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## Vision, Mission, Accreditation

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](http://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 2018-19

### SUMMER TERMS 2018

June 4-June 29 .....Arts & Sciences  
 May 14-July 6 .....Dental Hygiene, Aviation Technology, Aviation Maintenance  
 May 8-August 17 .....Cosmetology Semester  
 May 28, Monday .Memorial Day .....no class, college closed  
 July 4, Wednesday .Independence Day.....no class, college closed

### FALL SEMESTER 2018

August 13, Monday..... Faculty Return  
 August 13-17<sup>th</sup>.....All Campus Convocation  
 August 15, Wednesday .....New students arrive-Rangely Campus  
 August 15-18, Wednesday- Saturday.....Mandatory New Student Orientation-Rangely  
 August 17, Friday .....New student testing & advising-Rangely Campus  
 August 18, Saturday .....Mandatory New Student Orientation Craig Campus  
 August 18, Saturday .....Returning Students Arrive  
**August 20, Monday** .....**Classes Begin**  
 August 22, Wednesday..... Last day to register for semester-length class  
 September 3, Monday .....Labor Day – no class, college closed  
**September 6, Thursday** .....**Last day to Drop semester-length class**  
 September 6, Thursday..... Tuition Payment Due/Payment Plan Deadline  
 October 8-12, Monday-Friday .....Mid-terms  
 October 29, Monday..... Spring preregistration begins  
**November 12, Monday**..... **Last day to Withdraw from semester-length class**  
 November 19-23, Monday-Friday.....Fall Break for Faculty/Students  
     –Residence halls closed, college administrative offices open  
**November 22, Thursday Thanksgiving Day** ..... **College closed**  
**December 10-12, Monday-Wednesday** .....**Finals**  
 December 13, Thursday..... Residence Halls close at 1:00pm  
 December 14, Friday .....Grades due by 12:00pm  
 December 17-January 4 .....Winter Break for students  
 December 25-January 1 .....College closed

### SPRING SEMESTER 2019

January 2, Wednesday..... Staff return  
 January 3, Thursday ..... Faculty Return; All students arrive-Rangely Campus  
 January 4, Friday..... New student advising/registration  
**January 7, Monday**..... **Classes Begin**  
 January 9, Wednesday..... Last day to register for semester-length class  
**January 22, Tuesday** .....**Last day to Drop semester-length class**  
 January 23, Wednesday .....Tuition Payment Due/Payment Plan Deadline  
 February 25 -March 1, Monday-Friday..... Mid-terms  
 March 18-22, Monday-Friday .....Spring Break for Faculty/Students  
     Residence halls closed, college administrative offices open  
 March 25, Monday .....Summer & Fall preregistration begins  
 April 5, Friday .....Honors Banquet, Craig Campus at 6:00pm  
 April 9, Tuesday..... Honors Banquet, Rangely Campus at 6:00pm  
**April 10, Wednesday** .....**Last day to Withdraw from semester-length class**  
**April 29- May 1, Monday-Wednesday**..... **Finals**  
 May 2, Thursday .....Residence Halls close at 1:00pm (unless graduating)  
 May 3, Friday..... Grades due by 12:00pm  
 May 3, Friday..... Aviation Technology Wings Ceremony, Rangely Campus at 7:00pm  
 May 3, Friday .....Nursing Pinning Ceremony, Craig Campus at 6:00pm  
 May 4, Saturday..... Dental Hygiene Pinning Ceremony, Rangely Campus at 9:00am  
 May 4, Saturday..... Faculty/Staff lunch at 12:00pm  
 May 4, Saturday .....Commencement at Rangely Campus at 2:00pm

*These dates are subject to change. Please contact CNCC's Registration Office for current academic calendar.*

## CNCC Academic Calendar 2019-20

### SUMMER TERMS 2019

June 3-June 28 . . . . .	Arts & Sciences
May 13-July 5 . . . . .	Dental Hygiene, Aviation Technology, Aviation Maintenance
TBA . . . . .	Cosmetology Semester
May 27, Monday . . . . .	Memorial Day – no class, college closed
July 4, Thursday . . . . .	Independence Day– no class, college closed

### FALL SEMESTER 2019

August 12, Monday . . . . .	Faculty Return
August 13, Tuesday . . . . .	All Campus Convocation
August 14, Wednesday . . . . .	New students arrive-Rangely Campus
August 14-17, Wednesday-Saturday . . . . .	Mandatory New Student Orientation -Rangely
August 16, Friday . . . . .	New student testing & advising-Rangely Campus
August 17, Saturday . . . . .	Mandatory New Student Orientation Craig Campus
August 17, Saturday . . . . .	Returning Students Arrive
August 19, Monday . . . . .	Classes Begin
August 21, Wednesday . . . . .	Last day to register for semester-length class
September 2, Monday . . . . .	Labor Day – no class college closed
September 5, Thursday . . . . .	Last day to Drop semester-length class
September 5, Thursday . . . . .	Tuition Payment Due/Payment Plan Deadline
October 7-11, Monday-Friday . . . . .	Midterms
October 28, Monday . . . . .	Spring preregistration begins
November 11, Monday . . . . .	Last day to Withdraw from semester-length class
November 25-29, Monday-Friday . . . . .	Fall Break for Faculty/Students –Residence halls closed, college administrative offices open
November 28, Thursday . . . . .	Thanksgiving Day – College Closed
December 9-11, Monday-Wednesday . . . . .	Finals
December 12, Thursday . . . . .	Residence Halls close at 1:00pm
December 13, Friday . . . . .	Grades due by 12:00pm
December 16-January 3 . . . . .	Winter Break for students
December 25-January 1 . . . . .	College closed

### SPRING SEMESTER 2020

January 2, Thursday . . . . .	Staff return
January 9, Thursday . . . . .	Faculty Return; All students arrive-Rangely Campus
January 10, Friday . . . . .	New student advising/registration
January 13, Monday . . . . .	Classes Begin
January 15, Wednesday . . . . .	Last day to register for semester-length class
January 29, Wednesday . . . . .	Last day to Drop semester-length class
January 29, Wednesday . . . . .	Tuition Payment Due/Payment Plan Deadline
March 2-6, Monday-Friday . . . . .	Mid-terms
March 16-20, Monday-Friday . . . . .	Spring Break for Faculty/Students –Residence halls closed, college administrative offices open
March 23, Monday . . . . .	Summer & Fall preregistration begins
April 3, Friday . . . . .	Honors Banquet, Craig Campus at 6:00pm
April 7, Tuesday . . . . .	Honors Banquet, Rangely Campus at 6:00pm
April 13, Monday . . . . .	Last day to Withdraw from semester-length class
May 4-6 Monday-Wednesday . . . . .	Finals
May 7, Thursday . . . . .	Residence Halls close at 1:00pm (unless graduating)
May 8, Friday . . . . .	Grades due by 12:00pm
May 8, Friday . . . . .	Aviation Technology Wings Ceremony, Rangely Campus at 7:00pm
May 8, Friday . . . . .	Nursing Pinning Ceremony, Craig Campus at 6:00pm
May 9, Saturday . . . . .	Dental Hygiene Pinning Ceremony, Rangely Campus at 9:00am
May 9, Saturday . . . . .	Faculty/Staff Lunch at 12:00pm

May 9, Saturday . . . . . Commencement at Rangely Campus at 2:00pm  
*These dates are subject to change. Please contact CNCC's Registration Office for current academic calendar.*

## **General Information**

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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 Donna Secules, CNCC Assistant Director of Human Resources at 970-824-1136.

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/](http://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 are 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.

- student name
- major field of study
- 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)
- participation in officially recognized activities and sports
- height, weight, and high school attended (only for students in officially recognized activities and sports).

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 reviewed at <https://ope.ed.gov/athletics/#/>.

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, the Craig Police Department, 800 W 1<sup>st</sup> St #300, Craig, CO 81625, 970-824-8111, the Rio Blanco County Sheriff's Department, Meeker, CO, 81641, 970-878-9625, the Moffat County Sheriff's Department, Craig, CO 81625, 970-824-4495, or on the website: [www.nationalsexoffenderregistry.com](http://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 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**

Tashana Taylor, J.D.  
 Director of Civil Rights and Investigations  
 Colorado Community College System  
 9101 East Lowry Boulevard  
 Denver, Colorado 80230-6011  
 (720) 858-2444  
[Tashana.taylor@cccs.edu](mailto:Tashana.taylor@cccs.edu)

#### **HUMAN RESOURCES**

Donna Secules  
 2801 W 9<sup>th</sup> Street  
 Craig, CO 81625  
 (970) 824-1136  
[Donna.Secules@cncc.edu](mailto: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.

### **Career and Technical Education (CTE) – Notice of Non-Discrimination**

Colorado Northwestern Community College 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 and 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. The College 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. Additionally, CTE opportunities at the College will be offered without regard to sex, race, color, national origin, and disability.

Colorado Northwestern Community College offers a wide variety of CTE programs varying from [INCLUDE 4-6 VARIOUS PROGRAMS]. Individuals interested in applying for a CTE program can apply for admission at <https://www.cncc.edu/admissions-aid/>. Note that some CTE programs have specific admissions criteria, in addition to the College's general admissions criteria. For a full list of CTE programs and admissions criteria, visit <https://www.cncc.edu/academics/degrees-programs/>.

The College has a designated Janell Oberlander and Donna Secules with the responsibility to coordinate the College's civil rights compliance activities and grievance procedures under Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act.

If you have any questions, please contact Janell Oberlander at 2801 W 9th Street Craig, CO 81625 (970) 824-1102 [Janell.Oberlander@cncc.edu](mailto:Janell.Oberlander@cncc.edu) or Donna Secules 2801 W 9th Street Craig, CO 81625 (970) 824-1102 (970) 824-1136 [Donna.Secules@cncc.edu](mailto:Donna.Secules@cncc.edu)



## Graduation Rates

The graduation rate for first-time, full-time degree/certificate-seeking freshmen entering Colorado Northwestern Community College shows that 29% graduated within 150% of normal time to completion. Just over 50% of first-time freshmen transferred to continue their education.



## 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. The Rangely District Hospital and Family Medicine Clinic provides excellent medical services to the community and the College with weekly on-campus clinic hours.

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 9<sup>th</sup> 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**

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### **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 may be admitted to CNCC through the Concurrent Enrollment program. In this program governed by State Legislation, students enrolled in these courses can earn college credit as well as high school credit. Students can significantly reduce their college expenses, increase the likelihood that they will complete a college degree or certificate, and earn marketable workforce skills by successfully completing concurrent enrollment courses.

Students enrolled in grades 9-12 can take CE (Concurrent Enrollment) courses, as allowed by individual High School policies.

In order to register for CE courses, students must complete the following steps:

**Step 1:** Complete online application for admission to CNCC <http://www.cncc.edu/apply/>

**Step 2:** Meet with your HS counselor and CNCC Concurrent Enrollment specialist to determine what concurrent enrollment options are available, how to fit college courses in to your HS academic plan, and whether you meet the entry requirements for your planned courses

**Step 3:** Schedule Accuplacer testing if necessary. For guaranteed transfer courses, concurrent students must complete the Accuplacer assessment test or provide ACT/SAT scores that meet the minimum requirements listed under Mandatory Assessment.

**Step 4:** Complete the Concurrent Enrollment College Registration Form. This form is available from your HS counselor and should be returned to your HS counselor during the specified enrollment period each semester.

For more information about CNCC's Concurrent Enrollment program, please contact the Director of Concurrent Enrollment, Julie Hoff at (970)291-9099 or [julie.hoff@cnc.edu](mailto:julie.hoff@cnc.edu).

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 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/](http://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](http://www.cncc.edu). Paper application forms may be obtained for special circumstances by contacting 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 within the last five years. 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 Assessment Scores**, - ACT, SAT, or ACCUPLACER 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). 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/bp-4-10-admission-continued-enrollment-and-re-enrollment-of-students/>.

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 re-admittance.

### **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. 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 may be exempt from the requirement for assessment in mathematics. Contact the Registrar for clarification.
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
Mathematics	19 (MAT 103 - MAT 120)
Mathematics	23 (MAT 121 or higher)

*A student who scores higher than the scores listed but below 23 in English and/or Reading may experience difficulty in achieving success in college-level courses. If students' relevant ACT scores fall within the 18/19-22 range, we suggest students 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:

Scores Prior to March 2016:	
Verbal/Critical Reading	430
Mathematics	460
Scores March 2016 to Present:	
Evidence Based Read/Write	470
Mathematics	500

*A student who scores higher than the scores listed but below 560 in Verbal and/or Mathematics may experience difficulty in achieving success in college-level courses. If a student's relevant SAT scores fall within the 440/450-550 range, we suggest student 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 scored at least a 165 on the GED, signifying readiness to enter credit-bearing college courses.
7. 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 (Reading Comprehension)	80
Writing (Sentence Skills)	95
Mathematics (Elementary Algebra)	61 (MAT 103-120 and MAT 135)
Mathematics (Elementary Algebra)	85 (MAT 121)

8. Students who have taken other standardized placement exams please consult the Advising Office.
9. High school graduates who have completed Algebra II, Geometry or Pre-Calculus in high school within 18 months prior to enrollment with at least a B grade in that class and have a 3.0 unweighted cumulative GPA are exempt from assessment in math.
10. High school graduates who have completed a Junior year English Class in high school within two years prior to enrollment with at least a B grade in that class and have a 3.0 unweighted cumulative GPA are exempt from assessment in English.
11. Students who are enrolled in a certificate program that does not require college-level English or math courses, though testing may still be recommended.

Non high-school graduates who are seeking to enroll in a Guaranteed Transfer or generally transferable course must meet **one** of following testing requirements or prerequisites required for that subject area in addition to any course specific prerequisites:

Subject Area	Accuplacer Reading Comp	Accuplacer Sentence Skills	Accuplacer Elementary Algebra	ACT	SAT	Prerequisite Class
English	80	95		English 18	Evidence Based Read/Write 470	CCR 092
Math			61	Math 19	Math 500	MAT 050
Arts and Humanities	80	95		English 18	Evidence Based Read/Write 470	CCR 092
Social Sciences and History	80	95		English 18	English & Reading 470	CCR 092
Sciences (Math and English Required)	80	95	85	English 18, Math 19	Evidence Based Read/Write 470, Math 500	MAT 050

Students may appeal their course placement by following the Academic Appeal Process.

ACCUPLACER placement testing costs \$5 per single subject test or \$10 for a multi-subject test 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  
 CCR 094 Studio 121  
 MAT 020 Quantitative Literacy Lab  
 MAT 050 Quantitative Literacy  
 MAT 025 Algebraic Literacy Lab  
 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](http://www.cconline.org)) and at these other Colorado colleges:

Arapahoe Community College  
 Adams State College  
 Aims Community College  
 Colorado Mesa University (Mesa State)  
 Colorado Mountain College  
 Community College of Aurora  
 Community College of Denver  
 Front Range Community College

Lamar Community College  
 Morgan Community College  
 Northeastern Junior College  
 Otero Junior College  
 Pikes Peak Community College  
 Pueblo Community College  
 Red Rocks 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.

## Supplemental Application Requirements

### 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, 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

CNCC has two routes by which students are accepted into the Dental Hygiene Program:

- Guaranteed Admission Program (GA) – students must take all science courses at a CNCC campus and may transfer in up to 9 credits of general education coursework if on the one year guaranteed admission plan and up to 15 credits of general education coursework if on the two year guaranteed admission plan. More information can be found at <http://www.cncc.edu/academics/degrees-programs/pre-dental-hygiene/guaranteed-admission-application-procedure/>. **Application and Deposit Deadline: June 1st**
- Competitive Entry Process (CE) – students who complete their course work at another college are ranked based on three criteria: course work (completion, grades, minimum GPA), dental experience, and references. **Application Deadline: February 1<sup>st</sup>. Deposit Deadline: April 10th**

Application to Colorado Northwestern is the initial step for entrance into the Dental Hygiene Program. Dental hygiene currently admits 24 students per year and receives more applicants than can be accepted. Applications must be received in the Dental Hygiene office by February 1<sup>st</sup>, 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), Dental Office Verification Form, and 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 is not a requirement that prerequisite and general education courses be taken at CNCC). **The science courses must be completed within seven years of admission to the Dental Hygiene Program. The following courses must be in progress as of February 1<sup>st</sup> and completed prior to June 1<sup>st</sup>.**

- BIO 201 & 202 - Human Anatomy and Physiology I,II
- BIO 204 - Microbiology
- CHE 102 - Introduction to Chemistry II, or CHE 109 - General Organic, & Biochemistry,
- ENG 121 - English Composition I

The following courses are not required to be completed prior to admittance to the Dental Hygiene program, but are considered in the application process.

- SOC 101 – Introduction to Sociology
- PSY 101 – Introduction to Psychology
- COM 115 – Public Speaking
- HWE 100 – Human Nutrition

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 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



<http://www.cncc.edu/academics/degrees-programs/dental-hygiene/apply/transfer-equivalencies/>.

Complete application instructions and all application materials can be found at <https://www.cncc.edu/academics/degrees-programs/dental-hygiene/apply/>

## Admission to the Nursing Program

The Nursing program is designed to prepare CNCC graduates for employment as registered nurses. The beginning professional nurse will have developed entry-level skills for employment in hospitals and other health care settings. Clinical nursing courses include supervised patient care experiences at a variety of health care agencies. For information about the nursing program go to <http://www.cncc.edu/academics/degrees-programs/nursing/> If you have additional questions call 970-824-1104 or email [darby.mcdermott@cncc.edu](mailto:darby.mcdermott@cncc.edu) Interested students are strongly encouraged to set up an appointment for individualized advising and program planning.

The Nursing Program is accredited by the Accreditation Commission for Education in Nursing (ACEN). The contact information for ACEN is: 3343 Peachtree Road NE, Suite 850 Atlanta Georgia 30326. The telephone number is 404-975-5000 and website is [www.acenursing.org](http://www.acenursing.org)

The Nursing Program is approved by the Colorado State Board of Nursing (CSBON) located at 1560 Broadway, Suite 1350, Denver, CO 80202. CSBON's website is [www.dora.state.co.us/nursing](http://www.dora.state.co.us/nursing); the telephone number is 303-894-2430.

The Nursing Program is also approved by the State Board of Colorado Community College Occupational and Education Programs. Colorado Northwestern Community College is accredited by The Higher Learning Commission (HLC) of the North Central Association of Colleges and Schools (NCA).

Upon successful completion of program requirements, the graduate is eligible to take the NCLEX-RN (National Council of Licensure Examination - Registered Nursing). The website for information on the exam is <http://www.ncsbn.org>

## Nursing Admission Requirements

Admission Requirements are briefly noted below - for detailed information and pertinent dates go to <http://www.cncc.edu/academics/degrees-programs/nursing/apply/>

Enrollment in the Nursing Program is limited to 28 students per admission cycle. The Nursing Program admits students once per year in the fall semester based on a competitive scoring process.

Competitive scoring criteria include:

- Completion of at least 12 credits of the prerequisite courses with a Grade Point Average (GPA) of 2.8 or higher.
- Prerequisite coursework completed at CNCC
- Previous college degree
- Admission Test Score -Test of Essential Academic Skills (ATI - TEAS)

### Required Prerequisite Courses

- ENG 121: English composition I (3 credits)
- PSY 235: Human Growth & Development (3 credits)
- BIO 201: Human Anatomy & Physiology I (4 credits)
- BIO 202: Human Anatomy & Physiology II (4 credits)
- BIO 204: Microbiology (4 credits)

\*It is recommended that science courses be completed within seven years of admission to the Nursing Program.

Additional points can be earned for completion of a medical terminology course, pathophysiology (BIO216), and nurse aide course. Scores are computed on a score sheet and the top 28 scores are conditionally accepted to the Nursing Program each fall with final approval based on background check, drug screening, and immunizations.

For more information about Admission and ATI - TEAS testing, contact the CNCC Nursing Program at 970-824-1104, or email Darby McDermott at [darby.mcdermott@cncc.edu](mailto:darby.mcdermott@cncc.edu)

### Nurse Aide Certification

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.

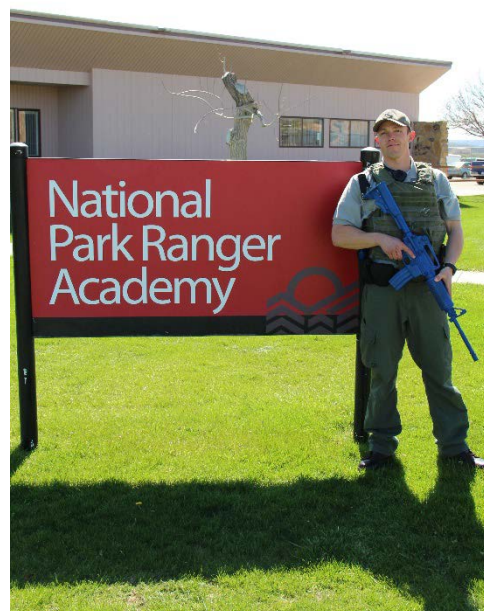
To enroll in Nursing courses at CNCC, students are required to complete a background check, drug screening, CPR certification and specific immunization records must be on file prior to admission. Students must contact the Nursing Program office before completing these requirements. A list of disqualifying offenses related to criminal background checks can be found on our website. For more information please visit our website at <https://www.cncc.edu/academics/degrees-programs/nursing/>



## 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 and Craig students are strongly encouraged to attend one of our scheduled **Student Testing, Advising, Registration (STAR)** programs held in May, June, or July and just prior to the beginning of the fall and spring semesters. To register visit [www.cncc.edu/star-registration](http://www.cncc.edu/star-registration). Online students should request an advisor at [www.cncc.edu/apply/placement-testing-advising](http://www.cncc.edu/apply/placement-testing-advising). All students are welcome to contact the Advising Office at [advising@cncc.edu](mailto:advising@cncc.edu) or 970-675-3206.



### 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 online through Crossroads or through the Admissions and Records Office (in the Johnson Building in Rangely or the Academic Building in Craig). Students who are not able to make a registration change online or come to one of the campuses, can call 800-562-1105 or email [admissions@cncc.edu](mailto:admissions@cncc.edu) for assistance. 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 withdrawal 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 the 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 may change the final grade(s) to "W".

## **Degree Plan Changes**

A student's degree plan or major must be changed before the regular part of term (F15) census date to be effective for the current term. Any degree plan changes submitted after the census date will be processed to be effective for the following term. Exceptions will be allowed for any student graduating in the current term, in an undeclared program, or enrolling only in late-start courses.

