanced Life Support (PALS)	HPR 130
2	Basic EKG Interpretation	HPR 190
1	ACLS	HPR 120
1	CPR Instructor	HWE 104
8	Total Required Credits	

EQUINE STUDIES

Associate of Applied Science Equine Studies & Management

Credits		Course Number
	<u>General Education Requirements- 15 Credits</u>	
<u>3</u>	Introduction to PC Application	CIS 118
<u>3</u>	<u>Written Communication – 3 Credits</u> English Composition I (121) or higher	ENG _____
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking	COM 115
<u>3</u>	<u>Mathematics – 3 Credits</u> Career Math (107) or higher	MAT _____
<u>3</u>	<u>Social & Behavioral Sciences – 3 Credits</u> General Psychology or Introduction to Sociology	____ _
<u>3</u>	<u>*Business Requirements – 3 Credits</u> Farm and Ranch Management or Introduction to Business	____ _
	<u>Specialized Course Requirements- 42 Credits</u>	
4	Introduction to Equine Science	ASC 102
4	Horse Production	EQM 151
3	Equine Evaluation	EQM 153
2	Equine Reproduction	EQM 158
3	Lameness in Horses	EQM 215
5	Applied Horsemanship	EQT 253
3	Management Practicum I	EQM 103
3	Equine Management	EQM 251
2	Elementary Western Equitation	ASC 143
2	Intermediate Western Equitation	ASC 243
1	Introduction to Internship	HTM 260
7	Internship	EQM 280
<u>5</u>	<u>Electives-5 Credits</u>	
5	Outfitting & General Guiding	ADG 150
2	Elementary English Equitation	ASC 145
2	Intermediate English Equitation	ASC 216
3	Equine Evaluation	ASC 245
2	Ranch Horsemanship Skills	AGP 160
3	Fundamentals of Riding Instruction	EQT 200
7	Basic Care & Training	HTM 152
62	Total Required Credits	

gtPathways courses are indicated in **BOLD** print

*Revision pending

Associate of Applied Science Equine Studies Training & Management

Credits		Course Number
	<u>General Education Requirements- 15 Credits</u>	
<u>3</u>	Introduction to PC Application	CIS 118
	<u>Written Communication – 3 Credits</u>	
<u>3</u>	English Composition I (121) or higher	ENG _____
	<u>Oral Communication – 3 Credits</u>	
<u>3</u>	Public Speaking	COM 115
	<u>Mathematics – 3 Credits</u>	
<u>3</u>	Career Math (107) or higher	MAT _____
	<u>Social & Behavioral Sciences – 3 Credits</u>	
<u>3</u>	General Psychology or Introduction to Sociology	____ _
	<u>*Business Requirements – 3 Credits</u>	
<u>3</u>	Farm and Ranch Management or Introduction to Business	____ _
	<u>Specialized Course Requirements- 49 Credits</u>	
4	Introduction to Equine Science	ASC 102
4	Horse Production	EQM 151
3	Equine Evaluation	EQM 153
2	Equine Reproduction	EQM 158
3	Lameness in Horses	EQM 215
5	Applied Horsemanship	EQT 253
3	Management Practicum I	EQM 103
3	Equine Management	EQM 251
7	Basic Care and Training	HTM 152
7	Specialized Training	HTM 253
1	Introduction to Internship	HTM 260
7	Internship	HTM 280

67 Total Required Credits

gtPathways courses are indicated in **BOLD** print

*Revision pending

MASSAGE THERAPY
Occupational Certificate
Massage Therapy

Credits		Course Number
	<u>Specialized Course Requirements-40</u>	
4	Anatomy & Physiology for Massage Therapy	MST 106
4	Basic Massage Therapy	MST 111
3	Professional Massage	MST 113
3	Clinical Massage	MST 184
2	Massage Therapy Business Practices	MST 204
3	Pathology for Massage Therapy	MST 216
4	Kinesiology	HPR 217
1	Healing Touch Level I	HHP 242
1	Managing Life's Stresses	HHP 107
1	Seminar	MST 178
1	Capstone	MST 289
27	Total Required Credits	

NURSING
ASSOCIATE OF APPLIED SCIENCE
NURSING

<u>Credits</u>	<u>General Education Requirements – 18 credits</u>	<u>Course Number</u>
3	*English Composition I	ENG 121
4	*Human Anatomy and Physiology I	BIO 201
4	*Human Anatomy and Physiology II	BIO 202
3	*Human Growth and Development	PSY 235
4	*Microbiology	BIO 204
 <u>Specialized Course Requirements - 62 credits</u> 		
8	Fundamentals of Nursing	NUR 109
2	Basic Concepts of Pharmacology	NUR 112
1	Dietary Nutrition	HPR 108
3	Math for Clinical Calculations	MAT 103
9	Medical Surgical Nursing Concepts	NUR 106
7	Maternal – Child Nursing	NUR 150
4	Human Pathophysiology	BIO 216
8	Advanced Concepts of Medical-Surgical Nursing I	NUR 206
4	Psychiatric – Mental Health Nursing	NUR 211
2	Pharmacology II	NUR 212
6	Advanced Concepts of Medical-Surgical Nursing II	NUR 216
5	Transition to Professional Nursing Practice	NUR 230
3	<u>Arts/Humanities Elective - 3 Credits</u> AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212; AH2: HUM 115,121,122,123; LIT 115,201,202,205,211,212,221,222,225; AH3: PHI 111,112,113,114,214, 218; AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212	—— ———
80	Total Required Credits	
5	Transition into Practical Nursing	NUR 169
4	Transition from LPN to ADN (for LPN's only)	NUR 199

gtPathways courses are indicated in **BOLD** print

* **Program prerequisite course** (see catalog page 16)

Occupational Certificate Certified Nursing Assistant

Credits		Course Number
	<u>Specialized Course Requirements- 8 Credits</u>	
4	Nurse Aid Health Care Skills	NUA 101
0.5	*Pre-requisite: CPR for Professionals	HPR 102
1	Nurse Assistant Clinical Experience	NUA 170
5	Total Required Credits	



SEASONAL PARK RANGER

Occupational Certificate Seasonal Park Ranger Academy & Skills

Credits	<u>Specialized Course Requirements- 24 Credits</u>	Course Number
6	Seasonal Park Ranger Academy I	PRA 100
6	Seasonal Park Ranger Academy II	PRA 101
3	Arrest Control Techniques	LEA 106
2	NPS Driving Skills	PRA 108
4	NPS Firearms	PRA 105
2	NPS Physical Fitness Training	PRA 104
1	NPS Basic Tactics	PRA 103
24	Total Required Credits	

SMALL BUSINESS MANAGEMENT

Associate of Applied Science Small Business Management

Credits	<u>General Education Requirements- 18 Credits</u>	Course Number
<u>3</u>	<u>Written Communication – 3 Credits</u> English Composition I	ENG 121
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking OR Interpersonal Communication	COM 115,125
<u>3</u>	<u>Mathematics – 3 Credits</u> Math for Liberal Arts (120) or higher	MAT _____
<u>3</u>	<u>Arts & Humanities – 3 Credits (Choose 1 from the following)</u> AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212; AH2: HUM115,121,122,123;LIT115,201,202,205,211,212,221,222,225; AH3: PHI 111,112,113,114,214, 218; AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212	AH _____ AH _____
<u>6</u>	<u>Social & Behavioral Sciences – 6 Credits</u> Principles of Macroeconomics Principles of Microeconomics	ECO 201 ECO 202
	<u>Specialized Course Requirements- 43 Credits</u>	
4	Accounting Principles I	ACC 121
4	Accounting Principles II	ACC 122
3	Introduction to Business	BUS 115
3	Legal Environment of Business	BUS 216
3	Business Communication/Report Writing	BUS 217
3	Introduction to PC Application	CIS 118
1	Business Ethics & Values	MAN 102
3	Negotiations & Conflict Resolution	MAN 212
1	Time Management	MAN 117
3	Human Resource Management	MAN 200
3	Principles of Management	MAN 226
3	Principles of Sales	MAR 111
3	Customer Service	MAR 160
3	Principles of Marketing	MAR 216
1	Starting a Small Business	SBM 101
1	Marketing for a Small Business	SBM 108
1	Financing a Small Business	SBM 112
61	Total Required Credits	

gtPathways courses are indicated in **BOLD** print

Academic Transfer Programs

Colorado Northwestern offers the Associate of Arts (AA) and the Associate of Science (AS) degrees for the student who wishes to transfer to a baccalaureate-level college or university. Each of the programs fulfills the General Education Core Transfer Program.

Career and transfer opportunities vary according to one's intended major of concentration. Students are encouraged to explore a range of subjects through elective course work in fine arts, behavioral sciences, natural sciences and mathematics, literature, business, and humanities. Students are assisted, through the academic advising program, to realistically assess their goals and aspirations.

GT Pathways

gtPathways Curriculum

gtPathways is a set of general education courses that the state guarantees to transfer to a public institution in the state of Colorado. The curriculum consists of **31 credit hours** of courses across **5 content areas** - Communications, Mathematics, Natural and Life Science, Social and Behavioral Sciences, and Arts and Humanities. The number of credits required in these areas differs with the various degree designations. Details are available on the specific program pages. Receiving institutions shall apply guaranteed general education courses to a student's general education or major requirements. Approved courses in gtPathways are not based on course equivalencies but meet content and competency criteria. Receiving institutions shall apply guaranteed general education courses to a student's general education or major requirements.

The gtPathways Program makes it possible for CNCC students to complete a core of general education curriculum requirements and be guaranteed transfer credit for these classes at Colorado's public four-year colleges and universities. Each Core course must be completed with a grade of "C" or better. Only courses taken after the Colorado Department of Higher Education approval date have transfer guarantees.

Keep in mind that it is always a good idea to check with the school you wish to attend, so you are clear about which credits will transfer beyond any that are guaranteed by the gtPathways transfer program or a statewide articulation agreement.

State approved core courses are indicated by **bold print**. State-approved elective courses are in plain lettering.

Statewide Transfer Articulation Agreements (Degrees with Designation)

The Colorado Community College System has entered into a series of agreements between Colorado's community/junior colleges and Colorado's public four-year colleges and universities of Colorado (**Adams State College, Colorado Mesa University (Mesa State) Colorado State University-Ft Collins, Colorado State University-Pueblo, Fort Lewis College, Metropolitan State College of Denver, University of Colorado at Boulder, University of Colorado at Colorado Springs, University of Colorado Denver, University of Northern Colorado, and Colorado Western State University**) on a guaranteed transfer curriculum. These agreements assure transferability of general education courses among Colorado's public colleges and universities, ensuring access to higher education to students who wish to meet the lower division general education requirements of most baccalaureate degrees at a local community college before continuing at a four-year college or university.

The purpose of statewide transfer articulation agreements is to identify the courses a student at a Colorado public community college must complete as part of an AA/AS degree to be guaranteed the ability to complete the designated baccalaureate degree program at any public four-year college and

university that offers that program within the minimum number of credits designated by the Colorado Commission on Higher Education. For more information about Statewide Transfer Articulation Agreements/Degrees with Designation please visit <http://highered.colorado.gov/Academics/Transfers/Students.html>

Students should check with a transfer coordinator and/or advisor with the school they wish to attend, so that they are clear about which credits will transfer beyond any that are guaranteed by the guaranteed transfer program or a statewide articulation agreement.

Part One-Guarantees

Students who complete an AA/AS degree **and** the prescribed curriculum in the articulation agreement **and** are admitted (with no academic deficiencies that require additional coursework) to a receiving institution participating in this agreement are guaranteed the following:

- Junior standing with no more than 60 remaining credits to meet the graduation requirements for a baccalaureate degree in the degree program covered by this articulation agreement.
- Completion of the receiving institution's lower division general education requirements as defined by the gtPathways curriculum.
- The same graduation requirements as students who begin and complete this degree program at the receiving institution.

Part Two-Limitations

Completion of the curriculum prescribed within this statewide articulation agreement does not guarantee admission to a participating receiving institution. Students must meet all admission and application requirements at the receiving institution including the submission of all required documentation by stated deadlines. Please note: students transferring to a University of Colorado institution (Boulder, Colorado Springs, Denver) must satisfy the CU System's MAPS (Minimum Academic Preparation Standards) requirement.

Only courses with grades of C- or higher are guaranteed to transfer.

Admission to a receiving institution does not guarantee enrollment in a specific degree program. Some programs at receiving institutions have controlled entry due either to space limitations or academic requirements.

The credit and course transfer guarantees described in this agreement apply to the specific degree program covered by this agreement. Receiving institutions will evaluate application of the courses designated in this agreement to other degree programs on a course-by-course basis.

Students who wish to use credits awarded by exam, such as AP (Advanced Placement), or IB (International Baccalaureate), to fulfill specific course requirements are responsible for consulting with the transfer institution to determine whether the credits they have been awarded by exam meet the standards of the receiving institution for specific course equivalents.

The receiving institution will accept all applicable credits earned within ten years of transfer to the receiving institution. Credits earned more than ten years earlier will be evaluated on a course-by-course basis.

All the courses a student needs to take in the discipline covered by this Articulation Agreement are listed in the Prescribed Curriculum. **Any additional courses taken in the discipline covered by this Agreement may not count toward the requirements of the major at the receiving institution.**

Students can avoid this problem by only taking the courses identified in the Prescribed Curriculum for the discipline or by consulting first with the receiving institution to assure that any additional courses they take in the discipline will count toward the major.

Because of the limitations above, students must consult with the Office of Admissions at the institution to which they are considering transferring. The Transfer Policy of the Colorado Department of Higher Education is available at: <http://higher.ed.colorado.gov/Academics/Transfers/Students.html>

Any additional limitations will be noted in each Statewide Transfer Articulation Agreement/Degree with Designation.

Transfer Academic Programs, including Degrees with Designation Offered at CNCC

Colorado Northwestern offers the courses necessary to complete the following designations on the campuses indicated:

Associate of Arts Degree (Craig and Rangely)

- Associate of Arts Degree Designation in Art History (Craig)
- Associate of Arts Degree Designation in Business (Craig)
- Associate of Arts Degree Designation in English (Craig)
- Associate of Arts Degree Designation in History (Craig and Rangely)
- Associate of Arts Degree Designation in Psychology (Craig and Rangely)
- Associate of Arts Degree Designation in Studio Art (Craig)

Associate of Science Degree (Craig and Rangely)

- Associate of Science Degree Designation in Agricultural Business (Rangely)
- Associate of Science Degree Designation in Animal Science (Rangely)
- Associate of Science Degree Designation in Biology (Rangely)
- Associate of Science Degree Designation in Psychology (Craig and Rangely)

Additional Degrees with Designation are available, but will require online course work or transfer credit to complete the degree. These can be found at

<http://higher.ed.colorado.gov/Academics/Transfers/Students.html>

Plans of study are CNCC recommended coursework designed for students preparing to pursue future education with a specific objective. Plans for the following programs can be found at

<http://www.cncc.edu/academics/arts-sciences/as-degrees/>:

- | | |
|-----------------------------------|------------------------|
| • Marine Science and Oceanography | • Pre Pharmacy |
| • Pre-Dental Hygiene | • Pre-Physical Therapy |
| • Pre-Medicine | • Pre-Sports Medicine |
| • Pre-Nursing | |

Transfer Agreements with Other Colleges

On behalf of our many students who wish to pursue advanced degrees, the Colorado Community College System provides additional transfer agreements with four-year institutions that include: American Public University System, Argosy University, Ashford University, Bellevue University, Capella University, Chadron State College, Colorado Christian University, Colorado Department of Corrections, Colorado Mesa University, Colorado State University (all campuses), Colorado Technical University, Columbia College, DeVry University, Drexel University, Fort Lewis College, Franklin University, Johnson and Wales University, Jones International University, Kaplan University, Metropolitan State University, Northcentral University, National American University, Northcentral University, NW Missouri State University, Regis University, Rocky Mountain College of Art + Design, Southern New Hampshire University, Strayer University, University of Colorado (all campuses), University of Denver Women's College, University of Montana, University of Phoenix, Webster University, Western Governors University, Western International University and Western State Colorado University. These agreements can be accessed at <https://www.cccs.edu/current-students/transfers-articulations/transfer-agreements-with-other-colleges/>.

State Guaranteed General Education Transfer Courses

This is not a comprehensive list of the State Guaranteed General Education Transfer Courses, rather a representation of classes that are either typically offered at CNCC or through online delivery. For a more comprehensive list, please visit:

<http://highered.colorado.gov/Academics/Transfers/gtPathways/Curriculum.html>

In the individual program worksheet, gtPathways courses are indicated in **BOLD** print. State-approved elective courses are in plain lettering.

State Guaranteed General Education Transfer Courses

Communication (CO1, CO2, CO3)

ENG 121	English Composition I (3)
ENG 122	English Composition II (3)
ENG 201	Writing for Public Discourse
HIS 265	Writing About History

Mathematics (MA1)

MAT 120	Mathematics for Liberal Arts (4)
MAT 121	College Algebra (4)
MAT 122	Trigonometry (3)
MAT 123	Finite Mathematics (4)
MAT 125	Survey of Calculus (4)
MAT 135	Introduction to Statistics (3)
MAT 155,156	Integrated Math I,II (3,3)
MAT 166	Pre-Calculus (5)
MAT 201,202,203	Calculus I,II,III (5,5,4)
MAT 215	Discrete Mathematics (4)

Arts & Humanities History

Art and Expression (AH1)

ART 110	Art Appreciation (3)
ART 111,112	Art History I, II (3,3)
ART 207	Art History 1900 to Present (3)
DAN 125	History of Dance I (3)
MUS 120	Music Appreciation (3)
MUS 121	Music History -MdvI - Classical (3)
MUS 122	Music History-Romantic -Prsnt (3)
MUS 123	Survey of World Music (3)
MUS 125	History of Jazz (3)
THE 105	Theatre Appreciation (3)
THE 108	Theatre Script Analysis (3)
THE 211,212	Development of Theatre I, II (3,3)
THE 215	Playwriting (3)

Literature and Humanities (AH2)

HUM 103	Introduction to Film Art (3)
HUM 115	World Mythology (3)
HUM 121	Humanities: Early Civilizations (3)
HUM 122	Humanities: Medieval to Modern (3)
HUM 123	Humanities: The Modern World (3)
LIT 115	Introduction to Literature (3)
LIT 201,202	World Literature I, II (3,3)
LIT 205	Ethnic Literature (3)
LIT 211	American Literature to Civil War (3)
LIT 212	American Lit After Civil War (3)

LIT 221	British Literature to 1770 (3)
LIT 222	British Literature Since 1770 (3)
LIT 225	Introduction to Shakespeare (3)
LIT 246	Literature of Women (3)
LIT 259	Survey of African American Lit (3)

Ways of Thinking (AH3)

PHI 111	Introduction to Philosophy (3)
PHI 112	Ethics (3)
PHI 113	Logic (3)
PHI 114	Comparative Religions (3)
PHI 205	Business Ethics (3)
PHI 214	Philosophy of Religion (3)
PHI 218	Environmental Ethics (3)
PHI 220	Philosophy of Death & Dying (3)

Foreign Languages (AH4)

FRE 211,212	French Language III, IV (3,3)
GER 211,212	German Language III,IV (3,3)
ITA 211,212	Italian Language III,IV (3,3)
JPN 211,212	Japanese Language III,IV
RUS 211,212	Russian Language III,IV (3,3)
SPA 211212	Spanish Language III,IV (3,3)

History (HI1)

HIS 101,102	Western Civilization I,II (3,3)
HIS 111,112	The World I, II (3,3)
HIS 121,122	U.S. History I, II (3,3)
HIS 205	Women in World History (3)
HIS 208	American Indian History (3)
HIS 215	Women in U.S. History (3)
HIS 218	History of Science & Tech (3)
HIS 225	Colorado History (3)
HIS 235	History of the American West (3)
HIS 236	U.S. History Since 1945 (3)
HIS 244	History of Latin America (3)
HIS 247	20 th Century World History (3)
HIS 255	The Middle Ages (3)

Social and Behavioral Sciences

Social & Behavioral Sciences

Economic or Political Systems (SS1)

AGE 102	Agriculture Economics (3)
ECO 101	Economics of Social Issues (3)
ECO 201	Principles of Macroeconomics (3)
ECO 202	Principles of Microeconomics (3)
POS 105	Introduction to Political Science (3)
POS 125	Am State and Local Govt (3)

POS 111	American Government (3)
POS 225	Comparative Government (3)
Geography (SS2)	
GEO 105	Geography (3)
GEO 106	Human Geography (3)
Human Behavior, Culture, or Social Frameworks (SS3)	
AGR 260	World Interdependence: Population & Food (3)
ANT 101	Cultural Anthropology (3)
ANT 107	Introduction to Archaeology (3)
ANT 215	Indians of No. America(3)
ETH 200	Introduction to Ethnic Studies (3)
JOU 105	Introduction to Mass Media (3)
PSY 101,102	General Psychology I, II (3,3)
PSY 205	Psychology of Gender (3)
PSY 217	Human Sexuality (3)
PSY 226	Social Psychology (3)
PSY 227	Psychology of Death and Dying (3)
PSY 235	Human Growth & Development (3)
PSY 238	Child Development (3)
PSY 249	Abnormal Psychology (3)
SOC 101,102	Sociology I, II (3,3)
SOC 205	Sociology of Family Dynamics (3)
SOC 215	Contemporary Social Problems (3)
SOC 216	Sociology of Gender (3)
SOC 231	Sociology of Deviant Behavior (3)
SOC 237	Sociology of Death and Dying (3)
Natural and Physical Sciences (SC1)	
AGY 240	Introductory Soil Science (4)
ANT 111	Biological Anthropology (4)
AST 101,102	Astronomy I, II (3,3)
BIO 104	Biology: A Human Approach (4)
BIO 105	Science of Biology (4)
BIO 111,112	General College Biology I, II (5,5)
BIO 201,202	Anatomy & Physiology I, II (4,4)
BIO 204	Microbiology (4)
BIO 208	General College Microbiology
CHE 101,102	Introduction to Chemistry I,II (5,5)
CHE 111,112	General College Chemistry I,II (5,5)
ENV 101	Environmental Science (4)
GEO 111	Physical Geography-Landforms
GEY 111	Physical Geology w/Lab (4)
GEY 112	Historical Geology w/Lab (4)
MET 150	General Meteorology (4)
NRE 251	General Oceanography I (4)
PHY 105	Conceptual Physics w/Lab (4)

PHY 111,112	Physics: Algebra Based I,II (5,5)
PHY 211,212	Physics: Calculus Based I,II (5,5)
Natural and Physical Sciences (SC2)	
ENV 110	Natural Disasters (3)

Approved Electives for Associate of Science Degree

AGY, AST, BIO, CHE, CIS (118, 124), CSC, ENV, GIS, GEY, MAT (121 or higher), PED (2 credits maximum), PHY, SCI

A maximum of 6 credit hours from the following:

AAA,AGY,ANT,ART,ASC100,102,BUS115,215,217, 226,CIS118,124,COM,CRJ110,220,ECO, EDU221,ENG(121 or higher),GIS,HIS,HPE, HPR102,178,217,HUM100,237,ITA,JOU,JPN, LIT,MAN226,MAT217,MAT(120 or higher), MUS,NRE,PED(2 max),OUT,PHI,PHY,POS, PSY,REC, RUS,SOC,SPA,THE

Approved Electives for Associate of Arts Degree

AAA,ANT, ART, BIO, BUS 115, CHE, CIS 118, COM, ECO, ENG (121 or higher), FRE, FVM, GEO, GER, GEY, HIS, HUM, HWE 100, HWE 129, ITA, JOU, JPN, LIT, MAT (120 or higher), MUS, NRE 102, PHI, PHY, POS, PSY, RUS, SOC, SPA, THE

A maximum of 8 credit hours from the following:

ACC 121,122; AGY,ASC 100,102 BUS 216, 217, 226; CAD 101, 110, 233; CIS 124; EDU 221; GIS, HPE, HPR 102, 178, 217; HWE; MAN 226; MAR 216; NRE, PED (2 credit maximum), OUT,REC



GENERAL EDUCATION AND TRANSFER Associate of Arts

Credits		Course Number
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> CO1: English Composition I CO2: English Composition II	ENG 121 ENG 122
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking Interpersonal Communication	COM 115 COM 125
<u>3</u>	<u>Mathematics (must be gtPathways approved) – 3 Credits</u> MA1: Math for Liberal Arts (MAT 120) or higher	MAT _____
<u>6</u>	<u>Arts & Humanities (must be gtPathways approved) – 6 Credits</u> <u>from two different areas</u> AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212; AH2: HUM115,121,122,123; LIT115,201,202,205,211,212,221,222,225; AH3: PHI 111,112,113,114,214, 218; AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212	AH __ ____ AH __ ____
<u>3</u>	<u>History (must be gtPathways approved)– 3 Credits</u> H11: HIS 101,102,111,112,121,122,225,236	HIS _____
<u>6</u>	<u>Social & Behavioral Science (must be gtPathways approved from 2</u> <u>different areas) – 6 Credits</u> SS1: ECO 201,202; POS 105,111,205,225; SS2: GEO 105,106; SS3: ANT 101,107,111; PSY 101,102,205,217,226,227,235,238,249; SOC 101,102,205,215,216,231,237	SS __ ____ SS __ ____
<u>3</u>	<u>Student Option – Choose 1 Course – 3 Credits</u> Choose one additional gtPathways course from one of the following areas: AH1,AH2,AH3,AH4,H1,SS1,SS2,SS3	_____
<u>7</u>	<u>Natural & Physical Science (must be gtPathways approved) – 7 Credits</u> SC1: AGY 240; AST 101,102; BIO 105,111,112,201,202,204; CHE 101,102,105,111,112; ENV 101; GEY 111,112; MET 150; NRE 251; PHY 105,111,112,211,212; SCI 155,156	SC1 _____ SC1 _____
<u>23</u>	<u>Electives – 23 Credits</u> The elective credits may be chosen from the State Guaranteed General Education Transfer courses listed in this catalog or from any of the following courses: AAA,ANT, ART, BIO, BUS 115, CHE, CIS 118, COM, ECO, ENG (121 or higher), FRE, FVM, GEO, GER, GEY, HIS, HUM, HWE 100, HWE 129, ITA, JOU, JPN, LIT, MAT (120 or higher), MUS, NRE 102, PHI, PHY, POS, PSY, RUS, SOC, SPA, THE <u>A Maximum of 8 credit hours from the following:</u> ACC 121,122; AGY,ASC 100,102 BUS 216, 217, 226; CAD 101, 110, 233; CIS 124; EDU 221; GIS, HPE, HPR 102, 178, 217; HWE; MAN 226; MAR 216; NRE, PED (2 credit maximum), OUT,REC	
60	Total Required Credits	

gtPathways courses are indicated in **BOLD** print

**Associate of Arts
Degree Path in Art History**

Credits		Course Number
<u>6</u>	<u>Written Communication (must be qtPathways approved) – 6 Credits</u> CO1: English Composition I CO2: English Composition II or English Composition II and a qtPathways- approved CO3 course ENG 201 or HIS 265	ENG 121 ENG 122 or ENG 122 and ENG 201 or HIS 265
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking or Interpersonal Communications	COM 115 or COM 125
<u>3</u>	<u>Mathematics (must be qtPathways approved) – 3 Credits</u> MA1: Math for Liberal Arts (120) or higher	MAT_____
<u>6</u>	<u>Arts & Humanities (must be qtPathways approved)– (Choose 2 Courses)</u> AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212; AH2: HUM115,121,122,123; LIT115,201,202,205,211,212,221,222,225; AH3: PHI 111,112,113,114,214,218; AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212	AH_ _____ AH_ _____ AH_ _____
<u>6</u>	<u>Social & Behavioral Science (must be qtPathways approved) – 6 Credits</u> SS1: ECO 201,202; POS 105,111,205,225; SS2: GEO 105,106; SS3: ANT 101,107,111; PSY 101,102,205,217,226,227,235,238,249; SOC 101,102,205,215,216,231,237	SS_ ____ SS_ ____
<u>3</u>	<u>History (must be qtPathways approved) – 3 Credits</u> HI1: HIS 101,102,111,112,121,122,225,236	HIS____
<u>7</u>	<u>Natural & Physical Science (must be qtPathways approved) – 7 Credits</u> SC1: AGY 240; AST 101,102; BIO 105,111,112,201,202,204; CHE 101,102,105,111,112; ENV 101; GEY 111,112; MET 150; NRE 251; PHY 105,111,112,211,212; SCI 155,156	SC1 ____ SC1 ____
<u>18</u>	<u>Specialized Course Requirements – 18 Credits</u> Art History: Ancient to Medieval Art History: Renaissance to Modern Drawing I Visual Concepts 2-D Design Visual Concepts 3-D Design Art History: 1900 to Present	ART 111 ART 112 ART 121 ART 131 ART 132 ART 207

Please note: If these credits are *not* required for the major at a receiving 4-year institution, they will be applied to the Bachelor's degree as elective credit towards graduation. Please check with the receiving institution to determine in which way these courses will be applied.

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8 Electives-8 Credits

The elective credits may be chosen from the State Guaranteed General Education Transfer courses listed in this catalog or from any of the following courses:

AAA, ACC 121,122;AGY,ANT,ART,ASC100,102,BIO,BUS 115, 216,217,226; CAD 101, 110, 233;CHE,CIS 118,124,COM, ECO,EDU 221, ENG (120 or higher), FRE, GEO, GER,GEY,GIS,HIS,HPE,HPR 102,178,217, HUM,HWE 100, 237,ITA,JOU,JPN, LIT, MAT(120 or higher),MUS, NRE,PED (2 credit maximum), OUT, PHI, PHY, PSY, RUS, SCI, SOC,SPA,THE, REC

60 Total Required Credits

gtPathways courses are indicated in **BOLD** print

Please note:

Students planning to transfer to CSU-FC will be required to complete a 200-level foreign language for completion of the BA in Art – Art History. Students will be expected to be prepared upon completion of the associate's degree to take an intermediate foreign language or be able to pass the CSU-FC Foreign Language placement exam at the sophomore level. It may not be possible to complete the BA in Art – Art History concentration in two years without this prior foreign language competency.

