ON THE HUNT FOR A DEGREE

CATALOG 2024–25

SOUTH TEXAS COLLEGE

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WELCOME TO SOUTH TEXAS COLLEGE

This year, South Texas college is celebrating 30 years of excellence in higher education in the Rio Grande Valley.

Three decades ago, South Texas College started with only 1,000 students, but has grown to an enrollment of 30,000 and has conferred more than 80,000 degrees and certificates since its inception in 1993. And although STC is one of the youngest colleges in the state, its growth has been exponential and is now a "Top 5" college in the nation for awarding the most associate degrees to Hispanic students.

As one of the most prominent community colleges in the nation, the state's top producer of nurses and the only community college to offer five baccalaureate degrees, South Texas College is committed to student learning as the foundation of student success. This is achieved through excellence in teaching and service, faculty and staff empowerment, professional development and accountability.

South Texas College students can choose from more than 127 degree and certificate program options in a variety of fields of study. These include business, technology, liberal arts, social science, math, science, nursing and allied health. Students can pursue a Bachelor of Applied Technology (BAT) in Operations Management, Computer and Information Technologies, Medical and Health Services Management, a Bachelor of Applied Science (BAS) in Organizational Leadership and a Bachelor of Science in Nursing (RN-to-BSN).

As South Texas College continues to celebrate 30 years, the college looks toward a newfound vision of innovation, bold transformation and forging new and creative partnerships that will bring the region more learning opportunities and workforce development.

Accreditation

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

South Texas College's offerings are approved by the Texas Higher Education Coordinating Board. It is also approved for veterans' educational training in Certificate and Associate of Applied Science Degree programs by the Texas Education Agency.

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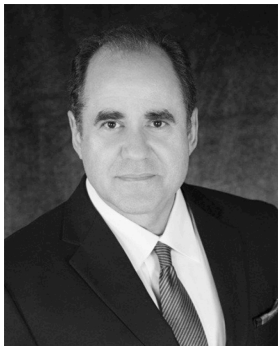
While this bulletin was prepared on the basis of the best information available at the time, South Texas College reserves the right to change any information, including tuition and fees, course offerings and admissions requirements without notice or obligation in keeping with policies approved by the Board of Trustees of South Texas College.

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

A MESSAGE FROM THE PRESIDENT



Welcome to the 2024-25 academic year at South Texas College. This year we are celebrating 30 years of regional service and success.

While one of the youngest colleges in the state, STC has been one of the fastest growing with six campuses in Hidalgo and Starr Counties, and offering of more than 130 programs and a current enrollment of 30,000 academic students with 20,000 more in technical workforce training.

Since I got here almost three years ago, I've made access and success our top priorities. Our Foundation is now in full operation with a board of distinguished community leaders who share our vision of raising funds for student scholarship opportunities.

Because we believe that no student should be deprived of a college education, we are about to unveil a Valley Promise initiative that will give many of our students the chance to pursue an education at no cost to them or their families.

We are partnering with more universities than ever before, to make sure our Jaguars have transfer and scholarship opportunities to four-year institutions throughout the state of Texas.

And, our prestigious nursing school, dual credit programs, apprenticeship programs and bachelor's programs are recognized nationally as being pioneering successes while our STC leadership in these areas are considered industry experts.

In short, with the full support of a very engaged Board of Trustees, we are continuously moving our institution forward with confidence and pride, positively impacting the community and region we serve.

As an incoming student, you are in good hands. Supportive faculty, engaging technology and resources such as counseling, advising and tutoring are in place to ensure your success here at STC and beyond.

It is my sincere hope that you will enjoy the adventure that awaits and that you will make STC memories that you will cherish as you make your way through life. Paws Up!

Sincerely,

Dr. Ricardo J. Solis
President

AFFILIATIONS

National/Regional

- Accreditation Commission for Education in Nursing (ACEN)
- Accreditation Council for Occupational Therapy Education (ACOTE)
- Accreditation Council for Pharmacy Education (ACPE)
- Achieving the Dream
- Air Conditioning Contractors of America (ACCA)
- Alliance for Community College Innovation
- Alpha Delta Sociology Honors Society for 2 Year Colleges
- American Advertising Federation (AAF) - Rio Grande Valley Chapter
- American Alliance for Theatre & Education (AATE)
- American Alliance of Museums
- American Association for Health, Physical Education, Recreation and Dance
- American Association for Physical Activity and Recreation (AAPAR)
- American Association for Respiratory Care (AARC)
- American Association for Women in Community Colleges (AAWCC)
- American Association of Collegiate Registrars and Admissions Officers (AACRAO)
- American Association of Community College Trustees (AACT)
- American Association of Community Colleges (AACC)
- American Association of Medical Assistants (AAMA)
- American Health Information Management Association (AHIMA)
- American Institute of Architects - Lower Rio Grande Valley Chapter (LRGV-AIA)
- American Institute of Ultrasound in Medicine (AIUM)
- American Library Association (ALA)
- American Museum Association
- American Occupational Therapy Association, Inc. (AOTA)
- American Petroleum Institute (API)
- American Physical Therapy Association
- American Registry of Radiologic Technologists (ARRT)
- American Registry for Diagnostic Medical Sonography (ARDMS)
- American Society of Administrative Professionals (ASAP)
- American Society of Civil Engineers (ASCE)
- American Society of Health-System Pharmacists (ASHP)
- American Society of Heating, Refrigeration and Air-Conditioning Engineers (ASHRAE)
- American Society of Mechanical Engineers (ASME)
- American Society of Radiologic Technologists (ASRT)
- American Welding Society (AWS)
- Amigos Library Services
- Associated Builders and Contractors (ABC)
- Association for Early Learning Leaders
- Association for Healthcare Documentation Integrity (AHDI)
- Association for Institutional Research (AIR)
- Association of College and Research Libraries (ACRL)
- Association of Collegiate Business Schools and Programs (ACBSP)
- Association of International Educators
- Association of Public and Land Grant Universities (APLU)
- Association of Title IX Administrators (ATIXA)
- Association on Higher Education and Disability (AHEAD)
- AT&T Foundation
- Audiovisual and Integrated Experience Association (AVIXA)
- Bank of America
- Building Efficiency for a Sustainable Tomorrow (BEST)
- Career and Technical Education Research Network
- Center for Community College Student Engagement
- Center for Internet Security (CIS)
- Central States Communication Association (CSCA)
- Certiport
- Clearinghouse for Labor Evaluation and Research (CLEAR)
- Coalition on Adult Basic Education
- College Art Association (CAA)
- College Reading and Learning Association (CRLA)
- Collegiate Information & Visitor Services Association (CIVSA)
- Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM)
- Commission on Accreditation for Respiratory Care (CoARC)
- Commission on Accreditation in Physical Therapy Education (CAPTE)
- Commission on Accreditation of Allied Health Education Programs (CAAHEP)
- Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP)
- Community College Baccalaureate Association (CCBA)
- Community College Business Officers (CCBO)
- Competency Base Education Network (C-BEN)
- CompTIA
- Council for Adult and Experiential Learning (CAEL)
- Creative Community College Collaborators (4C)
- Delta Sigma Psi Criminal Justice Honor Society
- Disaster Recovery Institute (DRI)
- Dollar General Foundation
- Educational Technology Collaborative (ETC)
- EC-Council
- EDUCAUSE
- ESCO Group
- Federation of the State Boards of Physical Therapy (FSBPT)
- FESTO
- Fortinet
- Fuji Automatic Numerical Controls (FANUC)
- Gene Haas Foundation
- Government Finance Officers Association (GFOA)
- Grant Professionals Association (GPA)
- Haas Technical Education Centers (HTEC)