## **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/bp-4-32-student-email/>.

Crossroads is our student portal system. Crossroads gives you instant access to your classes, financial information, unofficial transcript, college email account, and other important documents. To log in, you will need your Student ID and temporary password found in your acceptance email. Contact Admissions and Records at 800-562-1105 ext. 0 to reset your password during business hours and 888-800-9198 after hours.

## Student Conduct

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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)* 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

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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

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### 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 supportive environment for students with physical, mental, emotional, learning, and/or temporary disabilities. Only students who have met the criteria and CNCC documentation requirements will receive educational and/or physical accommodations. CNCC suggests that students contact the Student Success and Retention Coordinator at [Caitlan.Moore@cncc.edu](mailto:Caitlan.Moore@cncc.edu) and 970.675.3205 at least 4 to 6 weeks prior to the beginning of school year to ensure that accommodations are in place. Please visit [www.cncc.edu/accessibility](http://www.cncc.edu/accessibility) 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 (recent surgeries or injury). In order to receive accommodations such as reduced-distraction testing, extended testing time, and alternate format media, appropriate documentation must be submitted to the Student Success and Retention Coordinator. Tutoring and assistive technology are available to all students in the Gateway Centers 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 DegreeCheck 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 Dean or Vice President of Instruction. Changes to a Degree with Designation can occur only if a Degree with Designation Course Exception Request has been approved by CNCC and the four-year institution to which the student plans to transfer.

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

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

CNCC's Gateway Center is designed around the core values of student preparation, academic success, and personal growth. The Centers provide supplemental instruction, collaborative learning groups, tutoring, test proctoring, proofing services, computer access, disability support services, GED support services, academic skills development, academic/career conversations, and a wide range of other services that can be customized for each student.

For more information about CNCC's Learning Assistance Services, contact the Gateway Center coordinator on the Rangely Campus at (970) 675-3242 or on the Craig Campus at (970) 824-1126.

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 – Angie Baker, (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 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 2018-2019

*Tuition and fees are subject to change by the State Legislature and Governing Board. Some courses have extra charges. See the Class Schedule at [www.cccc.edu/academics/course-schedules/](http://www.cccc.edu/academics/course-schedules/) for more information.*

### Tuition

In-State Tuition (resident with COF).....	\$148.90 per credit hour
In-State Tuition (resident without COF).....	\$231.90 per credit hour
Out-of-State Tuition (non-resident) .....	\$248.20 per credit hour
Western Undergraduate Exchange (WUE)*.....	\$223.35 per credit hour
CCC Online Courses (resident with COF).....	\$263.20 per credit hour
CCC Online Courses (resident without COF).....	\$346.20 per credit hour
CCC Online Courses (Out-of-State) .....	\$401.25 per credit hour

### **Tuition for High-Cost Programs**

Nursing (NUR) (resident with COF) .....	\$224.00 per credit hour
Nursing (NUR) (non-resident) .....	\$323.30 per credit hour
Dental Hygiene (DEH) (resident with COF) .....	\$296.30 per credit hour
Dental Hygiene (DEH) (non-resident) .....	\$395.60 per credit hour
Aviation Maintenance (AMT) (resident with COF).....	\$285.40 per credit hour
Aviation Maintenance (AMT) (non-resident) .....	\$384.70 per credit hour
Aviation Maintenance (AMT) (WUE)*.....	\$359.85 per credit hour
Aviation Flight Technology (AVT) (resident with COF)** .....	\$353.70 per credit hour
Aviation Flight Technology (AVT) (non-resident)** .....	\$453.00 per credit hour
Aviation Flight Technology (AVT) (WUE)* ** .....	\$428.15 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 CCCS Online classes.*

**\*\* For a complete schedule of Aviation Flight Program costs, please see the following page.**

### Fees

#### **College Fee**

Rangely Student Government Fee .....	\$2.92 per credit hour
Craig Student Government Fee .....	\$2.78 per credit hour
Rangely Student Activity Fee.....	\$5.74 per credit hour
Craig Student Activity Fee .....	\$5.64 per credit hour
Rangely Technology Fee .....	\$3.66 per credit hour
Rangely Health & Wellness.....	\$3.70 per credit hour

#### **Other Charges**

Registration Fee (all students—non-refundable) .....	\$13.79 per semester
Medium- and High-Cost Course CIP fee.....	\$7.21 per credit hour
Course Charge .....	Vary per class
Library Fines .....	Vary
Returned Check Fee.....	\$25.00

#### **Room Charges: Per-Semester Rate**

Rangely Ross Hall Double .....	\$1,343.45
Rangely Nichols Hall Single .....	\$1,570.45
Rangely Holland Hall Single .....	\$1,632.45
Craig Apartments Double.....	\$1,984.50
Craig Apartments Single .....	\$3,969.00

#### **Meal Plan Charges: Per-Semester Rate**

19 meals per week (Rangely) .....	\$2,341.25/semester
14 meals per week (Rangely) .....	\$2,225.00/semester
Craig Meal Plan.....	\$2252.25/semester

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

# Aviation Flight Fees

Effective Fall 2018

		Cost Per Hour			Required Hours			Total Estimated Cost
		Dual	Solo	Pre/Post/ Ground	Dual	Solo	Pre/Post/ Ground	
Private Pilot	AVT 102	C-172 - \$190	\$135	\$55	C-172 - 18	C-172 - 5	5	\$8,550.00
Instrument Pilot	AVT 112	C-172 -\$190 C-172XP - \$215 Sim - \$130	N/A	\$55	C-172 - 10 C-172XP - 9 Sim - 2	N/A	5	\$8,395.00
Comm Flight I	AVT 202	C-172 - \$190	\$135	\$55	C-172 - 13	C-172 - 40	5	\$8,145.00
Comm Flight II	AVT 203	C-172 -\$190 C-172 RG - \$210	C-172- \$135 C172RG - \$145	\$55	C-172 - 27 C172RG - 15	C-172 - 25 C172RG - 0	5	\$11,930.00
Multi Engine	AVT 208	C-310-\$355	N/A	\$55	C -310 - 10	N/A	5	\$3,825.00
Flight Instructor	AVT 213	C-172-\$190 C172RG-\$210	N/A	\$55	C-172 - 3 C172RG - 4	N/A	15	\$2,235.00
Instrument Instructor	AVT 222	C-172XP-\$215	N/A	\$55	C-172 XP - 6	N/A	5	\$1,565.00
Multi Engine Instructor	AVT 223	C-310-\$355	N/A	\$55	C-310 - 15	N/A	5	\$5,600.00
Tailwheel	AVT 236	Citabria - \$195	N/A	\$55	Citabria - 5	N/A	2	\$1,085.00

\* Rates subject to change at any time

\*Course tuition per credit hour are charged in addition to amounts shows above

Aircraft Rates Per Hour		
Flight Instruction Per Hour	Pre/Post Flight Briefing	\$55
	Flight Instruction	\$55
	C-172	\$135
	C-172 XP	\$160
	C-172 RG	\$155
	C-310	\$300
	Citabria	\$140
	Simulator	\$75

Additional Costs	
Tablet	\$500.00
Aviation Software	\$150.00
Aviation Books	\$770.00
Headset	\$400.00
Knowledge Exam	\$165.00
FAA Check Ride Per Rating	\$600.00
FAA Check Ride (CFI)	\$1,000.00

## **Determination of Residency Status for Tuition Purposes**

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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 \$83 per credit-hour for the 2018-2019 academic year. Each student must apply for COF in order to receive the benefit. There are no income qualifications; however, the student must be eligible for in-state tuition.

Apply for the COF stipend at <https://cof.college-assist.org>. Students only need to apply once, then simply authorize the use of the stipend for their eligible undergraduate courses, provided they have not met the 145 credit lifetime limit. If a student has reached their lifetime limit they may request a waiver form from the Registrar who will notify the student of the outcome via email to their student account.

### **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 a student has moved to Colorado within the past 12 months from one of the qualifying states to attend college, they 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 at <http://www.cncc.edu/admissions-aid/determining-residency-status/> or 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 the student is applying. If the application and transcripts are not received by then, the student will receive WUE for the following semester if all requirements have been met. If initially approved, students will receive WUE for each semester you are continually enrolled unless they notify the Registrar via student email. After a break in enrollment (excluding summers) students will need to re-apply for WUE.

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. Contact Admissions and Records for the application.

### **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. Contact Admissions and Records for the application.

## 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 through BankMobile.

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 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, 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 that 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

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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](http://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 must have a high school diploma or the equivalent to receive Title IV aid.

Students applying for financial aid should complete the Free Application for Federal Student Aid (FAFSA) online at <https://fafsa.ed.gov>. Filling out the FAFSA will determine if you are eligible for a federal grant, work-study, and loans. As the FAFSA has gone to prior prior year for tax purposes you no longer have to wait until your taxes are done to complete it.

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 1<sup>st</sup>, 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. A student’s lifetime eligibility for a Pell Grant is 600% or approximately 6 years, once this is met there will be no further Pell Grant eligibility. Once a student receives a bachelor degree they are no longer eligible for a Pell Grant.

### 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, must have filled out a FAFSA, have a high school diploma or the equivalent, and must be planning to enroll in a financial aid eligible 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 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, enrolled full-time 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. Maximum of two years receipt of scholarship.

### **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, enrolled full-time 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. Maximum of two years receipt of scholarship.

### **Athletic Grants**

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, rodeo, and soccer; and for women in basketball, rodeo, soccer, softball, and volleyball.

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 or the National Intercollegiate Rodeo Association.

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.

### **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 \$2000, unless the remaining unmet need after other aid funds is less.

### **Colorado Opportunity Scholarship Initiative (COSI)**

The COSI initiative is a state-funded matching grant that promotes access to higher education and student success through scholarships and academic support. The CNCC Foundation and COSI grant will fund up to \$2,164 each year (for up to two years) in scholarships for participating students. This is more than a scholarship, it is a comprehensive program designed to ensure student success. The scholarship award is to be used for tuition, housing, and/or book expenses. The priority deadline is June 30<sup>th</sup>. All applications received after June 30<sup>th</sup> will be considered on a space available basis.

## 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 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. 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.

\*Student loans must be repaid, even if the student did not complete their degree or program.

### **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**

Most 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](http://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 Academic Progress**

Federal and state regulations require that all student financial aid recipients maintain specific academic standards in order to maintain their financial aid eligibility. Except for some private and institutional funds, all forms of financial aid (grants, loans, work-study, and scholarships) are affected by this policy. These standards are applied to a student's entire academic history at Colorado Northwestern Community College, including periods when financial aid was not received.

The Financial Aid Office will evaluate student academic progress at the end of each semester based on three criteria:

- Cumulative GPA
- Cumulative Completion Rate (%)
- Maximum Time Frame

### **Satisfactory Academic Progress Standards**

- Cumulative GPA – 2.0 or above
- Cumulative Completion Rate – Students must complete at least 67% of cumulative attempted credit 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 the student's academic record at the school performing the calculation. Transfer and remedial credits are included when computing the student's completion rate.
- Maximum Time Frame – Students will be eligible for financial assistance for up to 150% of the number of credits required to complete their degree/certificate program. (Example – degree is a total of 60 credits a student can receive financial assistance for up to 90 credits.) Transfer and remedial credits are included when computing the student's maximum time frame.

Students who meet these three academic standards will be considered in Good Standing. Students failing to meet these requirements will be ineligible for financial aid. Reinstatement will be made only after students have met the requirements to be considered making satisfactory progress or an appeal has been approved.

Grades of F, U, I, W, AW, Z, U/D, U/F, SP, and AU are considered incomplete credit hours. Grades of U, I, W, AW, Z, U/D, U/F, SP, and AU will affect your cumulative completion rate but not your cumulative GPA. Grade of F will affect both your completion rate and your cumulative GPA. Students are responsible for notifying the Financial Aid Office of grade changes that affect their SAP standing.

Repeat course credit hours will affect a student's earned and unearned credits, the grade will affect the cumulative GPA.

### **Satisfactory Academic Progress Warning**

A student is placed on Satisfactory Academic Progress **Warning** if he/she

- Fails to maintain a Cumulative GPA of 2.0 or greater
- Has a Cumulative Completion Rate of less than 67%

Students maintain their financial aid eligibility while on warning but must bring their Cumulative GPA and Cumulative Completion Rate above the stated standards to avoid Ineligibility in subsequent terms.

### **Satisfactory Academic Progress Alert**

A student will be placed on Satisfactory Academic Progress **Alert** if he/she has attempted 110% of the number of credit hours required for their degree or eligible certificate program. This is your official ALERT notice that once you receive 150% you will be Ineligible for Financial Aid.

### **Satisfactory Academic Ineligibility**

A student will be placed on Satisfactory Academic Progress **Ineligibility** if:

- Student failed or withdrew from all of his/her classes
- After a warning term the Cumulative GPA is below 2.0
- After a warning term the Cumulative Completion Rate is below 67%
- Student has attempted more than 150% of the required number of credits for a degree or certificate. If at any point in time it is determined that a student cannot complete their program of study within 150% of the program length, student will be ineligible for aid.

## Rights of Appeal

If a student is placed on Financial Aid Ineligibility, they have the right to submit a written appeal to the Financial Aid Office. The financial aid appeal form can be obtained from the Financial Aid Office.

Appeals must explain any mitigating circumstances that prevented the student from successfully completing their coursework and must be accompanied by supporting documentation. Some examples of mitigating circumstances are medical issues, mental health issues, death in the family, birth of a child, divorce/separation.

The appeal must also explain why the circumstances no longer exist and what the student will do to ensure that they will meet Satisfactory Academic Progress standards in the future.

Appeals must be received at least four weeks prior to the end of the term in order to be considered for reinstatement for the current term, appeals can take up to two weeks to review. It is the responsibility of the student to submit an appeal in a timely manner if they wish to have their ineligibility reconsidered and aid reinstated.

Appeal decisions will be emailed to the student's college assigned email address. Students with successful appeals will be placed on "probation" and must pass all of their subsequent classes successfully. With successful completion of course work students will remain on "probation" until they have worked themselves into "good standing".

By student request, any student appeal that has been denied can be sent to the Vice President of Student Services for review. The decision of the Vice President is final.

## Return of Title IV Funds

Federal regulations require a return of Title IV funds if a student received federal financial assistance and withdrew or ceased to attend 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 of 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

$\frac{\text{Days Attended}}{\text{Total Days in the Enrollment Period}} = \% \text{ Completed}$

### Amount of Title IV Aid Earned

$\frac{\text{Total Disbursed Aid}}{\% \text{ Completed}} = \text{Earned Aid}$

### Amount of Title IV Aid to Return

$\text{Total Disbursed Aid} - \text{Earned Aid} = \text{Amount to be Returned}$

- 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)**

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

### **Post Withdrawal Disbursement (34 CFR 668.22(a) (3) & (4))**

Title IV funds are awarded to a student under the assumption that the student will attend school for the entire period for which the assistance is awarded. When a student drops or withdraws, the student may no longer be eligible for the full amount of the Title IV funds that the student was originally scheduled to receive. If the amount disbursed to the student is less than the amount the student earned, and for which the student is otherwise eligible, he or she is eligible to receive a Post-Withdrawal Disbursement of the earned aid that was not previously received.

**Assignment of Credit Hours** The institution's assignment and award of credit hours shall conform to commonly accepted practices in higher education. Those institutions seeking, or participating in, Title IV federal financial aid, shall demonstrate that they have policies determining the credit hours awarded to courses and programs in keeping with commonly-accepted practices and with the federal definition of the credit hour, as reproduced herein for reference only, and that institutions also have procedures that result in an appropriate awarding of institutional credit in conformity with the policies established by the institution.

**Federal Credit Hour Definition:** A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally-established equivalency that reasonably approximates not less than:

(1) one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or (2) at least an equivalent amount of work as required in paragraph (1) of this definition for other activities as established by an institution, including laboratory work, internships, practica, studio work, and other academic work leading toward to the award of credit hours. 34CFR 600.2 (11/1/2010)

### **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.

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, U/D, U/F 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.

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.



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## Student Services

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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.

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, Rapid Care (970) 826-8300, or Moffat Family Clinic (970) 824-3252. Students are personally responsible for covering all medical costs for care received outside of on-campus health clinic in Rangely.

### 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, downhill and 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 generally reserved for NPS Academy students. The residence hall areas are staffed with three full-time housing staff, and a supporting staff of 12 to 16 resident assistants. The residence hall staff enforces hall policies and provides social and 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 Residence Life will notify students of room assignments in early July.

### Off Campus Housing

CNCC does not provide off-campus housing in Rangely.

### 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](http://www.craig-chamber.com) ; [www.craigdailypress.com](http://www.craigdailypress.com) [www.craigslist.com](http://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

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

Additionally, CNCC has a rodeo team based in Rangely which competes in 10 National Intercollegiate Rodeo Association sanctioned rodeos each year. CNCC competes in the Rocky Mountain Region.

For more information about CNCC's intercollegiate athletic programs, contact the Athletic Director at (970) 675-3263 or Information Central at (800) 562-1105.



# Academic Regulations

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## 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 serves as Chairperson. Each instructional department of the College is represented on the Academic Council by one or more selected faculty members. Additionally, the Vice President of Student Support represents the other CNCC academic service and support areas 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. Students will not be penalized for absences due to College-sponsored activities; however, instructors reserve the right to assign relevant, alternative work for missed class time due to such an activity. ***Absences for extenuating circumstances or activities outside of a College-sponsored activity may be excused by the appropriate Division Dean or the Vice-President of Instruction 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, 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 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 an academic advisor.

### **Instructional Delivery Methods**

(F) Face-to-Face: Course is offered in a physical classroom, but is augmented by the learning management system (LMS).

(P) Place-Based Course: Course is offered in a physical space that requires students to engage with the environment. Course is augmented by the learning management system (LMS).

(I) Independent Study Course: Course is offered in a physical space where an instructor and student work together to augment or complete a degree requirement that is not obtainable within the current course schedule. Course is augmented by the learning management system (LMS).

(N) Internship: Course is offered on campus in a physical space or off-campus in a designated work environment. Students work with an instructor or mentor that guides the student experience. Student reflection is an important element of these courses. Course is augmented by the learning management system (LMS).

(S) Self-Paced Course: Course is offered 100% online using asynchronous components (LMS) that are available after a student has mastered a course objective.

(T) Telepresence with Face-to Face Course: Course is offered in a physical classroom to students on campus and delivered to off-site learning centers (including high schools) using telepresence technology.

(V) Virtual Classroom Course: Course is offered 100% online with synchronous (WebEx) and asynchronous components (LMS).

(H) Hybrid Course: Course is offered to an off-site learning center (including high schools) using telepresence technology.

(C) CCCOnline Course: Students at CNCC have the option to complete coursework with CCCOnline. Courses with CCCOnline are delivered in an LMS and it is up to the student to check in regularly with the instructor. Student completion of coursework is not monitored by CNCC, and there are no set times for students to “meet” during the course. Students that are highly motivated are most likely to succeed in these courses. For details about CCCOnline courses, please consult the CCCOnline website at [www.cconline.org](http://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 appropriate Division Dean or the Vice President of Instruction **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.

## Prior Learning Assessment (PLA)

The prior learning assessment addressed in this procedure is defined as knowledge or skills that have been attained outside the traditional academic environment and that have not been previously evaluated for and awarded college credit.

### Procedure

#### 1. Publicizing PLA Credit Opportunities To Students

- Students should have clear and concise information concerning how PLA Credit may help them.
- Each college will provide students with information necessary to seek PLA Credit and will publish procedures on how to do so.
- Information will be available for new students, as well as currently enrolled and returning students and any person seeking information about the institution.

#### 2. Standards for Awarding PLA Credit

- PLA Credit is not awarded for experience, but rather for college level learning which entails knowledge, skills and competencies that students have obtained as a result of their prior learning experiences.
- Once a student has been admitted to the College and has chosen a program of study, the student becomes eligible for PLA Credit.
- Academic credit will be awarded only for those courses directly applicable to the student's declared program as outlined in college publications.
- A student may use PLA Credit to fulfill any degree, certificate or graduation requirement, but a mandatory 25% of credit must be earned at the College that will confer the degree or certificate.
- All work assessed for PLA Credit must meet or exceed "C" level work. Minimum cut-off scores on standardized tests are set at "C" level work.
- PLA Credit will be assessed by faculty subject matter experts as determined by the College.

#### 3. Methods for Awarding PLA Credit: Approved methods available for awarding PLA Credit include: Standardized Tests, Institutional Challenge Examinations, Published Guides, Portfolios and successful completion of a CCCS approved Colorado Department of Corrections CTE certificate program.