Associate of Arts Degree Path in Business

*Will require classes to be taken either through CCCOnline or through reverse transfer to complete degree

Credits		Course Number
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> CO1: English Composition I CO2: English Composition II	ENG 121 ENG 122
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking	COM 115
<u>8</u>	<u>Mathematics – 8 Credits</u> MA1: College Algebra or Finite Mathematics Survey of Calculus or higher level Calculus course	MAT121,123 MAT 125,___
<u>6</u>	<u>Arts & Humanities (must be gtPathways approved) – 6 Credits</u> AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212; AH2: HUM115,121,122,123; LIT115,201,202,205,211,212,221,222,225; AH3: PHI 111,112,113,114,214,218; AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212	AH ___ AH ___
<u>6</u>	<u>Social & Behavioral Sciences(must be gtPathways approved) – 6 credits</u> Macroeconomics Microeconomics	ECO 201 ECO 202
<u>3</u>	<u>History (must be gtPathways approved)– 3 Credits</u> HI1: HIS 101,102,111,112,121,122,225,236	HIS ___
<u>8</u>	<u>Natural & Physical Science(must be gtPathways approved) -(Choose 2)</u> – 8 Credits SC1: AGY 240; AST 101,102; BIO 105,111,112,201,202,204; CHE 101,102,105,111,112; ENV 101; GEY 111,112; MET 150; NRE 251; PHY 105,111,112,211,212; SCI 155,156	SC1 ___ SC1 ___
	<u>Specialized Course Requirements – 20 Credits</u>	
4	Accounting Principles I	ACC 121
4	Accounting Principles II	ACC 122
3	Introduction to Business	BUS 115
3	Legal Environment of Business	BUS 216
3	Business Communication & Report Writing	BUS 217
3	Business Statistics	BUS 226
60	Total Required Credits	

gtPathways courses are indicated in **BOLD** print

Associate of Arts Degree Path in English

Credits		Course Number
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> CO1: English Composition I CO2: English Composition II	ENG 121 ENG 122
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking, or Interpersonal Communication, or Organizational Communication	COM 115 COM 125 COM 225
<u>3</u>	<u>Mathematics (must be gtPathways approved) – 3 Credits</u> MA1: Math for Liberal Arts (MAT 120) or higher (not 155 or 156)	MAT _____
<u>9</u>	<u>Arts & Humanities (must be gtPathways approved) – 9 Credits</u> <u>(cannot come from AH2)</u> AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212; AH3: PHI 111,112,113,114,214, 218; AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212	AH __ ____ AH __ ____
<u>3</u>	<u>History (must be gtPathways approved)– 3 Credits</u> H11: HIS 101,102,111,112,121,122,225,236	HIS _____
<u>6</u>	<u>Social & Behavioral Science (must be gtPathways approved 6 Credits</u> SS1: ECO 201,202; POS 105,111,205,225; SS2: GEO 105,106; SS3: ANT 101,107,111; PSY 101,102,205,217,226,227,235,238,249; SOC 101,102,205,215,216,231,237	SS __ ____ SS __ ____
<u>7</u>	<u>Natural & Physical Science (must be gtPathways approved) – 7 Credits</u> SC1: AGY 240; AST 101,102; BIO 105,111,112,201,202,204; CHE 101,102,105,111,112; ENV 101; GEY 111,112; MET 150; NRE 251; PHY 105,111,112,211,212; SCI 155,156	SC1 _____ SC1 _____
<u>15</u>	<u>Additional Course Requirements – 15 Credits</u> Five gtPathways Arts & Humanities <i>Literature</i> courses within the GT-AH2 category (4 courses must be at the 200-level) AH2: LIT	LIT _____ LIT 2 _____ LIT 2 _____ LIT 2 _____ LIT 2 _____
<u>8</u>	<u>Electives – 8 Credits</u> The elective credits may be chosen from the State Guaranteed General Education Transfer courses listed in this catalog or from any of the following courses: <i>ENG 221 (recommended),</i> AAA,ACC121,122,AGY,ASC100,102,ANT,ART,BIO,BUS115,216,217, 226,CAD101,110,233,CHE,CIS118,COM,ECO,EDU221,ENG(121or higher),FRE,FVM,GEO,GER,GEY,GIS,HIS,HPE,HPR102,178,217,HUM, HWE100,HWE129,ITA,JOU,JPN,LIT,MAT(120 or higher),MUS,NRE102, OUT,PED(2 credit maximum),PHI,PHY,POS,PSY,REC,RUS,SOC,SPA, THE	
60	Total Required Credits gtPathways courses are indicated in BOLD print	

Associate of Arts Degree Path in History

Credits		Course Number
<u>6</u>	<u>Written Communication (must be qtPathways approved) – 6 Credits</u> CO1: English Composition I CO2: English Composition II or English Composition II and a qtPathways- approved CO3 course ENG 201 or HIS 265	ENG 121 ENG 122 or ENG 122 and ENG 201 or HIS 265
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking or Interpersonal Communications	COM 115 or COM 125
<u>3</u>	<u>Mathematics (must be qtPathways approved) – 3 Credits</u> MA1: Math for Liberal Arts (120) or higher (excluding Integrated Math I & II)	MAT _____
<u>9</u>	<u>Arts & Humanities (must be qtPathways approved)– (Choose 2 Courses)</u> AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212; AH2: HUM115,121,122,123; LIT115,201,202,205,211,212,221,222,225; AH3: PHI 111,112,113,114,214,218; AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212	AH _____ AH _____ AH _____
<u>6</u>	<u>Social & Behavioral Science (must be qtPathways approved) – 6 Credits</u> SS1: ECO 201,202; POS 105,111,205,225; SS2: GEO 105,106; SS3: ANT 101,107,111; PSY 101,102,205,217,226,227,235,238,249; SOC 101,102,205,215,216,231,237	SS _____ SS _____
<u>3</u>	<u>History (must be qtPathways approved) – 3 Credits</u> HI1: HIS 101 or HI1: HIS 111	HIS _____
<u>7</u>	<u>Natural & Physical Science (must be qtPathways approved) – 7 Credits</u> SC1: AGY 240; AST 101,102; BIO 105,111,112,201,202,204; CHE 101,102,105,111,112; ENV 101; GEY 111,112; MET 150; NRE 251; PHY 105,111,112,211,212; SCI 155,156	SC1 _____ SC1 _____
<u>12</u>	<u>Specialized Course Requirements – 12 Credits</u> Western Civilization 1650 - Present (HIS 102) or The World 1500 – Present (HIS 112) US History to Reconstruction US History Since the Civil War Choose 1 additional History course (HI1)	HIS _____ HIS 121 HIS 122 HIS _____

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11 Electives – 11 Credits

The elective credits may be chosen from the State Guaranteed General Education Transfer courses listed in this catalog or from any of the following courses:

AAA,ACC121,122;AGY,ANT,ART,ASC100,102,BIO,BUS115, 216,217, 226;CAD 101,110,233;CHE,CIS118,124,COM,ECO,EDU221,ENG(120 or higher), FRE,GEO,GER,GEY,GIS,HIS,HPE,HPR102,178,217, HUM, HWE100,237,ITA,JOU,JPN,LIT,MAT(120or higher),MUS,NRE,PED (2 credit maximum),OUT,PHI,PHY,PSY,REC,RUS,SCI,SOC,SPA,THE,

60 **Total Required Credits**

gtPathways courses are indicated in **BOLD** print

****Students planning to transfer to University of Colorado at Boulder must take either HIS 101 or HIS 102 to fulfill this requirement.**

*****Students planning to transfer to CSU-Ft. Collins are advised to complete at least two semesters of one college level foreign language.**

Associate of Arts Degree Path in Psychology

Credits		Course Number
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> CO1: English Composition I CO2: English Composition II <u>or</u> CO2: English Composition II and a gtPathways- approved CO3 course ENG 201 <u>or</u> HIS 265	ENG 121 ENG 122 <u>or</u> ENG 122 <u>and</u> ENG 201 <u>or</u> HIS 265
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking <u>or</u> Interpersonal Communication	COM 115 COM 125
<u>3</u>	<u>Mathematics (must be gtPathways approved) – 4 Credits</u> MA1: College Algebra	MAT 121
<u>9</u>	<u>Arts & Humanities (must be gtPathways approved) (choose from at least 2 categories) – 9 Credits</u> AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212; AH2: HUM115,121,122,123; LIT115,201,202,205,211,212,221,222,225; AH3: PHI 111,112,113,114,214,218; AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212	AH_ _____ AH_ _____ AH_ _____
<u>3</u>	<u>History(must be gtPathways approved) – 3 Credits</u> HI1: HIS 101,102,111,112,121,122,225,236	HIS _____
<u>6</u>	<u>Social & Behavioral Science (must be gtPathways approved) – 6 Credits</u> SS1: ECO 201,202; POS 105,111,205,225; SS2: GEO 105,106; SS3: ANT 101,107,111; PSY 205,217,226,227,235,238,249; SOC 101,102,205,215,216,231,237	SS_ _____ SS_ _____
<u>7</u>	<u>Natural & Physical Science(must be gtPathways approved) – 7-8 Credits</u> Choose 1 gtPathways Biology Course (SC1) and choose 1 course from the following: AGY 240; AST 101,102; BIO 105,111,112,201,202,204; CHE 101,102,105,111,112; ENV 101; GEY 111,112; MET 150; NRE 251; PHY 105,111,112,211,212; SCI 155,156	BIO _____ SC1_____
<u>15</u>	<u>Specialized Course Requirements – 15 Credits</u> General Psychology I General Psychology II Choose 3 additional PSY courses (must be gtPathways)	PSY 101 PSY 102 PSY _____
<u>8</u>	<u>Electives – 8 Credits</u> The elective credits may be chosen from the State Guaranteed General Education Transfer courses listed in this catalog or from any of the following courses: AAA, ACC 121,122;AGY,ANT,ART,ASC100,102,BIO,BUS 115, 216,217,226; CAD 101,110, 233;CHE,CIS 118,124,COM, ECO,EDU 221,ENG (120 or higher), FRE, GEO, GER,GEY,GIS,HIS, HPE, HPR 102,178,217;HUM,HWE100, 129,ITA,JOU,JPN, LIT, MAT(120 or higher),MUS,NRE,PED (2 credit maximum), OUT,PHI,PHY, PSY,REC,RUS,SCI, SOC,SPA,THE	
60	Total Required Credits	

gtPathways courses are indicated in **BOLD** print

Associate of Arts Degree Path in Studio Art

Credits		Course Number
<u>6</u>	<u>Written Communication (must be qtPathways approved) – 6 Credits</u> CO1: English Composition I CO2: English Composition II <u>or</u> English Composition II and a qtPathways- approved CO3 course ENG 201 or HIS 265	ENG 121 ENG 122 <u>or</u> ENG 122 <u>and</u> ENG 201 <u>or</u> HIS 265.
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking	COM 115
<u>3</u>	<u>Mathematics (must be qtPathways approved) – 3 Credits</u> MA1: Math for Liberal Arts or higher	MAT ____
<u>6</u>	<u>Arts & Humanities (must be qtPathways approved)– 6 credits</u> <i>(cannot be from AH1 category)</i> AH2: HUM115,121,122,123; LIT115,201,202,205,211,212,221,222,225; AH3: PHI 111,112,113,114,214,218; AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212	AH_ ____ AH_ ____ AH_ ____
<u>6</u>	<u>Social & Behavioral Science (must be qtPathways approved) – 6 Credits</u> SS1: ECO 201,202; POS 105,111,205,225; SS2: GEO 105,106; SS3: ANT 101,107,111; PSY 101,102,205,217,226,227,235,238,249; SOC 101,102,205,215,216,231,237	SS_ ____ SS_ ____
<u>3</u>	<u>History (must be qtPathways approved) – 3 Credits</u> HI1: HIS 101,102,111,112,121,122,225,236	HIS ____
<u>7</u>	<u>Natural & Physical Science (must be qtPathways approved) – 7 Credits</u> SC1: AGY 240; AST 101,102; BIO 105,111,112,201,202,204; CHE 101,102,105,111,112; ENV 101; GEY 111,112; MET 150; NRE 251; PHY 105,111,112,211,212; SCI 155,156	SC1 ____ SC1 ____
<u>21</u>	<u>Specialized Course Requirements – 21 Credits</u> Art History: Ancient to Medieval Art History: Renaissance to Modern Drawing I Visual Concepts 2-D Design Visual Concepts 3-D Design Drawing II <u>or</u> Figure Drawing I Any three-credit STUDIO ART course	ART 111 ART 112 ART 121 ART 131 ART 132 ART 221 ART 128 ART ____

Please note: If these credits are *not* required for the major at a receiving 4-year institution, they will be applied to the Bachelor's degree as elective credit towards graduation. Please check with the receiving institution to determine in which way these courses will be applied.

5 Electives- 5 Credits

The elective credits may be chosen from the State Guaranteed General Education Transfer courses listed in this catalog or from any of the following courses:

AAA, ACC 121,122;AGY,ANT,ART,ASC100,102,BIO,BUS115,216,217, 226; CAD 101, 110, 233;CHE,CIS 118,124,COM, ECO,EDU 221, ENG (120 or higher), FRE, GEO, GER,GEY,GIS,HIS,HPE,HPR 102,178,217, HUM,HWE 100, 237,ITA,JOU,JPN, LIT, MAT(120 or higher),MUS, NRE,PED (2 credit maximum), OUT, PHI, PHY, PSY, RUS, SCI, SOC,SPA,THE, REC

60 Total Required Credits

Please note: Students planning to transfer to CSU-FC will be required to complete a 200-level foreign language for completion of the BA in Art – Art History. Students will be expected to be prepared upon completion of the associate's degree to take an intermediate foreign language or be able to pass the CSU-FC Foreign Language placement exam at the sophomore level. It may not be possible to complete the BA in Art – Art History concentration in two years without this prior foreign language competency.

Associate of Science

Credits		Course Number
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> CO1: English Composition I CO2: English Composition II	ENG 121 ENG 122
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking or Interpersonal Communication or Intercultural Communication	COM 115 or COM 125 or COM 220
<u>3</u>	<u>Mathematics (must be gtPathways approved)– 3 Credits</u> MA1: College Algebra or College Trigonometry or Pre-Calculus or Calculus I or higher MA1 course	MAT _____
<u>6</u>	<u>Arts & Humanities (must be gtPathways approved)(Choose from 2 different areas) – 6 Credits</u> AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212; AH2: HUM115,121,122,123;LIT115,201,202,205,211,212,221,222,225; AH3: PHI 111,112,113,114,214,218; AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212	AH _ _____ AH _ _____
<u>3</u>	<u>History (must be gtPathways approved) – 3 Credits (Choose 1 Course)</u> HI1: HIS101,102,111,112,121,122,225,236	HIS _____
<u>6</u>	<u>Social & Behavioral Science (Choose from 2 different areas) – 6 Credits</u> HI1: HIS 101,102,111,112,121,122,225,236 SS1: ECO 201,202; POS 105,111,205,225; SS2: GEO 105,106; SS3: ANT 101,107,111; PSY 101,102,205,217,226,227,235,238,249; SOC 101,102,205,215,216,231,237	_____ SS _ _____
<u>12</u>	<u>Natural & Physical Science(must be gtPathways approved)(Must take one 2- lab course sequence) – 12 Credits</u> SC1: AGY 240; AST 101,102; BIO 105,111,112,201,202,204; CHE 101,102,105,111,112; ENV 101; GEY 111,112; MET 150; NRE 251; PHY 105,111,112,211,212;	SC1 101 & 102 or SC1 111 & 112 SC1 _____
<u>21</u>	<u>Electives - 21 Credits</u> <u>Minimum of 15 hours from the following:</u> AST 101,102; BIO(105or higher) CHE ,ENV 101; GEY, MAT(121 or higher), NRE 251,PHY <u>Maximum of 6 hours from the following:</u> AAA,AGY,ANT,ART,ASC100,102,BUS115,216,217,226; CIS118,124;COM, CRJ110,220,ECO,EDU221,ENG(123 or higher) GIS, HIS, HPE,HPR102, 178, 217; HUM, HWE 100, 237; ITA, JOU, JPN, LIT, MAN 226, MAR 217, MAT (120 or higher), MUS, NRE, PED (2 max), OUT, PHI, PHY POS, PSY, REC, RUS, SOC, SPA, THE	
60	Total Required Credits gtPathways courses are indicated in BOLD print	

**Associate of Science
Degree Path Agricultural Business**

Credits		Course Number
<u>3</u>	Introduction to PC Applications	CIS 118
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> CO1: English Composition I CO2: English Composition II <u>or</u> CO2: English Composition II and a gtPathways- approved CO3 course ENG 201 <u>or</u> HIS 265	ENG 121 ENG 122 <u>or</u> ENG 122 <u>and</u> ENG 201 <u>or</u> HIS 265
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking	COM 115
<u>7</u>	<u>Mathematics (must be gtPathways approved)– 7 Credits</u> MA1: College Algebra or Survey of Calculus or higher calculus MA1: Introduction to Statistics	MAT _____ MAT 135
<u>6</u>	<u>Arts & Humanities (must be gtPathways approved)– 6 Credits</u> AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212; AH2: HUM121,122,123;LIT115,201,202,205,211,212,221,222,225; AH3: PHI 111,112,113,114,214,218; AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212	AH_ _____ AH_ _____
<u>3</u>	<u>History (must be gtPathways approved) – 3 Credits (Choose 1 Course)</u> HI1: HIS101,102,111,112,121,122,225,236	HIS _____
<u>9</u>	<u>Social & Behavioral Science – 9 Credits</u> Agriculture Economics World Interdependence: Population and Food Principles of Macroeconomics	AGE 102 AGR 260 ECO 201
<u>10</u>	<u>Natural & Physical Science – 10 Credits</u> General College Biology I Introduction to Chemistry I <u>or</u> Fundamentals of Chemistry <u>or</u> General College Chemistry I	BIO 111 CHE 101 <u>or</u> CHE 107 <u>or</u> CHE 111
<u>13</u>	<u>Specialized Course Requirements - 13 Credits(must choose a minimum of 6 credits from AGE prefix) **</u> ACC 121, AGE 205, AGE 208, AGE 210, AGY 100, AGY 240, ASC 100, ASC 225, ASC 230, ASC 250,ASC 288,MAT 125, RAM 205	
60	Total Required Credits	

gtPathways courses are indicated in **BOLD** print

****If these credits are not required for the major at a receiving 4-year institution, they will be applied to the Bachelor's degree as elective credits towards graduation. Please check with the receiving institution to determine in which way these courses will be applied.**

Associate of Science Degree Path Animal Science

Credits		Course Number
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> CO1: English Composition I CO2: English Composition II <u>or</u> CO2: English Composition II and a gtPathways- approved CO3 course ENG 201 <u>or</u> HIS 265	ENG 121 ENG 122 <u>or</u> ENG 122 <u>and</u> ENG 201 <u>or</u> HIS 265
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking	COM 115
<u>4</u>	<u>Mathematics (must be gtPathways approved)– 4 Credits</u> MA1: College Algebra or Survey of Calculus or higher calculus	MAT _____
<u>6</u>	<u>Arts & Humanities (must be gtPathways approved – 6 Credits</u> AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212; AH2: HUM 121,122,123; LIT 115,201,202,205,211,212,221,222,225; AH3: PHI 111,112,113,114,214,218; AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212	AH_ _____ AH_ _____
<u>3</u>	<u>History (must be gtPathways approved) – 3 Credits (Choose 1 Course)</u> HI1: HIS101,102,111,112,121,122,225,236	HIS _____
<u>6</u>	<u>Social & Behavioral Science – 6 Credits</u> Agriculture Economics World Interdependence: Population and Food	AGE 102 AGR 260
<u>10</u>	<u>Natural & Physical Science – 10 Credits</u> General College Biology I Introduction to Chemistry I <u>or</u> Fundamentals of Chemistry <u>or</u> General College Chemistry I	BIO 111 CHE 101 <u>or</u> CHE 107 <u>or</u> CHE 111
<u>15</u>	<u>Specialized Course Requirements - 15 Credits **</u> Animal Science Feeds & Feeding Farm Animal Anatomy & Physiology Live Animal and Carcass Evaluation Livestock Practicum	ASC 100 ASC 225 ASC 230 ASC 250 ASC 288
<u>7</u>	<u>Electives - 7 Credits (Select a minimum of 7 credits from the following:)</u> ACC 121, AGE 205, AGE 208, AGE 210, CHE 112, CHE 205 or CHE 211, CIS 118, ECO 201, RAM 205	
60	Total Required Credits	

gtPathways courses are indicated in **BOLD** print

****If these credits are not required for the major at a receiving 4-year institution, they will be applied to the Bachelor's degree as elective credits towards graduation. Please check with the receiving institution to determine in which way these courses will be applied.**

Associate of Science Degree Path in Biology

Credits		Course Number
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> CO1: English Composition I CO2: English Composition II or CO2: English Composition II and a gtPathways- approved CO3 course	ENG 121 ENG 122 ENG ____
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking or Interpersonal Communications	COM 115 or COM 125
<u>5</u>	<u>Mathematics – 5 Credits</u> MA1: Calculus	MAT 201
<u>6</u>	<u>Arts & Humanities (must be gtPathways approved)(Choose from 2 different areas) – 6 Credits</u> AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212; AH2: HUM115,121,122,123;LIT115,201,202,205,211,212,221,222,225; AH3: PHI 111,112,113,114,214,218; AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212	AH_ ____ AH_ ____
<u>3</u>	<u>History (must be gtPathways approved) – 3 Credits (Choose 1 Course)</u> HI1: HIS101,102,111,112,121,122,225,236	HIS ____
<u>6</u>	<u>Social & Behavioral Science (Choose from 2 different areas) – 6 Credits</u> HI1: HIS 101,102,111,112,121,122,225,236 SS1: ECO 201,202; POS 105,111,205,225; SS2: GEO 105,106; SS3: ANT 101,107,111; PSY 101,102,205,217,226,227,235,238,249; SOC 101,102,205,215,216,231,237	____ ____ SS_ ____
<u>10</u>	<u>Natural & Physical Science(must be gtPathways approved)(Must take one 2- lab course sequence) – 12 Credits</u> General College Biology I General College Chemistry II	BIO 111 CHE 111
<u>20</u>	<u>Additional Required Courses – 20 credits</u> General College Biology II General College Chemistry II Physics Algebra-Based I/Lab Physics Algebra-Based II/Lab	BIO 112 CHE 112 PHY 111 PHY 112
<u>1</u>	<u>Electives – 1 credits</u> AAA, AGY, ANT, ART, AST, BIO,CHE, CIS 118,124; COM, ECO, EDU 221, ENG (121 or higher), ENV, GEY, GIS, HIS, HPE,HPR, HUM, HWE 100, 237; ITA, JOU, JPN, LIT, MAT (120 or higher), MUS, NRE, PED (2 max), OUT, PHI, PHY POS, PSY, REC, RUS, SOC, SPA, THE	
60	Total Required Credits gtPathways courses are indicated in BOLD print	

**Associate of Science
Recommended Plan of Study
Marine Science & Oceanography**

Credits		Course Number
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> CO1: English Composition I CO2: English Composition II	ENG 121 ENG 122
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking	COM 115
<u>3</u>	<u>Mathematics (must be gtPathways approved)– 3 Credits</u> MA1: College Algebra or College Trigonometry or Pre-Calculus or Calculus I or higher MA1 course	MAT _____
<u>6</u>	<u>Arts & Humanities (must be gtPathways approved)(Choose from 2 different areas) – 6 Credits</u> AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212; AH2: HUM 121,122,123; LIT 115,201,202,205,211,212,221,222,225; AH3: PHI 111,112,113,114,214,218; AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212	AH_ _____ AH_ _____
<u>3</u>	<u>History (must be gtPathways approved) – 3 Credits (Choose 1 Course)</u> HI1: HIS101,102,111,112,121,122,225,236	HIS _____
<u>6</u>	<u>Social & Behavioral Science (Choose from 2 different areas) – 6 Credits</u> SS1: ECO 201,202; POS 105,111,205,225; SS2: GEO 105,106; SS3: ANT 101,107,111; PSY 101,102,205,217,226,227,235,238,249; SOC 101,102,205,215,216,231,237	SS_ _____ SS_ _____
<u>24</u>	<u>Natural & Physical Science– 24 Credits</u> General College Biology I General College Biology II General College Chemistry I General College Chemistry II General Oceanography I	BIO 111 BIO 112 CHE 111 CHE 112 NRE 251
<u>9</u>	<u>Electives – Choose 9 Credits minimum</u>	
4	Physical Geology	GEY 111
4	Environmental Science	ENV 101
5	Physics: Algebra based I	PHY 111
5	Physics: Algebra based II	PHY 112
1	Scuba Diving	OUT 201
1	Open Water Diver	OUT 202
60	Total Required Credits	

gtPathways courses are indicated in **BOLD** print

Associate of Science Degree Path in Psychology

Credits		Course Number
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> CO1: English Composition I CO2: English Composition II or CO2: English Composition II and a gtPathways- approved CO3 course ENG 201 or HIS 265	ENG 121 ENG 122 or ENG 122 and ENG 201 or HIS 265
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking or Interpersonal Communication	COM 115 COM 125
<u>4</u>	<u>Mathematics (must be gtPathways approved) – 4 Credits</u> College Algebra	MAT 121
<u>9</u>	<u>Arts & Humanities (must be gtPathways approved) – 9 Credits</u> Introduction to Philosophy Ethics Six additional credits from at least 2 different categories of gtPathways AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212; AH2: HUM 121,122,123; LIT 115,201,202,205,211,212,221,222,225; AH3: PHI 111,112,113,114,214,218; AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212	PHI 111 or PHI 112 and AH_ ____ AH_ ____
<u>3</u>	<u>History(must be gtPathways approved)(Choose one class) – 3 Credits</u> HI1: HIS 101,102,111,112,121,122,225,236	HIS ____
<u>6</u>	<u>Social & Behavioral Science(must be gtPathways approved) – 6 Credits</u> SS1: ECO 201,202; POS 105,111,205,225; SS2: GEO 105,106; SS3: ANT 101,107,111; PSY 205,217,226,227,235,238,249; SOC 101,102,205,215,216,231,237	SS_ ____ SS_ ____
<u>10</u>	<u>Natural & Physical Science – 10 Credits</u> General College Biology I General College Chemistry I	BIO 111 CHE 111
<u>6</u>	<u>Specialized Course Requirements – 18 Credits</u> General Psychology I General Psychology II	PSY 101 PSY 102
<u>13</u>	<u>Electives – 13 Credits</u> The elective credits may be chosen from the State Guaranteed General Education Transfer courses listed in this catalog or from any of the following courses: AAA, ACC 121,122;AGY,ANT,ART,ASC100,102,BIO,BUS 115, 216,217,226; CAD 101, 110, 233;CHE,CIS 118,124,COM, ECO,EDU 221, ENG (120 or higher),FRE, GEO, GER,GEY,GIS,HIS,HPE, HPR 102,178,217;HUM,HWE 100, 237,ITA,JOU,JPN, LIT, MAT(120 or higher),MUS,NRE,OUT,PED (2 credit maximum),PER, PHI,PHY,PSY,REC,RUS,SCI, SOC,SPA,THE	
60	Total Required Credits	

gtPathways courses are indicated in **BOLD** print

Students planning to transfer to University of Colorado Denver should complete both two-semester sequences of BIO 111 & BIO 112 and CHE 111 & CHE 112 at the community college; in addition, electives are restricted to non-Psychology course.

General Studies Program

The Associate Degree in General Studies is awarded to students who wish to arrange their own program. Guidelines require that a student pursuing an AGS must develop, in consultation with an academic advisor, a written statement of objectives and a plan of studies designed to meet those objectives. This degree can be designed to obtain professional job skills or to transfer to four-year colleges or universities. It includes a basic core of General Education in specific disciplines. In addition, a student can choose elective credits in any academic discipline, area of personal interest, or occupational field.

Various transfer courses from this degree may be accepted in a four-year baccalaureate program; however, each course will be considered on an individual basis. It is **strongly suggested** that students work closely with their academic advisors in developing an AGS degree track for transfer purposes.

Associate of General Studies

Credits		Course Number
3	<u>Written Communication – 3 Credits</u> CO1: English Composition I	ENG 121
3	<u>Mathematics – 3 Credits</u> Career Math (107) or higher	MAT _____
3	<u>Arts & Humanities – 3 Credits (Choose 1 Course)</u> AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212; AH2: HUM 121,122,123; LIT 115,201,202,205,211,212,221,222,225; AH3: PHI 111,112,113,114,214,218; AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212	AH_ _____
3	<u>Social & Behavioral Science – 3 Credits (Choose 1 Course)</u> SS1: ECO 201,202; POS 105,111,205,225; SS2: GEO 105,106; SS3: ANT 101,107,111; PSY 101,102,205,217,226,227,235,238,249; SOC 101,102,205,215,216,231,237	SS_ _____
3	<u>Natural & Physical Science – 3 Credits</u> SC1: AGY 240; AST 101,102; BIO 105,111,112,201,202,204; CHE 101,102,105,111,112; ENV 101; GEY 111,112; MET 150; NRE 251; PHY 105,111,112,211,212; SCI 155,156	SC1 _____
15	<u>General Education Elective – 15 Credits</u> Requirement satisfied by any approved General Education elective, selected in consultation with an academic advisor.	
30	<u>Specialized Course Electives – 30 Credits</u> Any approved course approved by an academic advisor. CO state guidelines require that any student who pursues an Associate of General Studies degree “develop in consultation with & with approval of counselors and or faculty advisors, a written statement of objectives & course needed to satisfy those objectives.” Therefore, to enroll in Associate of General Studies degree program, it is necessary for you to meet with a Counselor (where appropriate, refer to faculty advisor)	
60	Total Required Credits	

gtPathways courses are indicated in **BOLD** print

***This degree requires an approved plan of study from the Counseling and Career Planning Office.**

CNCC Spartan Outdoor Leadership Certificate

Goals of the CNCC Spartan Outdoor Leadership Certificate

Develop outdoor leadership, stewardship, safety, and skills for students that want to engage their passion for the outdoors while attaining a meaningful transfer or CTE degree (AA, AS, AAS).