- Hispanic Association of Colleges and Universities (HACU)
- InfoComm International
- Institute of Museum and Library Services
- Instructional Technology Council (ITC)
- International Association of Administrative Professionals (IAAP)
- International Association of Campus Law Enforcement Administrators (IACLEA)
- International Association of Electrical Inspectors (IAEI)
- International Association of GM-ASEP Schools
- International Literacy Association (ILA)
- International Nursing Association for Clinical Simulation and Learning (INACSL)
- John G. and Marie Stella Kenedy Memorial Foundation
- League for Innovation of the Community College (League)
- Legal Secretaries International Inc.
- Library Orientation Exchange (LOEX)
- Lumina Foundation
- Medical Library Association (MLA)
- Multi-State Information Sharing & Analysis Center (MS-ISAC)
- National Accreditation Commission for Early Care and Education Programs (NAC)
- National Alliance of Concurrent Enrollment Partnerships (NACEP)
- National Association for College Admission Counseling (NACAC)
- National Association for the Education of Young Children (NAEYC) Early Childhood Association Degree Accreditation
- National Association of College and University Business Officers
- National Association of College Auxiliary Services (NACAS)
- National Association of Colleges and Employers (NACE)
- National Association of Community College Teacher Education Programs (NACCTEP)
- National Association of Education Office Professionals (NAEOP)
- National Association of Emergency Medical Technicians (NAEMT)
- National Association of EMS Educators (NAEMSE)
- National Association of Student Financial Aid Administrators (NASFAA)
- National Automotive Technicians Education Foundation (NATEF)
- National Board for Certification in Occupational Therapy, Inc. (NBCOT)
- National Board for Respiratory Care (NBRC)
- National Center for Competency Testing (NCCT)
- National Center for Construction Education and Research (NCCER)
- National Center for Welding Education and Training (Weld-Ed)
- National Coalition of Advanced Technology Centers (NCATC)
- National Coalition of Certification Center (NC3)
- National Communication Association (NCA)
- National Community College Hispanic Council (NCCHC)
- National Conference of Standards Laboratories International (NCSLI)
- National Council for Continuing Education & Training (NCCET)
- National Council for Staff and Organizational Development
- National Electrical Contractors Association (NECA)
- National Electrical Manufacturers Association (NEMA)
- National Grants Management Association (NGMA)
- National Healthcareer Association (NHA)
- National High School Equivalency Program (HEP)/College Assistance Migrant Program (CAMP) Association
- National Humanities Alliance
- National Institute for Metalworking Skills, Inc. (NIMS)
- National Institute for Staff and Organizational Development (NISOD)
- National Institute of Health - UTRGV
- National League for Nursing (NLN)
- National Library of Medicine (NLM)
- National Organization for Student Success (NOSS)
- National Pharmacy Technician Association (NPTA)
- National Registry of Emergency Medical Technicians
- National Science Foundation
- North American Council for Staff, Program and Organizational Development (NCPSOD)
- Occupational Safety and Health Administration (OSHA)
- Open Education Network (OEN)
- Organization for Associate Degree Nursing (OADN)
- Pharmacy Technician Educators Council (PTEC)
- PSI BETA Community College National Honor Society in Psychology
- Quality Matters (QM)
- Research and Education Networking Information Sharing and Analysis Center (REN-ISAC)
- Simulation User Network
- Society for College and University Planning (SCUP)
- Society for Human Resource Management (SHRM)
- Society of Diagnostic Medical Sonography (SDMS)
- Society of Simulation in Healthcare (SSH)
- Southern Association of College and University Business Officers
- Southern Association of Collegiate Registrars and Admissions Officers (SACRAO)
- Southern States Communication Association (SSCA)
- Southwest Association of Student Financial Aid Administrators (SWASFAA)
- State University of New York (SUNY) Collaborative Online International Learning (COIL) Global Network
- Supply Chain and Operations Management Processional (APICS)
- The Association for Legal Professionals (NALS)
- The Association of Executive and Administrative Professionals (AEAP)
- The Gathering of Healthcare Simulation Technology Specialists (SimGhosts)
- The Instructional Technology Council (ITC)

- The National Communication Association (NCA)
- The National Executive Assistant Association
- The Online Learning Consortium (OLC)
- TryHackMe
- uCertify
- United States Distance Learning Association (USDLA)
- U.S. Department of Agriculture
- U.S Department of Commerce
- U.S Department of Education
- U.S Department of Labor
- U.S Department of Labor Women's Bureau
- WICHE Cooperative for Educational Technologies (WCET)
- Women in Apprenticeship and Non-Traditional Occupations (WANTO)

State

- 2-1-1 Texas
- Association of Texas Colleges and Universities
- Catch the Next, Inc. (CTN)
- Educate Texas
- Executive Council of Physical Therapy and Occupational Therapy Examiners (ECPTOTE)
- Hispanic Women's Network of Texas (HWNT)
- Humanities Texas
- Junior/College Student Personnel Association of Texas (J/CCSPAT)
- Legal Secretaries of Texas, Inc.
- Lonestar Education And Research Network (LEARN)
- Region One Education Service Center
- Simulation Professionals of Texas (SPOT)
- South Texas Association of Registrars and Admissions Officers
- STARLINK
- Statewide California Electronic Library Consortium (SCELC)
- Texas Administrators of Continuing Education (TACE)
- Texas Affiliate of the National College Learning Center Association (TxNCLCA)
- Texas Affordable Baccalaureate (TAB.LAB)
- Texas Air Conditioning Contractors Association (TACCA)
- Texas Alliance of Physical Therapist Assistant Educators
- Texas Association for College Admission Counseling (TACAC)
- Texas Association for Healthcare Documentation Integrity (TXAHDI)
- Texas Association of Chicanos in Higher Education (TACHE)
- Texas Association of College and University Student Personnel Administrators (TACUSPA)
- Texas Association of College Technical Educators (TACTE)
- Texas Association of Collegiate Registrars and Admissions Officers (TACRAO)
- Texas Association of Community College Business Officers (TACCBO)
- Texas Association of Community College Marketers (TACCM)
- Texas Association of Community College Trustees and Administrators (TACRAO)
- Texas Association of Community Colleges (TACC)
- Texas Association of Community Colleges - CIO (TACC-CIO)
- Texas Association of Deans and Directors of Professional Nursing Programs (TADDPNP)
- Texas Association of Institutional Research (TAIR)
- Texas Association of Museums (TAM)
- Texas Association of School Boards (TASB)
- Texas Association of Schools of Art (TASA)
- Texas Association of Student Financial Aid Administrators (TASFAA)
- Texas Association of Vocational Nurse Educators (TAVNE)
- Texas Board of Nursing (BON)
- Texas Community College Instructional Administrators (TCCIA)
- Texas Community College Teachers Association (TCCTA)
- Texas Competency Based Institute
- Texas Connection Consortium (TCC)
- Texas Council of Academic Libraries (TCAL)
- Texas Counseling Association (TCA)
- Texas Department of Agriculture
- Texas Department of Information Resources (DIR)
- Texas Department of Licensing & Regulation (TDLR)
- Texas Department of State Health Services Bureau of Radiation Control
- Texas Department of State Health Services - Office of EMS/Trauma Systems Coordination
- Texas Developmental Education State Policy Leadership Team
- Texas Digital Learning Association (TxDLA)
- Texas Health and Human Services Commission for Nurse Aides in Long-Term Care
- Texas Health Information Management Association (TXHIMA)
- Texas Higher Education Coordinating Board
- Texas Higher Education Foundation
- Texas Information Sharing and Analysis Organization (TxISAO)
- Texas Library Association (TLA)
- Texas Medical Board (TMB)
- Texas Medical Board Medical Radiologic Technologist
- Texas Music Educators Association
- Texas Mutual Insurance Company
- Texas Occupational Therapy Association (TOTA)
- Texas Organization of Associate Degree Nursing (T-OADN)
- Texas Organization of Baccalaureate and Graduate Nursing Education (TOBGNE)
- Texas Pathways Project
- Texas Physical Therapy Association
- Texas Pioneer Foundation
- Texas Society for Respiratory Care (TSRC)
- Texas Society of Allied Health Professionals
- Texas Society of Health-System Pharmacists (TSHP)
- Texas Society of Medical Assistants
- Texas Speech Communication Association (TSCA)
- Texas State Technical College
- Texas Team Coalition of Nursing
- Texas Women in Higher Education (TWHE)
- Texas Workforce Commission
- The Meadows Foundation

- Virtual College of Texas (VCT)
- We Can TX - Educate Texas

Local

- Asociación Regional de Maquiladoras de Reynosa, S.A.
- Coastal Bend District of the Texas Physical Therapy Association (TPTA)
- Community Council of the Rio Grande Valley, Inc.
- County of Hidalgo
- Deep South Texas Financial Literacy Alliance (DSTFLA)
- Development Corporation of McAllen, Inc.
- Economic Development Corporation of Weslaco (EDCW)
- Emotional Intelligence Institute
- First RGV Inc.
- Hidalgo County Prosperity Task Force
- McAllen Chamber of Commerce
- Mi Casita Affordable Housing Project
- Mission Chamber of Commerce
- Pharr Economic Development Corporation (EDC) Foundation
- Philippine Nurse Association of South Texas Rio Grande Valley Chapter (PNA RGV)
- RGV Focus
- RGV HVAC Contractors Association
- Rio Grande Valley Collective Impact - Rio Grande Valley Focus
- Rio Grande Valley Council of Teachers of Mathematics
- Rio Grande Valley Health Information Management Association (RGVHIMA)
- Rio Grande Valley - Linking Economic & Academic Development (RGV-LEAD)
- Rio Grande Valley Partnership
- Rio Grande Valley Pathways Project
- Rio South Texas Education and Community Development Foundation (RSTF)
- Society of Human Resources Management Rio Grande Valley
- South Texas Area Recruitment Network (STARN)
- South Texas Association of Collegiate Registrars and Admissions Officers (STACRAO)
- South Texas Builders Alliance (STBA)
- South Texas Engineering Alliance
- South Texas Historical Association
- South Texas Literacy Coalition (STLC)
- South Texas Manufacturers' Association
- South Texas Mathematics Consortium
- South Texas Organization for Nursing Leadership (STONL)
- The University of Texas Rio Grande Valley (UTRGV)
- The Upper Valley Art League
- Weslaco Area Chamber of Commerce
- Workforce Solutions (WFS)

CREATION AND ACCREDITATION

South Texas College was created on September 1, 1993, by Texas Senate Bill 251 to serve Hidalgo and Starr Counties. It was the only community college in Texas to have been established by the Texas Legislature. A confirmation election on August 12, 1995, established a taxing district for the college.