- **Standardized Tests**
  - National standardized tests such as The College Board College Level Examination Program (CLEP), both general and subject examinations; Advanced Placement Program (AP); and International Baccalaureate (IB) programs.
  - DSST Exams (formerly known as DANTES Exams); UExcel Exams (formerly known as Excelsior College Examinations); and other nationally recognized industry testing, training, licensing or certification programs.
- **Institutional Challenge Examinations**
  - Institutionally approved examinations, such as objective tests, essays, and oral, hands-on or simulated demonstrations will be used to evaluate the student's competencies specific to the course being challenged.
  - Institutional challenge examinations are the equivalent of a comprehensive final examination for the course being challenged.
- **Published Guides:** The System accepts credit recommendations for both military and industry evaluated training programs and credentials from the following local and nationally recognized entities.
  - Educational Experience in the Armed Services as documented on the Joint Services Transcript (JST): The credit recommendations of the American Council on Education (ACE), as published in *The Guide to the Evaluation of Educational Experiences in the Armed Services*, will be used to evaluate military training and learning experiences.
  - ACE Workforce Training as documented on the ACE Transcript: National Guide to College Credit for Workforce Training.
  - Workforce and other Non-Accredited Training as documented on The National College Credit Recommendations Service (NCCRS) transcript. In the event of conflicting credit recommendations between the ACE and NCCRS organizations

- for the same training or credential, the ACE recommendations will take precedence.
- Faculty Evaluated Local Industry and Workplace Training: Individual colleges may use information obtained through their own prior learning assessment evaluations for local industry and training programs. As appropriate, these evaluations should be shared with other colleges to support students moving around the state.
4. **Portfolios:** Knowledge and skills acquired through work and life experiences may be validated through a formal portfolio assessment process.
- Development of Portfolio
    - Upon request from a student, each College will provide a course, workshop, or orientation session designed to assist students in identifying, describing and documenting skills and knowledge gained through prior learning experiences. Each College will also provide, upon request, more detailed information regarding the required format of the portfolio. When developing their portfolios, students must address each of the evaluative criteria delineated below:
      - The learning must be demonstrable and verifiable;
      - The learning content must have both theoretical and applied components;
      - The learning must be college level;
      - The learning must be currently applicable to the student's certificate or degree requirements; and
      - The learning must be equivalent to the competencies of a specific course or courses.
  - Evaluation of Portfolio
    - Evaluation of the portfolio will be conducted by subject matter expert(s), designated by the System or College.
    - The portfolio work must be evaluated as "C" level or above and contain evidence of proficiency in the competencies in the course(s), in order to award academic credit.
    - The evaluator should be prepared to produce documentation to defend the evaluation, including rubrics and notes. No partial credit will be awarded.
    - The student may appeal the evaluation decision according to the appeal process outlined in the CCCS PLA Credit Manual. Colleges are responsible for developing the process and publicizing information to students.
5. **Transfer of Credit**
- Within the System: PLA Credit must be accepted for transfer amongst all colleges, provided that the credits apply to a degree or certificate program at the institution the student is entering.
  - To State Colleges and Universities: Transfer guides and articulation agreements shall include information on the transfer of PLA Credit as stipulated in the Colorado Commission on Higher Education (CCHE) Policy and General Procedures for Transfer.
6. **PLA Credit Crosswalk Matrix**
- The System President or designee shall be responsible for maintaining and updating a comprehensive PLA Credit Crosswalk Matrix document for recognized Standardized Test, Published Guide and Faculty Evaluated Local Industry and Workplace Training crosswalks, which have been assessed by CCCS faculty and found to be equivalent to CCNS courses. These assessments must meet all evaluation criteria outlined in the CCCS PLA Credit Manual. Requests for revision should be made to the System President or designee.
7. **Colorado Department of Corrections**
- A student who completes coursework at Colorado Department of Corrections facility may transfer any career and technical postsecondary course credits with a grade of "C" or better earned, while enrolled in the approved program. These eligible career/technical credits may be applied to the requirements of a program leading to a certificate or to an Associate of Applied Science or an Associate of General Studies degree at a Community College within CCCS. Transfer is limited to Career and Technical (CTE) coursework.
  - Post-Secondary credits accepted in transfer from the Colorado Department of Corrections must come from a State Board for Community Colleges and Occupational Education (SBCCOE) approved CTE certificate program and be instructed by CCCS credentialed faculty.

- An annual review of Department of Correction programs will be completed by the CCCS Chief Academic Officer/Provost or her/his designee.
- 8. Military Education and Training**
  - Each College will provide active duty and veteran military students with specific guidance to help them select a program of study that optimizes the use of their prior learning assessment credit toward a degree or certificate completion.
- 9. Additional Provisions**
  - Posting of Credit: A student may apply for PLA Credit at any time, as long as the student is admitted and has identified a program of study to which the PLA Credit will apply.
  - FTE Considerations: Credits awarded for prior learning will not be counted for FTE enrollments or state entitlement.
  - Records and Transcripts: Official transcripts shall designate all PLA Credit awarded. Such credit shall be identified by specific course, number of semester credit hours, and PLA Credit method of award. No letter grades will be posted for PLA Credit. All documentation used as a basis for PLA Credit awarded will be maintained by the college consistent with institutional policies on record retention.
  - Cost: Colleges may charge assessment fees to the student based on the method of assessment and as determined in the PLA Credit Cost Matrix in the CCCS PLA Credit Manual.  
The evaluation fee to be charged shall not exceed 50% of the standard tuition rate per credit.
  - Students should be given the information necessary to understand that PLA Credit fees are non-refundable, even if the student fails to earn credit.
  - Students should be given the information necessary to understand that requests for re-evaluation will be charged at the same rate as first time assessments.

### Classification of Students

<b>Freshman:</b>	Student with fewer than 30 passing semester hours of college credit.
<b>Sophomore:</b>	Student with 30 or more passing semester hours of college credit.
<b>Full-time Student:</b>	Student carrying 12 or more semester hours of credit during a semester.
<b>Part-time Student:</b>	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
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evidence that he/she can complete the remaining requirements through independent study. After careful consideration of the circumstances, the instructor 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 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 the student, the Instructor and the Dean or Vice President of Instruction 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.

**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**

All students taking credit bearing courses will be limited in the number of times that they can take the same course.

- Certain courses are exempt from the repeat course procedure due to the nature/offering of the course.
- If a student has taken a course twice or more and attempts to register for the course an additional time, the student will not be able to register for that particular course until an action plan is created and approval granted by the appropriate Division Dean. Please note that the student is able to register for other courses without needing an action plan or approval as per college rules and regulations.
- If the appropriate Division Dean does not feel that the registration is warranted, the student **may appeal** via the college's designated appeal policy.
- If a student has taken a course three times and wants to register for the course a fourth time, the student **must appeal** to the Vice President of Instruction.

Each registration for the a 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.

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

## **Academic Standing Rules**

### **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. 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).

### 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 Student Affairs.

### 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, Gateway Center 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.

### Academic Distinction Lists

Any student who completes 12 or more credit hours (not including developmental courses) in one semester and earns a term GPA of 4.0 will be placed on the President's Academic Distinction List. Any student who completes 12 or more credit hours (not including developmental courses) in one semester and earns a term GPA of 3.75 to 3.99 will be placed on the Vice President's Academic Distinction List. Any student who completes 12 or more credit hours (not including developmental courses) in one semester and earns a term GPA of 3.5 to 3.74 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 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](http://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:

- Transfer credits will be accepted from regionally accredited institutions. Credits taken within 15 years of admission to CNCC will be accepted unless restricted by program requirements. Credits taken more than 15 years prior to admission will be evaluated for transferability on a course-by-course basis.
- 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 contact the Transcript Evaluator and/or the Registrar to request clarification within 15 calendar days of the date of the evaluation notification.
2. The appeal must be submitted to the Director of Admissions/Registrar in writing within 15 calendar days of the date of the evaluation notification.
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, composed of the program director, appropriate division dean and outside faculty member 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, 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 appropriate Division Dean along with all documentation supporting the claim of academic dishonesty.
4. The appropriate Division Dean 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. In addition, the Division Dean will notify the Vice President of Student Affairs, or designee who will document the violation of the Student Code of Conduct.
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 appropriate Division Dean 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 Vice President of Student Affairs, or designee, to discuss the seriousness of academic dishonesty and consequences for further violations.

Should the appropriate Division Dean 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 Vice President of Student Affairs will personally meet 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 Vice President'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 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 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 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 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 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 Vice President of Student Support Services 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. To be awarded an Associate Degree or Certificate of Completion, a minimum of 25% of the total credit hours required or a minimum of 15 credit hours, whichever is less, must be completed at Colorado Northwestern Community College. For certificates requiring less than 15 credits, 50% of the total credit hours required must be completed at CNCC.

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 or certificate and have completed at least 60 credits, 15 of which must be completed at CNCC 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.

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

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### 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 [admissions@cnc.edu](mailto:admissions@cnc.edu).



## ACCOUNTING

### Associate of Applied Science Accounting

Credits	<u>General Education Requirements- 15 Credits</u>	Course Number
3	<u>Written Communication – 3 Credits</u> <b>English Composition I</b>	ENG 121
3	<u>Mathematics – 3 Credits</u> <b>College Algebra</b> or Above	MAT 121
6	<u>Social &amp; Behavioral Science – 6 Credits</u> <b>Principles of Macroeconomics</b> <b>Principles of Microeconomics</b>	ECO 201 ECO 202
<b>3</b>	<b><u>Choose one additional course (3 Credits)</u></b> 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 SS1: AGE 102; POS 105,111,205,225; SS2: GEO 105,106; SS3: AGR 260; ANT 101,107,111; CRJ 110; PSY 101,102,205,217,226,227,235,238,249, SOC 101,102,205,207,208,215,216,231,237 SC1: AGY 240; AST 101,102; BIO 104,105,111,112,201,202,204; CHE 101,102,105,111,112; ENV 101; GEO 111,112; GEY 111,112; MET 150; NRE 251; PHY 105,111,112,211,212; SCI 155,156 SC2: ENV 110, GEY 108	_____
<b>33</b>	<b><u>Specialized Course Requirements- 33 Credits</u></b>	
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 Accounting	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
<b>12</b>	<b><u>Electives- Choose 12 Credits</u></b>	
3	Payroll Accounting	ACC 115
4	Computerized Accounting	ACC 125
3	Intermediate Accounting II	ACC 212
3	Governmental and Not-for-Profit Accounting	ACC 216
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
<b>60</b>	<b>Total Required Credit Hours</b>	

*This program is financial aid eligible.*

gtPathways courses are indicated in **BOLD** print

## 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 – 9 Credits</u>	
3	Computerized Accounting	ACC125
3	Internship	ACC 280
3	Introduction to PC Applications	CIS 118
<b>23</b>	<b>Total Required Credit Hours</b>	

*This program is financial aid eligible.*



## Agricultural Science Certificate

<u>Credits</u>	<u>General Education Requirements (9 credits)</u>	<u>Course Number</u>
3	Introduction to PC Applications	CIS 118
3	Career Communication or Communications	COM 105 or COM 115
3	Career Math or higher	MAT 107 or higher

<u>Credits</u>	<u>Specialized Agriculture Requirements (11 credits) **</u>	<u>Course Number</u>
2	Independent Study or Internship	AGB 180 or AGP 180 or ASC 185 or AGR 185

A minimum of six (6) credits (or a maximum of 9) may include:

3	Agriculture Economics (GT-SS1)	AGE 102
3	Farm and Ranch Management	AGE 205
3	World Interdependence : Population & Food (GT-SS3)	AGR 260
4	General Crop Production	AGY 100
3	Introduction to Animal Science	ASC 100
4	Introduction to Plant Science	HLT 100
3	Principles of Range Management	RAM 205

A maximum of three (3) credits will be applied to certificate and can include:

3	Small Gasoline Engines	ADE 135
2	Basic Ag. Mechanic Skills	AME 105
2	General Power Mechanics	AME 107
3	Farm Carpentry	AME 118
3	Fundamentals of Welding	AME 151
3	Agricultural Machinery	AME 125
2	Livestock Practicum	ASC 288
1	Safety for Welders	WEL 100
4	Introduction to Tungsten Arc Welding	WEL 124
4	Introduction to Gas Metal Arc Welding	WEL 125
2	Maintenance Welding	WEL 130

**20** **TOTAL CREDITS**

\*\**: Please note that not all agricultural courses are offered. Please check with your advisor to determine what is available at your campus.*

gtPathways courses are indicated in **BOLD** print

*This program is financial aid eligible.*

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

<https://www.cccs.edu/current-students/transfers-articulations/transfer-agreements-with-other-colleges/>

## APPLIED TECHNOLOGY

### Associate of Applied Science Applied Technology

Credits	<u>General Education Requirements- 16 Credits</u>	Course Number
3	<u>Written Communication – 3 Credits</u> <b>ENG 121 English Composition I</b> , ENG 131 or higher	<b>ENG</b> ____
3	<u>Mathematics – 3 Credits</u> Career Math or higher	MAT107
3	<u>Oral Communication – 3 Credits (choose 1 course)</u> Public Speaking	COM 115
3	<u>Natural &amp; Physical Science – 3 Credits</u> <b>SC1: AGY 240; AST 101,102; BIO 104,105,111,112,201,202,204;</b> <b>CHE 101,102,105,111,112; ENV 101; GEY 111,112; MET 150;</b> <b>NRE 251; PHY 105,111,112,211,212; SCI 155,156</b> <b>SC2: ENV 110, GEY 108</b>	
3	<u>Social and Behavioral Science – 3 credits (choose 1 course)</u> <b>SS1: AGE 102; POS 105,111,205,225;</b> <b>SS2: GEO 105,106; SS3: AGR 260; ANT 101,107,111; CRJ 110;</b> <b>PSY 101,102,205,217,226,227,235,238,249,</b> <b>SOC 101,102,205,207,215,216,231,237</b> <b>HI1: HIS 101,102,111,112,121,122,225,235,236,244</b>	_____
	<u>Electives</u> Transfer up to 45 credits from Area Technical College* coursework completed with a “C” or better grade. If a student has earned less than the minimum of 45 CTE credits, approved elective courses at the community college will be required to reach the necessary credits for completion of the degree.	
60	Total Required Credit Hours gtPathways courses are indicated in BOLD print	

\* This program is based on a statewide articulation agreement that allows **Area Technical Colleges (AVS) graduates** to transfer up to 45 credits to the community college toward the completion of an AAS degree in Applied Technology. Program requires the completion of an additional 15-18 general education courses at the community college.

*This program is financial aid eligible.*  
gtPathways courses are indicated in **BOLD** print

**AUTOMOTIVE**  
**Associate of Applied Science**  
**Automotive Technician**

Credits	<u>General Education Requirements- 15 Credits</u>	Course Number
3	<u>Written Communication – 3 Credits</u> <b>English Composition I</b>	<b>ENG 121</b>
3	<u>Mathematics – 3 Credits</u> Career Math or higher	MAT107
3	<u>Oral Communication – 3 Credits (choose 1 course)</u> Public Speaking or Interpersonal Communications	COM 115 or 125
3	<u>Natural &amp; Physical Science – 3 Credits</u> Introduction to PC Applications	CIS 118
3	<u>Other Courses – 3 Credits</u> Introduction to Business	BUS115
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
3	Auto Trans/Transaxle Repair	ASE 251
1	Introduction to HVAC Systems	ASE 264
1	Cooperative Education	ASE 287
4	HVAC Systems	ASE 265

82 Total Required Credit Hours  
 gtPathways courses are indicated in BOLD print

*This program is financial aid eligible.*  
 gtPathways courses are indicated in **BOLD** print

**Occupational Certificate  
Automotive Maintenance and Light Repair**

Credits	<u>Specialized Course Requirements- 27 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
2	Starting & Charging Systems	ASE 123
2	Steering & Suspension I	ASE 140
2	Manual Drive Train & Axle Maintenance	ASE 150
4	Auto/Diesel Body Electrical	ASE 221
2	Auto Computer & Ignition Systems	ASE 231
1	Automatic Transmission/Transaxle Service	ASE 250
2	General Engine Diagnosis	ASE 130
1	Laboratory Experience I	ASE 170
1	Laboratory Experience II	ASE 171
27	Total Required Credit Hours	

*This program is financial aid eligible.*

**Occupational Certificate  
Automotive Service Technician**

Credits	<u>Specialized Course Requirements- 25 Credits</u>	Course Number
2	Auto Fuel and Emissions Systems I	ASE 134
2	Manual Trans/Transaxles and Clutches	ASE 151
2	Auto Engine Repair	ASE 160
2	Auto Engine Service	ASE 162
2	Auto Power/ABS Brake Systems	ASE 210
2	Drivability and Diagnosis	ASE 235
1	Auto Electrical Safety Systems	ASE 122
2	Suspension and Steering I	ASE 141
3	Auto Trans/Transaxle Repair	ASE 251
1	Intro to HVAC Systems	ASE 264
4	HVAC Systems	ASE 265
1	Cooperative Education	ASE 287
1	Internship	ASE 180
25	Total Required Credit Hours	

*This program is financial aid eligible.*

## Occupational Certificate Advanced Automotive Service Technician

Credits	<u>Specialized Course Requirements- 18 Credits</u>	Course Number
2	Manual Trans/Transaxles and Clutches II	ASE 152
3	Engine Repair and Rebuild	ASE 161
4	Auto Fuel Injection/Emissions	ASE 233
2	Specialized Electronics Train	ASE 220
2	Suspension and Steering III	ASE 240
4	Advanced Drivability/Diagnosis/Repair	ASE 236
1	Internship	ASE 180
18	Total Required Credit Hours	

*This program is financial aid eligible.*

## Occupational Certificate Diesel Technology

Credits	<u>Specialized Course Requirements- 49 Credits</u>	Course Number
2	Intro to Diesel Mechanics	DPM 100
4	Diesel Engines I	DPM 103
2	Diesel Air Induction & Exhaust	DPM 210
3	Diesel Fuel Systems	DPM 106
1.5	Cab & Electrical PMI	DPM 111
3	Heavy Duty Powertrains I	DPM 105
3	Heavy Duty Powertrains II	DPM 205
3	Heavy Duty Steering & Suspension	DPM 140
3	Heavy Duty Brakes I	DPM 206
3	Hydraulic Systems I	DPM 121
3	Hydraulic Systems II	DPM 122
4	Diesel Engines II	DPM 203
1.5	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
1	Internship	ASE 180
49	Total Required Credit Hours	

*This program is financial aid eligible.*

## AVIATION

### Associate of Applied Science Aviation Maintenance Technology

<u>Credits</u>	<u>General Education Requirements- 15 Credits</u>	Course Number
3	Small Business Management	MAN 216
3	<u>Written Communication – 3 Credits (Choose 1 Course)</u> <b>English Composition I</b> or Technical Writing	<b>ENG 121, 131</b>
3	<u>Oral Communication – 3 Credits</u> Public Speaking	COM 115
6	<u>Social &amp; Behavioral Sciences – 6 Credits (Choose 2 Courses)</u> <b>Principles of Macroeconomics</b> <b>American Government</b> <b>General Psychology</b> Human Relations <b>Introduction to Sociology</b>	<b>ECO 201</b> <b>POS 101</b> <b>PSY 101</b> PSY106 <b>SOC 101</b>
	<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
<b>104</b>	<b>Total Required Credit Hours</b>	

*This program is financial aid eligible.*

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
<b>89</b>	<b>Total Required Credits</b>	

*This program is financial aid eligible.*

## Associate of Applied Science Aviation Technology-Airplane\*

Credits	<u>General Education Requirements- 15 Credits</u>	Course Number
6	<u>Written Communication – 6 Credits</u> <b>English Composition I</b> <b>English Composition II</b>	<b>ENG 121</b> <b>ENG 122</b>
3	<u>Oral Communication – 3 Credits</u> Public Speaking or Interpersonal Communications	COM 115,125
3	<u>Mathematics – 3 Credits</u> Career Math or higher	MAT 107
<u>3</u>	<u>Social &amp; 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	
<b>62</b>	<b>Total Required Credits</b>	

*This program is financial aid eligible.*

gtPathways courses are indicated in **BOLD** print

\* For a complete schedule of Aviation Flight Program costs please see the tuition and fees section of the catalog.

### 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>	
<u>1</u>	AVT 205, 213	
<b>39</b>	<b>Total Required Credits</b>	

*This program is financial aid eligible.*

### 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
<b>8</b>	<b>Total Required Credits</b>	

*This program is NOT financial aid eligible.*

### 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
<b>8</b>	<b>Total Required Credits</b>	

*This program is NOT financial aid eligible.*

\* For a complete schedule of Aviation Flight Program costs, please see Appendix "A" in the back of this catalog.

## 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
<b>9</b>	<b>Total Required Credits</b>	

*This program is NOT financial aid eligible.*

## 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
<b>5</b>	<b>Total Required Credits</b>	

*\* For a complete schedule of Aviation Flight Program costs, please see tuition and fees section of the catalog.*

*This program is NOT financial aid eligible.*

*\* For a complete schedule of Aviation Flight Program costs, please see Appendix "A" in the back of this catalog.*

## BARBERING

### Associate of Applied Science Barbering

Credits	<u>General Education Requirements- 16 Credits</u>	Course Number
<u>3</u>	<u>English – 3 Credits</u> English Composition I, II, English Elective	ENG ____
<u>3</u>	<u>Mathematics – 3 Credits</u> Career Math or higher	MAT107
<u>3</u>	<u>Arts and Humanities Elective – 3 Credits (Choose 1 Course)</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

3 Social & Behavioral Sciences – 3 Credits (Choose 1 Course)

**SS1: AGE 102; POS 105,111,205,225;**  
**SS2: GEO 105,106; SS3: AGR 260; ANT 101,107,111; CRJ 110;**  
**PSY 101,102,205,217,226,227,235,238,249,**  
**SOC 101,102,205,207,215,216,231,237**

4 Natural & Physical Science – 4 Credits (Choose 1 Course)

**SC1: AGY 240; AST 101,102; BIO 104,105,111,112,201,202,204;**  
**CHE 101,102,105,111,112; ENV 101; GEO 111,112,**  
**GEY 111,112; MET 150; NRE 251; PHY 105,111,112,211,212;**  
**SCI 155,156**  
**SC2: ENV 110, GEY 108**

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
	<i>(Continued on next page)</i>	
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**

*This program is financial aid eligible.*

gtPathways courses are indicated in **BOLD** print

## 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
<b>50</b>	<b>Total Required Credits</b>	

*This program is financial aid eligible.*

## 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
1	Advanced/Shaving/Honing/Stropping	BAR 207
<b>3</b>	<b>Total Required Credits</b>	

*This program is NOT financial aid eligible.*

**BUSINESS**  
**Associate of Applied Science**  
**Business**

Credits	<u>General Education Requirements- 18 Credits</u>	Course Number
<u>3</u>	<u>Written Communication – 3 Credits</u> <b>English Composition I</b>	<b>ENG 121</b>
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking OR Interpersonal Communication	COM 115,125
<u>4</u>	<u>Mathematics – 4 Credits</u> <b>College Algebra</b> or higher	<b>MAT 121</b>
<u>3</u>	<u>Arts &amp; Humanities – 3 Credits (Choose 1 from the following)</u> <b>AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212;</b> <b>AH2: HUM115,121,122,123;LIT115,201,202,205,211,212,221,222,225;</b> <b>AH3: PHI 111,112,113,114, 214, 218;</b> <b>AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212</b>	____ _
<u>6</u>	<u>Social &amp; Behavioral Sciences – 6 Credits</u> <b>Principles of Macroeconomics</b> <b>Principles of Microeconomics</b>	<b>ECO 201</b> <b>ECO 202</b>
	<u>Specialized Course Requirements - 32 Credits</u>	
4	Accounting Principles I	ACC 121
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
3	Introduction to Finance	FIN 101
1	Time Management	MAN 117
3	Human Resource Management	MAN 200
3	Small Business Management	MAN 216
3	Principles of Management	MAN 226
3	Principles of Marketing	MAR 216
	<u>Business Electives – 9 Credits</u>	
4	Accounting Principles II	ACC 122
3	Customer Service	MAR 160
3	Business Statistics	BUS 226
3	Negotiations and Conflict Resolution	MAN 212
3	Principles of Supervision	MAN 116
<b>60</b>	<b>Total Required Credits</b>	

gtPathways courses are indicated in **BOLD** print

*This program is financial aid eligible.*

## Occupational Certificate Business Management\*

Credits	<u>Specialized Course Requirements – 25 Credits</u>	Course Number
4	Accounting Principles I	ACC 121
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
3	Human Resource Management	MAN 200
3	Principles of Management	MAN 226
3	Principles of Marketing	MAR 216
<u>Additional Course Requirement – 3 Credits</u>		
3	Internship	BUS 182
<b>28</b>	<b>Total Required Credits</b>	

gtPathways courses are indicated in **BOLD** print  
This program is financial aid eligible.