Content areas

A) Leadership and stewardship development

Include courses that specifically address leadership and its application, stewardship and its application, outdoor safety and its application. Both lecture and field activities required for all courses. These courses should increase a student's likelihood to compete for any job-especially seasonal outdoor work, exemplify their growth as leaders, stewards, and avid outdoor enthusiasts.

B) Outdoor Skills development

Include courses that specifically address skills, leadership, stewardship and its application. Both lecture and field activities required for all –though heavier emphasis on activities. These courses will not just build specific sport related skills but reinforce concepts of leadership and stewardship learned in the other courses, specifically relating to the activity at hand. Some skills courses would need this added to their curriculum, others have it embedded already.

Objectives

- 1) Develop student's Leadership skills, using outdoor challenges as the setting.
 - a) Emphasis on Servant leadership philosophy and application
- 2) Develop student's respect for and stewardship of our natural resources
- 3) Develop student's outdoor skill sets and safety
- 4) Grant as many mini certifications as possible.

Leadership & Stewardship Courses (a minimum of 10 credits to apply to an AA or AS degree)

Fall Semester Year One:

AAA 175	Learning Community	1 credit
OUT 216	Challenge Course Facilitation (certificate)	2 credits
OUT ____	Outdoor Skills Class (certificate)	1-2 credits

Spring Semester Year One:

AAA 176	Learning Community	1 credits
REC 211	Outdoor Leadership	2 credits
OUT 136	Leave No Trace Trainer Certification (certificate)	1 credit
OUT ____	Outdoor Skills Class (certificate)	1-2 credits

Fall Semester Year Two:

AAA 275	Learning Community	1 credits
OUT ____	Outdoor Skills Class (certificate)	1-2 credits

Spring Semester Year Two:

AAA 276	Learning Community	1 credits
HWE 121	Wilderness First Aid (certificate)	2 credits
OUT ____	Outdoor Skills Class (certificate)	1-2 credits

Total Credits

14-19 Credits

Sample Skills Course Offerings (selection of 3 courses min.)

OUT 237 Paddle Sports	2
OUT 129 Ice Climbing I	1
OUT 110 Caving I	1
OUT 201 SCUBA diving	1
OUT 202 Open Water Diver	1

Course Descriptions

Courses offered at Colorado Northwestern Community College are grouped into fields of study. The descriptions indicate the content of the courses and specify the prerequisites for each course.

This catalog is only a general description of courses and programs and is subject to modification. The listing of a course or program in the official catalog does not constitute a guarantee or contract that the particular course or program will be offered during a given year or semester. This listing represents a sampling of courses offered by Colorado Northwestern. Additional courses may also be offered. For an exact schedule of fall, spring, and summer classes, consult the appropriate schedule of classes.

In general, courses numbered 101 to 199 are freshman level and those numbered 200 and above are sophomore level. Courses numbered below 100 are considered developmental courses and are not transferable. See your advisor for further assistance.

The number of credit hours for each course immediately follows the course title. Students typically receive credit hours based on the number of "contact hours" per week in class, for the semester. Contact hour requirements are different for lecture, laboratory – academic/clinical, laboratory – vocational/technical, field instruction, and physical education/recreation. Regardless of the duration of the course (i.e. a short semester like summer or intersession) a semester credit hour is 15-16 contact hours per semester for lecture courses. A breakdown of contact hours is provided for each course. Courses will meet the number of required clock hours, but may be concentrated or altered to meet needs when published in the schedule.

If a course has a prerequisite, it will be listed after the number of contact hours. All prerequisite requirements must be satisfactorily completed with the grade of a "C" or higher.

Attention: Course numbers and descriptions are subject to change (see below).

Effective Fall Semester 2003, new State guaranteed transfer courses and a common course numbering system have been implemented to enhance the overall transfer of credits between Colorado community colleges and four-year institutions. As these initiatives evolve, some courses may change and/or program requirements may be altered. Consult your advisor periodically to review potential changes. Further information can be found at the Colorado Community Colleges System Website: www.cccs.edu.

"The Colorado Community College Common Courses (Common Course Numbering System—CCCNS) has been developed to facilitate ease of transfer for community college students from one community college to the other and from the community college to the four-year educational institutions, to improve program planning, to increase communication among all of the colleges, and to facilitate articulation arrangements from high schools to the community colleges. The scope includes all courses offered for credit at the community college, and the structure is content specific rather than program, department, or discipline specific. The goal of the CCCNS is to establish consistency in course offering across the system."

ACADEMIC ACHIEVEMENT

AAA 090 ACADEMIC ACHIEVEMENT STRATEGIES/3 (45 lecture hours)

Develops personalized approaches to learn and succeed for easier transition into college.

Topics include goal-setting, time management, textbook reading strategies, note-taking, test-taking, listening techniques, concentration and memory devices, and critical thinking for student success.

AAA 101 COLLEGE 101: THE STUDENT EXPERIENCE/1 (15 lecture hours)

Introduces students to college culture and prepares them for the challenges they will face in higher education. Through a series of interactive seminars, students discover learning in a multicultural environment and use college and community resources to attain education and career goals.

AAA 109 ADVANCED ACADEMIC ACHIEVEMENT/3 (45 lecture hours)

Examines theories and practices associated with successful learning to enhance college success.

Areas of study include education and career planning, effective communication, personal management, critical and creative thinking, development of community and awareness of diversity, leadership, and techniques for successful academic performance.

Recommended for new and returning students.

AAA 175-SPECIAL TOPICS

Exploration of current topics, issues and activities related to one or more aspects of the named discipline. To include computers/library and/or Learning Community Seminar I.

AAA 176-SPECIAL TOPICS

Topics to include studying and test preparation and/or Learning Community Seminar II.

AAA 177-SPECIAL TOPICS

Topics to include goal setting and time management.

AAA 275-SPECIAL TOPICS

Topics to include Learning Community Seminar III.

AAA 276-SPECIAL TOPICS

Topics to include Learning Community Seminar IV.

ACCOUNTING

ACC 115 PAYROLL ACCOUNTING/3 (45 lecture hours)

Prerequisite: ACC 121.

Studies federal and state employment laws and their effects on personnel and payroll records. The course is non-technical and is intended to give students a practical working knowledge of the current payroll laws and actual experience in applying regulations. Students are exposed to computerized payroll procedures.

ACC 121 ACCOUNTING PRINCIPLES I/4 (60 lecture hours)

Introduces the study of accounting principles for understanding of the theory and logic that underlie procedures and practices. Major topics include the accounting cycle for service and merchandising companies, special journals and subsidiary ledgers, internal control principles and practices, notes and interest, inventory systems and costing, plant assets and intangible asset accounting, and depreciation methods and practices

ACC 122 ACCOUNTING PRINCIPLES II/4 (60 lecture hours)

Prerequisite: ACC 121.

Continues the study of accounting principles as they apply to partnerships and corporations. Major topics include stocks and bonds, investments, cash flow statements, financial analysis, budgeting, and cost and managerial accounting.

ACC 125 COMPUTERIZED ACCOUNTING/3 (45 lecture hours)

Introduces the capabilities of computer applications in accounting. Includes solving accounting problems of a financial nature and hardware and software controls.

ACC 131 INCOME TAX/3 (45 lecture hours)

Strongly Recommended: ACC 121

This course is the study of basic concepts of federal income taxation, including gross income, deductions, accounting periods and methods, and property transactions, with emphasis on taxation of individuals and sole proprietorships.

ACC 135 SPREADSHEET APPLICATIONS FOR ACCOUNTING/3 (45 lecture hours)

Prerequisites: ACC 122 or spreadsheet experience.

This course introduces spreadsheets as an accounting tool. Using an accounting

perspective, the student applies fundamental spreadsheet concepts. The spreadsheet is used as a problem solving and decision making tool.

**ACC 211 INTERMEDIATE ACCOUNTING I /4
(60 lecture hours)**

Prerequisite: ACC 122.

Focuses on comprehensive analysis of generally accepted accounting principles (GAAP), accounting theory, concepts and financial reporting principles for public corporations. It is the first of a two-course sequence in financial accounting and is designed primarily for accounting and finance majors. Focuses on the preparation and analysis of business information relevant and useful to external users of financial reports. Explores the theories, principles and practices surveyed in Accounting Principles and critically examines `real-world` financial analysis and reporting issues.

**ACC 212 INTERMEDIATE ACCOUNTING II/4
(60 lecture hours)**

Prerequisite: ACC 211

Focuses on the theoretical and practical aspects of accounting for long-term liabilities, stockholders` equity, investments, pensions and leases. Includes income tax allocation, financial statement analysis, cash flow statements and accounting methods changes.

ACC 215 ACCOUNTING INFORMATION SYSTEMS & eBUSINESS/3 (45 lecture hours)

Studies the principles, concepts and tools used in the analysis, design, implementation and integration of accounting systems, internal controls systems and accounting procedures. Key elements of system analysis, business systems design, accounting software selection, and the acquisition and implementation of systems are studied. Techniques and systems for electronic control systems, electronic data interchange, electronic funds transfer and web commerce are explored.

ACC 216 GOVERNMENTAL & NOT-FOR-PROFIT ACCOUNTING/3 (45 lecture hours)

Addresses concepts of budgetary control as a matter of law and public administration theory. Accounting principles and procedures necessary to implement budgetary controls for governmental units and other not-for-profit institutions and organizations are presented.

**ACC 226 COST ACCOUNTING I/3
(45 lecture hours)**

Prerequisite: ACC 122 or equivalent with minimum grade of C.

Studies cost accumulation methods and reports. Focuses on the concepts and procedures of job order, process, standard, and direct cost systems, budgeting, planning, and control of costs.

**ACC 227 COST ACCOUNTING II /3
(45 lecture hours)**

Prerequisite: ACC 226. Continues ACC 226 and focuses on the decision making aspects of managerial accounting using electronic spreadsheet applications for assigned problems. Topics include product pricing strategy, capital budgeting, statement of cash flow, and application of linear programming.

ADVENTURE GUIDE

ADG 150 OUTFITTING AND GENERAL GUIDING/5 (112.5 lab hours)

Prerequisite: ASC 243 or Program approval
Teaches the fundamental skills needed to plan and implement guided backcountry trips using horses and mules.

AGRICULTURE ECONOMICS

**AGE 102 AGRICULTURE ECONOMICS/3
(45 lecture hours)**

Focuses on economic principles as applied to agriculture through price discovery with producer supply and consumer demand, governmental policies, rural development, and resource management.

AGE 205 FARM AND RANCH MANAGEMENT/3 (45 lecture hours)

Provide students with practical experience in applying principles of economics, business, marketing and finance to the management of a farm/ranch operation.

**AGE 208 AGRICULTURE FINANCE/3
(45 lecture hours)**

Emphasizes principles of finance and their application to agriculture and agribusiness, including the time value of money, net present value analysis, interest, credit lending institutions, financial statements and financial ratios.

**AGE 210 AGRICULTURE MARKETING/3
(45 lecture hours)**

Studies the agricultural marketing system and methods of marketing crops and livestock. Emphasizes hedging with futures options.

AGRICULTURE

AGR 260 WORLD INTERDEPENDENCE-POPULATION AND FOOD/3(45 lecture hours)

Covers the study of world population and food production and distribution. Problems and opportunities concerning population and food are discussed in a global context.

AGRICULTURE CROPS & SOILS

Statewide Guaranteed Transfer courses will be designated with (SC1)

**AGY 100 GENERAL CROP PRODUCTION/4
(60 lecture hours)**

Focuses on production and adaptation of cultivated crops, principles affecting growth, development, management, and utilization.

**AGY 240 INTRODUCTORY SOIL SCIENCE/4
(45 lecture hours;30 lab hours)**

Prerequisite: CHE 101 or 111.

Focuses on formation, physical properties, chemical properties and management of soils emphasizing conditions that affect plant growth. (SC1)

AGRICULTURAL PRODUCTION

**AGP 160 RANCH HORSEMANSHIP SKILLS/2
(30 lecture hours)**

Prerequisites: ASC 243 or Program Approval

Offers an introduction to the skills utilized in ranching operations where horses are involved in moving, sorting, and restraining cattle. Emphasis is placed on safety, proper techniques and in developing proficiency in equipment selection and care, basic horsemanship, riding, and roping.

ANIMAL SCIENCE

**ASC 100 ANIMAL SCIENCE/3
(45 lecture hours)**

Studies the basic fundamentals of livestock production pertaining to principles of breeding, genetics, nutrition, health, and physiology of beef, sheep, swine, dairy, and horses. Focuses on the Animal Science Industry in general and each species industry in regard to history, current situation, and future direction.

ASC 102 INTRODUCTION TO EQUINE SCIENCE/4 (45 lecture hours; 30 lab hours)

Covers the basics of the equine industry, breeds, selection, form to function, care and management, soundness, health, reproduction, feeding, facilities, physiology, production systems and management systems

ASC 143 ELEMENTARY WESTERN EQUITATION/2(60 lab hours)

Provides the student with an introduction to basic safe handling and riding of the western horse.

ASC 145 ELEMENTARY ENGLISH EQUITATION/2 (60 lab hours)

Provides the student with an introduction to basic safe handling and riding of the English horse.

ASC 216 INTERMEDIATE ENGLISH EQUITATION/2 (60 lab hours)

Provides the advanced English rider with an introduction to jumping.

**ASC 225 FEEDS AND FEEDING/4
(60 lecture hours)**

Focuses on the basic nutrients, common feeds and feed additives, anatomy of digestive systems, and basic feeding practices for beef, sheep, and dairy. The lab portion of the class is devoted to calculating and balancing rations to fulfill nutrient requirement for farm animals for growth, finishing, reproduction, lactation, work, and wool production. Explores least cost ration balancing on the computer.

ASC 230 FARM ANIMAL ANATOMY & PHYSIOLOGY/3 (45 lecture hours)

Introduces students to the basic concepts of farm animal anatomy and physiology with emphasis on concepts relating to nutrition, reproduction, Immunology, and growth of the basic farm species. ~Anatomy and Physiology is

taught in the context of applying basic principles to production practices in the industry including reproductive management, livestock nutrition management, and animal health practices.

ASC 243 INTERMEDIATE WESTERN EQUITATION/2(60 lab hours)

Prerequisite: ASC 143

Provides the student basic to intermediate horsemanship and maneuvers, improved body position, and advanced control.

ASC 245 EQUINE EVALUATION/3 (30 lecture hours; 15 lab hours)

Focuses on a system of development for evaluating a horse's conformation and its relationship to performance. Covers various aspects of evaluating horses while enhancing the student's deductive reasoning and public speaking skills.

ASC 250 LIVE ANIMAL AND CARCASS EVALUATION/3 (45 lecture hours)

Explores meat carcass evaluation and the related yield and quality grading system. Emphasizes selection of breeding stock based on performance data. Covers comparative selection, grading, and judging of market and breeding classes of livestock based on knowledge of phenotype, performance, information, and/or carcass merit.

ASC 288 LIVESTOCK PRACTICUM/0-12 (up to 450 practicum hours)

Provides experiential learning with beef cattle, dairy cattle, swine and sheep.

ANTHROPOLOGY

Statewide Guaranteed Transfer courses will be designated with (SS3)

ANT 101 CULTURAL ANTHROPOLOGY/3 (45 lecture hours)

Studies human cultural patterns and learned behavior. Includes linguistics, social and political organization, religion, culture and personality, culture change, and applied anthropology.(SS3)

ANT 107 INTRODUCTION TO ARCHAEOLOGY/3 (45 lecture hours)

Introduces the science of recovering the human prehistoric and historic past through excavation, analysis, and interpretation of material remains. Includes a survey of the archaeology of different areas of the Old and New Worlds. Also includes

the works of selected archaeologists and discussions of major archaeological theories.(SS3)

ANT 111 BIOLOGICAL ANTHROPOLOGY/4 (45 lecture hours)

Studies human biology and its effects on behavior. Includes principles of genetics and evolution, vertebrates and primates, human origins, human variation, and ecology.(SC1)

ANT 201 INTRODUCTION TO FORENSIC ANTHROPOLOGY/3 (45 lecture hours)

Studies the basic principles of forensic anthropology, an applied field within the discipline of physical anthropology. The course includes the study of the human skeleton, practical application of physical anthropology and archaeology, and judicial procedure, as they relate to the identification of human remains within a medico-legal context.

ANT 215 INDIANS OF NORTH AMERICA/3 (45 lecture hours)

Studies the Indians of North America from the origins of native peoples in the New World, through the development of geographic culture areas, to European contact and subsequent contemporary Native American issues.(SS3)

ANT 275 SPECIAL TOPICS/0.5-6 credits (7– 225 lecture/lab hours)

Provides opportunity for off-campus field experience or study of a special topic in anthropology. Field study may occur at archaeological sites, museums, host educational institutions, within ethnographic situations, or other anthropologically appropriate places. Study of a special topic may include that derived from physical anthropology, cultural anthropology archaeology, or other anthropological discipline.

ART

Statewide Guaranteed Transfer courses will be designated with (AH1)

ART 110 ART APPRECIATION/3 (45 lecture hours)

Introduces the cultural significance of the visual arts, including media, processes, techniques, traditions, and terminology. (AH1)

ART 111 ART HISTORY: Ancient to Medieval I/3 (45 lecture hours)

Provides the knowledge base to understand the visual arts, especially as related to Western culture. Surveys the visual arts from the Ancient through the Medieval periods. (AH1)

ART 112 ART HISTORY: Renaissance to Modern II/3 (45 lecture hours)

Provides the knowledge base to understand the visual arts, especially as related to Western culture. Surveys the visual arts from the Renaissance to 1900. (AH1)

ART 121 DRAWING I/3 (90 art studio hours)

Investigates the various approaches and media that students need to develop drawing skills and visual perception.

ART 124 WATERCOLOR I/3 (90 art studio hours)

Provides an introduction to the basic techniques and unique aspects of materials involved in the use of either transparent or opaque water media or both. Color theory is included.

ART 128 FIGURE DRAWING I/3 (90 art studio hours)

Introduces the basic techniques of drawing the human figure.

ART 131 VISUAL CONCEPTS 2-D DESIGN/3 (90 art studio hours)

Examines the basic elements of design, visual perception, and artistic form and composition as they relate to two-dimensional media.

ART 132 VISUAL CONCEPTS 3-D DESIGN/3 (90 art studio hours)

Focuses on learning to apply the elements and principles of design to three dimensional problems.

ART 151 PAINTING I/3 (90 art studio hours)

Explores basic techniques, materials, and concepts used in opaque painting processes in oil or acrylic painting to depict form and space on a two-dimensional surface.

ART 161 CERAMICS I/3 (90 art studio hours)

Introduces traditional and contemporary ceramic forms and processes including hand building and throwing on the potter's wheel.

ART 162 HANDBUILT CLAY I/3 (90 lab hours)

Provides instruction in several methods of hand building and the study of functional and decorative design elements.

ART 165 SCULPTURE I/3 (90 lab hours)

Introduces the fundamentals of sculpture such as modeling, casting, carving, and the processes of assemblage.

ART 207 ART HISTORY 1900 TO PRESENT/3 (45 lecture hours)

Provides students with the knowledge base to understand the visual arts as related to Modern and Contemporary visual art. Surveys world art of the twentieth century, including Modernism to Post-Modernism. (AH1)

ART 221 DRAWING II/3

Explores expressive drawing techniques with an emphasis on formal composition, color media and content or thematic development.

ART 251 PAINTING II/3 (90 art studio hours)

Prerequisite: ART 151 or instructor's permission.

This course further explores techniques, materials, and concepts used in opaque painting processes in oil or acrylic painting, with emphasis on composition and content development.

ART 252 PAINTING III/3 (90 lab hours)

Provides continued exploration of techniques, materials, and concepts used in opaque painting processes in oil or acrylic painting, with emphasis on composition and content development.

ART 261 CERAMICS II/3 (90 art studio hours)

Prerequisite: ART 161.

A continuation of ART 161, this course emphasizes skill, technique and form.

ART 262 CERAMICS III/3 (90 lab hours)

Encourages students to develop an individual style of wheel thrown and hand built ceramic forms with continuing involvement in surface treatment.

ART 263 CERAMICS IV/3 (90 lab hours)

Continues advanced work with emphasis on various clay bodies, unique glazes and engobes, and combining different textures and shapes, and development of personal forms.

ASTRONOMY

Statewide Guaranteed Transfer courses will be designated with (SC1)

**AST 101 ASTRONOMY I/LAB/4
(45 lecture hours; 30 lab hours)**

Focuses on the history of astronomy, the tools of the astronomer and the contents of the solar system including the planets, moons, asteroids, comets, and meteoroids. Incorporates laboratory experience. (SC1)

**AST 102 ASTRONOMY II/LAB/4
(45 lecture hours; 30 lab hours)**

Emphasizes the structure and life cycle of the stars, the sun, galaxies, and the universe as a whole, including cosmology and relativity. Incorporates laboratory experience. (SC1)

AUTOMOTIVE**ASE 102 INTRO TO THE AUTOMOTIVE SHOP/2 (30 lecture hours)**

Prepares the incoming automotive student to work in the shop safely and gain familiarity with the shop and common equipment.

**ASE 103 AUTO MAINTENANCE I/2
(30 lecture hours)**

This course addresses three primary areas of concern for the average car owner. The first is the basics of how various systems on the automobile work. The second is the maintenance required for the vehicle. The third is the financial concerns of owning the vehicle.

**ASE 110 BRAKES I/2
(45 contact hours)**

Covers basic operation of automotive braking systems. Includes operation, diagnosis, and basic repair of disc, drum, and basic hydraulic braking systems.

**ASE 111 AUTO BRAKE II/2
(45 contact hours)**

Teaches skills to perform service checks and procedures to automotive foundation braking system and to identify components and types of ABS and traction control systems.

**ASE 120 BASIC AUTO ELECTRICITY/2
(45 contact hours)**

Introduces vehicle electricity and includes basic electrical theory, circuit designs, and wiring methods. Focuses on multi-meter usage and wiring diagrams.

ASE 122 AUTO ELECTRICAL SAFETY SYSTEMS/1 (22.5 contact hours)

Teaches the student to identify operation of vehicle lighting systems, Supplemental Inflatable Restraints (SIR), windshield wiper, driver warning systems and vehicle accessories.

**ASE 123 STARTING & CHARGING SYS/2
(45 contact hours)**

Covers the operation, testing and servicing of vehicle battery, starting and charging systems. Includes voltage testing of starter and generator, load testing and maintenance of a battery.

**ASE 130 GENERAL ENGINE DIAGNOSIS/2
(45 contact hours)**

Teaches students how to perform basic engine diagnosis to determine condition of engine. This will include engine support systems.

ASE 134 AUTOFUEL & EMISSION SYSTEMS I/2 (45 contact hours)

Focuses on lecture and laboratory experiences in the diagnosis and repair of automotive fuel emission control systems, filter systems and spark plugs. Course also includes maintenance to diesel (DEF) systems.

**ASE 140 STEERING & SUSPENSION I/2
(45 contact hours)**

Focuses on lecture and related experiences in the diagnosis and service of suspensions and steering systems and their components.

**ASE 141 SUSPENSION & STEERING II/2
(45 contact hours)**

Covers design, diagnosis, inspection, and service of suspension and steering systems used on light trucks and automobiles. Course includes power steering and SRS service.

**ASE 150 MANUAL DRIVE TRAIN & AXLE MAINTENANCE/2
(45 contact hours)**

Studies the operating principles and repair procedures relating to axle-shaft and universal joints.

ASE 151 AUTOMOTIVE MANUAL TRANSMISSION/TRANSAXLES & CLUTCHES/2 (45 contact hours)

Focuses on lecture and related laboratory experiences in the diagnosis and repair of automotive manual transmissions, transaxles and clutches and related components.

ASE 152 MANUAL TRANSMISSION, TRANSAXLES & CLUTCHES II/2 (45 contact hours)

Focuses on lecture and related laboratory experiences in the diagnosis and repair of automotive differentials, four wheel and all-wheel drive units.

ASE 160 AUTOMOTIVE ENGINE REPAIR /2 (45 contact hours)

Focuses on lecture and laboratory experiences in the service of cylinder head, valve-train components and components of the cooling system. Course also includes engine removal and re-installation and re-mounting systems.

ASE 161 ENGINE REPAIR & REBUILD/3 (67.5 contact hours)

Focuses on lecture and laboratory experiences in the disassembly, diagnosis and reassembly of the automotive engine. Topics include the diagnostic and repair procedures for the engine block and head assemblies.

ASE 162 AUTOMOTIVE ENGINE SERVICE /2 (45 contact hours)

Covers engine sealing requirements and repair procedures; engine fasteners, bolt torque and repair of fasteners. Course will also cover cooling system and basic engine maintenance.

ASE 210 AUTOMOTIVE POWER AND ABS BRAKE SYSTEMS/2 (45 contact hours)

Covers the operation and theory of the modern automotive braking systems. Includes operation, diagnosis, service, and repair of the anti-lock braking systems, power assist units and machine operations of today's automobile.

ASE 220 SPECIALIZED ELECTRONICS TRAINING/2 (45 contact hours)

Provides a systematic approach to automotive electrical systems. Builds from the basic electrical principles and concepts through semiconductors and microprocessors. Features on-bench exercises. Students practice diagnostic procedures that have applications to present and future automotive electronics and electrical systems.

ASE 221 AUTO/DIESEL BODY ELECTRICAL/4 (90 contact hours)

Provides a comprehensive study of the theory, operation, diagnosis, and repair of vehicle accessories.

ASE 231 AUTOMOTIVE COMPUTERS & IGNITION SYSTEMS/2 (45 contact hours)

Focuses on lecture and laboratory experiences in the inspection and testing of typical computerized engine control systems.

ASE 233 AUTO FUEL INJECTION AND EMISSION SYSTEMS II/4 (90 contact hours)

Focuses on lecture and related laboratory experiences in the diagnosis and repair of electronic fuel injection systems and modern exhaust systems.

ASE 235 DRIVEABILITY & DIAGNOSIS/2 (45 contact hours)

Emphasizes lecture and related laboratory experience in diagnostic techniques and the use of diagnostic scan tools, oscilloscopes, lab scopes, multi-meters and gas analyzers. Students diagnose live vehicle driveability problems.

ASE 236 ADVANCED DRIVEABILITY DIAGNOSIS/REPAIR/4 (90 contact hours)

Focuses on lecture and laboratory experiences in the inspection, testing and repair of typical computerized engine control systems on customer vehicles.

ASE 240 SUSPENSION AND STEERING II/2 (45 contact hours)

Covers operation of steering and power steering systems. It will also include different alignment types and procedures.

**ASE 250 AUTOMATIC TRANSMISSION/
TRANSAXLE SERVICE/1
(22.5 contact hours)**

Focuses on practical methods of maintaining, servicing, and performing minor adjustments on an automatic transmission and transaxle.

**ASE 251 AUTOMATIC TRANSMISSION/
TRANSAXLE SERVICE/2
(45 contact hours)**

Focuses on practical methods of maintaining, servicing, and performing minor adjustments on an automatic transmission and transaxle.

**ASE 264 INTRO TO HVAC SYSTEMS/1
(22.5 contact hours)**

Covers basic operation of the Heating and Air Conditioning components.

**ASE 265 HEATING AND AIR CONDITIONING
SYSTEMS/4 (90 contact hours)**

Emphasizes lecture and related laboratory experiences in the diagnosis and service of vehicle heating and air conditioning systems and their components

**ASE 287 COOPERATIVE INTERNSHIP/1-12
(up to 450 internship hours)**

Develops practical objectives assigned by an automotive employer providing an on-the-job learning experience at an approved automotive repair facility.

**AVIATION MAINTENANCE
TECHNOLOGY**

**AMT 101 A&P PREPARATION/4
(45 lecture hours; 30 lab hours)**

Covers basic subjects, such as mathematics, physics and aircraft drawings and provides a foundation for further studies in the A&P program.

**AMT 102 BASIC ELECTRICS/4
(45 lecture hours; 30 lab hours)**

Covers basic ac and dc electric theory as applied to aircraft systems.

**AMT 103 WEIGHT & BALANCE AND
GROUND HANDLING/2
(15 lecture hours; 30 lab hours)**

Emphasizes aircraft weight and balance theory and the performance of weight and balance calculations. Also covers the requirements for ground handling, servicing, taxiing and towing aircraft.

**AMT 104 REGULATIONS & PUBLICATIONS/3
(30 lecture hours; 30 lab hours)**

Focuses on the Federal Aviation Administration and manufacturer's publications pertaining to aircraft operation and maintenance.

**AMT 105 MATERIALS AND PROCESSES/6
(75 lecture hours; 30 lab hours)**

Focuses on aircraft structures, materials, and hardware, the use of precision measuring tools, and methods of non-destructive testing.

**AMT 106 CORROSION CONTROL AND
FLUID LINES/2
(15 lecture hours; 30 lab hours)**

Emphasizes the causes of corrosion and methods to prevent and treat corrosion in aircraft structures. Covers construction of rigid and flexible aircraft fluid lines.

**AMT 111 WOOD, FABRIC, AND
FINISHES/2(15 lecture hours; 30 lab hours)**

Focuses on application, maintenance and repair of aircraft structural wood and fabric covering materials, and the application and maintenance of protective finishes.

**AMT 112 SHEET METAL/6
(45 lecture hours; 90 lab hours)**

Covers characteristics of various aluminum alloys, the procedures and precautions used when working with them, the selection of appropriate hardware, and the principles of making repairs to aluminum structures.

**AMT 113 AIRCRAFT WELDING/1
(10 lecture hours; 20 lab hours)**

Focuses on varieties and methods of working with aircraft steel and the principles of soldering, silver soldering, gas arc and heliarc welding. Emphasizes gas welding of thin wall steel tubing.

**AMT 114 ASSEMBLY, RIGGING AND
INSPECTION/3
(22.5 lecture hours; 45 lab hours)**

Focuses on materials and principles of aircraft control rigging and the replacement of structural aircraft components. Performs 100-hour and special inspections.