Seven districts, based on population, were also approved for single-member representation on the Board of Trustees. A community leader from each of the seven districts was originally appointed by former Governor Ann Richards to serve on the founding Board of Trustees. Since then, an election process has been established and all board members are elected for six-year terms.

In December 2004, South Texas College was awarded membership from the Southern Association of Colleges and Schools Commission on Colleges as a level-II Baccalaureate Degree granting institution to offer the Bachelor of Applied Technology degree.

Today, South Texas College is the only community college in Texas to offer five baccalaureate degrees in Organization Leadership, Computer and Information Technologies, Medical and Health Information Services Management, Operations Management and Registered Nursing (RN) to Bachelor's Degree in Nursing (BSN).

Since its inception, South Texas College has grown from 1,000 students to nearly 50,000 and conferred more than 100,000 degrees and certificates.

Accreditation

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

South Texas College's offerings are approved by the Texas Higher Education Coordinating Board. It is also approved for veterans' educational training in Certificate and Associate of Applied Science Degree programs by the Texas Education Agency.

VISION, MISSION, AND CORE VALUES

Comprehensive Mission for South Texas College

Vision Statement

Changing lives and transforming communities through higher education.

Mission Statement

South Texas College is a comprehensive public higher education institution that transforms lives through innovative education, holistic learner support, and community engagement. We empower our region and drive socioeconomic advancement through lifelong learning opportunities.

Core Values

Student Success:
We are committed to the personal, academic and career goals of each student.

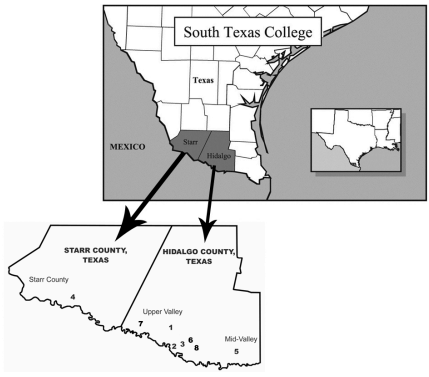
Excellence:
We are committed to excellence and innovation in teaching, learning and services.

Opportunity:
We are committed to providing access and support for students to achieve their academic and career goals.

Caring:
We are committed to creating a campus culture that embodies respect, empathy, and genuine care for all.

Integrity:
We are committed to being respectful, professional, honest, accountable and transparent.

CAMPUSES AND CENTERS



1. ## Pecan Campus

   3201 W. Pecan Blvd.
   McAllen, TX 78501
   956-872-8311

2. ## Technology Campus

   3700 W. Military Hwy.
   McAllen, TX 78503
   956-872-6100

3. ## Nursing & Allied Health Campus

   1101 E. Vermont
   McAllen, TX 78503
   956-872-3226

4. ## Starr County Campus

   142 FM 3167
   Rio Grande City, TX 78582
   956-488-8181

5. ## Mid-Valley Campus

   400 N. Border
   Weslaco, TX 78596
   956-447-6600

6. ## Higher Education Center - Pharr

   1100 E. Business Hwy 83
   Pharr, Texas 78577
   956-872-4200

7. ## Higher Education Center - La Joya

   603 College Drive
   La Joya, TX 78560
   956-872-6717

8. ## STC Regional Center for Public Safety Excellence

   3901 S. Cage Blvd.
   Pharr, TX 78577
   956-872-4208

9. ## South Texas College Online

   956-872-2598
   southtexascollege.edu/online

BOARD OF TRUSTEES

Officers

Dr. Alejo Salinas Jr. - Chair

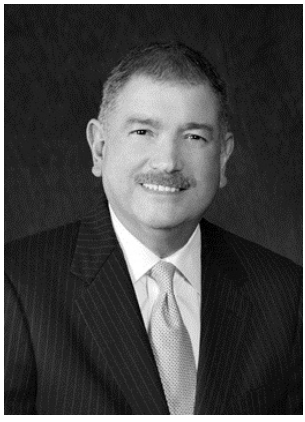
Retired Superintendent, Superintendent Emeritus, Hidalgo ISD

District 5
Representing Northwest Hidalgo County, Edinburg, North San Juan, and Northeast Pharr.

Serves as Chair of the Board.

First Term: May 1996 - May 2002
Second Term: May 2002 - May 2008
Third Term: May 2008 - May 2014
Fourth Term: May 2014 - May 2020
Fifth Term: May 2020 - May 2026

Serves as Chair of the Facilities Committee and as a Member of the Finance, Audit, and Human Resources Committee. Formerly served as Chair and Vice Chair of the Board.



Paul R. Rodriguez - Vice Chair

CEO of Valley Land Title Co.

District 3
Representing South McAllen, Southwest Pharr, Hidalgo, Sharyland, Southeast Mission, and Granjeno.

Serves as Vice Chair of the Board.

Appointed: August 2012 - May 2016
Second Term: May 2016 - May 2022
Third Term: May 2022 - May 2028

Serves as a Member of the Education and Workforce Development Committee and a Member of the Finance, Audit and Human Resources Committee. Formerly served as Chair and Secretary of the Board.

Danny Guzman - Secretary

Right-of-Way Agent, Hidalgo County Precinct #1

District 7
Representing Northeast Hidalgo County, North Weslaco, Edcouch, Elsa, La Villa, Mercedes, Monte Alto, Northeast Alamo, Northeast Edinburg, and Hargill.

Serves as Secretary of the Board.

First Term: November 2020 - May 2026

Serves as Member of the Education and Workforce Development Committee.

Rose Benavidez - Member

President of Starr County Industrial Foundation

District 1
Representing Starr County

First Term: Nov. 2009 - May 2012
Second Term: May 2012 - May 2018
Third Term: May 2018 - May 2024
Fourth Term: May 2024 - May 2030

Serves as a Member of the Facilities Committee. Formerly served as Chair and Vice Chair of the Board.

Victoria Cantú - Member

CEO of Children's Education Station, LLC

District 2
Representing La Joya, West Mission, Palmview, Sullivan City, Penitas, and West Alton.

First Term: May 2018 - May 2024
Second Term: May 2024 - May 2030

Serves as a Chair of the Education and Workforce Development Committee. Formerly served as Secretary of the Board.

Dalinda Gonzalez-Alcantar - Member

CEO, Boys & Girls Club of McAllen

District 4
Representing North McAllen, Northwest Pharr, Palmhurst, Southwest Edinburg, East Alton, and Northeast Mission

First Term: May 2022 - May 2028

Serves as Chair of the Finance, Audit, and Human Resources Committee.

David De Los Rios - Member

District 6
Representing Donna, South Alamo, South San Juan, Southeast Pharr, South Weslaco, and Progreso.

First Term: May 2024 - May 2030

Serves as a Member of the Education and Workforce Development Committee.