## COSMETOLOGY Associate of Applied Science Cosmetology Occupations

Credits	<u>General Education Requirements- 16 Credits</u>	Course Number
<u>3</u>	<u>English – 3 Credits</u> <b>English Composition I, II, or English Elective</b>	ENG ____
<u>3</u>	<u>Mathematics – 3 Credits</u> <b>Career Math or higher</b>	MAT 107
<u>3</u>	<u>Arts and Humanities Elective – 3 Credits (Choose 1 Course)</u> <b>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</b>	____ ____
<u>3</u>	<u>Social &amp; Behavioral Sciences – 3 Credits (Choose 1 Course)</u> <b>SS1: AGE 102; POS 105,111,205,225; SS2: GEO 105,106; SS3: AGR 260; ANT 101,107,111; CRJ 110; PSY 101,102,205,217,226,227,235,238,249, SOC 101,102,205,207,215,216,231,237</b>	____ ____
<u>4</u>	<u>Natural &amp; Physical Science – 4 Credits (Choose 1 Course)</u> <b>SC1: AGY 240; AST 101,102; BIO 104,105,111,112,201,202,204; CHE 101,102,105,111,112; ENV 101; GEO 111,112, GEY 111,112; MET 150; NRE 251; PHY 105,111,112,211,212; SCI 155,156 SC2: ENV 110, GEY 108</b>	____ ____



<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 Makeup	EST 211
3	Hair Removal	EST 212
2	Intermediate II: Hair Styling	COS 131
1	Shampoos, Rinses, Conditioners II	COS 203
<i>Continued on the next page</i>		
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  
*This program is financial aid eligible.*

## 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.

*This program is financial aid eligible.*

**DENTAL HYGIENE**  
**Associate of Applied Science**  
**Dental Hygiene**

<u>Credits</u>	<u>GENERAL EDUCATION REQUIREMENTS – 32.5 Credits</u>	<u>Course Number</u>
4	<b>*Human Anatomy and Physiology I</b>	<b>BIO 201</b>
4	<b>*Human Anatomy and Physiology II</b>	<b>BIO 202</b>
3	<b>*English Composition</b>	<b>ENG 121</b>
3	Public Speaking	COM 115
3	<b>General Psychology</b>	<b>PSY 101</b>
3	<b>Introduction to Sociology</b>	<b>SOC 101</b>
4	<b>*Microbiology</b>	<b>BIO 204</b>
5	<b>*Intro to Chemistry II</b>	<b>CHE102</b>
(4)	<b>OR</b> <i>General, Organic, &amp; Biochemistry</i>	<i>CHE 109</i>
1	Current Issues and Ethics in Dental Hygiene	PHI 121
3	Human Nutrition	HWE 100
0.5	**CPR for Health Professionals	HPR 102
<b><u>Specialized Course Requirements-60 Credits</u></b>		
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 admissions section of catalog.)

\*\* HPR 102 must be completed during the Dental Hygiene program.

gtPathways courses are indicated in **BOLD** print

*This program is financial aid eligible.*

**EARLY CHILDHOOD EDUCATION**  
**Associate of Applied Science**  
**Early Childhood Professions**

Credits	<u>General Education Requirements- 15 Credits</u>	Course Number
3	<u>Written Communication – 3 Credits</u> <b>English Composition I</b>	<b>ENG 121</b>
3	<u>Oral Communication – 3 Credits</u> Public Speaking	COM 115
3	<u>Mathematics – 3 Credits (Choose 1 Course)</u> Career Math or <b>Math for Liberal Arts</b> or <b>College Algebra</b>	MAT 107 <b>MAT 120</b> <b>MAT 121</b>
	<u>Social &amp; Behavioral Sciences – 6 Credits</u>	
3	<b>General Psychology</b>	<b>PSY 101</b>
3	<b>Introduction to Sociology</b>	<b>SOC 101</b>
	<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	<b>Child Development</b>	<b>ECE 238</b>
	<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
1	Pre-Licensing Training for Family Child-Care Providers	ECE 100
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
<b>3</b>	<b>Sociology of Family Dynamics</b>	<b>SOC 205</b>
<b>3</b>	<b>Ethics</b>	<b>PHI 112</b>
<b>3</b>	<b>Music Appreciation</b>	<b>MUS 120</b>
3	Interpersonal Communication	COM 125
<b>3</b>	<b>Art Appreciation</b>	<b>ART 110</b>
3	Conversational Spanish I	SPA 101
3	Human Nutrition	HWE 100
<b>60</b>	<b>Total Required Credits</b>	

*This program is financial aid eligible.*

## Occupational Certificate Early Childhood Professions - Director

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

gtPathways courses are indicated in **BOLD** print

*This program is financial aid eligible.*

## Occupational Certificate Early Childhood Professions - Early Childhood Teacher

Credits		Course Number
	<u>Specialized Course Requirements- 3 Credits</u>	
<b>3</b>	Introduction to Early Childhood Education OR Guidance Strategies for Children	ECE 101 OR ECE 103
<b>9</b>	<u>Electives-9 Credits</u> <i>Credits cannot meet both this requirement and any above requirement.</i>	
	Intro to Early Childhood Education	ECE 101
	Introduction to ECE Lab Techniques	ECE 102
	Guidance Strategies for Children	ECE 103
	Infant & Toddler Theory & Practice	ECE 111
	Nutrition, Health, & Safety	ECE 205
	Curriculum Development: Methods & Techniques	ECE 220
	Administration of Early Childhood Care & Education Programs	ECE 240
	Administration: Human Relations for Early Childhood Education	ECE 241
	Exceptional Child	ECE 260
	Working with Parents, Families, & Community Systems	ECE 256
	<b>Child Development</b>	<b>ECE 238</b>
<b>12</b>	<b>Total Required Credits</b>	

gtPathways courses are indicated in **BOLD** print

*This program is NOT financial aid eligible.*

**EMERGENCY MEDICAL SERVICES**  
**Associate of Applied Science**  
**Emergency Medical Services**

Credits		Course Number
<b><u>24</u></b>	<b><u>General Education Requirements- 24 Credits</u></b>	
3	English Composition I	ENG 121
3	English Composition II or Technical Writing	ENG 122, 131
3	Public Speaking	COM 115
<b>3</b>	Math for Clinic Calculations or Higher	MAT 103
3	General Psychology	PSY 101
3	Introduction to Sociology	SOC 101
4	Basic Anatomy and Physiology or Human Anatomy & Physiology(recommended)	BIO 106 or BIO 201
2	Medical Terminology	HPR 178
<b><u>23</u></b>	<b><u>Specialized Course Requirements- 23 Credits</u></b>	
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	AEMT Fundamentals	EMS 131
1	AEMT Pharmacology	EMS 129
2	AEMT Medical Emergencies	EMS 133
2	AEMT Trauma Emergencies	EMS 135
2	AEMT Special Considerations	EMS 127
2	AEMT Clinic Internship	EMS 171
<b><u>13</u></b>	<b><u>Electives-13 Credits (Select from:)</u></b> Select from ACC; BIO; BUS 115,216,217; CHE; CRJ; <b>ECO 201,202</b> ; 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	
<b>60</b>	<b>Total Required Credits</b>	

gtPathways courses are indicated in **BOLD** print

*This program is financial aid eligible.*

## Occupational Certificate Emergency Medical Technology

Pre-requisite: CPR for Professionals. HPR 102 or Equivalent (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
4	Basic Anatomy and Physiology	BIO 106
2	Medical Terminology	HPR 178
<b>18</b>	<b>Total Required Credits</b>	

Upon successful completion of the Specialized Course Requirements, students may apply to the National Registry Emergency Medical Technician for EMT Cognitive and Psychomotor examination.

*This program is NOT financial aid eligible.*

## Occupational Certificate Advanced Emergency Medical Technology

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	AEMT Fundamentals	EMS 131
1	AEMT Pharmacology	EMS 129
2	AEMT Medical Emergencies	EMS 133
2	AEMT Trauma Emergencies	EMS135
2	AEMT Special Considerations	EMS 137
2	AEMT Clinic Internship	EMS 171
4	Human Anatomy & Physiology I	BIO 201
<b>15</b>	<b>Total Required Credits</b>	

Upon successful completion of the Specialized Course Requirements, students may apply to the National Registry Emergency Medical Technician for AEMT Cognitive and Psychomotor examination.

*This program is NOT financial aid eligible.*

## Occupational Certificate Emergency Medical Service - 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
<b>8</b>	<b>Total Required Credits</b>	

*This program is NOT financial aid eligible.*





**EQUINE STUDIES**  
**Associate of Applied Science**  
**Equine Studies & Management**

Credits		Course Number
	<u>General Education Requirements- 18 Credits</u>	
<u>3</u>	Introduction to PC Application	CIS 118
<u>3</u>	<u>Written Communication – 3 Credits</u> <b>English Composition I (121)</b> or higher	<b>ENG</b> ____
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking	COM 115
<u>3</u>	<u>Mathematics – 3 Credits</u> Career Math or higher	MAT 107
<u>3</u>	<u>Social &amp; Behavioral Sciences – 3 Credits</u> <b>PSY 101 General Psychology</b> or <b>SOC 101 Introduction to Sociology</b>	____ ____
<u>3</u>	<u>Business Requirements – 3 Credits</u> AGE 205 Farm and Ranch Management or BUS 115 Introduction to Business	____ ____
	<u>Specialized Course Requirements- 39 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 Foal Training	HTM 152 HTM 155
<b>62</b>	<b>Total Required Credits</b>	

gtPathways courses are indicated in **BOLD** print  
This program is financial aid eligible.

## Associate of Applied Science Equine Studies Training & Management

Credits		Course Number
	<u>General Education Requirements- 18 Credits</u>	
<u>3</u>	Introduction to PC Application	CIS 118
<u>3</u>	<u>Written Communication – 3 Credits</u> <b>English Composition I</b> or higher	<b>ENG 121</b>
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking	COM 115
<u>3</u>	<u>Mathematics – 3 Credits</u> Career Math or higher	MAT 107
<u>3</u>	<u>Social &amp; Behavioral Sciences – 3 Credits</u> <b>PSY 101 General Psychology or</b> <b>SOC 101 Introduction to Sociology</b>	_____
<u>3</u>	<u>Business Requirements – 3 Credits</u> AGE 205 Farm and Ranch Management or BUS 115 Introduction to Business	_____
	<u>Specialized Course Requirements- 46 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
4	Fundamentals of Colt Starting	HTM 151
7	Specialized Training	HTM 253
1	Introduction to Internship	HTM 260
7	Internship	HTM 280
<b>64</b>	<b>Total Required Credits</b>	

gtPathways courses are indicated in **BOLD** print  
This program is financial aid eligible.

**MASSAGE THERAPY**  
**Occupational Certificate**  
**Massage Therapy**

Credits

Specialized Course Requirements-30.5 Credits

4	Basic Massage Therapy
3	Professional Massage
3	Clinical Massage
2	Massage Therapy Business Practices
4	A & P for Massage Therapy
3	Pathology for Massage Therapy
1	Managing Life's Stresses

Course Number

MST 111
MST 113
MST 184
MST 204
MST 106
MST 216
HHP 107

**20.0 Total Required Credits**

*This program is financial aid eligible.*



## Medical Assistant Program AAS Medical Assistant

<u>Credits</u>	<u>General Education Requirements – 15 credits</u>	<u>Course Number</u>
3	<b>English Composition I or Public Speaking</b>	<b>ENG 121/COM 115</b>
3	<b>Arts/Humanities Elective</b> ART, ASL, FRE, GER, HUM, ITA, JPN, IIT, MUS, PHI, RUS, SPA, THE	_____
6	<b>Natural &amp; Physical Science</b> AST, BIO, CHE, ENV, GEY, MET, NRE, PHY, SCI	
3	<b>Social &amp; Behavioral Sciences</b> AGR, ANT, ECO, GEO, GIS, HIS, POS, PSY, SOC	
	 <b><u>Specialized Course Requirements – 45 credits</u></b>	
4	Anatomy & Physiology	BIO 106
3	Intro to PC	CIS 118
2	Law & Ethics	HPR 106
4	Medical Office I	MAP 110
4	Medical Office Financial Mgmt.	MAP 120
3	Insurance & Billing	MOT 130
2	Intro to Clinical Skills	MOT 136
4	Medical Assisting Laboratory	MAP 138
4	Medical Assisting Clinical Skills	MAP 140
3	Pharmacology	MAP 150
5	Med. Asst. Internship – 225 hrs	MOT 183
1	Review for Med. Asst. Natl Exam	MAP 189
3	Clinical Math	MAT 105
3	Human Growth and Development	PSY 235
 <b>60</b>	 <b>Total Required Credits</b>	

gtPathways courses are indicated in **BOLD** print  
This program is financial aid eligible.

## Medical Assistant Certificate

<b><u>Specialized Course Requirements – 45 credits</u></b>		
4	Anatomy & Physiology	BIO 106
3	Intro to PC	CIS 118
2	Law & Ethics	HPR 106
4	Medical Office I	MAP 110
4	Medical Office Financial Mgmt.	MAP 120
3	Insurance & Billing	MOT 130
2	Intro to Clinical Skills	MOT 136
4	Medical Assisting Laboratory	MAP 138
4	Medical Assisting Clinical Skills	MAP 140
3	Pharmacology	MAP 150
5	Med. Asst. Internship – 225 hrs	MOT 183
1	Review for Med. Asst. Natl Exam	MAP 189
3	Clinical Math	MAT 105

3	Human Growth and Development	PSY 235
<b>45</b>	<b>Total Required Credits</b>	

gtPathways courses are indicated in **BOLD** print  
*This program is financial aid eligible.*

### Phlebotomy Certificate

#### Specialized Course Requirements – 7 credits

4	Phlebotomy Certification	HPR 112
3	Phlebotomy Internship	HPR 180
<b>7</b>	<b>Total Required Credits</b>	

gtPathways courses are indicated in **BOLD** print  
*This program is NOT financial aid eligible.*

## NURSING ASSOCIATE OF APPLIED SCIENCE NURSING

<u>Credits</u>	<u>General Education Requirements – 29 credits</u>	<u>Course Number</u>
3	*English Composition I	<b>ENG 121</b>
4	*Human Anatomy and Physiology I	<b>BIO 201</b>
4	*Human Anatomy and Physiology II	<b>BIO 202</b>
3	*Human Growth and Development	<b>PSY 235</b>
4	*Microbiology	<b>BIO 204</b>
3	Math for Clinical Calculations	MAT 103
1	Dietary Nutrition	HPR 108
4	Human Pathophysiology	BIO 216
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; 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	
	SS3: ANT 101, 107, 215; JOU 105, 106; PSY 101, 102, 205, 217, 226, 227, 238, 249; SOC 101,205, 207, 208, 215, 216, 231, 237	
	<u>Specialized Course Requirements – 42.5 credits</u>	
6	Fundamentals of Nursing	NUR 109
2	Basic Concepts of Pharmacology	NUR 112
7	Medical Surgical Nursing Concepts	NUR 106
6	Maternal – Child Nursing	NUR 150
6.5	Advanced Concepts of Medical-Surgical Nursing I	NUR 206
4	Psychiatric – Mental Health Nursing	NUR 211
2	Pharmacology II	NUR 212
5	Advanced Concepts of Medical-Surgical Nursing II	NUR 216
4	Transition to Professional Nursing Practice	NUR 230

**71.5 Total Required Credits**

4	Transition into Practical Nursing	NUR 169
4	Transition from LPN to ADN (for LPN's only)	NUR 189

gtPathways courses are indicated in **BOLD** print  
*This program is financial aid eligible.*

**\* Program prerequisite course** (See Admissions Section of the Catalog)

**NURSING  
 OCCUPATIONAL CERTIFICATE  
 PRACTICAL NURSE\*\***

<u>Credits</u>	<u>General Education Requirements – 18 credits</u>	<u>Course Number</u>
3	<b>English Composition I</b>	<b>ENG 121*</b>
3	<b>Human Growth and Development</b>	<b>PSY 235*</b>
4	<b>Human Anatomy and Physiology I</b>	<b>BIO 201*</b>
4	<b>Human Anatomy and Physiology II</b>	<b>BIO 202*</b>
4	<b>Microbiology</b>	<b>BIO 204*</b>
	<b><u>Specialized Course Requirements – 25 credits</u></b>	
6	Fundamentals of Nursing	NUR 109
2	Basic Concepts of Pharmacology	NUR 112
7	Medical Surgical Nursing Concepts	NUR 106
6	Maternal – Child Nursing	NUR 150
4	Transition into Practical Nursing	NUR 169
<b>43</b>	<b>Total Required Credits</b>	

gtPathways courses are indicated in **BOLD** print  
*This program is financial aid eligible.*

**\* Program prerequisite course.**

**\*\* Acceptance into the Nursing program is required for enrollment in this program. See Admissions Section of the Catalog. If a student chooses to exit out of the Nursing AAS program, their Practical Nurse Certificate would not be considered accredited by the Colorado State Board of Nursing.**

**Occupational Certificate  
 Certified Nursing Assistant**

Credits		Course Number
	<b><u>Specialized Course Requirements- 5 Credits</u></b>	
4	Nurse Aid Health Care Skills	NUA 101
1	Nurse Assistant Clinical Experience	NUA 170
5	Total Required Credits	

*This program is NOT financial aid eligible.*



**National Parks Service**  
**Associate of Applied Science**  
**NPS Park Ranger Studies**

<u>Credits</u>	<u>General Education Requirements- 18 Credits</u>	Course Number
3	English Composition I	ENG 121
3	English Composition II	ENG 122
3	Career Math or Higher	MAT 107
3	Intro to Sociology	SOC 101
3	Sociology 0 Deviant Behavior	SOC 231
3	Social Psychology	PSY 226
	<u>Specialized Course Requirements- 33 Credits</u>	
6	Park Ranger Academy I	PRA 100
11	Park Ranger Academy II	PRA 101
5	NPS Basic Tactics	PRA 103
3	Park Ranger Awareness	PRA 104
5	NPS Firearms	PRA 105
3	NPS Driving Skills	PRA 108
9	<u>Elective Requirements – 9</u> Unrestricted	
<b>60</b>	<b>Total Required Credit Hours</b>	

*This program is financial aid eligible.*

**NPS SEASONAL PARK RANGER**  
**Occupational Certificate**  
**Seasonal Park Ranger Academy & Skills**

Credits		Course Number
	<u>Specialized Course Requirements- 33 Credits</u>	
6	Park Ranger Academy I	PRA 100
11	Park Ranger Academy II	PRA 101
5	NPS Basic Tactics	PRA 103
3	Park Ranger Fitness Awareness	PRA 104
5	NPS Firearms	PRA 105
3	NPS Driving Skills	PRA 108
<b>33</b>	<b>Total Required Credits</b>	

*This program is financial aid eligible.*



## NPS SEASONAL PARK RANGER Certificate Outdoor Emergency Medical and Wildland Firefighting

Credits		Course Number
	<u>Specialized Course Requirements- 33 Credits</u>	
3	Emergency Medical Responder	EMS 115
1	S-190 Intro to Wildland Fire Behavior	FSW 100
2	S-130 Firefighting Training	FSW 101
3	Basic Search & Rescue	OUT 167
<b>9</b>	<b>Total Required Credits</b>	

*This program is NOT financial aid eligible.*



## Academic Transfer Programs

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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 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 Sciences, 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://higher.colored.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.

Per 23-1-108 student coursework must be completed within 10 years of receiving their degree with designation from the Colorado community college. Any coursework that exceeds this 10 year requirement and applies to the degree with designation may be evaluated on a course-by-course basis when the student transfers to the 4-year institution.