**AMT 115 COMPOSITE CONSTRUCTION/2
(15 lecture hours; 30 lab hours)**

Introduces composite materials as applied to aircraft construction and the maintenance and repair of items made of these materials.

**AMT 121 HYDRAULIC SYSTEMS/3
(22.5 lecture hours; 45 lab hours)**

Focuses on hydraulic principles, hydraulic fluids, system components, and operation of hydraulic and pneumatic systems.

**AMT 122 AIRCRAFT ELECTRICS/4
(30 lecture hours; 60 lab hours)**

Prerequisite: AMT 102.

Focuses on the operation, troubleshooting and repair of aircraft electrical systems with emphasis on alternators, motors, and lighting systems and the wiring, control and circuit protection devices for each.

AMT 123 INSTRUMENT AND WARNING SYSTEMS/2(22.5 lecture hours; 15 lab hours)

Emphasizes aircraft flight instrument theory and operation and the inspection, maintenance and installation requirements for these systems.

**AMT 124 FUEL SYSTEMS/2
(15 lecture hours; 30 lab hours)**

Focuses on the operation of aircraft fuel systems and the procedures utilized in inspecting, troubleshooting, and maintaining these systems.

**AMT 125 MISCELLANEOUS SYSTEMS/3
(30 lecture hours; 30 lab hours)**

Studies airframe systems including communication, navigation, fire warning and extinguishing, and cabin atmospheric control systems.

**AMT 126 AVIATION ELECTRONICS/3
(30 lecture hours; 30 lab hours)**

Prerequisite: AMT 102 or 122.

Studies alternating current, capacitive and inductive circuits with emphasis on solid state and optical electric devices.

**AMT 127 LANDING GEAR SYSTEMS/3
(22.5 lecture hours; 45 lab hours)**

Focuses on operation, troubleshooting, and repair of aircraft landing gear systems.

AMT 201 RECIPROCATING ENGINE THEORY/4(45 lecture hours; 30 lab hours)

Emphasizes the theory, operating principles, and construction features of aircraft reciprocating engines.

**AMT 202 RECIPROCATING FUEL METERING AND INDUCTION SYSTEMS/3
(30 lecture hours; 30 lab hours)**

Reviews aircraft fuel delivery system components and operating principles. Studies carburetor and fuel injection system controls that meter fuel to the engine.

AMT 203 RECIPROCATING IGNITION SYSTEMS/2(15 lecture hours; 30 lab hours)

Introduces aircraft piston engine ignition systems, including classifications, components, theory, starting systems, maintenance, servicing, and repair.

AMT 205 RECIPROCATING ENGINE MAINTENANCE/4

(15 lecture hours; 90 lab hours)

Prerequisite: AMT 201.

Focuses on engine maintenance and overhaul procedures and includes an actual engine overhaul.

AMT 206 RECIPROCATING PROPELLER SYSTEMS/2(15 lecture hours; 30 lab hours)

Introduces the study of aircraft propellers including fixed pitch, constant speed, feathering, reversing, and de-icing systems.

AMT 207 ENGINE ELECTRICS AND INSTRUMENT SYSTEMS/2

(15 lecture hours; 30 lab hours)

Studies electric systems that apply to engine operation with emphasis on starting and generating systems. Also includes the pressure, temperature, position and speed indicating instruments that pertain to engine operation.

**AMT 211 TURBINE ENGINE THEORY/4
(45 lecture hours; 30 lab hours)**

Focuses on the theory, operating principles, and construction features of turbine aircraft engines.

**AMT 212 TURBINE FUEL SYSTEMS/2
(15 lecture hours; 30 lab hours)**

Studies turbine engine fuel delivery, fuel control operation, fuel control design, and maintenance procedures.

AMT 213 MISCELLANEOUS TURBINE SYSTEMS/3(22.5 lecture hours; 45 lab hours)

Studies turbine engine starting, ignition, instrument and fire protection systems and the maintenance of these systems.

**AMT 215 TURBINE ENGINE MAINTENANCE/
4(15 lecture hours; 90 lab hours)**

Prerequisite: AMT 211.

Focuses on maintenance and inspection practices pertaining to turbine aircraft engines.

**AMT 216 TURBINE PROPELLERS/1
(7.5 lecture hours; 15 lab hours)**

Covers turbo-prop system components, operations, and maintenance, including operation of a feathering and reversing turbo-prop.

**AMT 218 TROUBLESHOOTING/3
(22.5 lecture hours; 45 lab hours)**

Introduces students to principles of troubleshooting and a method of analyzing problems assisting students to better understand aircraft systems and extend the principles to troubleshooting of complex aircraft systems.

AMT 280 INTERNSHIP/12

Provide hands-on experience in the aviation maintenance industry through application of class information to work experiences.

AVIATION TECHNOLOGY**AVT 100 AVIATION HERITAGE/3
(45 lecture hours)**

Introduces students to the history of aviation and aeronautics. The course explores the history of flight and the science of flight within the context of culture, economics, society, politics, technology, and military/naval conflict. The student will gather information on the history of human flight. In addition, the student will investigate how the progress and development in aviation have and will impact the social, economic, technological and environmental aspects of our global community.

**AVT 101 PRIVATE PILOT GROUND
SCHOOL/4(60 lecture hours)**

Prepares student for the Private Pilot Airplane, Single Engine, Land FAA Knowledge Exam.

**AVT 102 PRIVATE PILOT FLIGHT/4
(90 lab hours)**

Prerequisite: AVT 101 or equivalent instruction and Instructor permission.

Focuses on flight training in preparation for the Private Pilot Airplane, Single-Engine, Land FAA Practical Test, and completing requirements for the Private Pilot Certificate.

**AVT 105 AVIATION METEOROLOGY/4
(60 lecture hours)**

Focuses on recognition, interpretation and evaluation of atmospheric weather as it relates to and affects aviation.

**AVT 110 AVIATION PHYSIOLOGY/3
(45 lecture hours)**

Explores aeromedical information, causes, symptoms, prevention and treatment of flight environment disorders. Altitude effects, spatial disorientation, body heat imbalance, visual anomalies and psychological factors are included as they relate to pilot performance and survival effectiveness. Acquaints the student with the importance of physiological and psychological factors involved in flight and instills an appreciation of the requirements necessary to survive in the flight environment.

**AVT 111 INSTRUMENT PILOT GROUND
SCHOOL/4 (60 lecture hours)**

Prerequisite: AVT 101

Focuses on preparation for the FAA Instrument Rating Knowledge Exam.

**AVT 112 INSTRUMENT PILOT FLIGHT/4
(90 lab hours)**

Prerequisites: AVT 101 or Instructor permission.

Focuses on flight training in preparation for the Instrument Rating, Single Engine Airplane FAA Practical Test, and completing requirements for the Instrument Rating.

**AVT 142 AIRCRAFT SYSTEMS A&P /4
(60 LECTURE HOURS)**

Exposes students to intermediate structural components, aircraft systems, and power plants to supplement instruction received in flight training. This course goes beyond the basic level of knowledge taught in ground schools and enables the student to better diagnose and troubleshoot on ground and inflight emergencies.

AVT 145 SIMULATOR LAB I/1(22.5 lab hours)

Prerequisites: AVT 101, Airplane Single or Multi-Engine Land.

Reviews attitude instrument flight for the student who desires instruction in addition to their normal Instrument Training, or for rated Pilots desiring to upgrade or refresh their skills utilizing the Flight Training Device.

**AVT 146 SIMULATOR LAB II/1
(22.5 lab hours)**

Prerequisite: AVT 145.

Continues training in the Flight Training Device for those having completed AVT 145 (Simulator Lab I).

AVT 151 NIFA I/.5 (11.25 lab hours)

The purposes of NIFA are to promote, encourage, and foster safety in aviation. These purposes shall be fulfilled by developing and advancing aviation education, conducting Regional and National Safety And Flight Evaluation Conferences (SAFECON) and promoting, encouraging, and fostering communication and cooperation among students, educators, educational institutions, and the aviation industry. NIFA I will be an introductory class for the familiarization of basic flight and ground events and how it relates to safety.

AVT 201 COMMERCIAL PILOT GROUND SCHOOL/2(30 lecture hours)

Prerequisites: AVT 101 with Instrument Rating or Department Chair permission.

Prepares the student for the Commercial Pilot Airplane, Single Engine, Land FAA Knowledge Exam.

**AVT 202 COMMERCIAL FLIGHT I/3
(67.5 lab hours)**

Prerequisite: AVT 101 with an Instrument Rating or Department Chair permission.

This course is the first of a two-part sequence of flight training in preparation for the Commercial Pilot Certificate, Airplane, Single Engine Land FAA Practical Test. Consists of the cross country aeronautical experience required for the Commercial Certificate.

**AVT 203 COMMERCIAL FLIGHT II/4
(90 lab hours)**

Prerequisites: AVT 202 or Department Chair permission.

Continuation of flight training in preparation for the Commercial Pilot, Airplane Single Engine, Land FAA Practical Test, completing requirements for the Commercial Pilot Certificate.

AVT 205 MOUNTAIN FLYING GROUND

permission.

Acquaints the student with the unique aspects of flying in mountainous terrain and the additional knowledge and proficiency necessary for safe and efficient operation in mountain and high altitude terrain.

AVT 206 CREW RESOURCE MANAGEMENT/1 (15 lecture hours)

Prerequisite: Instrument Rating.

Focuses on classroom instruction coupled with Line Oriented Flight Training (LOFT) in a Flight Training Device. Covers the knowledge, skills, and attitudes necessary to enhance safety and operate effectively as a member of an airplane crew.

AVT 207 MULTI-ENGINE GROUND SCHOOL/1(15 lecture hours)

Prerequisite: AVT 101 or Commercial Pilot Certificate for Airplane Single Engine Land.

Prepares the student for the FAA Practical Test for Private or Commercial Pilot, Airplane Multi-Engine Land.

**AVT 208 MULTI-ENGINE FLIGHT/1
(22.5 lab hours)**

Prerequisite: Private or Commercial Airplane, Single Engine, Land Pilot Certificate.

Focuses on flight training in preparation for the Airplane, Multi-Engine Rating and completing requirements for this Rating.

AVT 211 FUNDAMENTALS OF INSTRUCTION/2(30 lecture hours)

Prerequisite: Commercial Pilot Certificate with Instrument Rating.

Focuses on preparation for the FAA Fundamentals of Instructing Knowledge Exam.

AVT 212 FLIGHT INSTRUCTOR GROUND SCHOOL/2 (30 lecture hours)

Prerequisite: AVT 211 or equivalent.

Focuses on preparation for the FAA Flight Instructor Airplane Knowledge Exam.

AVT 213 FLIGHT INSTRUCTOR FLIGHT/1 (22.5 lab hours)

Prerequisite: AVT 211 and 212, or equivalent instruction and Department Chair permission.

Focuses on flight training in preparation for the Flight Instructor Airplane, Single-Engine Land FAA Practical Test, completing requirements for the Flight Instructor Certificate.

**AVT 221 INSTRUMENT INSTRUCTOR
GROUND SCHOOL/2 (30 lecture hours)**

Prerequisite: Flight Instructor Certificate – Airplane Single Engine Land, or consent of Department Chair.

Focuses on preparation for the FAA Instrument Instructor Knowledge Exam.

**AVT 222 INSTRUMENT INSTRUCTOR
FLIGHT/1(22.5 lab hours)**

Prerequisite: Flight Instructor Certificate, Airplane Single Engine Land.

Focuses on flight training in preparation for the Flight Instructor Instrument Airplane, Single-Engine Land FAA Practical Test, completing requirements for the Instrument Instructor Certificate.

**AVT 223 MULTI-ENGINE INSTRUCTOR
FLIGHT/1(22.5 lab hours)**

Prerequisite: Flight Instructor – Airplane Single Engine Land Certificate.

Focuses on flight instruction in preparation for the addition of Multi-Engine Rating to the Flight Instructor Airplane Single Engine Land Certificate.

**AVT 235 PILOT REFRESHER FLIGHT/1
(22.5 lab hours)**

Prerequisite: Pilot Certificate.

Provides a refresher to allow a Certificated Pilot to maintain or regain proficiency. May count as a Flight Review when the requirements of CFR Part 61.56 are met.

**AVT 236 TAILWHEEL TRANSITION FLIGHT/
1 (22.5 lab hours)**

Prerequisite: Private Pilot Certificate and Instructor permission.

Focuses on flight training in preparation to receive the Tail-Wheel Endorsement from a Certificated Flight Instructor.

**AVT 240 AIRPORT MANAGEMENT/3
(45 lecture hours)**

Studies the modern airport and the factors involved in its management. Various management functions of administration, finance, capital finance, operation, maintenance and public relations are analyzed.

**AVT 241 AIRLINE TRANSPORT PILOT
FLIGHT/1 (22.5 lab hours)**

Prerequisite: 1500 hours pilot time, at least 23 years of age, at least a current third class medical certificate, have passed the ATP Knowledge Exam within the previous two years,

and be able to meet the requirements of CFR Part 61, Subpart G.

Focuses on flight instruction in preparation for the FAA Airline Transport Pilot Practical Test.

BARBERING**BAR 103 INTRODUCTION TO HAIR AND
SCALP/1 (22.5 contact hours)**

Introduces various types of hair, scalp treatments and shampoos. Focuses on recognition and treatment of disorders of hair and scalp, product knowledge and proper massage techniques to help control these disorders and cleanse the hair and scalp. Covers terminology dealing with hair structure scalp and hair disorders. Training is provided in a lab or classroom setting.

**BAR 107 INTRODUCTION TO
SHAVING/HONING/STROPPING/1
(22.5 contact hours)**

Introduces the general principles of shaving to include hair texture, grain of the beard and analysis of the skin. Theory is combined with the practical application of proper shaving procedures and cutting strokes used on the face.

**BAR 108 INTERMEDIATE SHAVING/
HONING/STROPPING/1
(22.5 contact hours)**

Focuses on theory and practical training related to mustache and beard designing and trimming. Practical applications are incorporated in specialized classes or in a supervised salon.

**BAR 110 INTRODUCTION TO HAIR
COLORING/3
(67.5 contact hours)**

Introduces theory pertaining to law of color, theory of color, chemistry of color, product knowledge, and analysis of hair and scalp. Focuses on basic techniques and procedures for the application of hair coloring.

**BAR 111 INTERMEDIATE HAIR COLORING/2
(45 contact hours)**

Emphasizes theory and practical application of color products, formulations of color, and level and shades of color.

BAR 120 INTRODUCTION TO HAIR CUTTING/3**(67.5 contact hours)**

Introduces theory relevant to patron protection angles and degree and analysis of hair textures related to hair cutting. Covers proper use and care of hair cutting implements. Introduces basic hair cutting techniques using scissors, razor, clippers, and thinning shears. Training is provided in a classroom or lab setting with students training on mannequins or models.

BAR 121 INTERMEDIATE HAIR CUTTING/3**(67.5 contact hours)**

Focuses on theory related to facial shapes and head and body forms to determine the appropriate haircut. Practical application of hair cutting techniques are explored in specialized classes or in a supervised salon setting.

BAR 130 INTRODUCTION TO HAIR STYLING/3**(67.5 contact hours)**

Combines theory with the practical application of airforming curling iron, finger waving, soft pressing and hard pressing.

BAR 131 INTERMEDIATE HAIR STYLING/3**(67.5 contact hours)**

Focuses on the accepted methods of styling hair, air forming, finger waves, and hair pressing.

BAR 140 INTRODUCTION TO PERMANENT WAVES/CHEMICAL RELAXERS/3**(67.5 contact hours)**

Focuses on the analysis of hair and scalp, proper equipment and product knowledge. Covers basic techniques in permanent waving and chemical relaxing. Incorporates training in a classroom or lab setting on mannequins or models.

BAR 141 INTERMEDIATE PERMANENT WAVES/CHEMICAL RELAXERS/3**(67.5 contact hours)**

Focuses on theory and practical application of permanent waves and chemical relaxers in specialized classes or supervised salon setting. Students practice different wrapping techniques that are required by trend styles.

BAR 166 INTRODUCTION TO FACIAL MASSAGE/SKIN CARE/1**(22.5 contact hours)**

Emphasizes basic understanding of facial massage manipulations and the study of skin in both practical and theory applications. Covers the benefits derived from proper facial massage and a good skin care routine.

BAR 167 INTERMEDIATE FACIAL MASSAGE & SKIN CARE/1**(22.5 contact hours)**

Focuses on practical application dealing with anatomy, skin disorders, skin types and facial shapes. Students help patrons select proper skin care treatments.

BAR 203 ADVANCED HAIR AND SCALP/1**(22.5 contact hours)**

Focuses on advanced theory and practical training of hair, scalp treatments and shampooing in a supervised salon setting. Advanced techniques prepare the student for employment. Covers student preparation for the State Board Licensing Examination on theory and practical procedures.

BAR 207 ADVANCED SHAVING/HONING/STROPPING/1**(22.5 contact hours)**

Focuses on advanced training in shaving, honing and stropping. Practical and theory application is completed in specialized classes or supervised clinical training. Student will be prepared for State Board license exam.

BAR 211 ADVANCED HAIR COLORING/3**(67.5 contact hours)**

Provides continued instruction in advanced practical techniques for hair coloring with emphasis on recognition of color problems and color correction procedures. Covers advanced techniques and product knowledge to prepare the student for employment. Provides instruction for the State Board Licensing Examination pertaining to hair coloring.

BAR 220 ADVANCED HAIR CUTTING/3**(67.5 contact hours)**

Provides theory and advanced techniques in all phases of hair cutting to ready the student for employment. Covers student preparation for State Board licensing examination on theory and practical procedures. Training is a combination of supervised work and specialized classes.

**BAR 231 ADVANCED HAIR STYLING/3
(67.5 contact hours)**

Focuses on theory and advanced techniques in all phases of hair styling to prepare the student for employment. Training is a combination of supervised salon (clinical) work and specialized classes. Includes student preparation for the State Board Licensing Examination relating to hairstyling.

**BAR 241 ADVANCED PERMANENT WAVES & CHEMICAL RELAXERS/2
(45 contact hours)**

Focuses on advanced techniques to prepare the student for employment and examines changes in current industry standards. Provides instruction in specialized classes or a supervised salon setting. Covers student preparation for the State Board Licensing Examination pertaining to permanent waves and relaxers.

**BAR 266 ADVANCED FACIAL MASSAGE & SKIN CARE/1
(22.5 contact hours)**

Emphasizes anatomy, skin disorders, skin types and facial shapes. Students guide patrons on selection of proper skin care treatments. Covers student preparation for State Board licensing examination on theory and practical procedures.

BIOLOGY

Statewide Guaranteed Transfer courses will be designated with (SC1)

**BIO 105 SCIENCE OF BIOLOGY/4
(45 lecture hours; 30 lab hours)**

Examines the basis of biology in the modern world and surveys the current knowledge and conceptual framework of the discipline. Explores biology as a science - a process of gaining new knowledge - as is the impact of biological science on society. Includes laboratory experiences. Designed for non-science majors. (SC1)

**BIO 106 BASIC ANATOMY AND PHYSIOLOGY/4
(60 lecture hours)**

Focuses on basic knowledge of body structures and function, and provides a foundation for understanding deviations from normal and disease conditions. This course is designed for individuals interested in health care and is directly applicable to the Practical Nursing Program, Paramedic Program and the Medical Office Technology program.

BIO 110 FOUNDATIONS OF COLLEGE BIOLOGY/5 (60 lecture hours; 30 lab hours)

Emphasizes general concepts of biology as a science and includes basic chemistry, cell structure and function, genetics, and evolution. A preliminary course designed for students pursuing human anatomy and physiology. Includes laboratory experience.

BIO 111 GENERAL COLLEGE BIOLOGY I WITH LAB/5 (60 lecture hours; 30 lab hours)

Examines the fundamental molecular, cellular and genetic principles characterizing plants and animals. Includes cell structure and function, and the metabolic processes of respiration, and photosynthesis, as well as cell reproduction and basic concepts of heredity. This course includes laboratory experience.(SC1)

BIO 112 GENERAL COLLEGE BIOLOGY II WITH LAB/5 (60 lecture hours; 30 lab hours)

Prerequisite: Successful completion of BIO 111(Grade C or better) or instructor permission. A continuation of Biology I. Includes ecology, evolution, classification, structure, and function in plants and animals. This course includes laboratory experience.(SC1)

BIO 201 HUMAN ANATOMY & PHYSIOLOGY I/4

(45 lecture hours; 30 lab hours)

Focuses on an integrated study of the human body including the histology, anatomy, and physiology of each system. Examines molecular, cellular, and tissue levels of organization plus integuments, skeletal, articulations, muscular, nervous, and endocrine systems. Includes a mandatory hands-on laboratory experience covering experimentation, microscopy, observations, and dissection. This is the first semester of a two-semester sequence.(SC1)

BIO 202 HUMAN ANATOMY & PHYSIOLOGY II/4

(45 lecture hours; 30 lab hours)

Prerequisite: BIO 201 or equivalent, or instructor permission.

Focuses on the integrated study of the human body and the histology, anatomy, and physiology of the following systems and topics: cardiovascular, hematology, lymphatic and immune, urinary, fluid and electrolyte control, digestive, nutrition, respiratory, reproductive, and development. (cont'd)

Includes a mandatory hands-on laboratory experience involving experimentation, microscopy, observations, and dissection. This is the second semester of a two-semester sequence. (SC1)

**BIO 204 MICROBIOLOGY/4
(45 lecture hours; 30 lab hours)**

Designed for health science majors. Examines microorganisms with an emphasis on their structure, development, physiology, classification, and identification. The laboratory experience includes culturing, identifying, and controlling microorganisms with an emphasis on their role in infectious disease. (SC1)

**BIO 216 HUMAN PATHOPHYSIOLOGY/4
(60 lecture hours)**

Prerequisites: BIO 201, 202 or equivalent, or instructor permission.

Focuses on the alterations in physiological, cellular, and biochemical processes, the associated homeostatic responses, and the manifestations of disease. Prior knowledge of cellular biology, anatomy, and physiology is essential for the study of pathophysiology.

**BIO 222 GENERAL COLLEGE ECOLOGY/4
(45 lecture hours; 30 lab hours)**

Prerequisite: BIO 111 or equivalent, or instructor permission.

Studies the interrelationships between organisms and their environment. Applies evolutionary theory to the study of composition and function of aquatic and terrestrial ecosystems, population biology, pollution, and the effects of man on ecosystems. Includes laboratory and field experiences.

**BIO 275 SPECIAL TOPIC/ 0-12
(up to 180 lecture hours)**

Covers a specific topic within Biology, as determined by the instructor. Reflects the special expertise of the faculty and/or the special needs of the students.

BUSINESS

**BUS 115 INTRODUCTION TO BUSINESS/3
(45 lecture hours)**

Focuses on the operation of the American business system. Covers fundamentals of the economy, careers and opportunities, marketing, management, production, governmental regulations, tools of business and social responsibilities.

**BUS 216 LEGAL ENVIRONMENT OF
BUSINESS/3(45 lecture hours)**

Emphasizes public law, regulation of business, ethical considerations, and various relationships existing within society, government, and business. Specific attention is devoted to economic regulation, social regulation, regulation and laws impacting labor-management issues, and environmental concerns. Students develop an understanding of the role of law in social, political, and economic change.

**BUS 217 BUSINESS COMMUNICATION AND
REPORT WRITING/3(45 lecture hours)**

Emphasizes effective business writing and covers letters, memoranda, reports, application letters, and resumes. Includes the fundamentals of business communication and an introduction to international communication.

**BUS 226 BUSINESS STATISTICS/3
(45 lecture hours)**

Prerequisite: MAT 090 or instructor permission. Focuses on statistical study, descriptive statistics, probability, and the binomial distribution, index numbers, time series, decision theory, confidence intervals, linear regression, and correlation. Intended for the business major.

CHEMISTRY

Statewide Guaranteed Transfer courses will be designated with (SC1)

**CHE 101 INTRODUCTION TO CHEMISTRY I/
5 (45 lecture hours; 60 lab hours)**

Co-requisite: MAT 090.

Includes the study of measurements, atomic theory, chemical bonding, nomenclature, stoichiometry, solutions, acid and base, gas laws, and condensed states. Laboratory experiments demonstrate the above concepts qualitatively and quantitatively. Designed for non-science majors, students in occupational and health programs, or students with no chemistry background. (SC1)

**CHE 102 INTRODUCTION TO CHEMISTRY II
5 (45 lecture hours; 60 lab hours)**

Prerequisite: CHE 101 or instructor permission.

Focuses on introductory organic and biochemistry (sequel to Introduction to Chemistry I). This course includes the study of hybridization of atomic orbitals for carbon, nomenclature of both organic and biochemical

compounds, physical and chemical properties of various functional groups of organic chemistry, and physical and chemical properties of biochemical compounds along with their biochemical pathways. Laboratory experiments are included.(SC1)

CHE 107 FUNDAMENTALS OF GENERAL CHEMISTRY W/LAB/5

(45 Lecture hours;60 Lab hours)

Focuses on the study of measurement, states of matter, atomic/molecular theory, chemical bonding, nomenclature, stoichiometry, solutions, acid and base chemistry, gas laws, condensed states of matter, oxidation-reduction reactions periodicity, and chemical equilibrium. Designed for students with no previous chemistry background and need one semester of general chemistry. Includes laboratory experiments.

CHE 109 GENERAL, ORGANIC AND BIOCHEMISTRY/4

(45 lecture hours; 30 lab hours)

Focuses on fundamentals of inorganic, organic and biochemistry primarily for students in health science, non-science majors and/or students in the occupational and health related career areas. Includes the study of measurement, atomic theory, chemical bonding, nomenclature, stoichiometry, solutions, acid and base chemistry, gas laws, condensed states of matter and nuclear chemistry, nomenclature of organic compounds, properties of different functional groups, nomenclature of various biological compounds, their properties and biological pathways.

CHE 111 GENERAL COLLEGE CHEMISTRY I/5 (45 lecture hours; 60 lab hours)

Prerequisite: One year high school chemistry or equivalent, or instructor permission.

Co-requisite: College algebra or permission of instructor.

Focuses on basic chemistry and measurement, matter, chemical formulas, reactions and equations, stoichiometry and thermochemistry. This course covers the development of atomic theory culminating in the use of quantum numbers to determine electron configurations of atoms, and the relationship of electron configuration to chemical bond theory and molecular orbital theory. The course includes gases, liquids, and solids and problem-solving skills are emphasized through laboratory experiments.(SC1)

CHE 112 GENERAL COLLEGE CHEMISTRY II/5 (45 lecture hours; 60 lab hours)

Prerequisite: CHE 111, MAT 121.

Presents concepts in the areas of solution properties, chemical kinetics, chemical equilibrium, acid-base and ionic equilibrium, thermodynamics, electrochemistry, nuclear chemistry, and organic chemistry. This course emphasizes problem solving skills and descriptive contents for these topics. Laboratory experiments demonstrate qualitative and quantitative analytical techniques.(SC1)

COLLEGE COMPOSITION & READING

CCR courses are listed under **ENGLISH**

COMMUNICATIONS

COM 100 WORKPLACE COMMUNICATIONS/1 (15 lecture hours)

Covers topics that teach students how to communicate effectively in the workplace. Includes listening, speaking, reading, and writing, and emphasizes the importance of these four modes of communication in the workplace.

COM 105 CAREER COMMUNICATIONS/3 (45 lecture hours)

Develops skills needed in obtaining and keeping a job. Includes job searching, applications, resumes, interviews, and the dynamics of customer, peer, and managerial relationships. Emphasizes speaking, writing, listening, critical reading skills, and vocabulary development essential to the employment world.

COM 115 PUBLIC SPEAKING/3 (45 lecture hours)

Combines the basic theory of speech communication with public speech performance skills. Emphasizes is on speech delivery, preparation, organization, support, and audience analysis.

COM 125 INTERPERSONAL COMMUNICATION/3 (45 lecture hours)

Examines the communication involved in interpersonal relationships occurring in family, social and career situations. Relevant concepts include self-concept, perception, listening, nonverbal communication, and conflict.

COM 214 NATURAL RESOURCE INTERPRETATION AND COMMUNICATION/3 (45 lecture hours)

Provides communication and interpretation training for those required to interpret natural resource data or present information about historical characters and times for the public. The course focuses on experiential skill development in the area of educational interpretation including, but not limited to, in-class and on-site interpretation of historical, geological, zoological, and other environmental topics and sites. It also stresses the preparation of educational presentations aimed at all levels of learner from pre-K through mature adulthood using various presentation techniques including, but not limited to, visual aids, props, dramatic performance, and puppetry.

COM 220 INTERCULTURAL COMMUNICATION/3 (45 lecture hours)

Explores the link between culture and communication and will develop and/or enhance communication skills and the abilities appropriate to a multicultural society. Emphasis will be on understanding diversity within and across cultures. Relevant concepts include perception, worldview, context, ethics, language, and nonverbal communication. (SS3)

COMPUTER ASSISTED DRAFTING

CAD 101 COMPUTER AIDED DRAFTING I/3 (45 lecture hours)

Focuses on basic computer aided drafting skills using the latest release of CAD software. Includes file management, Cartesian coordinate system, drawing set-ups, drawing aids, layer usage, drawing geometric shapes, editing objects, array, text applications, basic dimensioning, and Help access.

COMPUTER INFORMATION SYSTEMS

CIS 118 INTRODUCTION TO PC APPLICATIONS/3 (45 lecture hours)

Introduces basic computer terminology, file management, and PC system components. Provides an overview of office application software including word processing, spreadsheets, databases, and presentation graphics. Includes the use of a web browser to access the Internet.

CIS 155 PC SPREADSHEET CONCEPTS/3 (45 lecture hours)

Exposes the student to a wide range of uses of the electronic spreadsheet with special emphasis on using it as a business tool. Includes fundamentals and terms, creating and saving workbooks, entering and using formulas, formatting, printing, multiple-page workbooks, creating charts, entering and using functions, managing lists, and simple macros.