ACADEMIC CALENDAR

Fall 2024

(August 26, 2024 - December 15, 2024)

August 14	New Faculty Start Date - New Faculty Benefits & Orientation (Human Resources)
August 15	New Faculty Orientation
August 16	New Faculty Service Area Tour
August 19	Faculty Return - Academic Affairs Assembly/ Division Meetings
August 20	Faculty Preparation Day / Departmental Meetings
August 21	Faculty Preparation Day / Departmental Meetings
August 22	Faculty Preparation Day / Full-time Faculty Teaching Dual Credit Courses PD Day / Departmental Meetings
August 23	Faculty Preparation Day / Departmental Meetings
August 24	Adjunct & Dual Credit Faculty Professional and Organizational Development Day
August 26	**Classes Begin**
September 2	**College Closed - Labor Day**
September 11	Census Day - Twelfth Class Day
September 27	**College Closed - Fall Convocation***
November 15	Last Day to Withdraw
November 28 - December 1	**College Closed - Thanksgiving Holiday**
December 9 - 15	**Finals**
December 14	Certificate and Degree Award Date
December 15	End of Term
December 15	Commencement Ceremonies*
December 16	Last Day to Submit Grades
December 19 - January 5	Winter Break (College Closed)

**Subject to change depending on availability of venue.*

Spring 2025

(January 21, 2025 - May 15, 2025)

January 6	College Opens - Staff Return
January 6	New Faculty Start Date - New Faculty Benefits & Orientation (Human Resources)
January 13	Faculty Return - Division / Department Meetings
January 14 - 17	Faculty Preparation Day / Departmental Meetings
January 18	Adjunct & Dual Credit Faculty Professional and Organizational Development Day
January 20	**College Closed - Martin Luther King, Jr. Day**
January 21	**Classes Begin**
January 28 - February 1	Distance Learning Symposium
February 5	Census Day - Twelfth Class Day
February 14	**College Closed - College-Wide Professional Development Day***
March 17 - 23	**College Closed - Spring Break**
April 17 - 20	**College Closed - Semester Break**
April 21	Last Day to Withdraw
May 9 - 15	**Finals**
May 15	End of Term
May 16 - 17	Commencement Ceremonies*
May 17	Certificate and Degree Award Date
May 19	Last Day to Submit Grades
May 26	**College Closed - Memorial Day**

**Subject to change depending on availability of venue.*

Summer Session 2025

(June 2, 2025 - August 8, 2025)

June 2	**Classes Begin**
June 17	Census Day - Twelfth Class Day
June 19	**College Closed - Juneteenth**
July 4	**College Closed - Independence Day**
July 7 - 8	**No Classes** (for Summer III only)
July 24	Last Day to Withdraw
August 7	**End of Term/Finals (Classes Meeting M-R)**
August 8	**End of Term/Finals (Classes Meeting M-F)**
August 9	Certificate and Degree Award Date
August 11	Last Day to Submit Grades

SI - Minimester

(June 2, 2025 - July 3, 2025)

June 2	**Classes Begin**
June 5	Census Day - Fourth Class Day
June 19	**College Closed - Juneteenth**
June 26	Last Day to Withdraw
July 3	**End of Term / Finals**
July 4	**College Closed - Independence Day**
July 7	Last Day to Submit Grades

SII - Minimester

(July 9, 2025 - August 8, 2025)

July 9	**Classes Begin**
July 14	Census Day - Fourth Class Day
August 1	Last Day to Withdraw
August 7	**Last Day of Term/Finals (Classes Meeting M-R)**
August 8	**Last Day of Term/Finals (Classes Meeting M-F)**
August 11	Last Day to Submit Grades

Final Exam Schedules

The College calendar schedules days at the end of the Fall and Spring semesters providing two-hour blocks for final examinations. During this time, classes will not meet except during their scheduled testing time. The final examination schedules are posted on the STC website each academic year. For minimester and summer classes, final examinations should take place during the last scheduled meeting of the class offering.

LEGAL DISCLOSURES

- House Bill 1508 (p. 18)
- Notice of Non-Discrimination (p. 19)
- Rights of Individuals with Disabilities (p. 19)
- Drugs, Alcohol and Other Substances (p. 20)
- Smoke/Tobacco Free Environment (p. 20)
- Concealed Carry and Weapons on Campus (p. 20)
- Sexual Misconduct (p. 21)

House Bill 1508

Notice of Potential Ineligibility for License

Notice to Applicants/Students Pursuing Programs Resulting in an Occupational License

In accordance with Chapter 53, Subchapter E, section 53.152, if you apply to or are enrolled in a program, or change your program, to one that prepares individuals for issuance of an initial occupational license, please be advised that:

1. An individual who has been convicted of an offense may be ineligible for issuance of an occupational license upon completion of the program;
2. Each licensing authority that may issue an occupational license to an individual who completes an educational program must establish guidelines which state the reasons a particular crime is considered to relate to a particular license and any other criterion that affects the decisions of the licensing authority.
3. Local or county licensing authorities may issue additional guidelines that may result in ineligibility for issuance of an occupational license of an individual convicted of an offense
4. A person may request a licensing authority to issue a criminal history evaluation letter regarding the person's eligibility for a license issued by that authority if they are enrolled or planning to enroll in such program and has reason to believe they may be ineligible for a license upon completion of the program.

South Texas College Programs

The following programs prepare individuals for issuance of an initial occupational license:

CIP Code	Program	Agency
16.1603	American Sign Language and Interpreting Studies: Specialization: Sign Language Interpreter	Texas Health and Human Services: Board for Evaluation of Interpreters Certification Program
51.3801	Associate Degree Nursing	Texas Board of Nursing
51.3801	Associate Degree Nursing: Specialization: EMT Paramedic to RN	Texas Board of Nursing
51.3801	Associate Degree Nursing: Specialization: LVN/RN Transition	Texas Board of Nursing
43.0203	Basic Firefighter	Texas Commission On Fire Protection
43.0107	Basic Peace Officer	Texas Commission on Law Enforcement
19.0709	Child Development/ Early Childhood	Texas Department of Health and Human Services
19.0706	Child Development and Early Childhood Specializations: Preschool	Texas Department of Health and Human Services
19.0706	Child Development and Early Childhood Specializations: Infant and Toddler	Texas Department of Health and Human Services
12.0401	Cosmetology Operator	Texas Department of Licensing And Regulation
51.0910	Diagnostic Medical Sonography (Associate & Advanced Technical Certificate)	American Registry for Diagnostic Medical Sonography
51.0910	Diagnostic Medical Sonography (Associate & Advanced Technical Certificate)	American Registry of Radiologic Technologists
19.0711	Early Childhood Education	Texas Department of Health and Human Services
46.0301	Electrician Technology (Associate & Certificate)	Texas Department of Licensing & Regulation
51.0904	Emergency Medical Services (Associate & Certificates)	Texas Department of Health and Human Services
13.1210	EC-6 Generalist	Texas Education Agency
13.1205	Grades 8-12	Texas Education Agency
13.1203	4-8 Generalist	Texas Education Agency
47.0201	Heating, Ventilation, Air Conditioning & Ref. Technology (Associate & Certificate)	Texas Department of Licensing & Regulation
51.0803	Occupational Therapy Assistant	National Board for Certification in Occupational Therapy

51.3902	Patient Care Technician	Texas Department of Health and Human Services
51.1103	Pre-Pharmacy	Texas State Board of Pharmacy
51.0805	Pharmacy Technology	Texas State Board of Pharmacy
51.0806	Physical Therapist Assistant	Texas Board of Physical Therapy Examiners
51.0911	Radiologic Technology	American Registry of Radiologic Technologists
51.0908	Respiratory Therapy	Texas Medical Board
51.3901	Vocational Nursing	Texas Board of Nursing

Continuing Education

CIP Code	Program	Agency
NA	Substitute Teacher Certification	Texas Education Agency
52.1501	Real Estate	Texas Real Estate Commission
51.0601	Dental Assistant	Texas State Board of Dental Examiners
51.0904	Emergency Medical Responder	Texas Health and Human Services

Important Note: This notice applies only to applicants/students pursuing a program for which an occupational license is deemed necessary to practice. Occupations resulting from programs for which an occupational license is not deemed necessary to practice may still require a background check as part of employment procedures.

Applicants are encouraged to review all applicable eligibility requirements related to the respective occupational license. Questions related to eligibility requirements should be directed to the applicable licensing authority.

Notice of Non-Discrimination

South Texas College is an equal education and equal employment opportunity/affirmative action employer. South Texas College does not discriminate or tolerate discrimination against any employee, applicant for employment, student, or applicant for admission on the basis of race, color, national origin, ethnicity, religion, age, sex, sexual orientation, gender, gender identity, gender expression, pregnancy, parental status, disabilities, genetic information, veteran status, or any other protected category under applicable local, state, or federal law. Conduct that excludes participation, denies benefits or subjects others to discrimination is prohibited. The College complies with all applicable policies and state and federal legislation in order to combat discrimination.