### **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 Business (Craig and Rangely)
- Associate of Arts Degree Designation in History (Rangely)
- Associate of Arts Degree Designation in Psychology (Craig and Rangely)

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-Nursing          |
| • Pre-Dental Hygiene              | • Pre Pharmacy         |
| • Pre-Medicine                    | • Pre-Physical Therapy |

### **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, Antioch University, 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, Delta-Montrose Technical College, Denver School of Nursing, DeVry University, Drexel University, Emily Griffith Technical College, Fort Hays State University, Fort Lewis College, Franklin University, Johnson and Wales 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 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
ENG 122	English Composition II
ENG 201	Writing for Public Discourse
HIS 265	Writing About History

#### **Mathematics (MA1)**

MAT 120	Mathematics for Liberal Arts
MAT 121	College Algebra
MAT 122	Trigonometry
MAT 123	Finite Mathematics
MAT 125	Survey of Calculus
MAT 135	Introduction to Statistics
MAT 166	Pre-Calculus
MAT 201,202,203	Calculus I,II,III
MAT 204	Calculus III with Engineering Apps
MAT 215	Discrete Mathematics
MAT 261	Differential Equations w/Eng. Apps
MAT 265	Differential Equations

#### **Arts & Humanities History**

##### **Art and Expression (AH1)**

ART 110	Art Appreciation
ART 111	Art History Ancient to Medieval
ART 112	Art History Renaissance to Modern
ART 207	Art History 1900 to Present
DAN 125	History of Dance I
MUS 120	Music Appreciation
MUS 121	Music History -MdvI - Classical
MUS 122	Music History-Romantic -Prsnt
MUS 123	Survey of World Music
MUS 125	History of Jazz
THE 105	Theatre Appreciation
THE 108	Theatre Script Analysis
THE 211	Dev. of Theatre: Greek-Ren.
THE 212	Dev. of Theatre: Rest.-Modern
THE 215	Playwriting

##### **Literature and Humanities (AH2)**

HUM 103	Introduction to Film Art
HUM 115	World Mythology
HUM 121	Humanities: Early Civilizations
HUM 122	Humanities: Medieval - Modern
HUM 123	Humanities: The Modern World
LIT 115	Introduction to Literature I

LIT 201	World Literature to 1600
LIT 202	World Literature after 1600
LIT 205	Ethnic Literature
LIT 211	American Literature to Civil War
LIT 212	American Lit After Civil War
LIT 221	British Literature to 1770
LIT 222	British Literature Since 1770
LIT 225	Introduction to Shakespeare
LIT 246	Literature of Women
LIT 259	Survey of African American Lit
LIT 268	Celtic Literature

##### **Ways of Thinking (AH3)**

PHI 111	Introduction to Philosophy
PHI 112	Ethics
PHI 113	Logic
PHI 114	Comparative Religions
PHI 115	World Religions West
PHI 116	World Religions East
PHI 205	Business Ethics
PHI 214	Philosophy of Religion
PHI 218	Environmental Ethics
PHI 220	Philosophy of Death & Dying

##### **Foreign Languages (AH4)**

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

##### **History (HI1)**

HIS 101	Western Civilization: Antiquity-1650
HIS 102	Western Civilization: 1650-Present
HIS 111	The World: Antiquity-1500
HIS 112	The World: 1500-Present
HIS 121	U.S. History to Reconstruction
HIS 122	U.S. History Since the Civil War
HIS 203	Civil War Era in American History
HIS 205	Women in World History
HIS 207	American Environmental History
HIS 208	American Indian History
HIS 215	Women in U.S. History
HIS 218	History of Science & Tech
HIS 225	Colorado History
HIS 235	History of the American West

HIS 236	U.S. History Since 1945
HIS 243	History of Modern China
HIS 244	History of Latin America
HIS 245	U.S. and the World
HIS 246	History of Mexico
HIS 247	20 <sup>th</sup> Century World History
HIS 249	History of Islamic Civilization
HIS 250	African American History
HIS 251	History of Christianity in the World
HIS 255	The Middle Ages
HIS 259	Modern Middle East
HIS 260	U.S. Foreign Relations History

### **Social and Behavioral Sciences**

#### **Economic or Political Systems (SS1)**

AGE 102	Agriculture Economics
ECO 101	Economics of Social Issues
ECO 201	Principles of Macroeconomics
ECO 202	Principles of Microeconomics
ECO 211	Gender in the Economy
ECO 245	Environmental Economics
POS 105	Introduction to Political Science
POS 111	American Government
POS 125	American State and Local Govt
POS 205	International Relations
POS 225	Comparative Government

#### **Geography (SS2)**

GEO 105	Geography
GEO 106	Human Geography

#### **Human Behavior, Culture, or Social Frameworks (SS3)**

AGR 260	World Interdependence: Population & Food
ANT 101	Cultural Anthropology
ANT 107	Introduction to Archaeology
ANT 108	Archeology of World Rock Art
ANT 201	Intro to Forensic Anthropology
ANT 215	Indians of North America
ANT 225	Anthropology of Religion
ANT 250	Medical Anthropology
CRJ 110	Introduction to Criminal Justice
ETH 200	Introduction to Ethnic Studies
JOU 105	Introduction to Mass Media
PSY 101,102	General Psychology I, II
PSY 205	Psychology of Gender
PSY 217	Human Sexuality
PSY 226	Social Psychology
PSY 227	Psychology of Death and Dying
PSY 231	Positive Psychology
PSY 235	Human Growth & Development
ECE 238	Child Development
PSY 240	Health Psychology
PSY 249	Abnormal Psychology
PSY 265	Psychology of Personality
SOC 101,102	Intro to Sociology I, II

SOC 205	Sociology of Family Dynamics
SOC 207	Environmental Sociology
SOC 215	Contemporary Social Problems
SOC 216	Sociology of Gender
SOC 217	Sociology of Diversity
SOC 220	Sociology of Religion
SOC 231	Sociology of Deviant Behavior
SOC 237	Sociology of Death and Dying

### **Natural and Physical Sciences (SC1)**

AGY 240	Introductory Soil Science
ANT 111	Biological Anthropology
AST 101,102	Astronomy I, II
BIO 104	Biology: A Human Approach
BIO 105	Science of Biology
BIO 111,112	General College Biology I, II
BIO 201,202	Anatomy & Physiology I, II
BIO 204	Microbiology
BIO 208	General College Microbiology
BIO 220	General Zoology
BIO 221	Botany
BIO 224	Genetics
CHE 101,102	Introduction to Chemistry I,II
CHE 105	Chemistry in Context
CHE 111,112	General College Chemistry I,II
ENV 101	Environmental Science
GEO 111	Physical Geography-Landforms
GEO 112	Phys. Geography-Weather, Climate
GEY 111	Physical Geology w/Lab
GEY 112	Historical Geology w/Lab
GEY 135	Environmental Geology
MET 150	General Meteorology
NRE 251	General Oceanography I
PHY 105	Conceptual Physics w/Lab
PHY 111,112	Physics: Algebra Based I,II
PHY 211,212	Physics: Calculus Based I,II
SCI 155	Integrated Science I:Physics, Chem
SCI 156	Integrated Science II: Earth & Life

### **Natural and Physical Sciences (SC2)**

AST 150	Astrobiology
AST 155	Astronomy Ancient Cultures
AST 160	Cosmology
BIO 103	Prin. of Animal Biology
BIO 116	Intro to Human Disease
ENV 110	Natural Disasters
GEY 108	Geology of US National Parks
SCI 105	Science in Society

**Approved Electives for Associate of Science Degree**

AGY 240, ANT 111, AST, BIO, CHE, ENV, GEY, GEO 111, GEO 112, MAT (121 or higher), MET 150, NRE 251, PHY, SCI

Maximum of 6 hours from the following:

AAA, ACC 121, ACC 122, AGE 102, AGR 260, AGY, AME 151, ANT, ART, ASC 100, ASC 102, BUS, CAD 101, CIS 115, CIS 118, CIS 124, COM, CRJ 110, CSC 105, CSC 119, CSC 160, DAN 125, ECO, EDU 221, ENG (121 or higher), ETH 200, FRE, GEO, GER, HIS, HPE 102, HPR 178, HPR 217, HUM, HWE 100, HWE 129, ITA, JOU, JPN, LIT, MAN 226, MAR 216, MUS, NRE, OUT, PED (2 credits max), PHI, SLP, POS, PSY, REC, RUS, SOC, SPA, THE, WST

**Approved Electives for Associate of Arts Degree**

AGE 102, AGR 260, AGY 240, ANT, ART, AST, BIO, BUS 115, CHE, CIS 118, COM, CRJ 110, DAN 125, ECO, ENG (121 or higher), ENV, ETH 200, FRE, GEO, GER, GEY, HIS, HUM, HWE 100, ITA, JOU 105, JOU 106, JPN, LIT, MAT (120 or higher), MET 150, MUS, NRE 251, PHI, PHY, POS, PSY, RUS, SCI, SLP, SOC, SPA, THE, WST

A Maximum of 8 credit hours from the following:

AAA, ACC 121, ACC 122, AGY, AME 151, ASC 100, ASC 102, BUS, CAD 101, CIS 115, CIS 124, CSC 105, CSC 119, CSC 160, EDU 221, HPE 102, HPR 178, HPR 217, HWE 129, JOU, MAN 226, MAR 216, NRE, OUT, PED (2 credits max), REC



## GENERAL EDUCATION AND TRANSFER Associate of Arts

Credits		Course Number
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> <b>English Composition I and English Composition II</b> <b>OR</b> <b>English Composition II and a guaranteed transfer CO3 course</b> <b>(ENG 201 or HIS 265)</b>	<b>ENG 121 &amp; 122</b> <b>OR</b> <b>ENG 122 &amp; ENG</b> <b>201 or HIS 265</b>
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking (COM115) or Interpersonal Communication (COM125)	COM_____
<u>3</u>	<u>Mathematics (must be gtPathways approved) – 3 Credits</u> <b>MA1: Math for Liberal Arts (MAT 120)</b> or higher except MAT 155, 156	<b>MAT_____</b>
<u>6</u>	<u>Arts &amp; Humanities (must be gtPathways approved) – 6 Credits</u> <u>from two different areas</u> <b>AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212;</b> <b>AH2: HUM115,121,122,123; LIT115,201,202,205,211,212,221,222,225;</b> <b>AH3: PHI 111,112,113,114,214, 218;</b> <b>AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212</b>	<b>AH __ ____</b> <b>AH__ ____</b>
<u>3</u>	<u>History (must be gtPathways approved)– 3 Credits</u> <b>H1: HIS 101,102,111,112,121,122,225,235,236, 244</b>	<b>HIS _____</b>
<u>6</u>	<u>Social &amp; Behavioral Science (must be gtPathways approved) – 6 Credits</u> <b>SS1: AGE 102; ECO 201,202; POS 105,111,205,225;</b> <b>SS2: GEO 105,106;</b> <b>SS3: AGR 260; ANT 101,107; CRJ 110; PSY 101,102,205,217,</b> <b>226,227,235,238,249; SOC 101,102,205,207,215,216,231,237</b>	<b>SS__ ____</b> <b>SS__ ____</b>
<u>3</u>	<u>Student Option – Choose 1 Course – 3 Credits</u> Choose one additional gtPathways course from one of the following areas: <b>AH1,AH2,AH3,AH4,H1,SS1,SS2,SS3</b>	_____
<u>7</u>	<u>Natural &amp; Physical Science (must be gtPathways approved) – 7 Credits</u> <b>SC1: AGY 240; ANT 111; AST 101,102; BIO 104,</b> <b>105,111,112,201,202,204; CHE 101,102,105,111,112; ENV 101;</b> <b>GEO 111,112; GEY 111,112; MET 150; NRE 251;</b> <b>PHY 105,111,112,211,212; SCI 155,156</b> <b>SC2: ENV 110, GEY 108</b>	<b>SC1 _____</b> <b>SC _____</b>
<u>23</u>	<u>Electives – 23 Credits</u> AGE 102, <b>AGR 260</b> , AGY 240, <b>ANT</b> , <b>ART</b> , <b>AST</b> , <b>BIO</b> , BUS 115, <b>CHE</b> , CIS 118, COM, CRJ 110, DAN 125, <b>ECO</b> , <b>ENG</b> (121 or higher), <b>ENV</b> , ETH 200, FRE, <b>GEO</b> , GER, <b>GEY</b> , HIS, <b>HUM</b> , HWE 100, ITA, JOU 105, JOU 106, JPN, <b>LIT</b> , <b>MAT</b> (120 or higher), <b>MET 150</b> , MUS, <b>NRE 251</b> , <b>PHI</b> , <b>PHY</b> , <b>POS</b> , <b>PSY</b> , RUS, SCI, SLP, <b>SOC</b> , SPA, <b>THE</b> , <b>WST</b> <u>A Maximum of 8 credit hours from the following:</u> AAA, ACC 121, ACC 122, AGY, AME 151, ASC 100, ASC 102, BUS, CAD 101, CIS 115, CIS 124, CSC 105, CSC 119, CSC 160, EDU 221, HPE 102, HPR 178, HPR 217, HWE 129, JOU, MAN 226, MAR 216, NRE, OUT, PED (2 credits max), REC	
<b>60</b>	<b>Total Required Credits</b>	

gtPathways courses are indicated in **BOLD** print

*This program is financial aid eligible.*

<https://www.cccs.edu/current-students/transfers-articulations/transfer-agreements-with-other-colleges/>.

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



## Associate of Arts Art History

Credits		Course Number
<u>6</u>	<u>Written Communication (must be qtPathways approved) – 6 Credits</u> <b>English Composition I and English Composition II</b> <b>OR</b> <b>English Composition II and a guaranteed transfer CO3 course</b> <b>(ENG 201 or HIS 265)</b>	<b>ENG 121 &amp; 122</b> <b>OR</b> <b>ENG 122 &amp; ENG</b> <b>201 or HIS 265</b>
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking (COM115) or Interpersonal Communication (COM125)	COM_____
<u>3</u>	<u>Mathematics (must be qtPathways approved) – 3 Credits</u> <b>MA1: Math for Liberal Arts (120) or other MA1 course</b>	<b>MAT_____</b>
<u>6</u>	<u>Arts &amp; Humanities (must be qtPathways approved)– (Choose 2 courses</u> <u>excluding those listed in specialized course requirements)</u> <b>AH1: MUS 120,121,122; THE 105,211,212;</b> <b>AH2: HUM115,121,122,123; LIT115,201,202,205,211,212,221,222,225;</b> <b>AH3: PHI 111,112,113,114,214,218;</b> <b>AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212</b>	<b>AH_ _____</b> <b>AH_ _____</b>
<u>6</u>	<u>Social &amp; Behavioral Science (must be qtPathways approved) – 6 Credits</u> <b>SS1: AGE 102; ECO 201, 202; POS 105, 111, 205, 225;</b> <b>SS2: GEO 105, 106;</b> <b>SS3: AGR 260, ANT 101,107,111; CRJ 110; PSY 101,102, 205, 217,</b> <b>226, 227, 235, 238, 249; SOC 101,102,205,207,215, 216,231,237</b>	<b>SS_ _____</b> <b>SS_ _____</b>
<u>3</u>	<u>History (must be qtPathways approved) – 3 Credits</u> <b>H11: HIS 101,102,111,112,121,122,225,235,236,244</b>	<b>HIS_____</b>
<u>7</u>	<u>Natural &amp; Physical Science (must be qtPathways approved) – 7 Credits</u> <b>SC1: AGY 240; ANT 111; AST 101,102; BIO 104,</b> <b>105,111,112,201,202,204; CHE 101,102,105,111,112; ENV 101;</b> <b>GEO 111,112; GEY 111,112; MET 150; NRE 251;</b> <b>PHY 105,111,112,211,212; SCI 155,156</b> <b>SC2: ENV 110, GEY 108</b>	<b>SC1 _____</b> <b>SC _____</b>
<u>18</u>	<u>Specialized Course Requirements – 18 Credits</u>	
3	<b>Art History: Ancient to Medieval</b>	<b>ART 111</b>
3	<b>ART History: Renaissance to Modern</b>	<b>ART 112</b>
3	<b>Drawing I</b>	<b>ART 121</b>
3	<b>Visual Concepts 2-D Design</b>	<b>ART 131</b>
3	<b>Visual Concepts 3-D Design</b>	<b>ART 132</b>
3	<b>Art History: 1900 to Present</b>	<b>ART 207</b>

**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.

Continued on Next Page

**8** Electives-8 Credits

**AGE 102, AGR 260, AGY 240, ANT, ART, AST, BIO, BUS 115, CHE, CIS 118, COM, CRJ 110, DAN 125, ECO, ENG (121 or higher), ENV, ETH 200, FRE, GEO, GER, GEY, HIS, HUM, HWE 100, ITA, JOU 105, JOU 106, JPN, LIT, MAT (120 or higher), MET 150, MUS, NRE 251, PHI, PHY, POS, PSY, RUS, SCI, SLP, SOC, SPA, THE, WST AAA, ACC 121, ACC 122, AGY, AME 151, ASC 100, ASC 102, BUS, CAD 101, CIS 115, CIS 124, CSC 105, CSC 119, CSC 160, EDU 221, HPE 102, HPR 178, HPR 217, HWE 129, JOU, MAN 226, MAR 216, NRE, OUT, PED (2 credits max), REC**

**60 Total Required Credits**

gtPathways courses are indicated in **BOLD** print

*This program is financial aid eligible.*

**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.

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

<https://www.cccs.edu/current-students/transfers-articulations/transfer-agreements-with-other-colleges/>.



## Associate of Arts Business

Credits		Course Number
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> <b>CO1: English Composition I</b> <b>CO2: English Composition II</b>	<b>ENG 121</b> <b>ENG 122</b>
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking	COM 115
<u>8</u>	<u>Mathematics – 8 Credits</u> <b>College Algebra (MAT 121) or Finite Mathematics (MAT 123)</b> <b>Survey of Calculus (MAT 125) or higher level Calculus course</b>	<b>MAT ____</b> <b>MAT 125</b>
<u>6</u>	<u>Arts &amp; Humanities (must be gtPathways approved) – 6 Credits</u> <b>AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212;</b> <b>AH2: HUM115,121,122,123; LIT115,201,202,205,211,212,221,222,225;</b> <b>AH3: PHI 111,112,113,114,214,218;</b> <b>AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212</b>	<b>AH ____</b> <b>AH ____</b>
<u>6</u>	<u>Social &amp; Behavioral Sciences(must be gtPathways approved) – 6 credits</u> <b>Macroeconomics</b> <b>Microeconomics</b>	<b>ECO 201</b> <b>ECO 202</b>
<u>3</u>	<u>History (must be gtPathways approved)– 3 Credits</u> <b>HI1: HIS 101,102,111,112,121,122,225,235,236, 244</b>	<b>HIS ____</b>
<u>8</u>	<u>Natural &amp; Physical Science(must be gtPathways approved) -(Choose 2)</u> <u>– 8 Credits</u> <b>SC1: AGY 240; ANT 111; AST 101,102; BIO 104,105,111,112,201,</b> <b>202,204; CHE 101,102,105,111,112; ENV 101; GEO 111,112; GEY</b> <b>111,112; MET 150; NRE 251; PHY 105,111,112,211,212; SCI 155,156</b> <b>SC2: ENV 110; GEY 108</b>	<b>SC1 ____</b> <b>SC ____</b>
	<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
<b>60</b>	<b>Total Required Credits</b>	

gtPathways courses are indicated in **BOLD** print

*This program is financial aid eligible.*

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

<https://www.cccs.edu/current-students/transfers-articulations/transfer-agreements-with-other-colleges/>.

## Associate of Arts English

Credits		Course Number
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> <b>English Composition I &amp; English Composition II OR</b> <b>English Composition II &amp; Composition III: Writing for Public Discourse</b>	<b>ENG 121 &amp; 122 OR</b> <b>ENG 122 &amp; 201</b>
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking(COM115) or Interpersonal Communication (COM125) or Organizational Communication (COM225)	COM_____
<u>3</u>	<u>Mathematics (must be gtPathways approved) – 3 Credits</u> <b>MA1: Math for Liberal Arts</b> or other MA1 course	<b>MAT 120</b>
<u>9</u>	<u>Arts &amp; Humanities (must be gtPathways approved) – 9 Credits</u> <u>(cannot come from AH2)</u> <b>AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212;</b> <b>AH3: PHI 111,112,113,114,214,218;</b> <b>AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212</b>	<b>AH</b> _____ <b>AH</b> _____
<u>3</u>	<u>History (must be gtPathways approved)– 3 Credits</u> <b>HI1: HIS 101,102,111,112,121,122,225,235,236,244</b>	<b>HIS</b> _____
<u>6</u>	<u>Social &amp; Behavioral Science (must be gtPathways approved 6 Credits</u> <b>SS1: AGE 102; ECO 201, 202; POS 105, 111, 205, 225;</b> <b>SS2: GEO 105, 106;</b> <b>SS3: AGR 260; ANT 101,107,111; CRJ 110; PSY 101,102,205,217,</b> <b>226,227,235,238,249; SOC 101,102,205,207,208,215,216,231,237</b>	<b>SS</b> _____ <b>SS</b> _____
<u>7</u>	<u>Natural &amp; Physical Science (must be gtPathways approved) – 7 Credits</u> <b>SC1: AGY 240; ANT 111; AST 101,102; BIO 104,105,111,112,201,</b> <b>202,204; CHE 101,102,105,111,112; ENV 101; GEO 111,112; GEY</b> <b>111,112; MET 150; NRE 251; PHY 105,111,112,211,212; SCI 155,156</b> <b>SC2: ENV 110, GEY 108</b>	<b>SC1</b> _____ <b>SC</b> _____
<u>15</u>	<u>Additional Course Requirements – 15 Credits</u> <b>Five gtPathways Arts &amp; Humanities <i>Literature</i> courses within the</b> <b>GT-AH2 category (4 courses must be at the 200-level)</b> <b>AH2: LIT</b>	<b>LIT</b> _____ <b>LIT 2</b> _____ <b>LIT 2</b> _____ <b>LIT 2</b> _____ <b>LIT 2</b> _____
<u>8</u>	<u>Electives – 8 Credits</u> <b>ENG 221 (recommended), AGE 102, AGR 260, AGY 240, ANT, ART,</b> <b>AST, BIO, BUS 115, CHE, CIS 118, COM, CRJ 110, DAN 125, ECO,</b> <b>ENG (121 or higher), ENV, ETH 200, FRE, GEO, GER, GEY, HIS, HUM,</b> <b>HWE 100, ITA, JOU 105, JOU 106, JPN, LIT, MAT (120 or higher), MET</b> <b>150, MUS, NRE 251, PHI, PHY, POS, PSY, RUS, SCI, SLP, SOC, SPA,</b> <b>THE, WST</b> AAA, ACC 121, ACC 122, AGY, AME 151, ASC 100, ASC 102, BUS, CAD 101, CIS 115, CIS 124, CSC 105, CSC 119, CSC 160, EDU 221, HPE 102, HPR 178, HPR 217, HWE 129, JOU, MAN 226, MAR 216, NRE, OUT, PED (2 credits max), REC	

### 60 Total Required Credits

gtPathways courses are indicated in **BOLD** print

*This program is financial aid eligible.*

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

<https://www.cccs.edu/current-students/transfers-articulations/transfer-agreements-with-other-colleges/>.

## Associate of Arts History

Credits		Course Number
<u>6</u>	<u>Written Communication (must be qtPathways approved) – 6 Credits</u> <b>English Composition I and English Composition II OR English Composition II and a guaranteed transfer CO3 course (ENG 201 or HIS 265)</b>	<b>ENG 121 &amp; 122 OR ENG 122 &amp; ENG 201 or HIS 265</b>
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking (COM115) or Interpersonal Communications (COM125)	COM ____
<u>3</u>	<u>Mathematics (must be qtPathways approved) – 3 Credits</u> <b>MA1: Math for Liberal Arts or other MA1 course</b>	<b>MAT 120</b>
<u>9</u>	<u>Arts &amp; Humanities (must be qtPathways approved)– 9 Credits</u> <b>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</b>	<b>AH_ ____ AH_ ____ AH_ ____</b>
<u>6</u>	<u>Social &amp; Behavioral Science (must be qtPathways approved) – 6 Credits</u> <b>SS1: AGE 102; ECO 201,202; POS 105,111,205,225; SS2: GEO 105,106; SS3: AGR 260; ANT 101,107,111; CRJ 110; PSY 101, 102, 205, 217, 226, 227, 235, 238, 249; SOC 101,102,205,207,215,216,231,237</b>	<b>SS_ ____ SS_ ____</b>
<u>3</u>	<u>History (must be qtPathways approved) – 3 Credits</u> <b>HI1: Western Civilization: Antiquity-1650 (HIS 101) or HI1: The World: Antiquity-1500 (HIS 111**)</b>	<b>HIS ____</b>
<u>7</u>	<u>Natural &amp; Physical Science (must be qtPathways approved) – 7 Credits</u> <b>SC1: AGY 240; ANT 111; AST 101,102; BIO 104,105,111,112,201, 202,204; CHE 101,102,105,111,112; ENV 101; GEO 111,112; GEY 111,112; MET 150; NRE 251; PHY 105,111,112,211,212; SCI 155,156 SC2: ENV 110, GEY 108</b>	<b>SC1 ____ SC ____</b>
<u>12</u>	<u>Specialized Course Requirements – 12 Credits</u>	
<u>3</u>	<b>Western Civilization 1650 - Present (HIS 102) OR The World 1500 – Present (HIS 112)</b>	<b>HIS 102 OR 112</b>
<u>3</u>	<b>US History to Reconstruction</b>	<b>HIS 121</b>
<u>3</u>	<b>US History Since the Civil War</b>	<b>HIS 122</b>
<u>3</u>	<b>Choose 1 additional History course (HI1)</b>	<b>HIS ____</b>

Continued on Next Page.