COMPUTER SCIENCE

CSC 160 COMPUTER SCIENCE I (LANGUAGE)/4 (60 lecture hours)

Introduces students to the discipline of computer science and programming. Algorithm development, data representation, logical expressions, sub-programs and input/output operations using a high-level programming language are covered. Intensive lab work outside of class time is required.

COSMETOLOGY

Student must be 16 years of age and have appropriate assessment scores to enroll in this program. (ACCUPLACER Reading 62, English 70, Math 56)

COS 103 SHAMPOO/RINSES/CONDITIONERS I/1 (15 lecture hours)

Introduces various types of scalp treatments and shampoos. Enables student to recognize and treat disorders of hair and scalp. Covers product knowledge and proper massage techniques to help control disorders and to cleanse the hair and scalp. Includes terminology dealing with hair structure, scalp, and hair disorders. Provides training in a lab or classroom setting.

COS 110 INTRODUCTION TO HAIR COLORING/2 (15 lecture hours;22.5 lab hrs)

Provides theory pertaining to the law of color, theory of color, chemistry of color, product knowledge, and analysis of hair and scalp. Covers basic techniques and procedures for the application of hair coloring.

COS 111 INTERMEDIATE I: HAIR COLORING/2 (45 lab hours)

Focuses on theory and practical application of color products, formulations of color, level and shades of color. Examines techniques in a specialized class or in a supervised salon setting.

COS 120 INTRODUCTION TO HAIR CUTTING/2 (15 lecture hours;22.5 lab hours)

Introduction to the theory relevant to patron protection, angles, élévations, and the analysis of hair textures as related to hair cutting. Covers the proper use and care of hair cutting implements. Focuses on basic hair cutting techniques using all cutting implements. Disinfection, sanitation procedures as they relate to haircutting.

COS 121 INTERMEDIATE I: HAIRCUTTING/2 (45 lab hours)

Focuses on theory related facial shapes, head and body forms to determine the clients appropriate haircut. Incorporates practical applications of hair cutting techniques in specialized classes or in the supervised salon (clinical setting).

COS 130 INTRODUCTION TO HAIR STYLING/2 (15 lecture hours;22.5 lab hours)

Combines theory with the practical application of roller placement, shaping, pin curls, finger waves, airforming iron curling, soft pressing and hard pressing.

COS 131 INTERMEDIATE I: HAIR STYLING/2 (45 lab hours)

Focuses on the accepted methods of styling hair, air forming roller sets, finger waves pin curls braiding and hair pressing.

COS 140 INTRODUCTIO TO CHEMICAL TEXTURE/1 (15 lecture hours)

Introduces a combination of theory and practice focusing on the analysis of hair and scalp, proper equipment and product knowledge. Includes basic techniques in permanent waving and chemical relaxing. Provides training in a classroom or lab setting on mannequins or live models.

COS 141 INTERMEDIATE i: CHEMICAL TEXTURE/1 (22.5 lab hours)

Emphasizes theory and practical application of permanent waves and chemical relaxers in specialized classes or a supervised salon setting. Enables the student to practice different wrapping techniques required by trend styles.

COS 150 LAWS, RULES AND REGULATIONS/1 (15 lecture hours)

Provides instruction on the laws, rules and regulations and how they govern the cosmetology and barber industry. This affects the student, licensed individual, salons and school owners.

COS 160 INTRODUCTION TO DISINFECTION, SANITATION & SAFETY/ 2 (15 lecture hours;22.5 lab hours)

Introduces the various methods of disinfection, sanitation, and safety as used in the cosmetology industry. Includes classroom study of bacteriology and the terminology dealing with cosmetology.

COS 161 INTERMEDIATE I: DISINFECTION, SANITATION & SAFETY/1 (22.5 lab hours)

Focuses on the theory and daily practice of proper methods of disinfection, sanitation and safety procedures as related to all phases of cosmetology. Covers terminology and training of disinfection, sanitation and safety procedures. Also includes customer service in a supervised salon (clinical) setting or specialized class

COS 203 SHAMPOOS/RINSES/ CONDITIONERS II/1 (22.5 lab hours)

Provides theory and practical training in shampoos, rinses and conditioners. Examines advanced techniques to prepare the student for employment. Includes preparation for the State Board Licensing Examination in shampoos, rinses and conditioners.

COS 210 INTERMEDIATE II: HAIR COLORING/2 (45 lab hours)

Provides continued instruction in the theory and practical application of color products, formulations of color, level and shades of color. Enables students to practice techniques in a specialized class or in a supervised salon setting.

COS 211 ADVANCED HAIR COLORING/ 2 (45 lab hours)

Provides continued instruction on advanced theory and practical techniques in hair coloring. Focuses on the recognition of color problems and color correction procedures. Covers advanced techniques and product knowledge to prepare the student for employment. Prepares the student for the State Board Licensing Examination pertaining to hair coloring.

COS 220 INTERMEDIATE II: HAIRCUTTING/2 (45 lab hours)

Provides continued instruction in the theory related to facial shapes, head and body forms to determine the client's appropriate haircut. Incorporates practical applications of haircutting techniques.

COS 221 Advanced Hair Cutting/2 (45 lab hours)

Focuses on advanced cutting techniques using all the cutting tools. Emphasizes current fashion trends. Includes student preparation for the State Licensure examination.

COS 230 Intermediate II: Hair Styling/2 (45 lab hours)

Provides continued instruction on accepted methods of styling hair, air forming, roll set, finger waves and hair pressing. Examines techniques in specialized classes or in a supervised salon setting.

COS 231 Advanced Hair Styling/1 (22.5 lab hours)

Focuses on theory and advanced techniques in all phases of hair styling to prepare the student for employment. Training is a combination of supervised salon (clinical) work and specialized classes. Includes student preparation for the State Board Licensing Examination relating to hairstyling.

COS 240 INTERMEDIATE II: CHEMICAL TEXTURE/1 (22.5 lab hours)

Provides continued instruction in the theory and practical application of permanent waves and chemical relaxers in specialized classes or a supervised salon setting. Enables students to practice different wrapping techniques required by trend styles.

COS 241 ADVANCED CHEMICAL TEXTURE/1 (22.5 lab hours)

Focuses on advanced techniques to prepare the student for employment and the changes in current industry standards. Instruction is provided in specialized classes or supervised salon (clinical) setting. Includes student preparation for the State Board Licensing Examination pertaining to permanent waves and chemical relaxers.

COS 250 MANAGEMENT, ETHICS, INTERPERSONAL SKILLS & SALESMANSHIP/1(15 lecture hours)

Emphasizes the importance of salon management and the knowledge and skills necessary to build a successful business. Focuses on the importance of interpersonal skills and basic techniques in salesmanship and customer services. Integrates job readiness skills and professional ethics.

COS 260 INTERMEDIATE II: DISINFECTION, SANITATION & SAFETY/2 (15 lecture hours;22.5 lab hours)

Provides continued study of theory and practice of proper methods of sterilization, disinfection, sanitation and safety procedures as related to all phases of the industry. Covers terminology and training of disinfection, sanitation and safety procedures. The individual responsibility to provide a safe work environment is practiced.

COS 261 ADVANCED DISINFECTION, SANITATION & SAFETY/1 (22.5 lab hours)

Provides advanced training on decontamination and safety practices in a supervised salon and/or classroom setting. Examines advanced techniques that prepare the student for employment. Includes student preparation for the State Board Licensing Examination in decontamination and safety for all aspects of the industry. Study of OSHA requirements for schools and salon are done in a theory or practical setting.

COS 262 ADVANCED II: DISINFECTION, SANITATION & SAFETY/3 (30 hours lecture;22.5 hours lab)

This course is the extra hours/credits required for the hairstylist program, per State Board of Colorado Barber/Cosmetology Board. Provides advanced training on decontamination and safety practices in a supervised salon and/or classroom setting. Examines advanced techniques that prepare the student for employment. Includes student preparation for the State Board Licensing Examination in decontamination and safety for all aspects of the industry. Study of OSHA requirements for schools and salon are done in a theory or practical setting.

COS 275 SPECIAL TOPICS/5-6 (contact hours vary from 7.5-90 between lab/lecture)

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

DENTAL HYGIENE

DEH 101 PRE-CLINICAL DENTAL HYGIENE LECTURE/2(30 lecture hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Explores basic dental hygiene theory and development of basic skills. Focuses on the application of diagnostic, preventative and therapeutic procedures and includes an introduction to dentistry and dental hygiene, dental and medical terminology, infection control, the removal of tooth deposits, patient medical and dental histories, preventive instruction and treatment planning

DEH 102 PRE-CLINICAL DENTAL HYGIENE CARE/3(90 lab hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Focuses on clinical experiences in basic dental hygiene procedures and techniques including basic instrumentation, infection control, and patient assessment skills. Students participate in a variety of clinical learning experiences.

DEH 103 DENTAL ANATOMY AND HISTOLOGY/3 (30 lecture hours; 30 lab hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Focuses on a study of the anatomical and histological features of the teeth and other oral structures of the oral cavity. Includes terminology, anatomical landmarks, and tooth identification. Introduces histology, the embryology of the face and oral and nasal cavities, development of the teeth, and the histological features of the various components of the teeth and surrounding structures.

DEH 104 DENTAL RADIOLOGY/3 (30 lecture hours; 30 lab hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Introduces principles of x-radiation production and safety factors; application and theory of properly exposing, processing, mounting and evaluating radiographs; identification of normal anatomic landmarks and pathologic conditions. Focuses on utilization of the laboratory in performing procedures necessary to produce quality radiographs.

DEH 111 DENTAL & MEDICAL EMERGENCIES/2(30 lecture hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Introduces the management of emergency situations in the dental office setting. Emphasizes reduction of risk for emergencies, identification and management of anxiety, and stress recognition protocol. Provides practical skills applicable to dental hygienists and the scope of responsibility for medical emergency management as dictated by state dental practice law. Covers the basic categories of emergencies, causes and management. Includes content and use of emergency kits and oxygen support systems.

DEH 112 DENTAL HYGIENE CLINIC LECTURE I/2(30 lecture hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Focuses on prevention through patient education. Includes dental hygiene clinical procedures, such as sealants, polishing, fluoride treatments, and treatment planning as well as instrumentation instruction.

DEH 116 PREVENTIVE DENTISTRY AND SPECIAL NEEDS PATIENTS/2 (30 lecture hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Focuses on application of the basic sciences in maintaining healthy oral tissues for all patient populations. Emphasizes plaque and plaque-related diseases and the basic philosophy involved in controlling and/or preventing disease. Addresses the role of the dental hygienist in etiology, epidemiology of disease, primary preventive efforts, oral health education, nutrition and dietary measures, and preventive agents.

DEH 122 PERIODONTICS I/2 (30 lecture hours)

Prerequisite: First-semester DEH course work.

Introduces the principles of periodontics. Focuses on recognition of the tissues in health and disease, macro and microanatomy of the periodontium, and histopathology of periodontal diseases and other related gingival conditions. Provides the theory and discussion of periodontal assessment, etiology, epidemiology, inflammatory process/immune response, and the AAP classification system.

DEH 123 HEAD AND NECK ANATOMY/1(15 lecture hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Focuses on the study of head and neck anatomy with emphasis on the muscles of mastication, the lymphatics, the TMJ, the nerve and vascular supply, and the oral cavity.

DEH 126 DENTAL MATERIALS/2 (15 lecture hours; 30 lab hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Provides the dental hygiene student with a sound knowledge of the science of dental materials. Covers didactic and laboratory experiences and the physical properties, basic chemistry, and the clinical applications of the materials used in the practice of dentistry.

DEH 132 APPLIED PHARMACOLOGY/2 (30 lecture hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Covers general pharmacology and reviews drugs that may influence the management of dental hygiene patients. Enables the student to develop sufficient knowledge of pharmacology to permit safe and effective medical evaluation of patients for dental hygiene treatment.

DEH 133 LOCAL ANESTHESIA/2 (15 lecture hours; 30 lab hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Provides a working knowledge of the theory and practice of local anesthesia as applied to the practice of dentistry/dental hygiene. Emphasizes mastery of the armamentarium and techniques of regional anesthesia. Covers the knowledge and skills necessary to administer local anesthetics proficiently and safely.

DEH 138 NITROUS OXIDE/OXYGEN SEDATION/1(7.5 lecture hours; 15 lab hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Provides a working knowledge of the latest equipment and methods of nitrous oxide/oxygen sedation administration in the dental office.

DEH 170 CLINICAL PRACTICE OF DENTAL HYGIENE I/3(90 lab hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Provides clinical experience in patient skills assessment, instrumentation and additional preventative and prophylactic clinical procedures.

DEH 171 CLINICAL PRACTICE OF DENTAL HYGIENE 1-A/3(90 lab hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Continues patient care sessions for the performance of traditional dental hygiene treatment. Enables the student to provide treatment to periodontally involved patients utilizing advanced instrumentation and power scaling.

DEH 175 Special Topics – See DEH 241**DEH 201 CLINIC II LECTURE/2 (30 lecture hours)**

Prerequisite: Enrollment in the Dental Hygiene Program.

Continues development of clinical skills with an introduction to Gracey curets, developing treatment plans for the periodontal patient and establishing maintenance schedule for oral health. Addresses special techniques for calculus detection. Allows student to demonstrate and practice through lab activities. Focuses on the patient with special needs. Student has sophomore standing in Dental Hygiene Program.

DEH 203 PRACTICE MANAGEMENT/1 (15 lecture hours)

Involves the student in research, presentation, and discussion regarding legal and ethical considerations of patient care, and the roles, relationships, and requirements of the dental hygiene professional. Covers the organization and management of dental hygiene practice. Addresses state dental practice acts, licensure and credentialing, and various aspects of employment.

DEH 204 COMMUNITY DENTAL HEALTH I/2(30 lecture hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Course provides instruction in the concepts, methods and issues of dental public health. Emphasis is placed on evidence-based criteria for effective promotion and prevention of dental disease in the public health setting. Concepts of

dental health education and program planning in the community setting are reinforced through case based materials, including methods of assessment, planning, implementation and evaluation of effectiveness. Course activities will reinforce skills in speaking and writing effectively in preparation for the subsequent community dental health field experience course.

DEH 213 GENERAL AND ORAL PATHOLOGY/3(45 lecture hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Focuses on the fundamentals of general pathology and the disease process. Covers oral pathology with emphasis on recognition and identification of pathologic conditions that most frequently occur around the oral cavity. Helps students identify appropriate referral mechanisms to render a definitive diagnosis.

DEH 225 COMMUNITY DENTAL HEALTH II: FIELD EXPERIENCE/1(30 lab hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Provides practical application of community dental health theory and opportunities to conduct needs assessments on a variety of populations. Emphasizes meeting the educational needs of specific populations through program planning, implementation and evaluation. Incorporates supervised field experiences in low-income, school and other public facilities as well as private health and education oriented organizations.

DEH 241 Immunological Aspects of Periodontal Disease/1(15 lecture hours)

Prerequisite: First-semester DEH course work. Includes a brief review of the human inflammatory & immune responses. Particular emphasis is placed on the interaction between periodontal pathogens and host response, and the effects of systemic conditions on periodontal health are explored, as well as the effects of periodontal disease on systemic health.

DEH 242 PERIODONTICS II/2 (30 lecture hours)

Prerequisite: Second -semester DEH course work.

Continues to explore theoretical/clinical preparations with emphasis on dental hygiene process of care, treatment planning, non-surgical treatment, evaluation of treatment, and maintenance needs of the periodontal patient. Develops research and decision making skills

with use of library and Internet resources relating to risk factors, etiologic agents, and treatment modalities. Includes comprehensive periodontal assessment, supplemental diagnostics, periodontal pharmacology, and evidence based treatment planning.

DEH 268 CLINICAL THEORY OF DENTAL HYGIENE II/2(30 lecture hours)

Provides the didactic theory for clinical practice of dental hygiene skills at the beginning of the second year of dental hygiene curriculum. Builds on clinic theory from first year curriculum to provide the knowledge base needed for treatment of patients with more advanced periodontal disease and medical/health factors. Focuses on: periodontal charting and documentation, interpretation of periodontal factors on radiographs, use of treatment planning in the dental hygiene process of care, legal parameters of record keeping and informed consent, use of oral photography, application of sealants, treatment of dental hypersensitivity, application of chemotherapeutics and professional oral irrigation, application of ergonomics in dentistry, clinical dental hygiene treatment considerations for patients with history of cardiac complications and diabetes.

DEH 270 CLINICAL PRACTICE OF DENTAL HYGIENE II/6(180 lab hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Covers patient care sessions for the performance of traditional dental hygiene treatment. Continues and expands periodontal patient care and special patient care sessions. Focuses on clinical competence in margination and polishing of restorations, nutrition counseling, oral irrigation, chemotherapeutics and OSHA compliance.

DEH 271 CLINICAL PRACTICE OF DENTAL HYGIENE III/6(180 lab hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Continues patient care session with emphasis on attaining a level of competency and efficiency for successful performance in clinical board exams and private practice. Focuses on clinical skill development in tobacco cessation, product selection, patient communications, curettage and special topics developed patient treatments. Provides elective extra-mural clinical sites for additional practice.

DEH 285 CLINICAL THEORY OF DENTAL HYGIENE III/1(15 lecture hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Serves as the capstone course of the final semester of a two-year curriculum. Prepares the student for two major goals: basic competence for transition to provision of dental hygiene services in private practice; and the ability to successfully pass both written National Boards examinations and regional dental hygiene clinical examinations. Emphasizes the application of case based learning. Major topics include: cosmetic bleaching, air powered polishing devices, application of the re-evaluation process in treatment planning for periodontally involved cases, preparation for the CRDTS regional clinical exam process, application of an effective tobacco cessation process, technique and process for gingival curettage, technique and process for amalgam polishing and margination, care of cosmetic dental restorations, and maintenance of implants.

DIESEL

DPM 100 INTRO TO DIESEL MECHANICS/2 (45 contact hours)

Focuses on the student identifying and describing the many different types of diesel powered vehicles. Emphasis is placed on being able to research information in maintenance manuals and parts manuals along with demonstration of their abilities in properly identifying and select mechanical fasteners for a particular application. Specific coverage of precision fasteners, fuels, fluids as they relate to the diesel industry.

DPM 103 DIESEL ENGINES I/4 (90 contact hours)

Covers the theory and operation of diesel engines with emphasis on cylinder heads and valve trains diagnosis and repair. Also introduces the cooling system's importance with diagnosis and repair. Enables students to diagnose, test, and repair cylinder heads and cooling systems on diesel engines.

DPM 105 HEAVY DUTY POWERTRAINS I/3 (67.5 contact hours)

Focuses on drive axles and universal joints of heavy duty trucks and equipment. Students will

cover operations, tests, removal, inspections, and repair of heavy duty drivelines, axles, and differentials.

DPM 106 DIESEL FUEL SYSTEMS/3 (67.5 contact hours)

Covers the theory of operation and repair of fuel injection systems. Provides laboratory assignments that involve disassembly, assembly, and service procedures on fuel system components.

DPM 111 CAB & ELECTRICAL PMI I/3 (45 contact hours)

Enables the student to perform preventive maintenance on heavy equipment and trucks, and complete appropriate maintenance records. Addresses the process of diagnostics and troubleshooting. Focuses on the importance of preventive maintenance.

DPM 121 HYDRAULIC SYSTEMS I/3 (67.5 contact hours)

Offers instruction on the basic fundamentals of hydraulics and their applications. Diagnosis, service, and testing along with safety are stressed within this course.

DPM 122 HYDRAULIC SYSTEMS II/3 (67.5 contact hours)

Offers instruction on the repair, replacement, measuring, and subsequent adjustments of components. Identification and repairing pumps, control valves, and cylinders is stressed within this course.

DPM 123 CUMMINS B SERIES/2 (45 contact hours)

Covers the history, developments, theory, operation and service procedures of a Cummins B Series diesel engines.

DPM 124 POWERSTROKE ENGINES/2 (45 contact hours)

Covers the history, development, theory, operation and service procedures of Powerstroke Diesel Engines used in Ford Trucks.

DPM 125 DURAMAX ENGINES/2 (45 contact hours)

Covers the history, development, theory, operation and service procedures for Duramax Diesel Engines used in General Motors Trucks.

**DPM 140 H/D STEERING & SUSPENSION I/3
(67.5 contact hours)**

Emphasizes lecture and related lab in the diagnosis and service of Heavy Duty mechanical and air suspension systems, wheels/tires and pressure management systems.

**DPM 203 DIESEL ENGINES II/4
(90 contact hours)**

Covers the theory of operation and repair of diesel engines with emphasis on the cylinder block in big bore engines. Enables students to disassemble, inspect, and reassemble engines.

**DPM 205 HEAVY DUTY POWERTRAINS II/3
(67.5 contact hours)**

Teaches students to diagnosis clutch and transmission problems. Focuses on clutch, transmission, additional assembly operation, testing, and repairing. Students will learn removal, rebuilding, inspection, repairing, and replacement of all components. Covers electrical systems on transmissions and related assemblies.

**DPM 206 HEAVY DUTY BRAKES I/3
(67.5 contact hours)**

Focuses on the various braking systems incorporated in heavy-duty trucks and heavy equipment. Includes a study of hydraulic brake systems and covers the diagnosis and service of the mechanical and electrical components.

**DPM 207 HEAVY DUTY BRAKES II/3
(67.5 contact hours)**

Teaches instruction in general service and maintenance procedures for the heavy-duty truck air brake system and its related pneumatic components. Operational checks, performance testing, and verifying system compliance with regulations (FMVSS No. 121) will be discussed.

**DPM 210 DIESEL AIR INDUCTION/I
(22.5 contact hours)**

Covers the theory of operation and repair of turbochargers, superchargers, intercoolers, and various induction systems. Examines factors regulating engine performance failure, and procedures for reclaiming engine performance.

**DPM 211 DRIVETRAIN & STEERING PMI/2
(45 contact hours)**

Focuses on preventive maintenance of heavy duty truck & equipment drivetrains and steering systems including recording of critical information for the customer. Enables students

to grasp the importance of preventive maintenance while gaining an understanding of component operation.

EARLY CHILDHOOD EDUCATION

**ECE 100 PRE-LICENSING TRAINING FOR FAMILY CHILD CARE PROVIDERS/I
(15 lecture hours)**

Provides the educational training necessary to meet the hours and categories of training required by the Colorado Department of Human Services to open a licensed child care facility for children ages 2-12, with no more than two children under the age of two. Upon completion of 15 hours of training, in the areas listed below, the student will have met the academic training requirements of the Colorado Department of Human Services, needed to open a licensed child care facility for children ages 2-12, with no more than two children under the age of two.

ECE 101 INTRODUCTION TO EARLY CHILDHOOD EDUCATION/3(45 lecture hours)

Provides an introduction to Early Childhood Education. Includes the eight key areas of professional knowledge: Child Growth and Development; Health, Nutrition and Safety; Developmentally Appropriate Practices; Guidance; Family and Community Relationships; Diversity; Professionalism; Administration and Supervision. Focuses on ages birth through age eight.

**ECE 102 INTRODUCTION TO EARLY CHILDHOOD LAB TECHNIQUES/3
(15 lecture hours;45 lab hours)**

Prerequisite or Co-requisite: ECE 101. Focuses on a classroom seminar and placement in a child care setting. The supervised placement provides the student with the opportunity to observe children, to practice appropriate interactions, and to develop effective guidance and management techniques. Addresses ages birth through age 8.

ECE 103 GUIDANCE STRATEGIES FOR CHILDREN/3 (45 lecture hours)

Prerequisite: ECE 101. Explores guidance theories, applications, goals, techniques and factors that influence expectations, classroom management issues, and prosocial skills. Addresses ages birth through age 8.

ECE 111 INFANT AND TODDLER THEORY & PRACTICE/3 (45 lecture hours)**Prerequisite:** ECE 101

Presents an overview of theories, applications (including observations) and issues pertinent to infant and toddler development in group and/or family settings. Includes state requirements for licensing, health, safety and nutrition issues. Focuses on birth through age three.

ECE 126 ART AND THE YOUNG CHILD/2 (30 lecture hours)**Prerequisite:** ECE 101

Prepares students to plan and implement a comprehensive and developmentally appropriate art program for young children. Investigates the development of self-taught art techniques in young children.

ECE 127 MUSIC/MOVEMENT FOR THE YOUNG CHILD/1(15 lecture hours)**Prerequisite:** ECE 101

Focuses on the purposes of incorporating music and movement into the early childhood curriculum. Through active participation with hands-on experiences, students work with the concepts of age and developmental appropriateness when designing fun activities with both subjects.

ECE 175 SPECIAL TOPICS/0-3 (up to 68 contact hours)

Explores current topics, issues and activities related to one or more aspects of the early childhood profession.

ECE 188 PRACTICUM: EARLY CHILDHOOD EDUCATION/1 (45 contact hours)**Prerequisite:** ECE 101

Provides students with field experience in early childhood programs.

ECE 205 NUTRITION, HEALTH AND SAFETY/3(45 lecture hours)**Prerequisite:** ECE 101

Focuses on nutrition, health and safety as a key factor for optimal growth and development of young children. Includes nutrient knowledge, menu planning, food program participation, health practices, management and safety, appropriate activities and communication with families. Addresses ages from prenatal through age 8.

ECE 220 CURRICULUM DEVELOPMENT: METHODS AND TECHNIQUES/3 (45 lecture hours)**Prerequisite:** ECE 101

Provides an overview of early childhood curriculum development. Includes processes for planning and implementing developmentally appropriate environments, materials and experiences, and quality in early childhood programs. Focuses on ages birth through age 8.

ECE 225 LANGUAGE AND COGNITION FOR THE YOUNG CHILD/3(45 lecture hours)**Prerequisites:** ECE 101 and PSY 238 or Instructor permission.

Examines theories of cognitive and language development as a framework for conceptualizing the way children acquire thinking skills. Includes observing, planning, facilitating, creative representation, and evaluating strategies within the context of play. Focuses on language, science, math, problem solving and logical thinking. Addresses ages birth through age 8.

ECE 226 CREATIVITY AND THE YOUNG CHILD/3(45 lecture hours)**Prerequisite:** ECE 101

Provides an emphasis on encouraging and supporting creative self expression and problem solving skills in children. Explores creative learning theories and research. Focuses on developmentally appropriate curriculum strategies in all developmental domains. Addresses ages birth through age 8.

ECE 240 ADMINISTRATION OF EARLY CHILDHOOD CARE AND EDUCATION PROGRAMS/3(45 lecture hours)**Prerequisite:** ECE 101

Examines Colorado's minimal licensing requirements, as well as optimal standards pertaining to the operation of programs for young children. Focuses on the director's administrative skills and role as a community advocate for young children. Addresses ages birth through age 12.

ECE 241 ADMINISTRATION: HUMAN RELATIONS FOR EARLY CHILDHOOD EDUCATION/3(45 lecture hours)**Prerequisite:** ECE 101

Focuses on the human relations component of an early childhood professional's responsibilities. Includes director-staff relationships, staff development, leadership strategies, parent-professional partnerships, and community interaction.

ECE 256 WORKING WITH PARENTS, FAMILIES, AND COMMUNITY SYSTEMS/3 (45 lecture hours)

Prerequisite: ECE 101

Examines attitudes and family values systems and how they affect parent-professional partnerships. Addresses communication, problem-solving and conflict resolution strategies. Plans effective activities and programs for parent involvement. Addresses ages birth through 8.

ECE 260 EXCEPTIONAL CHILD/3 (45 lecture hours)

Prerequisites: ECE 101 and PSY 238

Presents an overview of critical elements related to educating you children with disabilities in the early childhood setting. Topics include: typical and atypical development, legal requirements, research based practices related to inclusion, and accommodations and adaptations. Student will learn how a disability will impact a young child's learning process. Focus of the course is on birth through age 8.

ECE 288 PRACTICUM: EARLY CHILDHOOD EDUCATION/3 (135 contact hours)

Prerequisite: ECE 101

Provides students with advanced field experience opportunities in early childhood education programs.

ECONOMICS

Statewide Guaranteed Transfer courses will be designated with (SS1)

ECO 201 PRINCIPLES OF MACROECONOMICS/3(45 lecture hours)

Focuses on the study of the American economy, stressing the interrelationships among household, business, and government sectors. Explores saving and investment decisions, unemployment, inflation, national income accounting, taxing and spending policies, the limits of the market and government, public choice theory, the Federal Reserve System, money and banking, and international trade. (SS1)

ECO 202 PRINCIPLES OF MICROECONOMICS/3(45 lecture hours)

Studies the firm, the nature of cost, and how these relate to the economy as a whole. Analyzes economic models of the consumer, perfect competition, monopoly, oligopoly and monopolistic competition. Explores economic

issues including market power, population growth, positive and negative externalities, income distribution, poverty and welfare, discrimination, and international economic interdependence. (SS1)

EDUCATION

EDU 221 INTRODUCTION TO EDUCATION/3(45 lecture hours)

Prerequisite: College level reading and writing as demonstrated on college level placement scores.

Co-requisite: Field-Experience component, if not embedded in the class.

Focuses on the historical, social, political, philosophical, cultural and economic forces that shape the United States public school system. Includes current issues of educational reform, technology as it relates to education and considerations related to becoming a teacher in the state of Colorado. Special interest will be paid to the topic of diversity in the K-12 school system.

EDU 222 Effective Teaching/1 (15 lecture hours)

Focuses on strategies for becoming an effective teacher. Topics include course goals and objectives, the first day, planning a lesson, higher levels of thought, test design and grading, assessment, and teaching and learning styles.

EMERGENCY MEDICAL SERVICES

EMS 115 FIRST RESPONDER/3 (30 lecture hours;22.5 lab hours)

Provides the student with core knowledge and skills to function in the capacity of a first responder arriving at the scene of an emergency, providing supportive care until advanced EMS help arrives.

EMS 121 EMT Fundamentals/3 (30 lecture hours;22.5 lab hours)

Introduces the Emergency Medical Technician (EMT) student to pre-hospital emergency care. The topics included in this course are Emergency Medical Services (EMS) systems, well-being of the EMT, communications, documentation, anatomy, airway management, and patient assessment.