For more information, please review College Policy #4216 "Sex Discrimination, Sexual Harassment, Domestic Violence, Dating Violence, Stalking and Retaliation Prohibited": https://admin.southtexascollege.edu/president/policies/pdf/4000/4216.pdf

The following person has been designated as the Title IX Coordinator to handle inquiries regarding all forms of discrimination, harassment or retaliation, including sexual misconduct:

Title IX Coordinator

Todd C. Nelson
Contracts and Regulatory Resources Officer - Title IX and 504 Coordinator
3201 W. Pecan Blvd., N 150
McAllen, Texas 78501
956-872-4664
Email: **TitleIX@southtexascollege.edu**

More information about gender-based sexual harassment, sexual assault or other sexual misconduct, including Title IX, can be found here: **https://www.southtexascollege.edu/title-ix/**

It is the policy of the College to provide reasonable accommodations for persons with disabilities. For accommodations for Faculty and Staff, please contact the college's Office of Human Resources at 956-872-4448. For accommodations for Students, please contact Counseling and Student Accessibility Services at 956-872-2173.

The following individuals have been designated to handle inquiries regarding disability:

For Employees:

Dr. Zachary Suarez, DPA
Executive Director of Human Resources and Talent Development, Title IX Deputy Coordinator and 504 Coordinator
2501 W. Pecan Blvd. A 119
McAllen, Texas 78501
Office: 956-872-3726
Email:
HR_Administrators@southtexascollege.edu

For Students:

Todd C. Nelson
Contracts and Regulatory Resources Officer - Title IX and 504 Coordinator
3201 W. Pecan Blvd., N 150
McAllen, Texas 78501
956-872-4664
Email: **TitleIX@southtexascollege.edu**

File a report of discrimination here:

https://www.southtexascollege.edu/report/

In compliance with the Clery Act of 1990, the College's annual security report is available at: https://www.southtexascollege.edu/stcdps/pdf/annual-security-report.pdf

Rights of Individuals with Disabilities

Section 504 of the Rehabilitation Act of 1973 / American with Disabilities Act

The College complies with Section 504 of the Rehabilitation Act of 1973 and with the Americans with Disabilities Act, and does not discriminate on the basis of a disability in the areas of admissions, accessibility, treatment, and employment. Individuals with disabilities, as defined under the law, who are otherwise qualified to meet the institution's academic and employment

requirements will be provided with services and resources accordingly.

South Texas College shall not exclude from consideration of employment otherwise qualified applicants with a disability or disabilities because such applicants may require reasonable accommodations for known physical and mental impairments.

During any aspect of the employment process, including without limitation, hiring, promotion, transfer, training, evaluation, and compensation increases, the College shall consider the issues of a reasonable accommodation to the known physical or mental disability or disabilities of an otherwise qualified handicapped or disabled person.

South Texas College supports efforts in making the campus more accessible and encourages individuals with disabilities to participate in all activities. In compliance with regulations listed in Section 504, the College will designate an ADA compliance coordinator.

The following individuals have been designated to handle inquiries regarding disability:

Coordinator: Todd C. Nelson
Contracts and Regulatory Resources Officer - Title IX and 504 Coordinator
3201 W. Pecan Blvd. N 150
McAllen, TX 78501
Office: 956-872-4664
Email: TitleIX@southtexascollege.edu

Employee(s): Dr. Zachary Z. Suarez, DPA
Executive Director of Human Resources, Title IX Deputy Coordinator, and 504 Coordinator
2501 W. Pecan Plaza. A 119
McAllen, Texas 78501
Office: 956-872-3726
Email: HR_Administrators@southtexascollege.edu

Student(s): Santa E. Peña, M.Ed., LPC-S
Director of Counseling and Student Accessibility Services, Title IX Liaison, and 504 Coordinator
3201 W. Pecan Blvd.
McAllen, Texas 78501
Office: 956-872-2140
Email: santaep@southtexascollege.edu
(p. 6)

To view the Board policies associated with this chapter, go to DIAB — Freedom from Discrimination, Harassment, and Retaliation: Other Protected Characteristics or FFDB — Freedom from Discrimination, Harassment, and Retaliation: Other Protected Characteristics.

Drugs, Alcohol and Other Substances

In compliance with the Drug-Free Schools and Communities Act Amendment of 1989 (Public Law 101-226) and Texas House Resolution 2253 and Senate Resolution 645 (passed in 1987), South Texas College forbids the unlawful manufacture, possession, sale, use or distribution of illegal drugs and alcoholic beverages at on- and off-campus college-sponsored events. South Texas College Policy states that no illegal drugs (including unlawful possession of alcohol) will be allowed on campus (inside buildings and on-campus property), and those students who are found guilty of such violation(s) may be subject to discipline up to and including expulsion from the college. Students in violation of the Texas Penal Code may also be arrested and prosecuted.

Students seeking assistance or educational materials about alcohol, drugs, or other substances should contact the Office of Counseling and Disability Services at 956-872-2173.

Smoke/Tobacco Free Environment

South Texas College, including all its facilities and grounds, is a smoke/tobacco free environment except in designated smoking/tobacco use areas and parking lots. Persons violating this policy shall be subject to appropriate disciplinary action.

Concealed Carry and Weapons on Campus

South Texas College is committed to providing a safe environment for students, employees, college affiliates and visitors, and to respecting the right of individuals licensed to carry a handgun in the state of Texas.

Subject to applicable Texas or federal laws, effective August 1, 2017, South Texas College shall allow individuals who hold a valid license to carry a concealed handgun (Concealed Handgun License or License to Carry) on land and in buildings owned or leased by South Texas College subject to the reasonable rules, regulations and other provisions regarding the carrying of concealed handguns by license holders as established by the President of South Texas College and approved by South Texas College Board of Trustees.

License holders carrying a handgun on campus must carry it on or about their person at all times or secure their handgun in a locked, privately owned or leased motor vehicle. No handgun storage shall be provided for license holders.

At all times, the responsibility of maintaining ownership and control of a concealed handgun rests with the holder. A license holder is responsible for complying with the applicable state and federal laws.

State law strictly prohibits open carry of a handgun or other prohibited weapons on the campuses of an institution of higher education. Open carry of a handgun or unlicensed individuals carrying a handgun are not permitted on South Texas College campuses.

Policy Exclusion Zones
A license holder is prohibited from carrying a concealed handgun on the following premises.

Temporary Exclusion:

a. Polling Locations - State law prohibits license holders of handguns from carrying a handgun on premises of a polling place on the day of an election or while early voting is in process. A sign shall be posted at any polling place located on campus from early voting through Election Day that reads either “Polling Place” or “Vote Here”.

Permanent Exclusions:

a. Board Room - State law excludes license holders of handguns from carrying a handgun in room or rooms where a meeting of a governmental entity is held if the meeting is an open meeting subject to Chapter 551,

Government Code, and the entity provided notice as required by that chapter.

b. Mid-Valley Child Development Center - The concealed carry of handguns is prohibited on the premises of the day care facilities to ensure safety to minors.

c. Testing Center Pecan Plaza - The concealed carry of handguns is prohibited on the premises where by state or federal law or contract, at the sole discretion of the state or federal government or organization with whom the contract is entered, requires exclusion of a handgun in a specific location.

d. Other areas where contractual obligations prohibit concealed carry of handguns.

e. Other areas prohibited by state or federal law.

Policy Violations
Any violations to South Texas College policy regarding the carrying or storage of firearms is considered an offense and may be subject to criminal prosecution under state law. Any individual who violates this policy is subject to disciplinary action including, suspension, expulsion, removal from the campus, termination or non-renewal of appointment or termination of a business relationship.

The College maintains guidelines and information, including frequently asked questions, posted on the College website https://www.southtexascollege.edu/about/notices/campus-carry.html. Additional information may be obtained from the College Department of Public Safety at 956-872-4444.

Sexual Misconduct

Title IX Prohibits Discrimination on the Basis of Sex

South Texas College (hereinafter the "College") does not discriminate or tolerate discrimination against any employee, applicant for employment, student, or applicant for admission on the basis of sex in the education program or activity that it operates, and it is prohibited by Title IX and its implementing regulations from discriminating in such a manner. This non-discrimination requirement in its education program or activity extends to student recruitment and admission and to employment of personnel. Any inquiries from students (including parents, guardians, or conservators of minor students), employees, or the general public about the application of Title IX and its implementing regulations to the College may be referred to the College's Title IX Coordinator or Deputy Title IX Coordinator, to the Assistant Secretary of the U.S. Department of Education, or to both. A violation of this policy by any person is subject to disciplinary action up to and including expulsion from the College or termination from employment.