**11**     Electives – 11 Credits

**AGE 102, AGR 260, AGY 240, ANT, ART, AST, BIO, BUS 115, CHE, CIS 118, COM, CRJ 110, DAN 125, ECO, ENG (121 or higher), ENV, ETH 200, FRE, GEO, GER, GEY, HIS, HUM, HWE 100, ITA, JOU 105, JOU 106, JPN, LIT, MAT (120 or higher), MET 150, MUS, NRE 251, PHI, PHY, POS, PSY, RUS, SCI, SOC, SPA, SLP, THE, WST**

A Maximum of 8 credit hours from the following:

AAA, ACC 121, ACC 122, AGY, AME 151, ASC 100, ASC 102, BUS, CAD 101, CIS 115, CIS 124, CSC 105, CSC 119, CSC 160, EDU 221, HPE 102, HPR 178, HPR 217, HWE 129, JOU, MAN 226, MAR 216, NRE, OUT, PED (2 credits max), REC

**60**     **Total Required Credits**

gtPathways courses are indicated in **BOLD** print

*This program is financial aid eligible.*

**\*\*Students planning to transfer to University of Colorado at Boulder must take either HIS 101 or HIS 102 to fulfill this requirement.** <http://highered.colorado.gov/Academics/Transfers/gtPathways/Curriculum.html>  
<https://www.ccs.edu/current-students/transfers-articulations/transfer-agreements-with-other-colleges/>.

**\*\*\*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 Psychology

Credits		Course Number
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> <b>English Composition I and English Composition II</b> OR <b>English Composition II and a guaranteed transfer CO3 course (ENG 201 or HIS 265)</b>	<b>ENG 121 &amp; 122</b> OR <b>ENG 122 &amp; ENG 201 or HIS 265</b>
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking (COM115) or Interpersonal Communications (COM125)	COM ____
<u>3</u>	<u>Mathematics (must be gtPathways approved) – 4 Credits</u> <b>MA1: College Algebra (MAT 121) or Introduction to Statistics (MAT 135)*</b> (see exceptions)*	<b>MAT ____</b>
<u>9</u>	<u>Arts &amp; Humanities (must be gtPathways approved) (choose from at least 2 categories) – 9 Credits</u> <b>AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212;</b> <b>AH2: HUM115,121,122,123; LIT115,201,202,205,211,212,221,222,225;</b> <b>AH3: PHI 111,112,113,114,214,218;</b> <b>AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212</b>	<b>AH_ ____</b> <b>AH_ ____</b> <b>AH_ ____</b>
<u>3</u>	<u>History(must be gtPathways approved) – 3 Credits</u> <b>H11: HIS 101,102,111,112,121,122,225,235,236,244</b>	<b>HIS ____</b>
<u>6</u>	<u>Social &amp; Behavioral Science (must be gtPathways approved) – 6 Credits</u> <b>SS1: AGE 102; ECO 201,202; POS 105,111,205,225;</b> <b>SS2: GEO 105,106;</b> <b>SS3: AGR 260; ANT 101,107,111; CRJ 110; PSY 205, 217, 226, 227, 235,238,249; SOC 101,102,205,207,215,216,231,237</b>	<b>SS_ ____</b> <b>SS_ ____</b>
<u>8</u>	<u>Natural &amp; Physical Science(must be gtPathways approved) – 8 Credits</u> Choose 1 gtPathways <b>Biology Course (SC1)</b> and choose 1 course from the following: <b>AGY 240; ANT 111; AST 101,102; BIO 104,105,111,112,201,202,204;</b> <b>CHE 101,102,105,111,112; ENV 101; GEO 111,112; GEY 111,112;</b> <b>MET 150; NRE 251; PHY 105,111,112,211,212; SCI 155,156</b>	<b>BIO ____</b> <b>SC1 ____</b>
<u>15</u>	<u>Specialized Course Requirements – 15 Credits</u>	
<u>3</u>	<b>General Psychology I</b>	<b>PSY 101</b>
<u>3</u>	<b>General Psychology II</b>	<b>PSY 102</b>
<u>3</u>	Choose 3 additional <b>PSY</b> courses (must be gtPathways)	<b>PSY ____</b>
<u>3</u>		<b>PSY ____</b>
<u>3</u>		<b>PSY ____</b>
<u>6</u>	<u>Electives – 6 Credits</u> <b>AGE 102, AGR 260, AGY 240, ANT, ART, AST, BIO, BUS 115, CHE, CIS 118, COM, CRJ 110, DAN 125, ECO, ENG (121 or higher), ENV, ETH 200, FRE, GEO, GER, GEY, HIS, HUM, HWE 100, ITA, JOU 105, JOU 106, JPN, LIT, MAT (120 or higher), MET 150, MUS, NRE 251, PHI, PHY, POS, PSY, RUS, SCI, SOC, SLP, SPA, THE, WST</b> AAA, ACC 121, ACC 122, AGY, AME 151, ASC 100, ASC 102, BUS, CAD 101, CIS 115, CIS 124, CSC 105, CSC 119, CSC 160, EDU 221, HPE 102, HPR 178, HPR 217, HWE 129, JOU, MAN 226, MAR 216, NRE, OUT, PED (2 credits max), REC	
<b>60</b>	<b>Total Required Credits</b>	

gtPathways courses are indicated in **BOLD** print

*This program is financial aid eligible.*

<https://www.cccs.edu/current-students/transfers-articulations/transfer-agreements-with-other-colleges/>  
<http://highered.colorado.gov/Academics/Transfers/gtPathways/Curriculum.html>

*\*Colorado Mesa University requires either MAT 120: Mathematics for the Liberal Arts or MAT 121: College Algebra;*

*\*Colorado State University – Pueblo prefers MAT 121: College Algebra;*

*\*Fort Lewis College requires MAT 135: Intro to Statistics;*

*\*University of Colorado Boulder requires MAT 121: College Algebra or higher;*

*\*University of Colorado Colorado Springs requires MAT 121: College Algebra;*

*\*Western State Colorado University requires MAT 121: College Algebra.*





## Associate of Arts Studio Art

Credits		Course Number
<u>6</u>	<u>Written Communication (must be qtPathways approved) – 6 Credits</u> <b>English Composition I and English Composition II OR English Composition II and a guaranteed transfer CO3 course (ENG 201 or HIS 265)</b>	<b>ENG 121 &amp; 122 OR ENG 122 &amp; ENG 201 OR HIS 265</b>
<u>3</u>	<u>Mathematics (must be qtPathways approved) – 3 Credits</u> <b>Math for Liberal Arts (MAT 120) or higher</b>	<b>MAT 120</b>
<u>6</u>	<u>Arts &amp; Humanities (must be qtPathways approved)– 6 credits</u> <i>(cannot be from AH1 category)</i> <b>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</b>	<b>AH_ ____ AH_ ____</b>
<u>6</u>	<u>Social &amp; Behavioral Science (must be qtPathways approved) – 6 Credits</u> <b>SS1: AGE 102; ECO 201,202; POS 105,111,205,225; SS2: GEO 105,106; SS3: AGR 260; ANT 101,107,111; CRJ 110; PSY 101,102,205,217, 226,227,235,238,249; SOC 101,102,205,207,215,216,231,237</b>	<b>SS_ ____ SS_ ____</b>
<u>3</u>	<u>History (must be qtPathways approved) – 3 Credits</u> <b>H11: HIS 101,102,111,112,121,122,225,235,236,244</b>	<b>HIS ____</b>
<u>7</u>	<u>Natural &amp; Physical Science (must be qtPathways approved) – 7 Credits</u> <b>SC1: AGY 240; ANT 111; AST 101,102; BIO 104,105,111,112,201, 202,204; CHE 101,102,105,111,112; ENV 101; GEO 111,112; GEY 111,112; MET 150; NRE 251; PHY 105,111,112,211,212; SCI 155,156 SC2: ENV 110, GEY 108</b>	<b>SC1 ____ SC ____</b>
<u>21</u>	<u>Specialized Course Requirements – 21 Credits</u>	
<u>3</u>	<b>Art History: Ancient to Medieval</b>	<b>ART 111</b>
<u>3</u>	<b>Art History: Renaissance to Modern</b>	<b>ART 112</b>
<u>3</u>	<b>Drawing I</b>	<b>ART 121</b>
<u>3</u>	<b>Visual Concepts 2-D Design</b>	<b>ART 131</b>
<u>3</u>	<b>Visual Concepts 3-D Design</b>	<b>ART 132</b>
<u>3</u>	<b>Drawing II OR Figure Drawing I</b>	<b>ART 221 OR 128</b>
<u>3</u>	<b>Any three-credit STUDIO ART course</b>	<b>ART ____</b>

**Please note:** If these credits (specialized course requirements) 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.

<u>8</u>	<u>Electives- 8 Credits</u> <b>AGE 102, AGR 260, AGY 240, ANT, ART, AST, BIO, BUS 115, CHE, CIS 118, COM, CRJ 110, DAN 125, ECO, ENG (121 or higher), ENV, ETH 200, FRE, GEO, GER, GEY, HIS, HUM, HWE 100, ITA, JOU 105, JOU 106, JPN, LIT, MAT (120 or higher), MET 150, MUS, NRE 251, PHI, PHY, POS, PSY, RUS, SCI, SOC, SLP, SPA, THE, WST AAA, ACC 121, ACC 122, AGY, AME 151, ASC 100, ASC 102, BUS, CAD 101, CIS 115, CIS 124, CSC 105, CSC 119, CSC 160, EDU 221, HPE 102, HPR 178, HPR 217, HWE 129, JOU, MAN 226, MAR 216, NRE, OUT, PED (2 credits max), REC</b>
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**60 Total Required Credits**

**Please note:**

Students planning to transfer to CSU-FC for completion of the BA in Studio Art must complete two semesters of one foreign language for their electives 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 Studio Art in two years without this prior foreign language competency.

<https://www.cccs.edu/current-students/transfers-articulations/transfers-agreements-with-other-colleges/>  
<http://highered.colorado.gov/Academics/Transfers/gtPathways/Curriculum.html>

gtPathways courses are indicated in **BOLD** print  
*This program is financial aid eligible.*



## Associate of Science

Credits		Course Number
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> <b>English Composition I and English Composition II</b> <b>OR</b> <b>English Composition II and a guaranteed transfer CO3 course</b> <b>(ENG 201 or HIS 265)</b>	<b>ENG 121 &amp; 122</b> <b>OR</b> <b>ENG 122 &amp; ENG 201 or HIS 265</b>
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking (COM115) or Interpersonal Communication (COM125)	COM_____
<u>3</u>	<u>Mathematics (must be gtPathways approved)– 3 Credits</u> <b>MA1: College Algebra (MAT121) or College Trigonometry (MAT122)</b> <b>or Pre-Calculus (MAT166) or Calculus I (MAT201) or higher MA1</b> <b>course</b>	MAT_____
<u>6</u>	<u>Arts &amp; Humanities (must be gtPathways approved)(Choose from 2</u> <u>different areas) – 6 Credits</u> <b>AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212;</b> <b>AH2: HUM115,121,122,123;LIT115,201,202,205,211,212,221,222,</b> <b>225; AH3: PHI 111,112,113,114,214,218;</b> <b>AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212</b>	AH_ _____ AH_ _____
<u>3</u>	<u>History (must be gtPathways approved) – 3 Credits (Choose 1 Course)</u> <b>HI1: HIS101,102,111,112,121,122,225,235,236,244</b>	HIS _____
<u>6</u>	<u>Social &amp; Behavioral Science (Maximum of 3 credits in HI1) – 6 Credits</u> <b>HI1: HIS 101,102,111,112,121,122,225,235,236,244</b> <b>SS1: AGE 102; ECO 201,202; POS 105,111,205,225;</b> <b>SS2: GEO 105,106;</b> <b>SS3: AGR 260; ANT 101,107; CRJ 110; PSY 101,102,205,217,</b> <b>226,227,235,238,249; SOC 101,102,205,207,215,216,231,237</b>	_____ <b>SS</b> _____
<u>12</u>	<u>Natural &amp; Physical Science(must be gtPathways approved)(Must take</u> <u>one 2- lab course sequence) – 12 Credits</u> <b>SC1: AGY 240; ANT111; AST 101,102; BIO</b> <b>104,105,111,112,201,202,204;</b> <b>CHE 101,102,105,111,112; ENV 101; GEO 111, 112, GEY 111,112;</b> <b>MET 150; NRE 251; PHY 105,111,112,211,212</b>	<b>SC1 __ 1 &amp; __ 2</b> <b>SC1</b> _____
<u>21</u>	<u>Electives - 21 Credits</u> <u>Minimum of 15 hours from the following:</u> <b>AGY 240, ANT 111, AST, BIO, CHE, ENV, GEY, GEO 111, GEO 112,</b> <b>MAT (121 or higher), MET 150, NRE 251, PHY, SCI</b> <u>Maximum of 6 hours from the following:</u> <b>AAA, ACC 121, ACC 122, AGE 102, AGR 260, AGY, AME 151, ANT,</b> <b>ART, ASC 100, ASC 102, BUS, CAD 101, CIS 115, CIS 118, CIS 124,</b> <b>COM, CRJ 110, CSC 105, CSC 119, CSC 160, DAN 125, ECO, EDU</b> <b>221, ENG (121 or higher), ETH 200, FRE, GEO, GER, HIS, HPE 102,</b> <b>HPR 178, HPR 217, HUM, HWE 100, HWE 129, ITA, JOU, JPN, LIT,</b> <b>MAN 226, MAR 216, MUS, NRE, OUT, PED (2 credits max), PHI, POS,</b> <b>PSY, REC, RUS, SOC, SLP, SPA, THE, WST</b>	
<b>60</b>	<b>Total Required Credits</b>	

gtPathways courses are indicated in **BOLD** print

*This program is financial aid eligible.*

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

<https://www.cccs.edu/current-students/transfers-articulations/transfer-agreements-with-other-colleges/>

## Associate of Science Agricultural Business

Credits		Course Number
3	Introduction to PC Applications	CIS 118
6	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> <b>English Composition I and English Composition II</b> <b>OR</b> <b>English Composition II and a guaranteed transfer CO3 course</b> <b>(ENG 201 or HIS 265)</b>	<b>ENG 121 &amp; 122</b> <b>OR</b> <b>ENG 122 &amp; ENG</b> <b>201 or HIS 265</b>
3	<u>Oral Communication – 3 Credits</u> Public Speaking	COM 115
7	<u>Mathematics (must be gtPathways approved)– 7 Credits</u> <b>College Algebra OR Survey of Calculus OR higher calculus</b> <b>Introduction to Statistics</b>	<b>MAT_____</b> <b>MAT 135</b>
6	<u>Arts &amp; Humanities (must be gtPathways approved)– 6 Credits</u> <b>AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212;</b> <b>AH2: HUM121,122,123;LIT115,201,202,205,211,212,221,222,225;</b> <b>AH3: PHI 111,112,113,114,214,218;</b> <b>AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212</b>	<b>AH_ _____</b> <b>AH_ _____</b>
3	<u>History (must be gtPathways approved) – 3 Credits (Choose 1 Course)</u> <b>H11: HIS101,102,111,112,121,122,225,235,236,244</b>	<b>HIS _____</b>
9	<u>Social &amp; Behavioral Science – 9 Credits</u> <b>Agriculture Economics</b> <b>World Interdependence: Population and Food*</b> <b>Principles of Macroeconomics</b>	<b>AGE 102</b> <b>AGR 260</b> <b>ECO 201</b>
10	<u>Natural &amp; Physical Science – 10 Credits</u> <b>General College Biology I</b> <b>Introduction to Chemistry I (CHE 101) OR</b> <b>Fundamentals of Chemistry (CHE 107) OR</b> <b>General College Chemistry I (CHE 111)</b>	<b>BIO 111</b> <b>CHE_____</b>
6	<u>Agriculture Business Course Requirements – 6 Credits</u>	
3	Farm and Ranch Management	AGE 205
3	Agriculture Finance	AGE 208
3	Agriculture Marketing	AGE 210
7	<u>Specialized Course Requirements - 7 Credits</u> <i>Credits cannot meet both this requirement and any above requirement.</i> 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	<b>Total Required Credits</b>	

gtPathways courses are indicated in **BOLD** print

*This program is financial aid eligible.*

\***AGR 260** fulfills CSU's Global and Cultural Awareness requirement (AUCC 3E).

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

<https://www.cccs.edu/current-students/transfers-articulations/transfer-agreements-with-other-colleges/>.

## Associate of Science Animal Science

Credits		Course Number
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> <b>English Composition I and English Composition II</b> OR <b>English Composition II and a guaranteed transfer CO3 course (ENG 201 or HIS 265)</b>	<b>ENG 121 &amp; 122</b> OR <b>ENG 122 &amp; ENG 201 or HIS 265</b>
<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> <b>MA1: College Algebra or Survey of Calculus or higher calculus</b>	<b>MAT_____</b>
<u>6</u>	<u>Arts &amp; Humanities (must be gtPathways approved – 6 Credits</u> <b>AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212;</b> <b>AH2: HUM 121,122,123; LIT 115,201,202,205,211,212,221,222,225;</b> <b>AH3: PHI 111,112,113,114,214,218;</b> <b>AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212</b>	<b>AH_ _____</b> <b>AH_ _____</b>
<u>3</u>	<u>History (must be gtPathways approved) – 3 Credits (Choose 1 Course)</u> <b>H11: HIS101,102,111,112,121,122,225,235,236,244</b>	<b>HIS _____</b>
<u>6</u>	<u>Social &amp; Behavioral Science – 6 Credits</u> <b>Agriculture Economics</b> <b>World Interdependence: Population and Food*</b>	<b>AGE 102</b> <b>AGR 260</b>
<u>10</u>	<u>Natural &amp; Physical Science – 10 Credits</u> <b>General College Biology I</b> <b>Introduction to Chemistry I (CHE 101) OR</b> <b>Fundamentals of Chemistry (CHE 107) OR</b> <b>General College Chemistry I (CHE 111)</b>	<b>BIO 111</b> <b>CHE_____</b>
<u>15</u>	<u>Specialized Course Requirements - 15 Credits</u>	
3	Animal Science	ASC 100
4	Feeds & Feeding	ASC 225
3	Farm Animal Anatomy & Physiology	ASC 230
3	Live Animal and Carcass Evaluation	ASC 250
2	Livestock Practicum	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	

gtPathways courses are indicated in **BOLD** print

*This program is financial aid eligible.*

\*AGR 260 fulfills CSU's Global and Cultural Awareness requirement (AUCC 3E).

**Please note: Students seeking admission into a professional or graduate level Veterinary Medicine program should work with their academic advisor regarding additional requirements as they may not be fulfilled by the coursework listed above.**

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

<https://www.cccs.edu/current-students/transfers-articulations/transfer-agreements-with-other-colleges/>.

## Associate of Science Biology

Credits		Course Number
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> <b>English Composition I and English Composition II</b> OR <b>English Composition II and a guaranteed transfer CO3 course (ENG 201 or HIS 265)</b>	ENG 121 & 122 OR ENG 122 & ENG 201 or HIS 265
<u>5</u>	<u>Mathematics – 5 Credits</u> <b>Calculus I</b>	MAT 201
<u>6</u>	<u>Arts &amp; Humanities (must be gtPathways approved) - 6 Credits</u> <b>AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212;</b> <b>AH2: HUM115,121,122,123;LIT115,201,202,205,211,212,221,222,225;</b> <b>AH3: PHI 111,112,113,114,214,218;</b> <b>AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212</b>	AH _____ AH _____
<u>3</u>	<u>History (must be gtPathways approved) – 3 Credits (Choose 1 Course)</u> <b>H11: HIS101,102,111,112,121,122,225,235,236,244</b>	HIS _____
<u>6</u>	<u>Social &amp; Behavioral Science – 6 Credits</u> <b>SS1: AGE 102; ECO 201,202; POS 105,111,205,225;</b> <b>SS2: GEO 105,106;</b> <b>SS3: AGR 260; ANT 101,107,111; CRJ 110; PSY 101,102,205,217, 226,227,235,238,249; SOC 101,102,205,207,215,216,231,237</b>	SS _____ SS _____
<u>10</u>	<u>Natural &amp; Physical Science – 10 Credits</u> <b>General College Biology I</b> <b>General College Chemistry II</b>	BIO 111 CHE 111
<u>20</u>	<u>Additional Required Courses – 20 credits</u>	
5	<b>General College Biology II</b>	BIO 112
5	<b>General College Chemistry II</b>	CHE 112
5	<b>Physics Algebra-Based I/Lab</b>	PHY 111
5	<b>Physics Algebra-Based II/Lab</b>	PHY 112
<u>4</u>	<u>Electives – 4 Credits</u> <b>AGY 240, ANT 111, AST, BIO, CHE, ENV, GEY, GEO 111, GEO 112, MAT (121 or higher), MET 150, NRE 251, PHY, SCI</b>	
60	<b>Total Required Credits</b>	

gtPathways courses are indicated in **BOLD** print  
This program is financial aid eligible.

Please note: Students are strongly encouraged to seek academic advising prior to registration regarding the acceptability of online science courses if they anticipate transferring to a 4-year institution or completing graduate work in the sciences or health professions. It should be noted that per Colorado Revised Statute, §23-1-125(1)(e), general education courses taken online are guaranteed to satisfy core course (GT Pathways) requirements at all Colorado public institutions of higher education.