**EMS 122 EMT Medical Emergencies/4
(30 lecture hours;45 lab hours)**

Prerequisite: EMS 121

Provides the Emergency Medical Technician (EMT) student with the knowledge and skills to effectively provide emergency care and transportation to a patient experiencing a medical emergency. This course focuses on the integration of the physical exam, medical history, and pathophysiology when assessing and treating the medical patient.

**EMS 123 EMT Trauma Emergencies/2
(15 lecture hours;22.5 lab hours)**

Prerequisite: EMS 122

Provides the Emergency Medical Technician (EMT) student with the knowledge and skills to provide appropriate emergency care and transportation of a patient who has suffered a traumatic injury. The concepts of kinematics and the biomechanics of trauma, along with pathophysiology and injury patterns will provide the student with the ability to assess and manage the trauma patient.

**EMS 124 EMT Special Considerations/2
(15 lecture hours;22.5 lab hours)**

Prerequisite: EMS 123

Provides the Emergency Medical Technician (EMT) student with the knowledge and skills required to modify the assessment, treatment, and transportation of special patient populations and patients in special circumstances. This course also provides an overview of incident command, mass casualty incidents, vehicle extrication, air medical support, hazardous materials, and terrorism.

**EMS 130 EMT INTRAVENOUS THERAPY/2
(15 lecture hours;22.5 lab hours)**

Prerequisite: Current EMT Basic certification, or proper licensure.

Focuses on cognitive and skill practice as required by Colorado Pre-hospital Care program for EMT Basic level IV approval. Examines criteria, procedures and techniques for ICV therapy, discusses fluid and electrolyte balance, medication administration, and principles and treatment for shock.

**EMS 150 PEDIATRIC EDUCATION FOR
PREHOSPITAL PROFESSIONALS/1
(15 lecture hours)**

Prerequisite: EMT-Basic or approval from Program Coordinator.

Provides the student with core knowledge and skills necessary to provide emergency care to the pediatric patient.

**EMS 170 EMT BASIC CLINICAL/1
(30 lab hours)**

Prerequisite or Co-requisite: EMS 124

Provides the EMT student with the clinical experience required of initial and some renewal processes.

**EMS 175 Special Topics/1
(up to 45 contact hours)**

Provides the student with a vehicle to pursue in depth exploration of special topics of interest.

**EMS 203 EMT INTERMEDIATE I/6
(45 lecture hours;67.5 lab hours)**

Prerequisite: Valid EMT-Basic, HEP B vaccination, Current CPR cards, high school grad or GED, CPT 80, Math.

Course provides preparatory information and is the first part of the EMT Intermediate program.

**EMS 205 EMT-INTERMEDIATE II/6
(45 lecture hours;67.5 lab hours)**

Prerequisite: EMT Intermediate I.

Serves as the second course for EMT Intermediate certification.

**EMS 270 CLINICAL: EMS INTERMEDIATE/3
(90 lab hours)**

Prerequisite: EMS 203 and 205.

Co-requisite: EMS 205 as needed.

Provides the EMT-I student with the required field experiences as required by the Colorado Department of Health.

**EMS 275 SPECIAL TOPICS/1
(up to 45 contact hours)**

Provides the student with a vehicle to pursue in depth exploration of special topics of interest.

ENGLISH

Statewide Guaranteed Transfer courses will be designated with (CO1 or CO2)

CCR 091 COMPOSITION & READING LAB/1(15 lecture hours)

Prerequisite:

Accuplacer RC<40 or SS<50 **OR**
CCPT READ<050 and WRES=1

Co-Requisite: CCR 092

Supports skill development for students registered in CCR 092 College Composition and Reading. Topics covered in the course include those defined in CCR 092 and/or any foundational skills needed by the student.

CCR 092 COMPOSITION & READING/5 (75 lecture hours)

Prerequisite:

Accuplacer RC 40-61 and/or SS 50-69 **OR**
CCPT READ>75 and WRES=2 or
READ>49 and WRES=3

Integrates and contextualizes college level reading and writing. Students will read and understand complex materials and respond to ideas and information through writing informative and/or persuasive texts.

CCR 094 STUDIO 121/3(45 lecture hours)

Prerequisite:

Accuplacer: RC 62-79 and/or SS 70-99 **OR**
CCPT: READ>100 and WRES=3 or
READ>88 and WRES=4 or
READ>49 and WRES=5

Co-requisite: ENG 121

Integrates and contextualizes reading and writing strategies tailored to co-requisite ENG 121 coursework. Students will read and understand complex materials, and respond to ideas and information through writing informative and/or persuasive texts.

ENG 121 ENGLISH COMPOSITION I/3 (45 lecture hours)

Prerequisite:

Accuplacer RC>79 or SS>99 **OR**
CCPT READ >95 and WRES=5 or
READ>79 and WRES=6

Emphasizes the planning, writing, and revising of compositions, including the development of critical and logical thinking skills. This course includes a minimum of five compositions that stress analytical, evaluative, and persuasive/argumentative writing.(CO1).

ENG 122 ENGLISH COMPOSITION II/3 (45 lecture hours)

Prerequisite: ENG 121

Expands and refines the objectives of English Composition I. Emphasizes critical/logical thinking and reading, problem definition, research strategies, and writing analytical, evaluative, and/or persuasive papers that incorporate research.(CO2).

ENG 131 TECHNICAL WRITING I/3 (45 lecture hours)

Prerequisite: 'C' or better in CCR 092 or instructor permission

Develops skills one can apply to a variety of technical documents. Focuses on principles for organizing, writing, and revising clear, readable documents for industry, business, and government.

ENG 201 ENGLISH COMPOSITION III: CO3 (45 lecture hours)

Provides students with skills necessary to enter into higher-level undergraduate academic discourse or professional workplace writing. ENG 201 extends students' rhetorical knowledge and develops critical reading, thinking, and writing strategies in multiple specialized areas of discourse beyond what they encounter in ENG 122. In ENG 201, students deepen their rhetorical and writing skills by learning to analyze, synthesize, summarize, complex texts and incorporate this information into specific writing conventions for a defined discipline. As a more advanced composition course, ENG 201 provides interested students with the opportunity to continue their exploration of expository writing-with the added benefit of learning to write for distinct audiences (format, language, level of specificity, length, and documentation style). Students will also learn effective editing and revising techniques, discipline-specific writing strategies, and how to extend their mastery of rhetorical strategies. While ENG 201 may be taught with the focus in a variety of disciplines (science writing, gender studies, literary criticism, writing in the humanities, business writing, political geography, philosophy, and so on), every discipline will allow students the opportunity to learn how to communicate with specialized audiences and adapt content to the needs of varying rhetorical situations. (CO3)

**ENG 221 CREATIVE WRITING I/3
(45 lecture hours)**

Prerequisite: ENG 121 or instructor permission
Teaches techniques for creative writing. Explores imaginative uses of language through creative genres (fiction, poetry, literary nonfiction) with emphasis on the student's own unique style, subject matter and needs.

**ENG 222 CREATIVE WRITING II/3
(45 lecture hours)**

Prerequisite: ENG 221
Provides continued development of written expression in such forms as poetry, fiction, and/or nonfiction writing.

ENVIRONMENTAL SCIENCE

Statewide Guaranteed Transfer courses will be designated with (SC1)

**ENV 101 INTRODUCTION TO ENVIRONMENTAL SCIENCE/4
(45 lecture hours; 30 lab hours)**

Provides an introduction to the basic concepts of ecology and the relationship between environmental problems and biological systems. Includes interdisciplinary discussions on biology, chemistry, geology, energy, natural resources, pollution and environmental protection. Using a holistic approach, student will study how the foundations of natural sciences interconnect with the environment. This course includes a laboratory experience. (SC1)

**ENV 110 NATURAL DISASTERS/3
(45 lecture hours)**

Introduces the student to the different types of natural hazards, their causes, effects, and what can be done to reduce the risks to human populations. Scientific advances related to understanding, predicting, and preparing for natural disasters are discussed. This course also covers anthropogenic changes to Earth systems which may be increasing the frequency and severity of these events. (SC2)

EQUINE MANAGEMENT

**EQM 103 MANAGEMENT PRACTICUM I/3
(67.5 lab hours)**

Enables students to gain practical experience in basic horse husbandry, basic horsemanship and stable management practices. Students are assigned a horse and practice day-to-day management at the college's equine facility. Through practical experience students develop

professional characteristics in appearance, attitude, and work ethic.

**EQM 151 HORSE PRODUCTION/4
(60 lecture hours)**

Focuses on the external anatomy, and internal anatomy and physiology including skeleton, joints, muscles, digestive system, urinary-excretory system, respiratory system, circulatory system, nervous system, skin and hair. Covers the elements of conditioning these systems for various levels of training.

**EQM 153 EQUINE EVALUATION/3
(45 lecture hours)**

Focuses on the evaluation of a horse's conformation and performance. Covers terms used in judging horse conformation, evaluation of a horse's conformation and structural soundness, and evaluating performance horses in various classes.

**EQM 158 EQUINE REPRODUCTION/2
(30 lecture hours)**

Introduces horse reproduction and the various breeding and management practices found on breeding farms. Covers physiology of the mare and stallion reproductive systems, care of the stallion and the mare, mare heat detection, breeding, care of pregnant mares, foaling, problems in the foal, and care of the foal and yearling.

**EQM 215 LAMENESS IN HORSES/3
(45 lecture hours)**

Prerequisite: ASC 102 or instructor Permission. Expands on basic equine anatomy with emphasis on normal function of front & rear legs & feet including methods of evaluating deviations from normal function presented as lameness in horses. Also discusses response to injury by the body, forms of therapy and conditioning techniques for returning horses to work after injury.

**EQM 251 EQUINE MANAGEMENT/3
(67.5 lab hours)**

Covers practical aspects of horse and stable management, feeds and nutrition, diseases and wounds, unsoundness and blemishes, castration, immunization, worming, health care, care of feet and legs, organizing stable routine and activities, stable records and stable construction. Focuses on marketing methods and promotional advertising methods for stables, trainers and horses.

**EQM 280 EQUINE INTERNSHIP/7-10
(262.5 – 375 internship hours)**

Students are employed or work at home on an equine operation. The work experience must cover a minimum of 320 hours with the student involved in all facets of this operation.

EQUINE TRAINING

EQT 200 FUNDAMENTALS OF RIDING INSTRUCTION/3(67.5 lab hours)

Develops the basic skills needed to become effective teachers of riding. Through classroom and arena assignments, students have the opportunity to gain confidence, learn methods of organization, develop lesson plans and practice teaching techniques. Students learn techniques in teaching basic skills for western horsemanship.

**EQT 253 APPLIED HORSEMANSHIP/5
(112.5 lab hours)**

Provides the student intermediate to advanced horsemanship and maneuvers, with emphasis on individual work.

ESTHETICIAN

Student must be 16 years of age and have appropriate ACCUPLACER scores.

EST 110 INTRODUCTION TO FACIALS AND SKIN CARE/3(15lecture hours;45 lab hours)

Provides a basic understanding of massage manipulations when providing facials and the study of skin in both theory and practical applications. Benefits derived from proper facial and good skin care routines. Training is conducted in a classroom or lab setting using mannequins or models.

EST 111 INTERMEDIATE FACIALS & SKIN CARE/2(45 lab hours)

Covers theory and practical application pertaining to anatomy, skin disorders, skin types and facial shapes. Students help patrons to select the proper skin care treatment. Practical and theory application can be done in specialized classes or supervised salon (clinical) setting using models or customer service.

EST 210 ADVANCED MASSAGE & SKIN CARE/2(45 lab hours)

Provides the student with advanced techniques in massage, skin care, and lash/brow tinting. Theory and practical procedures ready the student for employment. Instruction is provided

in specialized classes or in a supervised salon (clinical) setting. Student preparation for State Board Licensing Examination.

EST 211 FACIAL MAKE-UP/1(22.5 lab hours)

Provides instruction on cosmetics and their functions. The importance of color theory, facial types and skin tones as they relate to facial makeup. Instruction from the basic makeup application to the corrective makeup procedure is taught. Disinfection and sanitation is taught as it pertains to all aspects of makeup.

**EST 212 HAIR REMOVAL/3
(15 lecture hours;45 lab hours)**

Provides in-depth study and practice of hair removal and the practice of patron protection and safety. Training for general waxing and body waxing procedures are provided. Demonstration of disinfection and sanitation as it pertains to Colorado rules and regulations will be practiced.

**EST 275 SPECIAL TOPICS/0-12
(7.5 – 270 lecture/lab hours)**

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

FARRIER SCIENCE

**FAS 100 FARRIER SCIENCE I/4
(45 lecture hours)**

Introduces horses from evolution to the present with emphasis on existing breeds and shoeing requirements. Course also covers behavior patterns of horses, proper handling and safety; need for and frequency of shoeing, anatomy and physiology of the lower leg, angles, hoof preparation, shoe selection, shaping, and basic techniques.

**FAS 110 FARRIER SCIENCE II/4
(60 lecture hours)**

Focuses on corrective shoeing for pleasure and racehorses. Emphasizes anatomy of horses, physiology of the lower leg, preliminary examination, and natural angles of the legs, hoof preparation, and normal shoeing.

**FAS 120 FARRIER SCIENCE III/4
(60 lecture hours)**

Introduces special purpose shoeing for racehorses, trail horses, etc. Examines corrective shoeing, shoeing requirements for various breeds, special purpose plating, special equipment, and public relations.

FILM VIDEO MEDIA

FVM 184 LANDMARKS OF CINEMA/3 (45 lecture hours)

Students examine and analyze standout films of popular cinema from the last few decades with inquiry into what makes them rise above their peers. Students evaluate the films and research and interpret the work of individual film makers whose work interests them.

FINANCE

FIN 101 INTRODUCTION TO FINANCE/3 (45 lecture hours)

Provides an in-depth study of the US monetary system, the role of banks as financial intermediaries, and the types of financing. Includes international financial markets and international financial instruments used in importing and exporting, analysis of stock and bond values, the role and process of the stock and bond markets and the derivative marketplace. Enables the student to produce a cash budget, analyze financial statements including all financial ratios used in credit analysis, and determine capital requirements and financing arrangements.

FIN 105 PRINCIPLES OF BANKING/3 (45 lecture hours)

Explores nearly every aspect of banking as a solid foundation for any career in the financial services industry. Just as the industry is constantly changing, this course is continually being revised to provide specific up-to-date information.

FIN 226 MONEY AND BANKING/3 (45 lecture hours)

Presents a fundamental treatment of how money functions in the U.S. and world economies. Includes the concept of money supply, the Federal Reserve System, the role banks play as a money creator and participant in the nation's payment mechanism. Examines how the various types of financial institutions operate, the working of monetary and fiscal policies, and the role of a Central Bank and International Banking.

FIN 245 LAW AND BANKING APPLICATIONS/2(45 lecture hours)

Introduces the laws pertaining to secured transactions, letters of credit, and the bank collection process. Enables the student to explain the concept of negotiability, analyze the

concept of holder-in-due-course status, define and explain the nature of the letter of credit, describe the nature of primary and secondary contractual liability on an instrument, identify the issues related to secured transactions and discuss the legal issues related to bank collections and check losses.

FIN 285 INDEPENDENT STUDY/0-12 (15-180 lecture hours)

Meets the individual needs of students. Students engage in intensive study or research under the direction of a qualified instructor.

FIRE SCIENCE TECHNOLOGY

FST 100 FIREFIGHTER I/9 (75 lecture hours;90 lab hours)

Addresses the requirements necessary to perform at the first level of progression as identified in National Fire Protection Association (NFPA) 1001, Firefighter Professional Qualifications. This is a lecture and lab course for meeting the NFPA 1001, level I, standard using IFSTA Essentials.

FST 102 PRINCIPLES/EMERGENCY SERVICES/3(45 lecture hours)

Introduces the fire service organization and operation from past to present operations. Includes operation and organization of federal, state, local and private protection forces. Emphasizes extinguishing methods and equipment, special extinguishing agents, and special hazard considerations. Serves as a prerequisite for students having no previous fire suppression training or experience.

FST 259 WILDLAND FIREFIGHTING/3 (45 lecture hours)

Focuses on management of uncontrolled fire burning, urban/wildland interface, strategy and tactics used in controlling wild land fires, prevention methods, and incident command practices.

FSW 100 S-190 INTRO TO WILDLAND FIRE BEHAVIOR/1(15 lecture hours)

Provides instruction in the primary environmental factors that affect the start and spread of wildfire and recognition of potentially hazardous situations. This course can be taught in conjunction with or prior to Firefighting Training S-130.

**FSW 101 S-130 FIREFIGHTING TRAINING/2
(45 Lab hours)**

Provides entry-level firefighter skills. A version of the L-180, Human Factors on the Fireline, is included as part of the course. Credit should be issued for S-130.

GENERAL EQUIVALENCY DIPLOMA

**GED 010 PRE-GED PREPARATION/1-12
(15-180 lecture hours)**

Presents material for the student who needs review before doing GED preparation. Diagnostic tests determine skill level; help is available in writing skills, reading, and math.

**GED 011 GED PREPARATION/1-12
(15-180 lecture hours)**

Prerequisite: A minimum score of 35 on individual GED Pre-tests or GED 010. Presents material for students who need to prepare for the GED tests: Language Arts, Writing; Language Arts, Reading; Mathematics; Science; and Social Studies.

GEOGRAPHIC INFORMATION SYSTEMS

GIS 101 INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS/3 (45 lecture hours)

Surveys the development and operation of automated geographic information systems. Focuses on the fundamentals of using computers to draw maps. Incorporates study of cartographic fundamentals such as map projections, map scales, selective display of data on maps, and various computer software applications in GIS.

GEOGRAPHY

Statewide Guaranteed Transfer courses will be designated with (SS2)

GEO 105 WORLD REGIONAL GEOGRAPHY/3 (45 lecture hours)

Facilitates an understanding of spatial relationships between and among the geographic regions of the world. Includes demographic and cultural (political, economic, and historic) forces related to the physical environments of selected regions. Focuses on analysis of interrelationships between developed and developing regions, and the interactions between human societies and natural environments. (SS2)

**GEO 106 HUMAN GEOGRAPHY/3
(45 lecture hours)**

Introduces geographic perspectives and methods with applications to the study of human activities emphasizing the distribution of humans, adjustments to the natural environment, and land use practices. (SS2)

**GEO 111 PHYSICAL GEOGRAPHY-
LANDFORMS/4**

(45 lecture hours;30 lab hours)

Introduces students to the principles of Earth's physical processes, emphasizing landforms, soils, and hydrology. Examines the formation and distribution of landforms, such as mountains, valleys, and deserts, and their shaping by fluvial and other processes. The course incorporates an integrated process of lectures, discussion, and laboratory assignments. (SC1)

**GEO 112 PHYSICAL GEOGRAPHY –
WEATHER & CLIMATE/4**

(45 lecture hours;30 lab hours)

Introduces the principles of meteorology, climatology, world vegetation patterns, and world regional climate classification. The course includes investigating the geographic factors which influence climate such as topography, location, elevation, winds, and latitude. (SC1)

GEOLOGY

Statewide Guaranteed Transfer courses will be designated with (SC1)

**GEY 111 PHYSICAL GEOLOGY W/LAB/4
(45 lecture hours; 30 lab hours)**

Studies the materials of the earth, its structure, surface features and the geologic processes involved in its development. This course includes laboratory experience. (SC1)

**GEY 112 HISTORICAL GEOLOGY W/LAB /4
(45 lecture hours; 30 lab hours)**

Prerequisite: GEY 111 or permission of instructor. Studies the physical and biological development of the earth through the vast span of geologic time. Emphasizes the investigation and interpretation of sedimentary rocks, the record of ancient environments, fossil life forms, and physical events, all within the framework of shifting crustal plates. Course includes laboratory experience. (SC1)

**GEY 229 FIELD PALEONTOLOGY/3
(112 contact hours)**

Provides students with the opportunity to experience paleontology in a field setting and apply field techniques in the identification, mapping, and excavation of rocks and fossils. The highlight of this course will be a paleontological field study lasting from one to several days. The specific area of investigation will be indicated in the course schedule each time the course is offered.

**GEY 230 PALEONTOLOGY LAB
TECHNIQUES/3
(90 contact hours)**

Provides students with the opportunity to experience paleontology in a field setting and apply field techniques in the identification, mapping, and excavation of rocks and fossils. The highlight of this course will be a paleontological field study lasting from one to several days. The specific area of investigation will be indicated in the course schedule each time the course is offered.

HEALTH AND WELLNESS

**HWE 100 HUMAN NUTRITION/3
(45 lecture hours)**

Introduces basic principles of nutrition with emphasis on personal nutrition. Satisfies nutrition requirement of students entering health care professions.

**HWE 103 COMMUNITY FIRST AID AND
CPR/1 (15 lecture hours)**

Prepares the student for certification in CPR and Basic First Aid. Skills will include basic life support, airway obstruction, control of bleeding, shock, and patient care for the unconscious.

**HWE 121 WILDERNESS FIRST AID/2
(30 Lecture Hours)**

Provides more advanced wilderness care for the First Responder or EMT provider.

**HWE 129 WILDERNESS FIRST
RESPONDER/4(60 lecture hours)**

Provides the student with those skills and emergency medical care techniques used by guides, trip leaders and others providing primary care in backcountry setting. The student will be able to respond correctly to those medical and trauma situations commonly encountered when entry into the EMS system is delayed or unlikely.

HEALTH PROFESSIONAL

**HPR 102 CPR FOR PROFESSIONALS: (LIST
CERTIFICATION)/0.5 (7.5 lecture hours)**

Meets the requirement for American Red Cross Professional Rescuer CPR or American Heart Association Basic Life Support for those who work in Emergency Services, Health Care and other professional areas. Material presented in the course is basic patient assessment, basic airway management, rescue breathing, and CPR for infant, children and adult patients.

**HPR 103 CPR FOR PROFESSIONALS
RENEWAL/0.5 (7.5 lecture hours)**

Prerequisite: Current healthcare provider CPR card.
Provides opportunity for currently certified CPR providers to renew certificates.

**HPR 108 DIETARY NUTRITION/1
(15 lecture hours)**

Studies the basic principles in clinical practice involved in the assistance of health care. The course will cover factors which influence the nutritional status of individuals, methods of nutritional assessment and support, and diet modification for specific disease states.

**HPR 120 ACLS/1
(15 lecture hours)**

Prerequisite: Current basic life support health care provider C certification.
Presents the required material for ACLS completion. It will cover arrhythmias, medications, therapeutic modalities for life threatening arrhythmias, airway management, and other treatment modalities used in cardiac and respiratory arrest.

**HPR 121 ACLS RECERTIFICATION/.5
(7.5 lecture hours)**

Prerequisite: ACLS completion with current card.
Presents the required material for ACLS recertification. It will cover rhythm recognition, cardiac drugs, cardiac monitors, and case based scenarios.

**HPR 175 ISPECIAL TOPICS - INTRODUCTION
TO THE DENTAL HYGIENE PROFESSION/
1 (15 lecture hours)**

An introduction to fundamental concepts and practices related to dentistry and dental hygiene in particular, and as they relate to other healthcare professions. Topics include professionalism, the history of dental hygiene,

basic oral anatomy, and the dental specialties. Two hours of observation in CNCC's Dental Hygiene clinic will be required. (This course is not required for entry into the Dental Hygiene Program, but is strongly recommended.)

HPR 175 SPECIAL TOPICS - NATIONAL BOARDS PREPARATION/1 (15 lecture hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Provides formal review sessions for second year dental hygiene students preparing to sit for the National Board Examination in March

HPR 178 SEMINAR: MEDICAL TERMINOLOGY/1-4 (15 – 60 lecture hours)

Introduces the student to the structure of medical terms with emphasis on combining and using the most common prefixes, roots and suffixes. Includes terms related to clinical laboratory, diagnostic imaging, nuclear medicine and oncology, as well as major body systems. Classroom structure provides accepted pronunciation of terms and relative use in the healthcare setting.

HPR 180 PRE-DENTAL HYGIENE INTERNSHIP/1 (45 lecture hours)

Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

HPR 217 KINESIOLOGY/4 (45 lecture hours;30 lab hours)

Prerequisite: BIO 201 or instructor permission. Focuses on mechanical principles of kinematics, kinetics, muscle physiology, and neurophysiology and the interaction to produce function. Joint and muscle structure and function with application is a main focus.

HEAVY EQUIPMENT MECHANICS

HEM 210 HYDRAULICS AND TRANSMISSIONS/3 (67.5 contact hours)

Focuses on the study of hydraulic systems and power flow from the engine to the drive wheels or tracks. Provides the fundamentals of pumps, cylinders, valves, transmissions, clutches, and related components. Covers the proper uses of testing equipment and troubleshooting of systems.

HEM 211 FINAL DRIVES AND BRAKES/2 (45 contact hours)

Focuses on the study of single and double final drives and brake systems on both light and heavy duty equipment. Covers diagnostics, service and repair techniques.

HEM 275 SPECIAL TOPICS/1 (22.5 contact hours)

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

HISTORY

Statewide Guaranteed Transfer courses will be designated with (H1)

HIS 101 WESTERN CIVILIZATION: ANTIQUITY-1650/3 (45 lecture hours)

Explores a number of events, peoples, groups, ideas, institutions, and trends that have shaped Western Civilization from the prehistoric era to 1650. Reflects the multiple perspectives of gender, class, religion, and ethnic groups. Focuses on developing, practicing, and strengthening the skills historians use while constructing knowledge in this discipline.(H1)

HIS 102 WESTERN CIVILIZATION: 1650-PRESENT/3 (45 lecture hours)

Explores a number of events, peoples, groups, ideas, institutions, and trends that have shaped Western Civilization from 1650 to the present. Reflects the multiple perspectives of gender, class, religion, and ethnic groups. Focuses on developing, practicing, and strengthening the skills historians use while constructing knowledge in this discipline.(H1)

HIS 111 THE WORLD: ANTIQUITY-1500/3 (45 lecture hours)

Explores a number of peoples, groups, ideas, institutions, and trends that have shaped World History from the prehistoric era to 1500. Reflects

the multiple perspectives of gender, class, religion, and ethnic groups in a broad global sense. Focuses on the common denominators among all people. This approach goes beyond political borders to provide a better appreciation for different cultures. Focuses on developing, practicing, and strengthening the skills historians use while constructing knowledge in this discipline. *(HI1)*

**HIS 112 THE WORLD: 1500-PRESENT/3
(45 lecture hours)**

Explores a number of peoples, groups, ideas, institutions, and trends that have shaped World History from 1500 to the present. Reflects the multiple perspectives of gender, class, religion, and ethnic groups in a broad global sense. Focuses on the common denominators among all people. This approach goes beyond political borders to provide a better appreciation for different cultures. Focuses on developing, practicing, and strengthening the skills historians use while constructing knowledge in this discipline. *(HI1)*

**HIS 121 US HISTORY TO
RECONSTRUCTION/3 (45 lecture hours)**

Explores events, trends, peoples, groups, cultures, ideas, and institutions in North America and United States history, including the multiple perspectives of gender, class, and ethnicity, between the period when Native American Indians were the sole inhabitants of North America, and the American Civil War. Focuses on developing, practicing, and strengthening the skills historians use while constructing knowledge in the discipline. *(HI1)*

**HIS 122 US HISTORY SINCE THE CIVIL WAR
/3 (45 lecture hours)**

Explores events, trends, peoples, groups, cultures, ideas, and institutions in United States History, including the multiple perspectives of gender, class, and ethnicity, between the period of the American Civil War and the present. Focuses on developing, practicing, and strengthening the skills historians use while constructing knowledge in the discipline. *(HI1)*

**HIS 215 WOMEN IN U.S. HISTORY/3
(45 lecture hours)**

Examines women's changing roles in American history from the pre-colonial native population to the present. Emphasizes the nature of women's work and the participation of women in the family, political, religious, and cultural activities and in social reform movements. *(HI1)*

**HIS 218 HISTORY OF SCIENCE &
TECHNOLOGY/3 (45 lecture hours)**

Explores the complex relationship between scientific and technological developments and western society and culture. Focuses on the way social and cultural norms can impact scientific or technological progress, and vice-versa, especially in the period since the Scientific Revolution. *(HI1)*

**HIS 225 COLORADO HISTORY/3
(45 lecture hours)**

Presents the story of the people, society, and cultures of Colorado from its earliest Native Americans, through the Spanish influx, the explorers, the fur traders and mountain men, the gold rush, railroad builders, the cattlemen and farmers, the silver boom, the tourists, and the modern state. *(HI1)*

**HIS 236 US HISTORY SINCE 1945/3
(45 lecture hours)**

Focuses on the major political, economic, social, and cultural developments that have shaped modern America from 1945 to the present. *(HI1)*

**HIS 244 HISTORY OF LATIN AMERICA/3
(45 lecture hours)**

Focuses on the major political, economic, social, and cultural influences that have shaped Latin America from pre-European conquest to the present. Emphasizes the early history of Latin America but connects it to the present. *(HI1)*

**HIS 245 US IN THE WORLD/3
(45 lecture hours)**

Focuses on major themes of United States history in the context of worldwide historical phenomena, including global contacts and exchange, colonial frontiers and international trade, America's influence on the age of revolutions, industrialization and movement of populations, urbanization and rural change, and expansion of state power and rise of social movements. Through readings and discussions on problems in political, social, public and personal history, students will gain an understanding of historical processes and methodology and will learn how to use critical historical analysis in order to achieve a greater perspective on the US's role in world history. *(HI1)*

**HIS 247 20TH CENTURY WORLD HISTORY
3 (45 lecture hours)**

Investigates the major political, social, and economic developments, international

relationships, scientific breakthroughs, and cultural trends that have shaped the various global regions and nation-states from 1900 to the present. Emphasizes the interactions of global regions and nation-states. (H11)

**HIS 255 THE MIDDLE AGES/3
(45 lecture hours)**

Focuses on political, social, cultural, economic and intellectual developments in Europe, Byzantium and the Islamic world from the collapse of Rome through the Renaissance, approximately A.D. 400-1400. (H11)

**HIS 265 WRITING ABOUT HISTORY/3
(45 lecture hours)**

This course develops the skills of historical writing, including the use of rhetorical devices in persuasive historical arguments, critical analysis of historical problems, writing and revision of multiple drafts, different technologies of research and writing, and evaluation of historical sources for relevance and reliability. Through reading a variety of secondary and primary sources and engaging in several types of historical writing and conversations, students extend their understanding of the conventions of clear and concise writing about history. They also devise strategies to communicate historical information by identifying workable topics, locating and annotating primary and secondary sources in libraries, archives and published materials, and adapting their writing style to communicate with a variety of audiences. (CO3)

HOLISTIC HEALTH PROFESSIONAL

**HHP 107 MANAGING LIFE'S STRESSES/1
(7.5 lecture hours; 11.25 lab hours)**

Work with energy, confidence and enthusiasm in your life by learning specific skills that will give you control over stressful situations or people in your life. This experiential class is designed for all who are interested in a higher quality of life and want to reach their full potential. Learn how to relax quickly, improve self-image, improve concentration, and how to control your worry. You can experience freedom from old patterns that create stress, fatigue and restricting beliefs.