A. Sex Discrimination
Under Title IX, sex discrimination involves exclusion from or different treatment on the basis of sex in such College activities as recruitment, admission, financial aid, work-study, athletics, counseling, or employment. Sex discrimination may also take the form of sexual harassment which can encompass sexual assault, dating violence, domestic violence, or stalking. South Texas College is committed to eradicating all forms of sex-based discrimination including sexual harassment and prohibits its employees and students from engaging in such conduct. Sexual Harassment can occur in any sex or gender configuration without regard to gender identity, gender expression or sexual orientation and may include off-campus or online conduct. Any person who violates this policy is subject to disciplinary action up to and including expulsion from the College or termination from employment.

B. Sexual Harassment
Under Title IX, sexual harassment (hereinafter "Sexual Harassment") is considered a form of sex-based discrimination. The Title IX implementing regulations define sexual harassment as conduct on the basis of sex that satisfies one or more of the following:

1. Quid Pro Quo harassment. This occurs when an employee of the College conditions the provision of an aid, benefit, or service of the College on an individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct. This is conduct that a reasonable person would find to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the College's education program or activity; or
3. "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30).

Sexual Harassment and other Prohibited Behavior under Chapter 51

Subchapters E-2 and E-3 of Chapter 51, Texas Education Code (hereinafter "Chapter 51") require that the College adopt a policy prohibiting sexual harassment, sexual assault, dating violence, and stalking that is applicable to each student enrolled at and each employee of the College.

A. Sexual Harassment Chapter 51 defines sexual harassment, as follows:
   1. Sexual Harassment - means unwelcome, sex-based verbal or physical conduct that:
      a. In the employment context, unreasonably interferes with a person's work performance or creates an intimidating, hostile, or offensive work environment; or
      b. In the education context, is sufficiently severe, persistent, or pervasive that the conduct interferes with a student's ability to participate in or benefit from educational programs or activities at a postsecondary educational institution.

B. Other Prohibited Behavior under Chapter 51
Chapter 51 also prohibits the following behavior (hereinafter "Prohibited Behavior"):

1. Sexual Assault - means an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.
2. Dating Violence - means physical violence or verbal abuse committed by a person.
   a. against a victim with whom the person is or has been in a social relationship of a romantic or intimate nature;
   b. is intended to result in physical harm, bodily injury, assault, mental anguish, mental pain, emotional distress, or sexual assault or that is a threat that reasonably places the victim in fear

of imminent physical harm, bodily injury, assault, or sexual assault; and

c. where the existence of such a relationship shall be determined based on a consideration of the following factors:
   i. The length of the relationship.
   ii. The type of relationship.
   iii. The frequency of interaction between the persons involved in the relationship.

3. Stalking - means engaging in any act or course of conduct that is directed at a specific person that would cause a reasonable person to:
   a. fear for his or her safety or the safety of others; or
   b. suffer substantial emotional distress.

Sexual Violence and Consent, Coercion and Incapacitation

Sexual violence is a form of sexual harassment or sexual assault that includes physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent.

Consent

Consent is knowing, voluntary, and clear permission, by word or action, to engage in mutually agreed upon sexual activity. It is the responsibility of each party to make certain that the other has consented before engaging in the activity. Consent can be withdrawn once given, as long as the withdrawal is reasonably and clearly communicated and the activity should cease immediately or within a reasonable time. Resistance to engaging in sexual activity is a clear demonstration of non-consent as is knowing that the other person is incapacitated and unable to provide consent.

Consent to some sexual contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse). A current or previous dating relationship is not sufficient to constitute consent. In Texas, the age of consent to engage in sexual activity is 17 years of age. Sexual activity with someone without clear consent constitutes a violation of this policy.

Incapacitation

Incapacitation means a mental state where a person lacks the capacity to give knowing/informed consent. Incapacitation may be due to a person's use of drugs or alcohol; due to an intellectual, mental or physical disability; due to a person's lack of consciousness, or due to a person being underage. A person who is under seventeen (17) years of age is legally incapable of consenting to sexual activity. A person who engages in sexual activity with someone whom the individual knows, or reasonably should know, is incapable of knowingly consenting to the sexual activity violates this policy. Intoxication of the individual alleged to have violated this policy is not a defense.

Consensual Romantic or Sexual Relationships Prohibited

The College prohibits employees from entering consensual romantic or sexual relationships with each other if one is the direct or indirect supervisor of the other. The College prohibits faculty members and students from entering consensual romantic or sexual relationships with each other if one is the instructor of the other.

Employees in a supervisory subordinate relationship are prohibited from explicitly or implicitly suggesting or recommending or agreeing that either employee transfer or be transferred to another position or leave employment with the intention of circumventing this policy.

Individuals in an instructor-student relationship are prohibited from explicitly or implicitly suggesting or recommending or agreeing that the student enrolled in the faculty member's class drop the class or withdraw from enrollment in the College or that the faculty member withdraw from the class or from employment with the College with the intention of circumventing this policy.

The prohibition on consensual relationships shall apply for the duration of the supervisor subordinate or instructor-student relationship and for a period of one calendar year after such relationship has ended.

Designation of Title IX Coordinator

The following employee serves as the Title IX Coordinator:

Todd C. Nelson
Contracts and Regulatory Resources Officer
Title IX Coordinator
3201 W. Pecan Blvd. N 150
McAllen, TX 78501
956-872-4664
TitleIX@southtexascollege.edu

The Title IX Coordinator has the primary responsibility for coordinating College's efforts related to the intake, investigation, resolution, and implementation of supportive measures to stop, remedy, and prevent discrimination, harassment, and retaliation prohibited under this policy. The Title IX Coordinator acts with independence and authority free from bias and conflicts of interest. The Title IX Coordinator oversees the grievance process and all resolutions of complaints under this policy and these procedures.

Mandatory Reporting of Sexual Harassment or of Prohibited Behavior

All employees of South Texas College, unless designated a Confidential Employee, are considered Mandatory Reporters under Title IX and Chapter 51. Mandatory Reporters who, in the course and scope of employment, witnesses or receives information regarding the occurrence of an incident that the employee reasonably believes constitutes sexual harassment, sexual assault, dating violence or stalking and is alleged to have been committed by or against a person who was a student enrolled at or an employee of the College at the time of the incident shall promptly report the incident to the Title IX Coordinator or Deputy Title IX Coordinator. The report must include all information concerning the incident known to the reporting person that is relevant to the investigation and, if applicable, redress of the incident, including whether an alleged victim has expressed a desire for confidentiality in reporting the incident for all actual or suspected instances of sexual harassment. The Mandatory Reporter must promptly share with a Title IX Coordinator or Deputy Title IX Coordinator all known details of a report made to the Mandatory Reporter in the course of their employment. Mandatory Reporters are required to report an incident regardless of the when or where the incident occurred.

When a mandatory reporter receives a report of an incident, they must:

1. Advise the individual of the employee's obligation to report any information the

individual reveals to the Title IX coordinator or Deputy Title IX Coordinator;

2. Explain to the individual of their option to ask that the institution consider maintaining the confidentiality of that information, but that the institution may not be able to guarantee confidentiality, and
3. Offer the individual the option to instead share this information with counselor, ombuds, clergy, victim's advocacy groups, medical providers, attorneys or other resources who may provide higher levels of confidentiality.

Online reports can be made at: https://www.southtexascollege.edu/report/

GENERAL ADMISSIONS

- Requirements (p. 24)
- Testing (p. 24)
- Enrollment Guidelines (p. 27)
- Auditing a Class (p. 27)
- Dual Credit (p. 28)
- Student Records (p. 28)
- Resident Status for Students (p. 29)

Requirements

Students are admitted to South Texas College in accordance with College policies. General admission to the College does not imply admission to all programs of the College. The College complies fully with the state mandated Texas Success Initiative (TSI) Rules as specified in Texas Education Code Section 51.331. Students entering South Texas College must comply with state-mandated Texas Success Initiative Rules (TSI) and the South Texas College Developmental Education Plan regarding testing requirements.

The College is committed to student success and to a quality education for all. No person shall be excluded from participation in, denied the benefits of, or be subject to discrimination under any program or activity sponsored or conducted by South Texas College on the basis of race, color, national origin, religion, age, sex, gender, disability, genetic information or veteran status.

Any individual meeting any one of the following conditions may be admitted to the College:

High School Graduation

Students who are high school graduates, including public, private, and non-traditional high schools are eligible for admission to the College. The College complies fully with Texas Education Code Section 51.9241 for graduates of non-traditional secondary education. Procedures for application, submission of transcripts and test scores may be found in the College Catalog or in the College website.

Examination

Applicants who did not graduate from high school may be admitted by successfully completing the General Education Development Testing Program (GED). Official GED scores or Certificate of High School Equivalency will be submitted to the Enrollment Center as evidence of completion.