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

<https://www.cccs.edu/current-students/transfers-articulations/transfer-agreements-with-other-colleges/>.

## Associate of Science Marine Science & Oceanography Plan of Study

Credits		Course Number
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> <b>CO1: English Composition I</b> <b>CO2: English Composition II</b>	<b>ENG 121</b> <b>ENG 122</b>
<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> <b>MA1: College Algebra or College Trigonometry or Pre-Calculus or Calculus I or higher MA1 course</b>	<b>MAT _____</b>
<u>6</u>	<u>Arts &amp; Humanities (must be gtPathways approved)(Choose from 2 different areas) – 6 Credits</u> <b>AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212;</b> <b>AH2: HUM 121,122,123; LIT 115,201,202,205,211,212,221,222,225;</b> <b>AH3: PHI 111,112,113,114,214,218;</b> <b>AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212</b>	<b>AH_ _____</b> <b>AH_ _____</b>
<u>3</u>	<u>History (must be gtPathways approved) – 3 Credits (Choose 1 Course)</u> <b>HI1: HIS101,102,111,112,121,122,225,235,236,244</b>	<b>HIS _____</b>
<u>6</u>	<u>Social &amp; Behavioral Science (Choose from 2 different areas) – 6 Credits</u> <b>SS1: AGE 102; ECO 201,202; POS 105,111,205,225;</b> <b>SS2: GEO 105,106;</b> <b>SS3: AGR 260; ANT 101,107,111; CRJ 110; PSY 101,102,205,217, 226,227,235, 238,249; SOC 101,102,205,207,215,216,231,237</b>	<b>SS_ _____</b> <b>SS_ _____</b>
<u>24</u>	<u><b>Natural &amp; Physical Science– 24 Credits</b></u> <b>General College Biology I</b> <b>General College Biology II</b> <b>General College Chemistry I</b> <b>General College Chemistry II</b> <b>General Oceanography I</b>	<b>BIO 111</b> <b>BIO 112</b> <b>CHE 111</b> <b>CHE 112</b> <b>NRE 251</b>
<u>9</u>	<u><b>Electives – Choose 9 Credits minimum</b></u>	
<u>4</u>	<b>Physical Geology</b>	<b>GEY 111</b>
<u>4</u>	<b>Environmental Science</b>	<b>ENV 101</b>
<u>5</u>	<b>Physics: Algebra based I</b>	<b>PHY 111</b>
<u>5</u>	<b>Physics: Algebra based II</b>	<b>PHY 112</b>
<u>1</u>	Scuba Diving	OUT 201
	Open Water Diver	OUT 202
<u>60</u>	Total Required Credits	

gtPathways courses are indicated in **BOLD** print

*This program is financial aid eligible.*

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

<https://www.cccs.edu/current-students/transfers-articulations/transfer-agreements-with-other-colleges/>.

## Associate of Science Psychology

Credits		Course Number
<u>6</u>	<u>Written Communication (must be gtPathways approved) – 6 Credits</u> <b>English Composition I and English Composition II</b> OR <b>English Composition II and a guaranteed transfer CO3 course (ENG 201 or HIS 265)</b>	<b>ENG 121 &amp; 122</b> OR <b>ENG 122 &amp; ENG 201 or HIS 265</b>
<u>3</u>	<u>Oral Communication – 3 Credits</u> Public Speaking (COM115) or Interpersonal Communication (COM125)	COM____
<u>4</u>	<u>Mathematics (must be gtPathways approved) – 4 Credits</u> <b>College Algebra</b>	<b>MAT 121</b>
<u>3</u>	<u>Philosophy Requirement – 3 Credits</u> <b>Introduction to Philosophy (PHI111) OR Ethics (PHI112)</b>	PHI____
<u>6</u>	<u>Arts &amp; Humanities (must be gtPathways approved) – 6 Credits</u> Six additional credits from at least <b>2 different categories</b> of gtPathways <b>AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212;</b> <b>AH2: HUM115,121,122,123; LIT115,201,202,205,211,212,221,222,225;</b> <b>AH3: PHI 111,112,113,114,214,218;</b> <b>AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212</b>	<b>AH_ ____</b> <b>AH_ ____</b>
<u>3</u>	<u>History(must be gtPathways approved)(Choose one class) – 3 Credits</u> <b>HI1: HIS 101,102,111,112,121,122,225,235,236, 244</b>	<b>HIS ____</b>
<u>6</u>	<u>Social &amp; Behavioral Science(must be gtPathways approved) – 6 Credits</u> <b>SS1: AGE 102; ECO 201,202; POS 105,111,205,225;</b> <b>SS2: GEO 105,106;</b> <b>SS3: AGR 260; ANT 101,107,111; CRJ 110; PSY 205,217,226,227,</b> <b>235,238,249; SOC 101,102,205,207,215,216,231,237</b>	<b>SS_ ____</b> <b>SS_ ____</b>
<u>10</u>	<u>Natural &amp; Physical Science – 10 Credits*</u> General College Biology I General College Chemistry I	<b>BIO 111</b> <b>CHE 111</b>
<u>6</u>	<u>Specialized Course Requirements – 6 Credits</u> <b>General Psychology I</b> <b>General Psychology II</b>	<b>PSY 101</b> <b>PSY 102</b>
<u>13</u>	<u>Electives – 13 Credits</u> <b>AGY 240, ANT 111, AST, BIO, CHE, ENV, GEY, GEO 111, GEO 112,</b> <b>MAT (121 or higher), MET 150, NRE 251, PHY, SCI</b>	
<b>60</b>	<b>Total Required Credits</b>	

gtPathways courses are indicated in **BOLD** print

*This program is financial aid eligible.*

\*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.

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

<https://www.cccs.edu/current-students/transfers-articulations/transfer-agreements-with-other-colleges/>.



## 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
<b>3</b>	<u>Written Communication – 3 Credits</u> <b>CO1: English Composition I</b>	<b>ENG 121</b>
<b>3</b>	<u>Mathematics – 3 Credits</u> Career Math (107) or higher	MAT ____
<b>3</b>	<u>Arts &amp; Humanities – 3 Credits (Choose 1 Course)</u> <b>AH1: ART 110,111,112,207; MUS 120,121,122; THE 105,211,212;</b> <b>AH2: HUM 115, 121,122,123; LIT 115,201,202,205,211,212,221,</b> <b>222,225; AH3: PHI 111,112,113,114,214,218;</b> <b>AH4: FRE/GER/ITA/JPN/RUS/SPA 211,212</b>	<b>AH_ ____</b>
<b>3</b>	<u>Social &amp; Behavioral Science – 3 Credits (Choose 1 Course)</u> <b>SS1: AGE 102; ECO 201,202; POS 105,111,205,225;</b> <b>SS2: GEO 105,106;</b> <b>SS3: AGR 260; ANT 101,107,111; CRJ 110; PSY 101,102,205,217,</b> <b>226,227,235,238,249; SOC 101,102,205,215,216,231,237</b>	<b>SS_ ____</b>
<b>3</b>	<u>Natural &amp; Physical Science – 3 Credits</u> <b>SC1: AGY 240; ANT 111; AST 101,102; BIO</b> <b>105,111,112,201,202,204;</b> <b>CHE 101,102,105,111,112; ENV 101; GEY 111,112; MET 150;</b> <b>NRE 251; PHY 105,111,112,211,212; SCI 155,156</b>	<b>SC1 ____</b>
<b>15</b>	<u>General Education Elective – 15 Credits</u> Requirement satisfied by any approved General Education elective, selected in consultation with an academic advisor.	
<b>30</b>	<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)	
<b>60</b>	<b>Total Required Credits</b>	

gtPathways courses are indicated in **BOLD** print  
This program is financial aid eligible.

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

## Course Descriptions

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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 100 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.***

*State Guaranteed General Education Transfer Courses can be identified by the italicized abbreviation in parentheses at the end of each course description, such as (SC1). See the abbreviations defined below:*

*Communication (CO1, CO2, CO3)  
Mathematics (MA1)  
Art and Expression (AH1)  
Literature and Humanities (AH2)  
Ways of Thinking (AH3)  
Foreign Languages (AH4)*

*History (HI1)  
Economic or Political Systems (SS1)  
Geography (SS2)  
Human Behaviors, Culture or Social Frameworks (SS3)  
Natural and Physical Sciences (SC1, SC2)*

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

Colorado has guaranteed transfer courses and a common course numbering system 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](http://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.

## **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

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 BUSINESS****AGB 180 AGRI-BUSINESS INTERNSHIP I/0-12  
(45 hours per credit)**

Receives particular training on the job as an employee in the agri-business industry. The student gains experience in various phases of the business through performing the functions and duties assigned by their employer.

**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. (SS1)

**AGE 205 FARM AND RANCH MANAGEMENT/3  
(30 lecture hours; 30 lab 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)****Prerequisite:** AGE 205

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 185 INDEPENDENT STUDY/0-12 (45 hours  
per credit)**

Meets the individual needs of students. Students engage in intensive study or research under the direction of a qualified teacher.

**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. (SS3)

**AGRICULTURE CROPS & SOILS****AGY 100 GENERAL CROP PRODUCTION/4 (45 lecture hours; 30 lab 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 or instructor permission

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

**AGRICULTURE DIESEL AND EQUIPMENT****ADE 135 SMALL GASOLINE ENGINES/4 (75 contact hours)**

Teaches the theory of both the 2-cycle and 4-cycle engines to help the student effectively adjust, maintain, overhaul, and trouble-shoot these engines in a minimum amount of time.

**AGRICULTURE MECHANICS****AME 105 BASIC AG MECHANIC SKILLS/2 (15 lecture hours; 30 lab hours)**

Covers safety, proper tool use, tool reconditioning, A.C. electricity, D.C. electricity, domestic water supply and farm sanitation systems

**AME 107 GENERAL POWER MECHANICS/2 (15 lecture hours; 30 lab hours)**

Teaches the theory of operation and maintenance of small engines and related power equipment used on the farm.

**AME 118 FARM CARPENTRY/3 (15 lecture hours; 60 lab hours)**

Focuses on safety, hand and power tool use, farm building planning and site location, concrete, farm building design and construction and materials of construction.

**AME 125 AGRICULTURAL MACHINERY/3 (30 lecture hours; 30 lab hours)**

Emphasizes the safe operation, construction, purpose, maintenance and adjustment of farm machinery.

**AME 151 FUNDAMENTALS OF WELDING/3 (15 lecture hours; 60 lab hours)**

Develops basic welding skills, principles, and practices in arc and oxy-acetylene welding.

**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.

**AGP 180 PRODUCTION AG INTERNSHIP/0-12 (45 hours per credit)**

Students are employed at work or at home in a production agriculture setting, either farming or ranching. This work experience must cover a minimum of 320 hours, involving the student in all facets of the operation. Emphasizes records, managerial decisions, and production agriculture skills. Guidance and supervision is the responsibility of the supervising employer and Coordinator of Production Agriculture.

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

**Prerequisite:** CCR 092

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 185 INDEPENDENT STUDY/0-12  
(45 hours per credit)**

Meets the individual needs of students. Students engage in intensive study or research under the direction of a qualified teacher.

**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  
(45 lecture hours; 30 lab hours)**

**Prerequisite:** ASC 100

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)**

**Prerequisite:** BIO 111

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 (67.5 lecture hours)**

**Prerequisite:** ASC 100

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/2  
(90 practicum hours)**

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

**ANTHROPOLOGY**

**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 with  
Laboratory/4  
(45 lecture hours; 30 lab hours)**

Focuses on the study of the human species and related organisms, and examines principles of genetics, evolution, anatomy, classification, and ecology, including a survey of human variation and adaptation, living primate biology and behavior, and

primate and human fossil evolutionary history.  
(SC1)

**ANT 121 CULTURES OF THE SOUTHWEST/3  
(45 lecture hours)**

Explores the major prehistoric cultures (Paleoindian, Desert Culture, Anasazi, Hohokam, Mogollon) and ethnographic views of the historic cultures (Pueblos, Navajo, Apache, Pima, Papago, Spanish-American, and Anglo-American). The purpose of the course is to trace the stages through which these cultures have passed in order to evaluate environmental influences on human activities and to perceive human influences on the environment.

**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. (SS3)

**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**

**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  
(15 lecture hours; 60 art studio hours)**

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

**ART 124 WATERCOLOR I/3  
(15 lecture hours; 60 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  
(15 lecture hours; 60 art studio hours)**

Introduces the basic techniques of drawing the human figure.

**ART 131 VISUAL CONCEPTS 2-D DESIGN/3  
(15 lecture hours; 60 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  
(15 lecture hours; 60 art studio hours)**

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

**ART 151 PAINTING I/3  
(15 lecture hours; 60 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  
(15 lecture hours; 60 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**  
(15 lecture hours; 60 art studio hours)

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

**ART 165 SCUPLTURE I/3**  
(15 lecture hours; 60 art studio 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**  
(15 lecture hours; 60 art studio hours)

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

**ART 251 PAINTING II/3**  
(15 lecture hours; 60 art studio hours)

**Prerequisite:** ART 151

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**  
(15 lecture hours; 60 art studio 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**  
(15 lecture hours; 60 art studio hours)

**Prerequisite:** ART 161

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

**ART 262 CERAMICS III/3**  
(15 lecture hours; 60 art studio 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**  
(15 lecture hours; 60 art studio 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**

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

Focuses on the history of astronomy, naked-eye sky observation, tools of the astronomer, contents of the solar system and life in the universe. Incorporates laboratory experience.

**AST 102 Stellar Astronomy w/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. Stellar phenomena including white dwarves, black holes will be explored. 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 180 INTERNSHIP/1**

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.

**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)****Co-requisites: AVT 102**

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 (11.2 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 160 Introduction to Unmanned Aircraft Systems (45 Lecture Hours)**

Introduces the planning, regulatory, administrative, and operational processes and knowledge required for facilitating an unmanned aircraft systems (UAS). Course includes examination of the technologies associated with small, medium, and large unmanned aeronautical vehicles (UAVs), ground control stations (GCS), remote split operations, line-of-site operations, payloads, limitations, emergency procedures, and future implications as related to UAV/UAS in commercial and government settings. (Class is designed for any student with an interest in UAV/UAS operations.)

**AVT 161 Unmanned Systems Flight and Control (45 Lecture Hours)**

Introduces the planning, regulatory, administrative, and operational processes and knowledge required for facilitating an unmanned aircraft systems (UAS). Course includes examination of the technologies associated with small, medium, and large unmanned aeronautical vehicles (UAVs), ground control stations (GCS), remote split operations, line-of-site operations, payloads, limitations,

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

**Prerequisites:** AVT 101 or Instructor 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/1 (15 lecture hours)**

Departmental 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.

**AVT 275 SPECIAL TOPICS/0-12  
(0-180 lecture hours)**

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

**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**

**BIO 103 Principles of Animal Bio/3 (45 lecture hours)**

Introduces the student to the study of animals from the cellular level to the interactions of the organism within its environment, and their ecological contributions. This course includes principles of evolution, animal ecology, animal architecture, taxonomy, and phylogeny. It also includes the study of animal diversity, emphasizing the characteristics and classifications of animal phyla and major classes.(SC2)

**BIO 104 BIOLOGY: A HUMAN APPROACH/4  
(45 lecture hours; 30 lab hours)**

Develops a basic knowledge of the structure and function of the human body by studying the body's structure as a series of interrelated systems. Includes cardiovascular, respiratory, digestive, lymphatic, musculoskeletal, nervous, endocrine, reproductive and urinary systems, and genetics. Emphasizes disease prevention and wellness. This course includes laboratory experience. This course is approved as part of the Colorado Statewide Guaranteed transfer curriculum: (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 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.

**BIO 120 Introduction to Natural History 3 credits (45 lecture hours)**

Studies the natural forces of change and environmental evolution in relation to current global and local ecology. Geology, weather, soil, ecological principles, and life histories of representative flora and fauna are included.

**BIO 201 HUMAN ANATOMY & PHYSIOLOGY I WITH LAB/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, and nervous systems. Includes a mandatory hands-on laboratory experience covering microscopy, observations, and dissection. This is the first semester of a two-semester sequence

**BIO 202 Human Anatomy and Physiology II with Lab/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: endocrine, cardiovascular, hematology, lymphatic and immune, urinary, fluid and electrolyte control, digestive, nutrition, respiratory, reproductive, and development. Includes a mandatory hands-on laboratory experience involving microscopy, observations, and dissection. This is the second semester of a two-semester sequence.

**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 and 202 or 201 and concurrent registration in 202 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 binominal distribution, index numbers, time series, decision theory, confidence intervals, linear regression, and correlation. Intended for the business major.

**CHEMISTRY**

**CHE 101 Introduction to Chemistry I with Lab/ 5  
(45 lecture hours; 60 lab hours) Co-requisite: MAT 050 or equivalent test score.** 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 with Lab/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 with Lab: GT-SC1/5 (45 lecture hours; 60 lab hours) Co-requisite: College algebra or permission of instructor.**

Focuses on basic chemistry and measurement, matter, chemical formulas, reactions and equations, stoichiometry. 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. The course includes gases, liquids, and solids and problem-solving skills are emphasized through laboratory experiments.(SC1)

**CHE 112 General College Chemistry II with Lab/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, and electrochemistry. 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 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****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, elevations, 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 INTRODUCTION 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.

## **CRIMINAL JUSTICE**

### **CRJ 110 INTRO TO CRIMINAL JUSTICE/3 (45 lecture hours)**

Introduces students to the basic components of the criminal justice system in the United States. Concepts of crime, crime data, victimization, perspectives and views of crime, theory, and law are discussed. Particular attention to the criminal justice process, interaction and conflict between criminal justice agencies, and current criminal justice issues are examined. (SS3)

## **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 POWER MECHANICS**

### **DPM 100 INTRO TO DIESEL MECHANICS/2 (75 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 (150 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 (112.5 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 (112.5 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 (112.5 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 (112.5 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 (112.5 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 (75 contact hours)**

Covers the history, developments, theory, operation and service procedures of a Cummins B Series diesel engines.

### **DPM 124 POWERSTROKE ENGINES/2 (75 contact hours)**

Covers the history, development, theory, operation and service procedures of Powerstroke Diesel Engines used in Ford Trucks.

### **DPM 125 DURAMAX ENGINES/2 (75 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 (112.5 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  
(150 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  
(112.5 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  
(112.5 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  
(112.5 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/1  
(37.5 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  
(75 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/1  
(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)**

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 or Co-requisite:** 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 or Co-requisite:** 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 or Co-requisite:** 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 or Co-requisite:** ECE 101

Provides students with field experience in early childhood programs.

**ECE 205 NUTRITION, HEALTH AND SAFETY/3(45 lecture hours)**

**Prerequisite or Co-requisite:** 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 or Co-requisite:** 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 or Co-requisite:** ECE 101 and ECE 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 or Co-requisite:** 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 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)

**ECE 240 ADMINISTRATION OF EARLY CHILDHOOD CARE AND EDUCATION PROGRAMS/3(45 lecture hours)**

**Prerequisite or Co-requisite:** 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 or Co-requisite:** 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 or Co-requisite:** 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 or Co-requisite:** ECE 101 and ECE 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 or Co-requisite:** ECE 101

Provides students with advanced field experience opportunities in early childhood education programs.

**ECONOMICS**

**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 EMERGENCY MEDICAL 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 127 AEMT Special Considerations**

**Prerequisites EMS 131**

Introduces the Advanced Emergency Medical Technician (AEMT) student to the fundamental knowledge of growth, development and aging considerations in the emergency patient. The student will learn to use assessment findings to provide basic and selected advanced emergency care and transportation for a patient with special needs. These include the obstetric patient, neonatal patient, pediatric patient, geriatric patient, and patients with special challenges. Learners will apply this knowledge to patient assessment and the development of a treatment plan in a simulated setting. This course also provides an overview of the principles of safe ground ambulance operations, incident management, multiple casualty incidents, air medical responses, vehicle extrication, hazardous material awareness and terrorism and disaster response. Learners will apply critical thinking skills to ensuring the safety of a scene and a plan for safe patient care and transportation.

**EMS 129 AEMT Pharmacology/1**

**Prerequisites: EMS 131**

Provides the Advanced Emergency Medical Technician (AEMT) student with a basis for making clinical decisions in the pharmacologic management of patients commonly encountered in

the pre-hospital setting. Topics include the legal and ethical aspects of pharmacotherapy, roles, responsibilities and techniques associated with medication preparation and administration, the classification and naming of medications, pharmacokinetics, pharmacodynamics and medication calculations. In addition the mechanism of action, dose, route(s) of administration, therapeutic effects, adverse effects, and therapeutic indications for medications within the Advanced Emergency Medical Technician scope of practice are discussed in detail.

**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 131 AEMT Fundamentals/2**

**Prerequisites: Current EMT Cert and CPR for Healthcare Providers**

Provides the Advanced Emergency Medical Technician (AEMT) student with instruction in EMS systems, communications and documentation, pathophysiology, airway management, and the role of EMS in public health.

**EMS 133 AEMT Medical Emergencies/2**

**Prerequisites: EMS 131**

Introduces the Advanced Emergency Medical Technician (AEMT) student to a fundamental knowledge of emergency care for the medical patient. This course provides instruction in the integration of physical exam findings, history findings, and pathophysiology when assessing and treating the medical patient. Topics addressed include neurology, immunology, infectious diseases, endocrine disorders, cardiovascular disorders, toxicology, respiratory emergencies, hematology, and renal disorders.

**EMS 135 AEMT Trauma Emergencies/2**

**Prerequisites: EMS 131**

Introduces the Advanced Emergency Medical Technician (AEMT) student to a fundamental knowledge of emergency care for the trauma patient. The student will learn how to utilize assessment findings to provide basic and selected advanced emergency care and transportation for the trauma patient

**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 171 AEMT Clinical Internship/2**

**Prerequisites:** EMS 127, EMS 129, EMS 131, EMS 133, EMS 135

Builds on the Advanced Emergency Medical Technician (AEMT) student's fundamental knowledge of patient care in the clinical and field setting. The student will perform patient assessments through physical examination, and patient interviews of health history and current illness. The student will then use those assessment findings to develop and carry out a patient treatment plan. This will include pediatric, geriatric and adult patients with a variety of presentations. The student will also survey each field scene for safety considerations and scene management.