HHP 110 NEURO-LINGUISTIC PROGRAMMING/.5(11.25 lab hours)

Explores practical skills that enhance and expand a person's ability to build verbal and non-verbal rapport with others.

**HHP 160 LEARN TO MEDITATE/.5
(7.5 lecture hours)**

Focuses on techniques to meditate and explores the life-enhancing benefits of meditation.

**HHP 242 HEALING TOUCH LEVEL I/1
(7.5 lecture hours;11.25 lab hours)**

Healing Touch is an energy based therapeutic approach to healing. Enables the student to develop and use touch as a means of assessing a clients/patients state of wellness through the intentional use of touch. Participants are given specific instructions in developing touch sensitivity and practice the assessment and healing methods. Healing Touch is a multi-level program that moves from beginning to advanced practice. After completion of Level 3, a person is eligible to apply for certification as a healing touch practitioner.

**HHP 243 HEALING TOUCH LEVEL II/1
(7.5 lecture hours;11.25 lab hours)**

Allows the person who has completed Healing Touch Level I to gain the specific skills necessary to become an advanced practitioner. Emphasizes experiential learning and focuses on developing healing sequences for specific client needs. Back techniques are introduced, and the therapeutic interactions for specific emotional and physiological problems are discussed and practiced.

**HHP 267 LIVING WITHOUT LIMITS/.5
(3.75 lecture hours;5.6 lab hours)**

Focuses on the steps which can be taken to clarify goals, get support for challenges, and act effectively to accomplish one's life dreams.

HORSE TRAINING MANAGEMENT

**HTM 152 BASIC CARE AND TRAINING/7
(157.5 lab hours)**

Provides each student with one horse to start and train in the following: show in halter; grooming properly; biting and driving; standing still while being saddled, bridled and mounted; working on the rail; taking proper leads; backing and loping circles, stopping, two-tracking; and opening gates. The students will also receive instruction in basic hoof care and proper stable management. This course will end with the student participating in the HTM Semester Horse Show.

HTM 155 FOAL TRAINING/1(22.5 lab hours)

Provides each student with one or more weanlings to train in the following objectives; show at halter; load in trailer; and pick up all four feet. This course will last two weeks.

HTM 253 SPECIALIZED TRAINING/7 (157.5 lab hours)

Provides each student with one or more horses to train. The first part of the semester will deal with establishing the foundation on the horses. The remainder of the semester will be utilized in building the specialized skills. This section will end with the student participating in the HTM Semester Horse Show.

HTM 260 INTRODUCTION TO INTERNSHIP/1(15 lecture hours)

Acquaints students with employer/employee relations, public relations, and expectations of internship prior to leaving campus.

HTM 280 INTERNSHIP/5(225 contact hours)

Provides each student with placement in the horse industry under a prominent person who specializes in the student's main area of interest for the spring semester. At the end of the semester, the student will return to campus for a seminar and analysis of the internship. Students must maintain a 2.5 GPA in HTM courses and 2.0 GPA in related courses to be placed on internship.

HUMAN PERFORMANCE AND EXERCISE**HPE 102 INTRODUCTION TO SPORTS MEDICINE/2(30 lecture hours)**

Introduces the field of sports medicine, career options, and issues present within the field. Emphasizes athletic training.

HUMANITIES

Statewide Guaranteed Transfer courses will be designated with (AH2)

HUM 115 World Mythology/3 (45 lecture hours)

Introduces students to the mythologies of various cultures. Common themes are illustrated and an interdisciplinary approach is used incorporating some of the following: religion, philosophy, art history, theater, literature, music, cultural studies, and history.(AH2)

HUM 121 HUMANITIES: EARLY CIVILIZATIONS/3(45 lecture hours)

Introduces students to the history of ideas that have defined cultures through a study of the visual arts, literature, drama, music, and philosophy. It emphasizes connections among the arts, values, and diverse cultures, including European and non-European, from the Ancient world to 1000 C.E. (AH2)

HUM 122 OF HUMANITIES: MEDIEVAL - MODERN/3(45 lecture hours)

Examines written texts, visual arts and musical compositions to analyze and reflect the evolution and confluence of cultures in Europe, Asia and the Americas from 800 C.E. to 1750 C.E. Any two of the three Survey of Humanities courses equal a sequence.(AH2)

HUM 123 HUMANITIES: THE MODERN WORLD/3(45 lecture hours)

Examines the cultures of the 17th through the 20th centuries by focusing on the interrelationships of the arts, ideas, and history. Considers the influences of industrialism, scientific development and non-European peoples.(AH2).

JOURNALISM

Statewide Guaranteed Transfer courses will be designated with (SS3)

JOU 105 INTRODUCTION TO MASS MEDIA/3 (45 lecture hours)

Places the mass media in an historical and cultural perspective, considering the validity, integrity and influence of the media in a democracy.(SS3)

JOU 106 MEDIA NEWS AND REPORTING/3 (45 lecture hours)

Introduces news writing, reporting and interviewing with an emphasis on clarity, accuracy, completeness, timeliness and fairness.

JOU 175 SPECIAL TOPICS/0.5-6 (7-90 lecture hours)

Provides students with a vehicle to pursue in-depth exploration of special topics of interest.

JOU 180 JOURNALISM INTERNSHIP I/2 (90 internship hours)

Provides a structured and guided, individualized research that is organized and tailored around the interests and needs of the individual student

who may use journalism skills and experiences acquired during previous coursework. Student work will be published in the Spartan Times, CNCC's weekly student newspaper.

**JOU 221 NEWSPAPER DESIGN I/3
(45 lecture hours)**

Prerequisite: Level placement scores ENG 121 and REA 090.

Provides students with experience in news writing, editing, design, layout and advertising for newspaper production. Students may be required to work on the college newspaper or other news-oriented publications.

**JOU 280 JOURNALISM INTERNSHIP II/3
(135 internship hours)**

Provides a structured and guided, individualized research that is organized and tailored around the interests and needs of the individual student who may use journalism skills and experiences acquired during previous coursework. Core staff positions vary in their job responsibilities, though all are essential to producing the Spartan Times each week.

LAW ENFORCEMENT

**LEA 106 ARREST CONTROL TECHNIQUES/3
(67.5 contact hours)**

Exploration of the skills, knowledge and abilities necessary to effectively maintain control of a suspect when making an arrest. Explains the continuum of force and de-escalation of force.

LITERATURE

Statewide Guaranteed Transfer courses will be designated with (AH2)

**LIT 115 INTRODUCTION TO LITERATURE/3
(45 lecture hours)**

Introduces students to fiction, poetry, and drama. Emphasizes active and responsive reading. (AH2)

**LIT 201 WORLD LITERATURE TO 1600/3
(45 lecture hours)**

Examines significant writings in world literature from the ancients through the Renaissance. Emphasizes careful readings and understanding of the works and their cultural backgrounds.(AH2)

**LIT 202 WORLD LITERATURE AFTER 1600/
3 (45 lecture hours)**

Examines significant writings in world literature from the seventeenth century to the present. Emphasizes careful reading and understanding of the works and their cultural backgrounds.(AH2)

**LIT 205 ETHNIC LITERATURE/3
(45 lecture hours)**

Focuses on significant texts by ethnic Americans including African-American, Native American, Latino/a, and Asian Americans. Emphasizes careful reading and understanding of the cultural and literary elements of the works. (AH2)

**LIT 211 AMERICAN LITERATURE TO CIVIL
WAR/3 (45 lecture hours)**

Provides an overview of American literature from the Native American through the nineteenth century Romantics. It explores ideas, historical and social contexts, themes and literary characteristics of works in various genres by major writers.(AH2)

**LIT 212 AMERICAN LITERATURE AFTER
THE CIVIL WAR/3(45 lecture hours)**

Provides an overview of American literature from the mid-nineteenth century to the present. It explores ideas, historical and social contexts, themes and literary characteristics of works in various genres by major writers.(AH2)

**LIT 221 BRITISH LITERATURE TO 1770/3
(45 lecture hours)**

Provides an overview of British literature from the Anglo-Saxon period through the 17th century. It explores ideas, historical and social contexts, themes and literary characteristics of works in various genres by major writers. (AH2).

**LIT 222 BRITISH LITERATURE SINCE 1770/ 3
(45 lecture hours)**

Provides is an overview of British literature from the 18th century to the present. It explores ideas, historical and social contexts, themes and literary characteristics of works in various genres by major writers.(AH2)

LIT 225 INTRODUCTION TO SHAKESPEARE/3 (45 lecture hours)

Explores a selection of works by William Shakespeare. It focuses on careful reading and interpretation of the plays and poems, includes pertinent information about Elizabethan England, and examines formal as well as thematic elements of the selected works. (AH2)

LIT 245 LITERATURE OF THE AMERICAN WEST/3 (45 lecture hours)

Examines works in various genres by writers of the American West. It investigates the dominant themes and social and historical backgrounds.

LIT 246 LITERATURE OF WOMEN/3 (45 lecture hours)

Examines the techniques and themes in literature by and about women by examining women's issues from various genres.

LIT 255 CHILDREN'S LITERATURE/3 (45 lecture hours)

Evaluates the criteria for selecting appropriate literature for children through exploration of genres, age levels, values taught through literature, and the literary and artistic quality of various texts.

MANAGEMENT**MAN 102 BUSINESS ETHICS AND VALUES/1(15 lecture hours)**

Discusses behavior and identifies what is ethical and appropriate behavior and what is not. This course will identify the role of integrity, character, honesty, self-control, self-sacrifice, and core values in developing ethical and effective behavior in the workplace.

MAN 117 TIME MANAGEMENT/1 (15 lecture hours)

Provides students with the conceptual knowledge and tools to make better use of their time in the management function.

MAN 200 HUMAN RESOURCE MANAGEMENT I/3 (45 lecture hours)

Provides the student with a broad overview of the contemporary issues, theories and principles used to effectively manage human resources. Topics include recruiting, hiring, compensation and benefits, training and development, employee relations and legal issues.

MAN 212 NEGOTIATION AND CONFLICT RESOLUTION/3(45 lecture hours)

Presents proper techniques in negotiation and conflict resolution. Key practices that determine successful negotiation are explored. This course covers principles of conflict resolution including business policies, accepted business practices contracts, labor union contracts, pay raises and starting salaries.

MAN 216 SMALL BUSINESS MANAGEMENT/3(45 lecture hours)

Examines the elements necessary for the successful formation of a new small business. It is also designed to enhance the skills of those already involved in the operation of a small business. The course includes the development of a complete small business plan.

MAN 226 PRINCIPLES OF MANAGEMENT/3(45 lecture hours)

Presents a survey of the principles of management. Emphasis is on the primary functions of planning, organizing, leading and controlling with a balance between the behavioral and operational approach.

MARKETING**MAR 111 PRINCIPLES OF SALES/3 (45 lecture hours)**

Prerequisite: BUS 115

Enables the student to understand and develop ethical sales techniques and covers the role of selling in the marketing process. Areas of emphasis include behavioral considerations in the buying and selling process and sales techniques.

MAR 160 CUSTOMER SERVICE/3 (45 lecture hours)

Enables students to learn the relationship of self to customers, problem solve and understand the importance of communicating with customers. Specific emphasis is given to managing customer expectations by building customer rapport and creating positive outcomes.

MAR 216 PRINCIPLES OF MARKETING/3 (45 lecture hours)

Presents the analysis of theoretical marketing processes and the strategies of product development, pricing, promotion and distribution, and their applications to businesses and the individual consumer.

MASSAGE THERAPY

MST 105 LIFESTYLE WELLNESS/2 (15 lecture hours;22.5 lab hours)

Provides opportunity to learn and apply specific wellness principles to your individual lifestyle. Student completes self-analysis of health behaviors and how lifestyle affects health status.

MST 106 ANATOMY & PHYSIOLOGY FOR MASSAGE THERAPY/4(60 lecture hours)

Provides a general knowledge of the anatomy and physiology of the body systems with focus on the anatomy and physiology of the muscular and skeletal systems. This course is designed specifically for individuals specializing in massage therapy.

MST 111 BASIC MASSAGE THERAPY/4 (15 lecture hours;67.5 lab hours)

Introduces theory and techniques of therapeutic massage, including understanding of physiological benefits of massage as well as proper body mechanics and appropriate draping. Focuses on basic strokes of Swedish massage. Students also learn techniques of seated massage.

MST 113 PROFESSIONAL MASSAGE/3 (15 lecture hours;67.5 lab hours)

Continues the study of Integrative Therapeutic Massage techniques with emphasis on assessing and meeting client's needs. Students give massage in supervised in-class clinicals, applying appropriate therapeutic intervention.

MST 178 SEMINAR/1(15 lecture hours)

Provides students with an experiential learning opportunity. Used to review for exam.

MST 184 CLINICAL MASSAGE/3 (15 lecture hours;90 lab hours)

Prerequisite: HPR 102 or Professional CPR certificate

Applies skills in a clinical setting. Focuses on improvement of massage therapy skills, ethics, and communication.

MST 204 MST BUSINESS PRACTICES/2 (30 lecture hours)

Assists the practitioner of massage therapy to envision, market, establish, and maintain a professional massage therapy practice.

MST 216 PATHOLOGY FOR MASSAGE THERAPY/3(45 lecture hours)

Focuses on basic knowledge of disease and injury to assist the massage therapist to promote healing, ease pain and discomfort, and avoid complications during therapy. With a broad perspective of pathology and specific pathophysiology of diseases contributing to the need for massage therapy, this course provides the foundational science for safe practice.

MST 284 CLINICAL MASSAGE/6 (135 lab hours)

Provides an application of massage therapy skills in a clinical setting. This course focuses on improvement of techniques, communication with clients and other health professionals as well as documentation of massage sessions.

MST 289 CAPSTONE/5 (15 hours)

Demonstrates the culmination of learning within a given program of study.

MATH

Statewide Guaranteed Transfer courses will be designated with (MA1)

MAT 050 QUANTITATIVE LITERACY/4 (60 lecture hours)

Prerequisite:

Accuplacer: EA 30-84 or
CCPT: LADI 67-100 or
PADI 001 or
IADI 001 or
TCDI 001

Develops number sense and critical thinking strategies, introduce algebraic thinking, and connect mathematics to real world applications. Topics in the course include ratios, proportions, percents, measurement, linear relationships, properties of exponents, polynomials, factoring, and math learning strategies. This course prepares students for Math for Liberal Arts, Statistics, Integrated Math, and college level career math courses.

MAT 055 ALGEBRAIC LITERACY/4 (60 lecture hours)

Prerequisite: MAT 050 or
Accuplacer: EA 60-84 or
CCPT: PADI 080 or
IADI 001

Develops algebraic skills necessary for manipulating expressions and solving equations. Topics in the course include radicals, complex numbers, polynomials, factoring, rational expressions, quadratic equations, absolute value equations and inequalities, systems of

linear equations, related applications, and math learning strategies. This course prepares students for College Algebra and Finite Math.

MAT 091 APPLIED QUANTITATIVE LAB/1 (15 lecture hours)

Prerequisite:

Accuplacer: EA 30-60 or AR>40 or

CCPT: PADI 59-100

Co-requisite: MAT 103, 107, 108, or 112

Supports skill development for students registered in MAT 103, MAT 107, MAT 108 or MAT 112. Topics covered in the course include those defined in MAT 103/107/108/112 and/or any pre-requisite skills needed by the student.

MAT 092 QUANT LAB/1(15 lecture hours)

Prerequisite:

Accuplacer: EA 61-84 or

CCPT: PADI 80-100

Co-requisite: MAT 120, 135, 155 or 156

Supports skill development for students registered in MAT 120, MAT 135, MAT 155, or MAT 156. Topics covered in this course include those defined in MAT 120/135/155/156 and/or any pre-requisite skills needed by the student.

MAT 093 ALGEBRA LAB/1 (15 lecture hours)

Prerequisite:

Accuplacer: EA 80-85 or

CCPT: IADI 45-100

Co-requisite: MAT 121

Supports skill development for students registered in MAT 121. Topics covered in this course include those defined in MAT 121/123 and/or any pre-requisite skills needed by the student.

MAT 103 MATH FOR CLINICAL CALCULATIONS/3 (45 lecture hours)

Prerequisite:

MAT 050 or

ACT Math: 19-36 or

SAT Math: 460-800

Accuplacer: EA 61-120 or

CCPT: BAAD 106-150 or

PADI 59-90 and MATH 091 or

PADI 80-100 or

IADI 001 or

TCDI 001

Provides a review of general mathematics, introductory algebra and an opportunity to learn systems of measurement and methods of solving problems related to drug dosage and intravenous fluid administration. It is designed for students in the health disciplines. Topics may

include algebra, graphs, measurement and conversion between various systems of measurement.

MAT 107 CAREER MATH/3(45 lecture hours)

Prerequisite: MAT 050 or

ACT Math: 19-36 or

SAT Math: 460-800

Accuplacer: EA 61-120 or

CCPT: BAAD 106-150 or

PADI 59-90 and MATH 091 or

PADI 80-100 or

IADI 001 or

TCDI 001

Covers material designed for career technical or general studies students who need to study particular mathematical topics. Topics may include measurement, algebra, geometry, trigonometry, graphs, and/or finance. These are presented on an introductory level and the emphasis is on applications.

MAT 108 TECHNICAL MATHEMATICS/4 (60 lecture hours)

Prerequisite: MAT 050 or

ACT Math: 19-36 or

SAT Math: 460-800

Accuplacer: EA 61-120 or

CCPT: BAAD 106-150 or

PADI 59-90 and MATH 091 or

PADI 80-100 or

IADI 001 or

TCDI 001

Covers material designed for career technical or general studies students who need to study particular mathematical topics. Topics may include measurement, algebra, geometry, trigonometry, graphs, and/or finance. These are presented on an introductory level and the emphasis is on applications.

MAT 120 MATHEMATICS FOR LIBERAL ARTS/4 (60 lecture hours)

Prerequisite: MAT 050 or

ACT Math: 19-36 or

SAT Math: 460-800

Accuplacer: EA 85-120 or

EA 61-84 and MATH 092

CCPT: BAAD 106-150 or

PADI 80-100 and MATH 092 or

IADI 001 or

TCDI 001

Develops mathematical and problem-solving skills. Appropriate technological skills are included. Content is selected to highlight connections between mathematics and the

society in which we live. Topics include set theory and logic, mathematical modeling, probability and statistical methods, and consumer mathematics. Additional content will include one topic in geometry, numeration systems, decision theory, or management science. *(MA1)*

**MAT 121 COLLEGE ALGEBRA/4
(60 lecture hours)**

Prerequisite: MAT 055 or
ACT Math: 23-36 or
SAT Math: 460-800 or
Accuplacer: EA 85-120 or
CCPT: IADI 45-100 and MAT 093 or
TCDI 001

Includes a brief review of intermediate algebra, equations, and inequalities, functions and their graphs, exponential and logarithmic functions, linear and non-linear systems, selection of topics from among graphing of the conic sections, introduction to sequences and series permutations and combinations, the binomial theorem and theory of equations. *(MA1)*

**MAT 122 COLLEGE TRIGONOMETRY/3
(45 lecture hours)**

Prerequisite: MAT 121 or
ACT Math: 24-36 or
Accuplacer: CLM 63-102 or
CCPT: TCDI 29-100

Covers topics including trigonometric functions (with graphs and inverse functions), identities and equations, solutions of triangles, complex numbers, and other topics as time permits. This is a traditional prerequisite course to the calculus sequence. *(MA1)*

**MAT 123 FINITE MATHEMATICS/4
(60 lecture hours)**

Covers topics including functions, matrix algebra, linear programming, and an introduction to probability and counting techniques. Emphasis is on applications. This course may include other topics such as statistics when time permits. This course is primarily intended for business, life science, or social science majors. *(MA1)*

**MAT 125 SURVEY OF CALCULUS/4
(60 lecture hours)**

Prerequisite: MAT 121 or
ACT Math: 25-36 or
Accuplacer: CLM 63-102 or
CCPT: TCDI 29-100 or
Instructor permission.

Includes derivatives, integrals, and their applications, with attention restricted to algebraic, exponential, and logarithmic functions for business, life science and/or social science majors. *(MA1)*

**MAT 135 INTRODUCTION TO STATISTICS/3
(45 lecture hours)**

Prerequisite: MAT 050 or
ACT Math: 21-36 or
Accuplacer: EA 85-120 or
CCPT: BAAD 106-150 or
PADI 80-100 and MAT 092 or
IADI 001 or
TCDI 001

Includes data presentation and summarization, introduction to probability concepts and distributions, statistical inference—estimation, hypothesis testing, comparison of populations, correlation and regression. *(MA1)*

**MAT 155 INTEGRATED MATH I/3
(45 lecture hours)**

Prerequisite: MAT 050 or
ACT Math: 19-36 or
SAT Math: 460-800
Accuplacer: EA 85-120 or
CCPT: BAAD 106-150 or
PADI 80-100 and MAT 092 or
IADI 001 or
TCDI 001

Engages students in the concepts of school mathematics, the course will include the recognition of numerical and geometric patterns and their application to a variety of mathematical situations; mathematical problem-solving, reasoning, critical thinking, and communication; algebraic thinking, representation, analysis, manipulation, generalizations and extensions.

**MAT 156 INTEGRATED MATH II/3
(45 lecture hours)**

Prerequisite: MAT 155
Furthers MAT 155 concepts, the course will include fundamentals of probability, statistics, and Euclidean geometry. Mathematical problem-solving, reasoning, critical thinking and communication will continue to be an integral part of this sequence.

**MAT 166 PRE-CALCULUS/5
(75 lecture hours)**

Prerequisite: MAT 055 or
ACT Math: 25-36 or
CCPT: TCDI 29-100

Reviews college algebra and college trigonometry intended for those planning to take calculus. Topics include algebraic well as indefinite and definite integrals and some applications.(MA1)

**MAT 201 CALCULUS I/5
(75 lecture hours)**

Prerequisite: MAT 121 and MAT 122 or ACT Math 28-36 or CCPT: TCDI 82-100

Introduces single variable calculus and analytic geometry. Includes limits, continuity, derivatives, and applications of derivatives as manipulations, properties of algebraic and trigonometric functions and their graphs, trig identities and equations, conic sections, polar coordinates and parametric equations.(MA1)

**MAT 202 CALCULUS II/5
(75 lecture hours)**

Prerequisite: MAT 201 or instructor permission

Continuation of single variable calculus which will include techniques of integration, polar coordinates, analytic geometry, improper integrals, and infinite series.(MA1)

**MAT 203 CALCULUS III/4
(60 lecture hours)**

Prerequisite: MAT 202

Focuses the traditional subject matter of the Calculus. Topics include vectors, vector-valued functions, and multivariable calculus including partial derivatives, multiple integrals, line integrals and application.(MA1)

METEOROLOGY

Statewide Guaranteed Transfer courses will be designated with (SC1)

**MET 150 GENERAL METEOROLOGY/4
(45 lecture hours; 30 lab hours)**

Provides an introduction to general meteorology and atmospheric sciences. It includes the composition and structure of the atmosphere and characteristics that affect the atmosphere, such as temperature, pressure, and moisture. Additionally, the development of weather systems, such as storm systems, hurricanes, weather fronts and cloud development will also be examined. Finally, concepts of climatology will be stressed.(SC1)

MINE TRAINING

**MIT 101 Inexperienced Surface Miner/1
(15 lecture hours)**

Teaches students seeking first-time employment in the mining industry as a surface miner. This course follows 30 CFR 48.25 training of new miner requirements. Topics include instruction in such areas as miner rights, health and safety, first aid, transportation, fires and explosions and surface mining methods.

**MIT 104 Inexperienced Underground Miner/2
(30 lecture hours)**

Follows 30 CFR 48.50 training of new miner requirements. Topics include instruction in such areas as miner rights, health and safety, first aid, transportation, fires and explosions and underground mining methods. This course is for students seeking first-time employment in the mining industry as an underground miner.

**MIT 201 Surface Miner Annual Refresher/.5
(8 lecture hours)**

Complies with MSHA regulations (30 CFR 48.28) for surface miner annual refresher. Topics include mandatory health and safety standards, transportation controls and communication systems, escape and emergency evacuation plans; firewarning and firefighting, ground control; working in areas of highwalls, water hazards, pits, and spoil banks; illumination and night work, first aid, electrical hazards, prevention of accidents, explosives, health, and dust and noise control. This course may be repeated for credit.

**MIT 204 8-Hour Underground Refresher/.5
(8 lecture hours)**

Complies with MSHA regulations (30 CFR Part 48.8) for underground miner annual refresher. Topics covered include mandatory health and safety standards, transportation controls and communication systems, barricading, roof or ground control, ventilation plans, first aid, electrical hazards, prevention of accidents, explosives, mine gases, health, and dust and noise control. The required course time is 8 contact hours to cover required subjects. This course may be repeated for credit.

MUSIC

Statewide Guaranteed Transfer courses will be designated with (AH1)

MUS 100 FUNDAMENTALS OF MUSIC/3 (45 lecture hours)

Designed to help the beginning music student, or those students with a limited background in music theory, study the basic elements of music, including notation, rhythm, scales, key signatures, intervals and chords.

MUS 120 MUSIC APPRECIATION/3 (45 lecture hours)

Covers the basic materials of music, musical forms, media, genres and musical periods. Emphasizes the development of tools for intelligent listening and appreciation. (AH1)

MUS 121 MUSIC HISTORY MEDIEVAL THRU CLASSICAL PERIOD/3 (45 lecture hours)

Studies the various periods of music history with regard to the composers, esthetics, forms, and genres of each period. Considers music from the Middle Ages through the Classical period. (AH1)

MUS 122 MUSIC HISTORY EARLY ROMANTIC PERIOD TO THE PRESENT/3 (45 lecture hours)

Studies the various periods of music history with regard to the composers, aesthetics, forms, and genres of each period. Considers music from the early Romantic period to the present. (AH1)

MUS 131 MUSIC CLASS I/2 (30 contact hours)

Prerequisite: Instructor permission.

Applies the fundamentals of music to the voice or specific musical instruments. This course also introduces basic techniques, repertoire, and sight-reading.

MUS 132 MUSIC CLASS II/2 (30 contact hours)

Prerequisite: Instructor permission.

Applies the fundamentals of music to the voice or specific musical instruments. The course also introduces basic techniques, repertoire, and sight-reading.

MUS 141 PRIVATE INSTRUCTION SPECIFY/1-2 (7.5 – 15 private instruction hours)

Prerequisite: Class instruction or instructor permission.

An additional fee is required.

1 credit primarily for non-music majors. 2 credits for music majors planning to transfer to 4 year school. Offers private instruction consisting of a thirty or sixty minute lesson per week.

Participation in a student performance is required at least once each term for 1 credit. Regular attendance at and participation in student performances is required for 2 credits.

MUS 151 ENSEMBLE I/1(37.5 studio hours)

Prerequisite: Instructor permission.

Rehearses and performs various types of musical literature.

NAIL TECHNICIAN

Student must be 16 years of age and have appropriate placement scores before enrolling in this program.

NAT 110 INTRODUCTION TO MANICURES & PEDICURES/3

(15 lecture hours;45 lab hours)

Provides a basic introduction in the proper use of implements used in manicures and pedicures. Theory and practical application of proper set-up, safety, sanitation, nail shapes, anatomy, product knowledge and terminology dealing with manicures and pedicures is covered. Training is done in a classroom or lab setting using models or other techniques.

NAT 111 INTERMEDIATE MANICURES & PEDICURES/2 (45 lab hours)

Presents theory and practical application dealing with different types of manicures, pedicures, nail art and massage techniques. Theory and practical application of procedures, products, nail shapes and maintenance of natural nails is covered. Students learn to recognize different nail disorders and their proper treatment. Training is done in a specialized class or in supervised salon (clinical) setting, using models or customer service. Proper sanitation and sterilization as it pertains to all aspect of manicures, pedicures and nail art is taught.

NAT 210 ADVANCED MANICURES & PEDICURES/2 (45 lab hours)

Presents theory and practical application dealing with different types of manicures, pedicures massage techniques and nail art. Theory and practical application of procedures, products, nail shapes and maintenance of the natural nails is covered. Students learn to recognize different

nail disorders and their proper treatment. Training is done in a specialized class or in supervised salon (clinical) setting, using models or customer service.

NAT 211 APPLICATION OF ARTIFICIAL NAILS/5 (15 lecture hours;90 lab hours)

Provides advanced theory and practical application of nail wraps, tip overlays, acrylics and product knowledge to ready the student for employment. Theory and practical application of removal techniques for artificial nails is covered. Instruction is provided in specialized classes or in supervised salon (clinical) setting using models or customer service. Student preparation for state board licensing examination pertaining to artificial nails is covered.