Individual Approval

Students who do not qualify for admission under either of the above conditions are admitted if they are at least 18 years of age and submit placement score test results from the Texas Success Initiative Assessment placement exam. All applicants must submit an official transcript from the last high school attended prior to enrollment.

Transfer from Another College

A student transferring from another accredited college or university is eligible for admission. Transfer students must comply with the Academic Progress Standards in accordance to College policies.

The following conditions apply regarding transfer from another college:

1. An official transcript from each institution previously attended must be submitted to the Enrollment Center.
2. All new transfer students who have been accepted will have their college transcripts evaluated on a course-by-course basis and credit will be awarded based upon applicability of transfer hours to the student's degree plan.
3. Credits for courses in which a passing grade of "C" or higher was earned may be transferred from any accredited college. Developmental or other non-degree credit courses are not transferable.
4. Credits completed at colleges outside the United States that are not accredited by one of the regional accrediting associations of the Association of Colleges and Schools can be evaluated by an AACRAO (American Association of Collegiate Registrars and Admissions Officers) approved transcript evaluation service. A list of such services is available online or at the Enrollment Center.
5. An applicant for admission may seek to enter this institution pursuant to the state's "academic fresh start" statute outline in Texas Education Code Section 51.931.

Dual Credit

Dual credit allows high school students to enroll in college courses while attending high school and permits students to take courses in place of, or in addition to, the normal course load at the high school. High school students admitted to the College must meet Student Eligibility criteria outlined in Texas Administrative Code Title 19, Part I, Chapter 4, Subchapter D, Rule 4.85.

International Student

The College is authorized under federal law to enroll students who are valid F-1 or M-1 visa holders under the Student Exchange and Visitor Information System (SEVIS) and authorized by the United States Citizenship and Immigration Services (USCIS). Upon initial admission to the College, international students must comply with all federal regulations in order to obtain a student visa prior to enrollment and must remain in compliance throughout the duration of study. International students may seek general admission to the College or admission to selective programs.

Testing

- Placement Testing (p. 24)
- Placement Scale (p. 26)

Placement Testing

It is the intent of the Texas Higher Education Coordinating Board that Texas public institutions of higher education use the flexibility and responsibility granted under the Texas Success Initiative (TSI) rules to improve individualized programs to ensure the success of students in higher education. All public colleges and universities shall assess the academic skills of each entering undergraduate student prior to enrollment of the student. The Student Assessment Center administers the Texas Success Initiative 2.0 (TSIA2) Exam throughout the year. Effective January 11, 2021, TSI was replaced with the TSIA2. Information on scores, test dates, deadlines and other information can be found at https://studentservices.southtexascollege.edu/testing/.

Call 1-800-742-7822 for information or contact the Student Assessment Center (Pecan 956-872-3484, Mid-Valley 956-447-6602, Starr County 956-488-6976.) Visit https://studentservices.southtexascollege.edu/testing/ for details.

Who Must Take the TSIA2 Exam?

All students who plan to enroll at South Texas College and students in high school enrolling in a college-level course MUST take the TSIA2 before enrolling in any college-level credit coursework.

Who Does Not Have to Take the TSIA2 Exam?

- A student who has previously attended any institution and has been determined to have met readiness standards by that institution.
- Students who have achieved a sufficiently high score on ACT, SAT, TAAS/TAKS, STAAR End of Course Exams (EOC), or approved College Preparatory Courses in Mathematics and ELA. ACT, SAT, TAAS/TAKS, and STARR EOC scores may be no more than five (5) years from the date of testing, completion of STC approved College Preparatory courses must be within one (1) year of high school graduation. See Placement Scale (p. 26).
- Students who are enrolled in a Level-One certificate program of one year or less (42 or fewer semester credit hours or the equivalent) unless required for a prerequisite.
- Students who have graduated with an associate or baccalaureate degree from an accredited institution of higher education.
- Transfer students from an accredited institution of higher education who have earned a "C" or better in a corresponding course in accordance with institutional guidelines.
- A student who on or after August 1, 1990, was honorably discharged, retired, or released from active duty as a member of the armed forces of the United States or the Texas National Guard.
- A student who is serving on active duty as a member of the armed forces of the United States, the Texas National Guard, or as a member of a reserve component of the armed forces of the United States and has been serving for at least three years preceding enrollment.
- A student who successfully completes a college preparatory course under Texas Education Code §28.014 is exempt for a period of twenty-four (24) months from the date of high school graduation with respect to the content area of the course. The student must enroll in the student's first college-level course In the exempted content area in the first year of enrollment in an institution of higher education. This exemption applies only at the institution of higher education that partners with the school district in which the student is enrolled to provide the course. Additionally, an institution of higher education may enter into a Memorandum of Understanding with a partnering institution of higher education to accept the exemption for the college preparatory course.

When Must a Student Take the TSIA2 Exam?

All students enrolling in credit programs at STC must have scores from the TSIA2 Exam before registering for courses.

TSIA2 Pre-Assessment Activity Requirement

THECB Rule 4.55 Assessment and Placement, section (B), requires all institutions offering the TSIA2 assessment to provide students a pre-assessment activity(ies). South Texas College offers an online pre-assessment module that is available for students at https://practice.accuplacer.org/login. After completing the online module, students can print their Pre-Assessment completion page to show proof of completing their Pre-Assessment Activity.

The Pre-Assessment Activity is required for all students testing for the very first time. Students who have previously tested for TSI are not required to redo the Pre-Assessment Activity but are highly encouraged to do so. Students who are testing for the very first time are required to submit proof of completion. Failure to do so may require the student to not be admitted or to reschedule until proof of completion.

Registration for the TSIA2 Exam

To register for the TSIA2 Assessment Exam, a student must fill out an Admissions form prior to the test administration. Once an Admissions form has been processed, the student may reserve a test date online through the STC Marketplace at https://marketplace.southtexascollege.edu/ and choose to test for the TSIA2 Exam. The TSIA2 Exam is offered by appointment only via the STC Marketplace.

Please contact the Student Assessment Centers (Pecan 956-872-3484, Mid-Valley 956-447-6602, Starr 956-488-6976) for more information.

Texas Success Initiative Test Content

TSIA2 Mathematics

The TSIA2 Mathematics Test is a multiple-choice assessment with four main categories. Scores range from 910 to 990. The TSIA2 Math test consists of 20 questions in the standard format or 30 questions in the accommodated format.

- Elementary Algebra and Functions
- Intermediate Algebra and Functions
- Geometry and Measurement
- Data Analysis, Statistics and Probability

TSIA2 Mathematics Diagnostic Test

The TSIA2 Diagnostic Test is used to identify specific academic strengths and weaknesses in mathematics. The TSIA2 Math Diagnostic Test consists of 48 questions on the standard format or 72 questions on the accommodated format. The test questions cover four content strands:

- Quantitative Reasoning
- Algebraic Reasoning
- Geometric and Spatial Reasoning
- Probabilistic and Statistical Reasoning

TSIA2 English Language Arts and Reading (ELAR)

The TSIA2 ELAR Test is a multiple-choice assessment composed of Reading and Writing focused questions in conjunction with an Essay test. Scores range from 910 to 990 for the multiple-choice test. The score for the ELAR essay ranges from a 0 to an 8. The TSIA2 ELAR test consists of 30 questions on the standard format or 44 questions on the accommodated format.

Shown below are brief descriptions of the Reading and Writing Focused test questions.

Reading Focused Test Questions

- Literary Text Analysis
- Informational Text Analysis

Writing-Focused Test Questions

- Essay Revision and Editing
- Sentence Revision, Editing, and Completion

TSIA2 ELAR Diagnostic Test

The TSIA2 ELAR Diagnostic Test is a test designed to identify student academic strengths and weaknesses in Reading and Writing. The TSIA2 ELAR Diagnostic test consists of 48 questions on the standard format or 72 questions on the accommodated format. The TSIA ELAR Diagnostic test parallels the TSIA2 ELAR test and covers the following categories:

- Literary Text Analysis
- Informational Text Analysis and Synthesis
- Essay Revision and Editing
- Sentence Revision, Editing, and Completion

TSIA2 ELAR Essay Test

In conjunction with the multiple-choice ELAR tests, the TSIA2 also offers an Essay test. Students that take the Essay test are presented with a prompt and asked to write an essay of 300 to 600 words. The TSIA2 Essay measures the student's ability to produce writing that emphasizes precise use of language, logical presentation of ideas, development of point of view, and clarity of expressions. Students testing for the TSI ELAR Essay test will be evaluated on six dimensions.