**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 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**

**CCR 091 COMPOSITION & READING LAB/1 (15 lecture hours)**

**Prerequisite:** Accuplacer RC<40 or SS<50 **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 or SS 50-69

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 or SS 70-94

**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:** CCR 092

ACT English 18 or

SAT Verbal/Critical Reading (Pre 3/2016) 430 or

SAT Evidence Based Read/Write 470 or

Accuplacer RC 80 or SS 95

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:** 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: CO3/3 (45 lecture hours)**

**Prerequisite:** ENG 122

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.**

Examines techniques for creative writing by exploring imaginative uses of language through creative genres (fiction, poetry, and other types of creative production such as drama, screenplays, graphic narrative, or creative 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**

**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**

**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.

## **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.

## **FIRE SCIENCE WILDLAND**

### **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**

### **GEO 105 World Regional Geography/ 3 (45 lecture hours)**

Examines the spatial distribution of environmental and societal phenomena in the world's regions; environmental phenomena may include

topography, climate, and natural resources; societal phenomena may include patterns of population and settlement, religion, ethnicity, language, and economic development. Analyzes the characteristics that define world regions and distinguish them from each other. Examines the relationships between physical environments and human societies. Examines globalization, emphasizing the geopolitical and economic relationships between more developed and less developed regions.(SS2)

### **GEO 106 Human Geography: GT-SS2/3 (45 lecture hours)**

Introduces students to geographic perspectives and methods in the study of human societies by examining the spatial characteristics of populations, language, religion, ethnicity, politics, and economics. Examines the relationships between physical environments and human societies. (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**

### **GEY 108 GEOLOGY OF NATIONAL PARKS/3 (45 lecture hours)**

Explores significant geologic features and the processes that create them using examples and case studies from the U.S. National Park System. Weathering and erosional landforms, caves and reefs, coasts, glaciers, volcanoes, and complex mountains are discussed. Fundamental geologic concepts including plate tectonics, deep time, and rock classification are introduced and incorporated throughout the course. (SC2)

**GEY 111 PHYSICAL GEOLOGY W/LAB/4 (45 lecture hours; 30 lab hours)**

Introduces the major topics of geology. Course content encompasses Earth's materials, structure, and surface landforms. Geologic time and the geologic processes responsible for Earth's internal and external features are covered. This course includes laboratory experience. (SC1)

**GEY 112 HISTORICAL GEOLOGY W/LAB /4 (45 lecture hours; 30 lab hours)**

Covers the development of Earth through the vast span of geologic time. Emphasis is on the investigation and interpretation of sedimentary rocks and features, the record of ancient environments, fossil life forms, and physical events in Earth's history within the framework of plate tectonics. This course includes laboratory experience. (SC1)

**GEY 229 FIELD PALEONTOLOGY/3 (112 field 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 lab 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 (40 lecture hours; 40 lab 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/0.25 (4.0 lecture hours)**

Prerequisite: Must have current CPR for Professionals Card or equivalent  
Provides opportunity for currently certified CPR providers to renew certificates.

**HPR 106 LAW & ETHICS FOR HEALTH PROFESSIONALS/2**

Introduces student to the study and application medico-legal concepts in medical careers. This course seeks to establish a foundation for ethical behavior and decision making in health professions.

**HPR 108 PHLEBOTOMY/4**

Teaches the duties associated with the practice of venipuncture, capillary puncture, and special collection procedures. Students will have experience with quality control, infection control and safety procedures as well as laboratory computer systems. Students successfully completing this course may apply for a National Phlebotomy Registry Examination.

**HPR 112 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 275 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 INTERNSHIP**

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  
(112.5 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  
(75 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  
(37.5 contact hours)**

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

**HISTORY****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. *(HI1)*

**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. *(HI1)*

**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 235 HISTORY OF THE AMERICAN WEST/3 (45 lecture hours)**

Traces the history of the American West, from the Native American cultures and the frontier experiences of America's earliest, eastern settlers, through the Trans-Mississippi West, across the great exploratory and wagon trails, and up to the present West, be it urban, ranching, reservation, resource management, or industrial. Emphasizes the north and central parts of the West. *(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 20<sup>TH</sup> 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. (HI1)

**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. (HI1)

**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 108 AROMATHERAPY/1 (7.5 lecture hours; 11.25 lab hours)**

While much ancient wisdom on the use of essential oils in health maintenance and the healing of disease has been lost, some tantalizing data from the ancient Egyptians exists and has been verified by modern scientific research. Explores the pharmacokinetics and neurophysiology of essential oils, looking into their origins, extraction, storage, and usage. Enables the student to observe a large number of essential oil remedies and their applications.

**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 166 INTRODUCTION TO REFLEXOLOGY/1  
(7.5 lecture hours; 11.25 lab hours)**

Teaches the student foot anatomy, basic hand stroke and foot reflex points.

**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 151 FUNDAMENTALS OF COLT  
STARTING/4 (30 lecture hours; 45 lab hours)**

Provides students with a foundation in starting an inexperienced horse under saddle. Students will progress to riding the horse out of the round pen/arena while isolating cues to move the shoulders, rib cage (lateral movement) and hips at the walk, jog and lope.

**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/0-12  
(0-540 contact hours))**

Provides each student with placement in the horse industry under a prominent person who specializes in the student's main are 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.

**HORTICULTURE**

**HTL 100 Introduction to Plant Science/4 (45  
lecture hours; 30 lab hours)**

Introduces students to the principles of the plant science as they relate to horticulture. The course emphasizes the application of plant sciences to the propagation, improvement, culture and utilization of horticultural plants.

**HUMAN PERFORMANCE AND  
EXERCISE**

**HPE 102 INTRODUCTION TO SPORTS  
MEDICINE/2 (15 lecture; 30 field hours)**

Introduces students to the field of sports medicine. This includes career opportunities, education and certification requirements for a variety of sports medicine related careers. The course requires 30 observation hours under the supervision of a credentialed sports medicine professional to give students hands on learning opportunities and provide a better understanding of what is required of sports medicine professionals.

## **HUMANITIES**

### **HUM 103 Introduction to Film Art/3 (45 lecture hour)**

Studies the relationships among film's stylistic systems, narrative systems and audience reception. Students view, discuss and critically analyze a variety of films which represent a variety of genres and themes. The course incorporates the vocabulary of stylistic systems (for instance, cinematography and editing) and narrative systems (for instance, story structure and character motivation) as both relate to the kinds of meanings a film conveys. (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**

### **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)

## **LITERATURE**

### **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 246 LITERATURE OF WOMEN/3 (45 lecture hours)**

Examines the techniques and themes in literature by and about women by examining women's issues form various genres. (AH2)

**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 116 PRINCIPLES OF SUPERVISION/3  
(45 lecture hours)**

Studies the principles and techniques of supervising and motivating personnel. This course is designed for students who are interested in supervising others or for those currently in

supervision. Course content focuses on the human interaction in supervision.

**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.

**MESSAGE THERAPY****MST 105 LIFESTYLE WELLNESS/2  
(75 contact 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  
MESSAGE THERAPY/4  
(150 contact 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 MESSAGE THERAPY/4  
(150 contact 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 MESSAGE/3  
(112.5 contact 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  
(37.5 contact hours)**

Provides students with an experiential learning opportunity. Used to review for exam.

**MST 184 CLINICAL MASSAGE/3  
(112.5 contact 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  
(75 contact hours)**

Assists the practitioner of massage therapy to envision, market, establish, and maintain a professional massage therapy practice.

**MST 216 PATHOLOGY FOR MESSAGE  
THERAPY/3  
(112.5 contact 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  
(225 contact 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/0.5  
(18.75 contact hours)**

Demonstrates the culmination of learning within a given program of study.

**MATH****MAT 020 QUANTITATIVE LITERACY LAB/1  
(15 lecture hours)**

**Prerequisite:**

Accuplacer: AR 24-39 or EA 0-29

**Co-requisite:** MAT 050

Supports skill development for students registered in MAT 050 Quantitative Literacy. Topics covered in this course include those defined in MAT 050 and/or any pre-requisite skills needed by the student. For students with Accuplacer score AR 24-

39 or EA < 30 this course is a required co-requisite with MAT 050 Quantitative Literacy.

**MAT 025 ALGEBRAIC LITERACY LAB/1  
(15 lecture hours)**

**Prerequisite:**

Accuplacer EA 45-84

**Co-requisite:** MAT 055

Supports skill development for students registered in MAT 055 Algebraic Literacy. Topics covered in this course include those defined in MAT 055 and/or any prerequisite skills needed by the student. For students with Accuplacer score EA 45-59, this course is a required corequisite with MAT 055 Algebraic Literacy.

**MAT 050 QUANTITATIVE LITERACY/4  
(60 lecture hours)**

**Prerequisite:**

Accuplacer: AR 41 or EA 30-84

Develops number sense and critical thinking strategies, introduce algebraic thinking, and connect mathematics to real world applications. Topics in the course include ratios, proportions, percent, 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:**

Accuplacer: EA 60-84

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 30-59 or AR 41

**Co-requisite:** MAT 103, 107, 108, or 112

Supports skill development for students registered in MAT 103, MAT 107, MAT 108, MAT 109 or MAT 112. Topics covered in the course include those defined in MAT 103/107/108/109/112 and/or any pre-requisite skills needed by the student.

**MAT 092 QUANT LAB/1  
(15 lecture hours)**

**Prerequisite:**

Accuplacer: EA 46-60

**Co-requisite:** MAT 120, 135, 155

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 80-84

**Co-requisite:** MAT 121 or MAT 123

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 or

SAT Math: 500 or

Accuplacer: EA 61-120 or  
AR 41 with MAT 091 or  
EA 30-59 with MAT 091

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 or

SAT Math: 500 or

Accuplacer: EA 61-120 or  
AR 41 with MAT 091 or  
EA 30-59 with MAT 091

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 or  
 SAT Math: 500 or  
 Accuplacer: EA 61-120 or  
 AR 41 with MAT 091 or  
 EA 30-59 with MAT 091

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 or SAT Math: 500 or Accuplacer: EA 61-120 or EA 45-60 with MAT 092.**

Highlights connections between mathematics and the society in which we live and is intended for liberal arts majors. Topics include set theory and logic, mathematical modeling, probability and statistical methods, and consumer mathematics. (MA1)

**MAT 121 COLLEGE ALGEBRA/4 (60 lecture hours) Prerequisite: MAT 055 or ACT Math: 23 or SAT Math: 500 or Accuplacer: EA 85-120 or EA 80-84 with MAT 093**

Explores topics including 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 or  
 Accuplacer: CLM 63-102

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)**

**Prerequisite:** MAT 055 or  
 ACT Math: 23 or  
 SAT Math: 500 or  
 Accuplacer: EA 85-120 or  
 EA 80-84 with MAT 092

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 or  
 Accuplacer: CLM 63-102

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: 19 or SAT Math: 500 or Accuplacer: EA 61-120 or EA 45-60 with MAT 092**

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 or SAT Math: 500 or Accuplacer: EA 61-120 or EA 45-60 with MAT 092**

Engages students in the concepts of school mathematics, including 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**

Further 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 or  
Accuplacer: CLM 63-102

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 or Accuplacer: CLM 103-120**

Introduces single variable calculus and analytic geometry. It includes limits, continuity, derivatives, and applications of derivatives as well as indefinite and definite integrals and some applications. (MA1)

**MAT 202 CALCULUS II/5  
(75 lecture hours)**

**Prerequisite:** MAT 201

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)

**MEDICAL ASSISTING****MAP 110 MEDICAL OFFICE ADMINISTRATION/4**

Introduces the administrative duties specifically used in medical offices.

**MAP 120 MEDICAL OFFICE FINANCIAL  
MANAGEMENT/4**

Covers the practical uses of accounts and records with emphasis on accounting principles and analysis for use in a medical office. Introduces outpatient coding with an ultimate goal to present a clear picture of medical procedures and services performed (CPT codes), correlating the diagnosis, symptom, complaint or condition (ICD codes), thus establishing the medical necessity required for third-party reimbursement.

**MAP 138 MEDICAL ASSISTING LABORATORY/4**

Introduces the student to basic routine laboratory skills and techniques for collection, handling, and examination of laboratory specimens often encountered in the ambulatory care setting.

**MAP 140 MEDICAL ASSISTING CLINICAL  
SKILLS/4**

Provides hands on experience with clinical skills required in medical offices. Delivers theory and skills presentations allowing for students to properly demonstrate techniques for a variety of medical needs.

**MAP 150 PHARMACOLOGY FOR MEDICAL  
ASSISTANTS/3**

Provides an overview of pharmacology language, abbreviations, systems of measurement and conversions. The Controlled Substances Act, prescriptions, forms of medications, patient care applications, drug classifications/interactions, and safety in drug therapy and patient care are presented. Information regarding the measurement of medications, dosage calculations, routes of administration, and commonly prescribed drugs in the medical office is provided.

**MAP 183 MEDICAL ASSISTING INTERNSHIP/5**

Provides supervised placement in contracted facility for guided experience in application of knowledge and skill acquired in the classroom. The student assists with a variety of business and clinical procedures. Positions are non-paid. Student must have permission by program coordinator to begin internship.

**MAP 189 REVIEW FOR MEDICAL ASSISTANT  
NATIONAL EXAM/1**

Prepares the candidate sitting for the National Registration/Certification examination for Medical Assistant through review and practice. These examinations are given with the intent of evaluating the competency of entry-level practitioners in Medical Assisting, supporting quality care in the office or clinic.

**MEDICAL OFFICE TECHNOLOGY****MOT 130 INSURANCE BILLING AND CODING/3**

Introduces outpatient coding services performed (CPT codes) Current Procedural Terminology correlating the diagnosis or signs & symptoms (ICD codes) International Classification of Diseases, establishing medical necessity required for third-party reimbursement.

**MOT 136 INTRO TO CLINICAL SKILLS/2**

Provides hands on experience with the basic clinical skills required for assisting with patient care in an ambulatory setting.

**METEOROLOGY****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 REFESHER /.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.

**MULIMEDIA GRAPHIC DESIGN****MGD 111 ADOBE PHOTOSHOP I /3  
(22.5 lecture hours; 33 lab hours)**

Concentrates on the high-end capabilities of Adobe Photoshop as an illustration, design and photo retouching tool. Students explore a wide range of selection and manipulation techniques that can be applied to photos, graphics and videos. Course competencies and outline follow those set out by the Adobe Certified Associate exam in Visual Communication Using Adobe Photoshop.

**MUSIC****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 141 PRIVATE INSTRUCTION SPECIFY/ 1-**

## **NAIL TECHNICIAN**

### **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**

### **NRE 251 GENERAL OCEANOGRAPHY I/4 (45 lecture hours; 30 lab hours)** Prerequisite: BIO 111 or CHE111 and Co-Requisite: BIO 112 or CHE 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 or 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 clinical hours)** Prerequisite: Successful completion of NUA 101.

Applies knowledge gained from NUA 101 to patient care.

## **NURSING**

### **NUR 106 MEDICAL AND SURGICAL NURSING CONCEPTS/7 (51 lecture hours; 13.5 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/6 (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 121 Success in Nursing School/1 (15 lecture hours)**

Addresses success strategies for beginning nursing students. Will enable the student to identify and practice strategies to optimize success in nursing school, including identifying stressors and mobilizing personal resources, study and test taking strategies using critical thinking skills, developing familiarity with medical terminology, exploring the evolving roles of the professional nurse. Additionally, explores the concepts of professionalism and collaboration.

**NUR 150 MATERNAL–CHILD NURSING/6 (49.5 lecture hours; 31.5 lab hours; 90 clinical hours)**

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/4 (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.

**NUR189 TRANSITION FROM LPN TO ADN/3 (30 lecture hours; 22.5 lab; 22.5 clinical)**

Facilitates transition of the LPN to new roles and responsibilities of the ADN, the nursing process, critical thinking, legal and ethical issues in nursing practice, and the nursing care of childbearing families and pediatric clients. Application of knowledge and skills occurs in the laboratory and maternal/child and pediatric clinical settings.

**NUR 206 ADVANCED CONCEPTS OF MEDICAL-SURGICAL NURSING I/6.5 (45 lecture hours; 22.5 lab hours; 135 clinical hours)**

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 (40.5 lecture 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/5 (34.5 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/4 (24 lecture hours;105 clinical 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 103 Colorado Fourteeners/2 (60 lab hours)**

Presents an historical look into the naming and climbing of Colorado's 14,000 foot peaks. Includes information on the current routes to ascend the peaks. This course includes multi-day hiking trips.

**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 131 Rock Climbing I/2  
(60 lab hours)**

Introduces basic rock climbing, improving dexterity, problem solving skills and the physical work capacity of an individual. Enables the student to gain an understanding of the general principles of climbing; how equipment works and how it is used; basic climbing skills and techniques; safety and climbing etiquette and terminology.

**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 167 BASIC SEARCH & RESCUE/3  
(22.5 lecture hours; 33.75 lab hours)**

Covers the basic fundamentals required for search and rescue in a wilderness environment. Includes tracking techniques and field trips.

**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/2  
(15 lecture hours; 30 lab hours)**

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  
(60 lab 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 PARK RANGER ACADEMY I/6 (225 contact hours)**

Teaches basic skills and knowledge necessary to perform the duties of a Seasonal Law Enforcement Ranger. Provides students basic knowledge of federal guidelines and competencies of Code of Federal Regulations through lecture and practical applications. Introduces History of the National Park Service, Authority and Jurisdiction, 4th, 5th and 6th Amendment, Officer Liability, along with Federal Criminal Law and Court Procedures. Conforms to National Park Service standards and Federal Law Enforcement Training Center certification requirements.

### **PRA 101 PARK RANGER ACADEMY II/ 11 (412.5 contact hours)**

Introduces basic and advanced skills and knowledge necessary to perform the entry level duties of a Seasonal Law Enforcement Ranger. This course introduces crime scene investigation, DUI/DWI detection, terrorism recognition, human behavior, radio communication, vehicle searches and patrol skills. Conforms to National Park Service standards and Federal Law Enforcement Training Center (FLETC) certification requirements.

### **PRA 103 NPS Basic Tactics/5 (187.5 contact hours)**

Identifies and demonstrates basic tactics and active threat concepts, principles and techniques. This course introduces basic skills and knowledge necessary to perform the duties of the Seasonal Law Enforcement Ranger while working in various tactical environments. This course includes basic tactics, control tactics, tactical medicine, electronic control device, Oleoresin Capsicum, active threat, aircraft counter measures and flying armed knowledge and ability. Conforms to National Park Service standards and Federal Law Enforcement Training Center certification requirements.

### **PRA 104 Park Ranger Fitness Awareness/3 (112.5 contact hours)**

Determines functional capacity in the areas of body composition, speed and agility, flexibility, muscular strength, and cardiovascular endurance given the requirement to perform the Physical Efficiency Battery (PEB). Students must achieve a score at the level of proficiency required by FLETC. Identify the importance of fitness as it relates to the Law

Enforcement Ranger and the five elements of fitness. Conforms to National Park Service standards and Federal Law Enforcement Training Center (FLETC) certification requirements.

### **PRA 105 NPS Firearms/5 (187.5 contact hours)**

Gains knowledge of nomenclature, safety rules and regulations, safe weapons handling, de-cocking, loading, unloading and transfer of a weapon. The student will demonstrate proficiency in the fundamentals of marksmanship and weapon handling skills as designated by the National Park Service Courses of Fire. Conforms to National Park Service standards and Federal Law Enforcement Training Center (FLETC) certification requirements.

### **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/3 (112.5 contact hours)**

Demonstrates emergency response and non-emergence response driving techniques including braking techniques, steering techniques, selecting the appropriate line of travel, and maintaining control of the vehicle. Student will demonstrate proper function, operation, testing, and calibration of basic Radar/Lidar. Conforms to National Park Service standards and Federal Law Enforcement Training Center (FLETC) certification requirements.

## **PHILOSOPHY**

### **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 121 PHOTOIMAGE CAPTURE I/3  
(15 lecture hours; 22 lab hours)**

Emphasizes the fundamental operations of a DSLR camera. The general operation of the camera, proper camera handling and maintenance, exposure control, depth of field, lenses and the visual characteristics of lenses, and an understanding of how digital capture works are emphasized. Additional topics include: f-stops, shutter speeds, metering modes, use of the histogram, auto focus, auto bracketing, and exposure compensation.

**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

**VARSAITY SPORTS/1**

PED 237	Men's Basketball
	Women's Basketball
	Baseball
	Softball
	Volleyball
	Rodeo

## **PHYSICS**

### **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**

### **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**

### **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/3 (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 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**

### **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 207 ENVIRONMENTAL SOCIOLOGY/3 (45 lecture hours)**

Examination of humans and the environment from an ecological perspective. Focuses on industrial and economic growth versus sustainability, natural resources development and management, environmental values and social movements, and comparative perspectives on people's relationship to the environment. Review of the «Green» movement and other environmental movements and their impacts upon social dynamics, the environment, and the evolution of social movements. (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**

### **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. (AH4)

## **THEATRE**

**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)

## **WELDING**

**WEL 100 SAFETY FOR WELDERS/1  
(15 lecture hours)**

Covers the hazards of welding on health and safety, locating essential safety information from a

code or other standard and identifying and applying shop safety procedures.

**WEL 121 STRUCTURAL WELDING/3  
(90 contact hours)**

Covers theory and practice in oxy-acetylene processes with emphasis toward AWS welder qualification with mild steel electrode E-7018 welding in the horizontal and vertical position.

**WEL 124 INTRODUCTION TO GAS TUNGSTEN  
ARC WELDING/4 (90 contact hours)**

**Prerequisite or Co-Requisite:** WEL 100 or instructor permission. Covers welding in all positions and on various joint configurations using the GTAW (tig) welding process on carbon steel, stainless steel and aluminum. Students should be familiar with basic metallurgy pertaining to the weldability of metals, structural joints, and safety in the welding industry.

**WEL 125 INTRODUCTION TO GAS METAL ARC  
WELDING/4 (90 contact hours)**

**Prerequisite or Co-Requisite:** WEL 100 or instructor permission. Covers welding in all positions and on various joint configurations using the GMAW(mig) welding process on carbon steel, stainless steel and aluminum. Students should be familiar with basic metallurgy pertaining to the weldability of metals, structural joints, and safety in the welding industry.

**WEL 130 MAINTENANCE WELDING/2 (45  
contact hours)**

**Prerequisite or Co-Requisite:** WEL 100 or instructor permission. Gives the student a basic understanding of the oxyacetylene cutting and arc welding process and introduction to the skills and techniques used to develop fillet and groove welds. Students will be introduced to oxyacetylene, shielded, gas metal arc welding equipment set up, and various welding techniques. Safety will be stressed during the course.