NAT 275 SPECIAL TOPICS/0.5-12 (contact hours range from 7.5 to 270)

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

NATURAL RESOURCES

Statewide Guaranteed Transfer courses will be designated with (SC1)

NRE 251 GENERAL OCEANOGRAPHY I/4 (45 lecture hours; 30 lab hours) Prerequisite:

BIO 111/112 or CHE111/112. Provides a comprehensive introduction to modern geological and chemical oceanography. Includes earth history, plate tectonics, geophysics, geochemistry, marine sediments, the hydrosphere, physical properties of salt water, major and minor components of seawater, and ocean-atmosphere interactions. This course includes laboratory experience.(SC1)

NURSING ASSISTANT

NUA 101 NURSE AIDE HEALTH CARE SKILLS/4 (60 lecture hours)

Prepares the student to perform the fundamental skills of the nurse aide. Basic nursing skills, communication skills, restorative services, personal care skills, safety and emergency care issues are covered. Includes knowledge and/or principles of asepsis, OSHA and HIPAA regulations. Ethical behaviors, cultural sensitivity and principles of mental health will be addressed, as well as patient/resident rights.

NUA 170 NURSE AIDE CLINICAL EXPERIENCE/1 (30 lab hours) Prerequisite: Successful completion of NUA 101. Applies knowledge gained from NUA 101 to patient care.

NURSING

NUR 101 PHARMACOLOGY CALCULATIONS/1 (15 lecture hours)

Prerequisite: Acceptance into a professional nursing program.

Introduces the nursing student to the concepts and techniques of dosage calculations and medication administration by a variety of routes. Learners will apply basic math concepts to complex conversion of dosages between and among various systems of weights and volumes. Learners will apply critical thinking skills to the calculation and administration of medications by oral and parenteral (including intravenous) routes of administration.

NUR 106 MEDICAL AND SURGICAL NURSING CONCEPTS/9 (52.5 lecture hours; 15 lab hours;150 clinical hours)

NUR106 is the first medical/surgical nursing course. Building on NUR109, this course provides for the acquisition of basic medical/surgical nursing theory, as well as application of mental health concepts, communication, collaboration, caring, and critical thinking/clinical reasoning necessary for safe, patient-centered care to a developmentally and culturally diverse adult patient population experiencing various medical/surgical interventions. Incorporates evidence-based practice, quality improvement, professional standards, and legal and ethical responsibilities of the nurse. Application of knowledge and skills occurs in the nursing skills laboratory and a variety of clinical settings.

NUR 109 FUNDAMENTALS OF NURSING/8 (30 lecture hours;90 lab hrs; 90 clinical hrs)

Introduces the fundamental concepts necessary for safe, patient-centered nursing care to a diverse patient population while integrating legal and ethical responsibilities of the nurse. Introduces caring, critical thinking, the nursing process, quality improvement, and communication used when interacting with patients and members of the interdisciplinary team, and relates evidence-based nursing

practice. Application of knowledge and skills occurs in the nursing skills laboratory and a variety of clinical settings providing care to stable patients with common health alterations.

NUR 112 BASIC CONCEPTS OF PHARMACOLOGY/2 (30 lecture hours)

Prerequisite: Successful completion of preceding required program course work or permission of program director.
Overview of the basic principles of pharmacology including major drug classifications and prototypes of commonly used medications. Principles of medication administration include aspects of best practice for safe, quality, patient-centered care. Central points include safety, quality improvement factors in the administration of medications, patient teaching, and variations encountered when administering medications to diverse patient populations across the lifespan.

NUR 150 MATERNAL–CHILD NURSING/7 (45 lecture hours;30 lab hrs;90 clinical hrs)

Provides for the acquisition of maternal/child nursing theory, as well as application of mental health concepts, communication, collaboration, caring, and critical thinking/clinical reasoning necessary for safe, family-centered nursing care to childbearing families and children that is developmentally and culturally appropriate. Incorporates evidence-based practice, standards of practice, quality improvement, and legal and ethical responsibilities of the nurse. Application of knowledge and skills occurs in the nursing skills laboratory and in a variety of maternal/child and pediatric clinical settings.

NUR 169 TRANSITION INTO PRACTICAL NURSING/5 (30 lecture hours;90 clinical hrs)

Provides the student with a transition into the role of the practical nurse. Emphasis will be placed on distinguishing the practical nurses defined scope of practice related to clinical practice, communication, nursing process, ethical/legal issues and leadership skills. The student practices in the role of the practical nurse in the associated clinical experience.

NUR 199 TRANSITION FROM LPN TO ADN/4 (30 lecture hours;60 lab hours)

Focuses on assisting the LPN to transition into a new role as an Associate Degree Nursing Student. Emphasis will be placed on roles and

responsibilities of the ADN, nursing process, critical thinking, legal and ethical issues and nursing practice issues related to specialized skills and the care of special populations.

NUR 206 ADVANCED CONCEPTS OF MEDICAL-SURGICAL NURSING I/8 (45 lecture hours;15 lab hrs;135 clinical hrs)

Prerequisite: Successful completion of preceding required program course work or permission of program director.
Builds on NUR106 focusing on advanced concepts of nursing applied to care of patients with high acuity medical/surgical conditions. Builds on medical/surgical nursing theory, mental health concepts, communication, collaboration, caring, and critical thinking/clinical reasoning necessary for safe, patient-centered nursing care to developmentally and culturally diverse adult patients. Incorporates evidence-based practice, quality improvement, professional standards, and legal and ethical responsibilities of the professional nurse as applied in a variety of healthcare settings. Application of knowledge and skills occurs in the nursing skills laboratory and in a variety of clinical settings.

NUR 211 PSYCHIATRIC – MENTAL HEALTH NURSING/4 (15 lecture hours;30 lab hours;60 clinical hours)

Prerequisite: Successful completion of preceding required program course work or permission of program director.
Develops concepts of psychosocial integrity and emphasizes the function and responsibility of nursing in promoting and maintaining mental health of individuals and families. This course emphasizes communication and caring through the application of the therapeutic relationship and nursing process in the care and treatment of common clinical conditions/disorders.

NUR 212 PHARMACOLOGY II/2 (30 lecture hours)

Builds on previously introduced pharmacological concepts and applies that learning to pharmacologic therapy to provide safe, quality, evidence-based nursing care to patients with complex healthcare needs. Focuses on safety and quality improvement factors in the administration of medications within a variety of healthcare systems. Advanced dosage calculations included.

NUR 216 ADVANCED CONCEPTS OF MEDICAL-SURGICAL NURSING II/6 (30 lecture hours;120 clinical hours)

Prerequisite: Successful completion of preceding required program coursework or permission of program director.

A continuation of NUR 206, focusing on complex medical/surgical conditions of the high acuity patient. Builds on medical/surgical nursing theory, mental health concepts, communication, collaboration, caring, and critical thinking/clinical reasoning necessary for safe, patient-centered nursing care to developmentally and culturally diverse adult patients experiencing high acuity medical/surgical conditions. Incorporates evidence-based practice, quality improvement, professional standards, and legal and ethical responsibilities of the professional nurse as applied in the acute care and high acuity settings. Application of knowledge and skills occurs in a variety of clinical settings.

NUR 230 TRANSITION TO PROFESSIONAL NURSING PRACTICE/5 (22.5 lecture hours;105 lab hours)

A seminar and practice capstone course that provides an integrative experience applying all dimensions of the professional nurse in the care of diverse patient populations across a variety of healthcare settings. All major concepts of the nursing program are addressed. Leadership and the management of multiple patients are emphasized. Application of knowledge and skills occurs in the clinical setting to facilitate an effective transition from student to registered professional nurse.

OUTDOOR STUDIES

OUT 108 WILDERNESS SURVIVAL SKILLS/3 (90 lab hours)

This course emphasizes the physiological, psychological and practical principles of survival. Survival equipment, wilderness improvising techniques, and wilderness dangers are included.

OUT 110 CAVING 1/1 (30 lab hours)

Introduces the student to the unique cave environment, formation of caves, cave biology, geology, and cave conservation. Reviews caving exploration techniques, caving equipment, caving safety and cave terminology.

OUT 120 ORIENTEERING/1

(30 lab hours) Become familiar with backcountry navigation. Wilderness travel potential will be expanded by learning the proper use of maps, compass, and other tools.

OUT 136 LEAVE NO TRACE TRAINER/2

(30 lab hours) Introduces the student to the principles of Leave No Trace and prepares students to teach Leave No Trace curriculum in a variety of outdoor and urban settings. This class is a must for guides, outfitters, outdoor educators, agency employees, scout/youth group leaders, or anyone who cares about minimizing impact on the Colorado backcountry..

OUT 126 MOUNTAIN BIKING/1

(30 lab hours) Introduces basic mountain biking skills and techniques. The primary emphasis is to gain an understanding of the basic principles of mountain biking. Students develop skills and techniques for all riding situations, review bicycle anatomy, and basic maintenance and repairs.

OUT 129 ICE CLIMBING I/1

(30 lab hours) Introduces technical (roped) ice climbing, including equipment selection and safety, knots, belaying and climbing, rappelling and climbing safety.

OUT 143 BACKPACKING/2

(60 lab hours) Provides skills related to wilderness travel and outdoor adventure. Emphasizes knowledge of backpacking skills, survival techniques, proper physical conditioning, route finding, equipment selection, and an understanding and respect for the environment. The course incorporates lecture and discussion sessions followed by a weekend trip in the mountains.

OUT 201 SCUBA DIVING/1(30 lab hours)

Provides basic instruction in scuba diving. Focuses on the knowledge and skills related to swimming and snorkeling, diving equipment, communications, the environment, safety, dive tables, and other pertinent information a student needs for safe scuba diving. This course prepares the student for open-water (PADI) certification.

**OUT 202 OPEN WATER DIVER/1
(30 lab hours)**

Requires student divers to demonstrate mastery of performance requirements for four (4) different open water dives to become a certified open water diver through the Professional Association of Diving Instructors (PADI).

OUT 203 Advanced Open Water Diver/2 (15 lecture 30 lab hours)

Prerequisite: Open Water Diver Certified. Extends the student's prior knowledge of diving by introducing them to advanced techniques including: deep diving, underwater navigation, night diving, peak performance buoyancy and multilevel diving. The classroom focuses on developing the student's knowledge, while the pool sessions focus on further developing the student's underwater skills. The open water training dives focus on improving the students diving skills as well as introducing the student to the different types of dives available.

**OUT 204 Rescue Diver/2
(15 lecture 30 lab hours)**

Prerequisite: Advanced Open Water Diver Certified. Introduces the student to being able to help others in a rescue scenario. Teaches the student how to recognize problems at all stages in the rescue process. The classroom sessions focus on theories including stress management. The pool sessions focus on the practical application of assisting divers in trouble. The open water sessions focus on realistic situations and includes skills assessment for rescue diver certification through PADI. This fine tunes the student's ability to handle different situations and prepares the student and Divemaster course.

**OUT 205 Divemaster/3
(30 lecture 30 lab hours)**

Prerequisite: Rescue Diver Certified and 55 logged dives
Introduces the student to leadership level diving. It trains the student in several areas of focus: dive theory, waterman ship skills, problem solving abilities, role model behavior, student diver management and certified diver management. These skills are learned and assessed in both pool and classroom sessions for dive master certification through PADI. The practical application phase teaches the student how to deal with student divers as well as certified divers in a leadership role.

OUT 216 Challenge Course Facilitation

Provides approaches to challenge course management including construction and maintenance of high and low elements, facilitation and group dynamics, risk management and safety, and challenge course philosophies.

OUT 237 PADDLE SPORTS/2

(30 contact hours) Focuses on the methods and skills of conducting and leading safe lake and river trips in various types of watercraft such as canoes, kayaks, or inflatable boats. Students will learn modern river paddling techniques, trip planning and organization, basic river rescue and safety skills, federal and local permit systems, and minimal impact camping and boating techniques for a river corridor. This course includes a multi-day river expedition.

PARK RANGER

**PRA 100 SEASONAL PARK RANGER
ACADEMY I/6 (135 lab hours)**

Conforms to National Park Service standards and Federal Law Enforcement Training Center (FLETC) certification requirements. Basic skills and knowledge necessary to perform the entry level duties as a seasonal Law Enforcement Ranger will be covered. Provide the student with basic knowledge of federal guidelines and competencies of Code of Federal Regulations (CFR). Emphasis will be on simulating actual situations.

**PRA 101 SEASONAL PARK RANGER
ACADEMY II/ 6 (135 lab hours)**

Conforms to National Park Service standards and Federal Law Enforcement Training Center (FLETC) certification requirements. This course continues PRA 100's introduction into the basic skills and knowledge necessary to perform the entry level duties of a Seasonal Law Enforcement Ranger. This course introduces crime scene investigation. DUI detection, professional and radio communication.

**PRA 103 NPS Basic Tactics/1
(15 lecture hours)**

Demonstrate and practice NPS basic tactics. The basic tactics are core skills, concepts, and principles which allow the student to apply the tactics learned in any environment or venue. These basic tactics learned and demonstrated will increase confidence and ranger safety while

working in various tactical environments. The basic tactics can be applied to an infinite number of situations in all fields of law enforcement.

PRA 104 NPS Physical Fitness Training/2 (30 lab hours)

Participation in a five item physical fitness assessment known as the Physical Efficiency Battery (PEB) in order to determine the individual's functional capacity in the areas of body composition, speed and agility, flexibility, muscular strength, and cardiovascular endurance.

PRA 105 NPS Firearms/4 (90 lab hours)

Demonstrate knowledge of nomenclature, safety rules and regulations, safe weapons handling, de-cocking, loading, unloading and transfer of a weapon from one person to another and home safety with their duty weapon. Students will also be able to safely operate the weapon. Students will understand safety, nomenclature, loading/unloading, firing positions, techniques of marksmanship, ammunition, and maintenance of handgun, shotgun, and patrol rifle. The student will demonstrate proficiency in the fundamentals of marksmanship and weapon handling skills as designated by the National Park Service Courses of Fire.

PRA 107 RANGER DRIVING TACTICS/1 (7.5 lecture hours;15 lab hours)

This course covers the skills, knowledge, and abilities required for operation of Law Enforcement vehicles. Emphasis on defensive driving, and skills used in pursuit situations, both emergency and non-emergency. Students will demonstrate driving techniques.

PRA 108 NPS DRIVING SKILLS/2 (45 contact hours)

Teaches emergency response driving techniques needed for safe operation of police-package sedans including braking techniques, steering techniques, selecting the appropriate line of travel, and maintaining control of the vehicle. Proper function, operation, testing, and calibration of basic radar are taught. Students must achieve at least eighty percent of the required standards required by the Federal Law Enforcement training Center (FLETC).

PHILOSOPHY

Statewide Guaranteed Transfer courses will be designated with (AH3)

PHI 111 INTRODUCTION TO PHILOSOPHY/3 (45 lecture hours)

Introduces significant human questions and emphasizes understanding the meaning and methods of philosophy. Includes human condition, knowledge, freedom, history, ethics, the future, and religion. (AH3).

PHI 112 ETHICS/3 (45 lecture hours)

Examines human life, experience, and thought in order to discover and develop the principles and values for pursuing a more fulfilled existence. Theories designed to justify ethical judgments are applied to a selection of contemporary personal and social issues. (AH3).

PHI 113 LOGIC/3 (45 lecture hours)

Studies effective thinking using language-oriented logic. Provides tools and develops skills for creative and critical thinking. Emphasizes the development of decision-making and problem-solving. (AH3).

PHI 114 COMPARATIVE RELIGIONS/3 (45 lecture hours)

Introduces students to the similarities and differences among concepts predominant in the major world religions, comparing sociological, philosophical, and phenomenological similarities between major world faiths. It is designed to transfer to any four-year college philosophy, religious studies, or humanities department. (AH3).

PHI 121 CURRENT ISSUES AND ETHICS IN DENTAL HYGIENE/1 (15 lecture hours)

Prerequisite: Enrollment in the Dental Hygiene Program.

Discusses current issues in dental hygiene and heightens student's awareness of ethical issues and choices for action. Includes a library project and an opportunity to facilitate a discussion.

PHI 214 PHILOSOPHY OF RELIGION/3 (45 lecture hours)

Focuses on the critical examination of the fundamental concepts, ideas, and implications of religion. Includes the nature of God, the varieties of religious experience, argument

concerning God's existence, the Problem of Evil, faith and reason, religion and human destiny, and the connection between religion and ethics. (AH3).

PHI 218 ENVIRONMENTAL ETHICS/3 (45 lecture hours)

Critically analyzes theories of value of the natural world. Topics include the relation between scientific and moral principles; theories of the moral worth of persons, animals, plants and other natural objects; historical, religious and cultural influences on conceptions of nature; alternative accounts of human relationships and responsibilities to nature, including deep ecology and eco-feminism; and the connection between moral and political values and economic policies. (AH3)

PHOTOGRAPHY

PHO 101 PHOTOGRAPHY I/3 (30 lecture hours; 30 lab hours)

Introduces black and white photography as a fine art medium and develops skills necessary for basic camera and lab operations.

PHO 102 PHOTOGRAPHY II/3 (30 lecture hours; 30 lab hours)

Prerequisite: Photography 101 or demonstrated competency.

This course is a further exploration in camera and lab operations with an emphasis on individual creativity. It includes the development of a comprehensive portfolio.

PHO 275 SPECIAL TOPICS/0.5-6

Provides students with a vehicle to pursue in-depth exploration of special topics of interest.

PHYSICAL EDUCATION/1-2

Below is a partial list of physical education activity offerings:

PED 101	Conditioning Lab
PED 102	Weight Training I
PED 103	Weight Training II
PED 104	Cross Training
PED 105	Fitness Circuit Training
PED 122	Step Aerobics
PED 129	Zumba
PED 143	Yoga I
PED 144	Yoga II

PED 202	Golf I
PED 206	Racquetball I
VARSITY SPORTS/1	
PED 237	Men's Basketball
	Women's Basketball
	Baseball
	Softball
	Volleyball
	Rodeo

PHYSICS

Statewide Guaranteed Transfer courses will be designated with (SC1)

PHY 105 CONCEPTUAL PHYSICS W/LAB/4 (45 lecture hours; 30 lab hours)

Focuses on mechanics, heat, properties of matter, electricity and magnetism, light and modern physics. Incorporates laboratory experience. (SC1)

PHY 111 PHYSICS: ALGEBRA BASED I WITH LAB/5 (60 lecture hours; 30 lab hours) Prerequisite: MAT 121.

Explores the physical world through reasoning, mathematics and experimentation. Examines kinematics, force, circular motion, energy, momentum, torque, rotational dynamics, simple harmonic motion, temperature, heat and thermodynamics. The concepts and theories presented are explored through demonstrations and hands-on experiments. It is a general physics course that is recommended for all of the health sciences and all other interested students. Students entering engineering or one of the advanced sciences should register for PHY 211. (SC1)

PHY 112 PHYSICS: ALGEBRA BASED II WITH LAB/5 (60 lecture hours; 30 lab hours) Prerequisite: PHY 111.

Expands upon PHY 111 and covers sound waves, electric fields, electric circuits, magnetic fields, optics, and modern physics. Explores the concepts and theories presented in class through demonstrations and hands-on experiments. (SC1)

PHY 211 PHYSICS: CALCULUS-BASED I WITH LAB/5 (45 lecture hours; 60 lab hours) Prerequisite: MAT 201.

Explores the physical world through reasoning, mathematics and experimentation. Covers kinematics, force, gravity, energy, momentum, torque, rotational dynamics, and fluids, and may

include thermodynamics. The concepts and theories presented in class are explored through demonstrations and hands-on experiments. This first semester calculus-based physics course is recommended for students entering engineering or one of the advanced sciences. (SC1)

PHY 212 PHYSICS: CALCULUS-BASED II WITH LAB/5 (45 lecture hours; 60 lab hours)

Prerequisite: PHY 211.

Expands upon PHY 211 and examines waves, electric fields, electric circuits, magnetic fields, light and optics, and modern physics. The concepts and theories presented in class are explored through demonstrations and hands-on experiments.(SC1)

POLITICAL SCIENCE

Statewide Guaranteed Transfer courses will be designated with (SS1)

POS 105 INTRODUCTION TO POLITICAL SCIENCE/3 (45 lecture hours)

Focuses on a survey of the discipline of political science, including political philosophy and ideology, democratic and non-democratic governments, and processes, and international relations.(SS1)

POS 111 AMERICAN GOVERNMENT/3 (45 lecture hours)

Includes the background of the U.S. Constitution, the philosophy of American government, general principles of the Constitution, federalism, and civil liberties. Examines public opinion and citizen participation, political parties, interest groups, and the electoral process, and the structure and functions of the national government. (SS1)

POS 225 COMPARATIVE GOVERNMENT/3 (45 lecture hours)

Focuses on a comparison of the basic features of selected developed and developing countries. Topics include ideologies, political parties, interest groups, and governmental institutions.(SS1)

PSYCHOLOGY

Statewide Guaranteed Transfer courses will be designated with (SS3)

PSY 101 GENERAL PSYCHOLOGY I/3 (45 lecture hours)

Focuses on the scientific study of behavior including motivation, emotion, physiological psychology, stress and coping, research methods, consciousness, sensation, perception, learning and memory.(SS3)

PSY 102 GENERAL PSYCHOLOGY II/3 (45 lecture hours)

Focuses on the scientific study of behavior including cognition, language, intelligence, psychological assessment, personality, abnormal psychology, therapy, life span development, and social psychology.(SS3)

PSY 106 HUMAN RELATIONS/3 (45 lecture hours)

Emphasizes the development and practice of effective interpersonal skills on and off the job.

PSY 205 PSYCHOLOGY OF GENDER/3 (45 lecture hours)

Examines gender comparisons in work, courtship, family life, and sexual behavior throughout the life span.(SS3)

PSY 207 INTRODUCTION TO FORENSIC PSYCHOLOGY/3 (45 lecture hours)

Introduction to Forensic Psychology is a course in an overview of Forensic Psychology. As such it explores both current research and practice in five areas. These areas are police psychology, criminal psychology, victimology, correctional psychology and the interface of psychology and the courts. The course facilitates an understanding of the numerous careers related to forensic psychology, how to prepare for them and current research and practice in each of the five broad areas of forensic psychology.

PSY 217 HUMAN SEXUALITY/3 (45 lecture hours)

Surveys physiological, psychological, and psychosocial aspects of human sexuality. Topics include relationships, sexual identity, and sexual health.(SS3)

**PSY 226 SOCIAL PSYCHOLOGY/
(45 lecture hours)**

Prerequisite: 3 credit hours of general psychology or general sociology or instructor permission.

Focuses on the behavior of humans in social settings including attitudes, aggression, conformity, cooperation and competition, prejudice, and interpersonal attraction. (SS3)

PSY 227 PSYCHOLOGY OF DEATH AND DYING/3 (45 lecture hours)

Examines the philosophies of life and death, emphasizing dying, death, mourning, and the consideration of one's own death. (SS3)

PSY 235 HUMAN GROWTH & DEVELOPMENT/3 (45 lecture hours)

Examines human development from conception through death emphasizing physical, cognitive, emotional and psychosocial factors. (SS3).

PSY 237 CHILD AND ADOLESCENT PSYCHOLOGY/3 (45 lecture hours)

Explores human development from conception through adolescence, emphasizing physical cognitive, emotional, and psychosocial factors.

PSY 238 CHILD DEVELOPMENT/3 (45 lecture hours)

Focuses on growth and development of the individual from conception through childhood, emphasizing physical, cognitive, emotional, and psychosocial factors. (SS3)

PSY 249 ABNORMAL PSYCHOLOGY/3 (45 lecture hours)

Prerequisite: 3 credits of general psychology or Instructor permission.

Examines abnormal behavior and its classification, causes, treatment, and prevention. (SS3)

RANGE MANAGEMENT

RAM 205 RANGE MANAGEMENT/3 (45 lecture hours)

Presents the historical and current status of the range livestock industry. Management principles for private and public rangelands, range plant identification and range plant communities are covered.

RECREATION

REC 211 OUTDOOR LEADERSHIP/2 (15 lecture hours; 37.5 internship/field study hours)

Introduces the development, acquisition, and application of outdoor leadership skills and knowledge. Focuses on the latest information philosophy, and techniques necessary to safely conduct outdoor programs and expeditions as an outdoor leader. Skills are applied under actual field conditions. Emphasizes minimal impact camping, wilderness ecology, judgment and decision making, group dynamics and trip logistics. These skills enhance effectiveness as an outdoor leader.

SMALL BUSINESS MANAGEMENT

SBM 101 STARTING A SMALL BUSINESS/1 (15 lecture hours)

Provides a brief overview of various topics related to starting a small business. Some topics are types of businesses, location, image, insurance, permits, and licenses.

SBM 106 RECORDKEEPING FOR A SMALL BUSINESS/1 (15 lecture hours)

Provides an overview of recordkeeping for a small business. Students learn basic bookkeeping skills and key recordkeeping requirements.

SBM 108 MARKETING FOR A SMALL BUSINESS/1 (15 lecture hours)

Provides a brief overview of the marketing functions applied to a small business. Topics include planning a marketing strategy, promoting a business, competitive analysis, and customers and prospects.

SBM 112 FINANCING A SMALL BUSINESS/1 (15 lecture hours)

Provides a brief overview of the basics of financing a small business. Topics include sources of capital, types of business loans, and maintenance of cash flow.

SOCIOLOGY

Statewide Guaranteed Transfer courses will be designated with (SS3)

SOC 101 INTRODUCTION TO SOCIOLOGY I/3 (45 lecture hours)

Examines the basic concepts, theories, and principles of sociology as well as human culture, social groups, and the social issues of age, gender, class, and race.(SS3)

SOC 102 INTRODUCTION TO SOCIOLOGY II/3 (45 lecture hours)

Examines social institutions and organizations from the macro perspective. Emphasizes issues of social change, demography, social movements, and conflicts and trends within education, religion, family, political, and economic structures. (SS3)

SOC 205 SOCIOLOGY OF FAMILY DYNAMICS/3 (45 lecture hours)

Prerequisite: SOC 101 or consent of the instructor.

Develops an understanding of marriage, family and kinship. It examines the family as an institution and how social, cultural and personal factors influence family relations. The stability and diversity of the family will be explored, along with current trends and some alternative lifestyles.(SS3)

SOC 215 CONTEMPORARY SOCIAL PROBLEMS/3 (45 lecture hours)

Explores current social issues that result in societal problems. It focuses on such issues as civil liberties, gender discrimination, substance abuse, crime, poverty, and social change.(SS3)

SOC 216 SOCIOLOGY OF GENDER/3 (45 lecture hours)

Gives students the theoretical and factual background necessary to understand the phenomenon of gender stratification in American and other cultures. Students will be exposed to a history of gender stratification in human societies, theoretical explanations for this and insights into the consequences of gender differentiation in our world today. (SS3)

SOC 231 THE SOCIOLOGY OF DEVIANT BEHAVIOR/3 (45 lecture hours)

Examines the nature, identification, and explanation of deviant categories. Theories, and philosophies as well as methods of treatment related to deviancy will also be considered. The

course will study society's attempts to control, change, and institutionalize those acts, individuals or groups that a population may deem unacceptable.(SS3)

SOC 237 SOCIOLOGY OF DEATH AND DYING/3 (45 lecture hours)

Prerequisite: ENG 090 or testing into ENG 121.

Provides an opportunity to familiarize students and professionals with the needs and issues surrounding dying and death. This course will provide sociological, psychological, religious, historical and anthropological perspectives for interpreting contemporary American customs dealing with dying, death and bereavement. We will examine the professions associated with death and dying, such as hospice, funeral and crematory institutions, and medical care. (SS3)

SPANISH

Statewide Guaranteed Transfer courses will be designated with (AH4)

SPA 101 CONVERSATIONAL SPANISH I/3 (45 lecture hours)

Offers beginning students the skills necessary to understand and speak Spanish. The material includes basic vocabulary, grammar, and expressions that are used in daily situations and in travel.

SPA 102 CONVERSATIONAL SPANISH II/3 (45 lecture hours)

Prerequisite: SPA 101 or permission of instructor.

Offers students the skills necessary to understand and speak Spanish. The material continues to cover basic conversations patterns, expressions, and grammar.

SPA 111 SPANISH LANGUAGE I/5 (75 lecture hours)

Develops students' interpretive, interpersonal, and presentational communicative abilities in the language. Integrates these skills in the cultural contexts in which the language is used. Offers a foundation in the analysis of culture.

SPA 112 SPANISH LANGUAGE II/5 (75 lecture hours)

Prerequisite: SPA 111 or permission of instructor.

Expands students' interpretive, interpersonal, and presentational communicative abilities in the language across the disciplines. Integrates

these skills with the study of the cultures in which the language is used. Offers a foundation in the analysis of culture and develops intercultural communicative strategies.

SPA 115 SPANISH FOR THE PROFESSIONAL I/3 (45 lecture hours)

Prerequisite: College Level Reading. Designed as an introduction to a working knowledge of the target language, cultural behaviors and values useful in various professional fields such as health care, law enforcement, bilingual education, business, and others.

SPA 211 SPANISH LANGUAGE III/3 (45 lecture hours)

Prerequisite: SPA 112 or instructor permission. Continues Spanish Language I and II in the development of increased functional proficiency in listening, speaking, reading and writing the Spanish language. Note: The order of the topics and the methodology will vary according to individual texts and instructors. (AH4)

SPA 212 SPANISH LANGUAGE IV/3 (45 lecture hours)

Prerequisite: SPA 211 or instructor permission. Continues Spanish Language I, II and III in the development of increased functional proficiency in listening, speaking, reading and writing the Spanish language. Note: The order of the topics and the methodology will vary according to individual texts and instructors.~~This course is one of the Statewide Guaranteed Transfer courses. (AH4)

THEATRE

Statewide Guaranteed Transfer courses will be designated with (AH1)

THE 105 THEATRE APPRECIATION/3 (45 lecture hours)

Includes discussions, workshops, and lectures designed to discover, analyze and evaluate all aspects of the theatre experience: scripts, acting, directing, staging, history, criticism and theory. (AH1)

THE 211 DEVELOPMENT OF THEATRE GREEK-RENAISSAN/3 (45 lecture hours)

Surveys the history and evolution of drama from Ancient Greece to the Renaissance, emphasizing all aspects of the art from period values to analysis of dramatic literature and performance. (AH1)

THE 212 DEVELOPMENT OF THEATRE RESTORATION TO MODERN/3 (45 lecture hours)

Surveys the history and evolution of drama from the Renaissance to the present, emphasizing all aspects of the art from period values to the analysis of dramatic literature and performance. (AH1)