- Purpose and Focus
- Organization and Structure
- Development and Support
- Sentence Variety and Style
- Mechanical Conventions

Payment for the TSIA2 Exam

The TSIA2 Exam fee is $29 for two sections or $15 for one section, plus a $25 Reservation Fee. Registration for this exam is done online through the STC Marketplace https://marketplace.southtexascollege.edu/.

Please contact the Student Assessment Center (Pecan 956-872-3484, Mid-Valley 956-447-6602, Starr 956-488-6976) for more information.

Developmental Education

Students not meeting the Placement Standards (p. 26) and not qualifying for an exemption are advised to enroll in developmental education and College Success courses. Students qualifying for the corequisite model are encouraged to enroll in the developmental and college-level courses at the same time. The developmental course serves as a co-requisite to the college-level course and is intended to assist students in acquiring the essential skills needed to succeed in college. Only grades of A, B, and C will result in the student being considered TSI complete.

Placement Scale

Texas Success Initiative (TSI) Exemption Scores

TAAS	TAKS	STAAR EOC	ACT - Administered BEFORE February 15,2023	ACT - Administered ON OR AFTER February 15,2023	SAT - Administered BEFORE March 5,2016	SAT - Administered ON OR AFTER March 5, 2016	GED	HiSET
Reading - 89	Reading - 2200 & 3	English III, Level II - 4000	English - 19	English/ Reading - 40	Verbal - 500	EBRW - 480	ELAR - 165	Reading - 15
Writing - 1770	Writing - 2200 & 3		Composite - 23		Composite - 1070			Writing - 15 & 4
Math - 86	Math - 2200	Math (Algebra II, Level II) - 4000	Math - 19	Math - 22	Math - 500	Math - 530	Math - 165	Math - 15

Exemption is valid for a period of five (5) years from the date of testing.

Mixing or combining scores from the SAT administered prior to March 2016 and the SAT administered on or after March 5, 2016 is not allowable.

College Preparatory Courses in Math and ELA

English Language Arts (CP110100)	Pass course and end-of-course assessment with a Grade of "C" or Higher.
Mathematics (CP111200)	Pass course and end-of-course assessment with a Grade of "C" or Higher.

College Preparatory Course Exemptions are valid for one (1) year from the date of High School graduation. If the student attempts in the Math and/or English Language Arts area during their first year of college, the exemption is extended for a total period of 24 months.

Exemptions are also granted to students who have graduated with an associate or baccalaureate degree or transfer to STC from a private or independent college or an accredited out of state college and have satisfactorily completed college-level coursework as determined by STC.

Academic and Developmental Placement Scores

English Language Arts

TSIA2	Course Placement
CRC[1] 945-990/Essay 5-8 **OR** CRC 910-944/DL 5-6/ Essay 5-8	**College Ready**

CRC 945-990/Essay 0-4 OR CRC 910-944/ DL4/Essay 4-8 OR CRC 910-944/DL5-6/Essay 0-4	INRW 0030 (+ ENGL 1301 **OR** HIST 1301 **OR** HIST 2327 **OR** GOVT 2305)
CRC 910-944/DL 1-4	INRW 0020 **OR** (ESOL 0051 & ESOL 0052)

Math

TSIA2	Course Placement
CRC 950+ **OR** CRC 910-949/DL 6	**College Ready**
CRC 935-949 **OR** CRC 910-934/DL 5[2]	
Algebraic:	MATH 1414 (+ MATL 0014) **OR** MATH 1324 (+ MATL 0024)
Non-Algebraic:	MATH 1342 (+ MATL 0042) **OR** MATH 1332 (+ MATL 0032)
CRC 910-934/DL 4[2]	
Algebraic:	MATH 1414 (+ MATL 0034)
Non-Algebraic:	MATH 1342 (+ MATL 0042) **OR** MATH 1332 (+ MATL 0032)
CRC 910-934/DL 1-3	
Algebraic:	MATH 0100
Non-Algebraic:	MATH 0442[3]

[1] CRC stands for college ready classification.
[2] Students scoring in CRC 910-934 and DL 4/5 will be advised, based on their major, for placement in an algebraic or non-algebraic corequisite pairing.
[3] For Non-STEM degree plans/pathways **or** for degree plans that require TSI Complete status but do not require a college-level math course.

Other Testing Services

South Texas College also offers a wide variety of testing services such as the TSI, HESI, ACT, GED and Pearson Vue Exams. For a complete list of testing services or for more information, please visit the Student Assessment Center website at https://studentservices.southtexascollege.edu/testing/ or by phone at 956-872-3484.

Enrollment Guidelines

Application and Transcripts

1. Complete an Application for Admission online at www.goapplytexas.org or in person at a campus near you.
2. Provide the Office of Admissions with an official high school transcript, or proof of GED completion (test scores or certificate) or all college transcripts.
3. Immunizations - Proof of vaccination against bacterial meningitis if you are under the age of 22.

Orientation (First Year Connection)

1. Complete the mandatory New Student Orientation on campus or online.
2. New Student Orientations are held before each semester. Details are available at https://life.southtexascollege.edu/.

Financial Aid

There are a number of programs that provide aid through grants, a variety of scholarships, college work-study employment, third party and emergency loans to eligible students. Complete the financial aid application (FASFA) as soon as possible online or in person at Office of Student Financial Services. **Our school code is 031034**.

Assessment (Testing)

Students entering South Texas College must comply with state-mandated Texas Success Initiative (TSI), unless you are eligible for an exemption or waiver. For additional information, contact the Student Assessment Center at 956-872-3484 or visit https://studentservices.southtexascollege.edu/testing/ for available test dates.

Advising

Advisors will assist you in managing your degree plan and planning your class schedule. Together, you will discuss academic goals, campus resources, and how to use DegreeWorks to monitor ongoing progress towards completion of certificate/degree.

Registration

Register for classes by using https://jagnet.southtexascollege.edu/ or in-person at an Enrollment Center during registration periods. Visit https://www.southtexascollege.edu/register/ for more information.

Tuition & Fees

You are required to pay tuition and fees by the due date to avoid being dropped from your classes. You may pay online, in person, with a financial aid award, an approved emergency loan or installment plan. For additional information, visit https://www.southtexascollege.edu/tuition/.

Books & Resources

You may buy your books at the campus bookstore. The bookstore may have used and rental books which can save you money. Some courses may include Zero Textbook Cost or Open Educational Resources (OER) which are course materials that can be used and reused freely at no cost.

Student Life

Check out Student Life. Get connected and meet people through intramural sports, cultural events, clubs, student government, volunteer and leadership opportunities.

Auditing a Class

The option of auditing a class is offered for lecture courses only; auditing is not allowed for laboratory, performing or activity courses. Audit students do not participate in fieldwork, submit assignments or take examinations; therefore, they never receive college credit or a grade after enrolling on an audit basis.

An application for admission must be submitted; test scores and transcripts are not required. Registration to audit a lecture course is available on the 7th class day of the fall and spring semesters and the 3rd class day of each summer session with a space availability contingency. Tuition is charged for auditing a class. For additional information, visit an Enrollment Center.

Dual Credit

Dual Credit Programs allows eligible high school students to enroll in college courses while attending high school. Courses are taken in place of, or in addition to, the normal course load in high school. High school students admitted to Dual Credit Programs must meet the same requirements as all other college students.

Students must meet the TSI Assessment standards for college readiness, or be TSI exempt, in order to enroll in academic courses. College credit will be earned upon successful course completion and may be applied towards an associate and/or certificate degree at South Texas College. Additionally, college credit earned may transfer to other colleges and universities.

Students must submit an admission application and an official high school transcript in order to be eligible to register for college courses. Please contact the Dual Credit Enrollment Services Department at 956-872-3520 or visit https://www.southtexascollege.edu/dual/ for additional information.

Student Records

Change of Name

The name of a student used on academic records is based upon the initial Application for Admission completed and submitted by the student. Students may change their name on academic records by completing and submitting a Change of Information form, with supporting legal documentation, to the Enrollment Center. If a student submits a subsequent Application for Admission with a different name, the student must submit a Change of Information form, with supporting legal documentation, in order to change their name on academic records.

Change of Address

Students must provide the College with a correct, current permanent and mailing address on the Application for Admission. Students who change their address must notify the College of this change by using JagNet, or submit a completed Change of Information form to the Enrollment Center.

Change of Major

A "major" is a concentration of specialized coursework, which leads to a certificate or degree. Students may declare a major on the Application for Admission and may change their major at any time by completing and submitting a Change of Information form to the Enrollment Center. A list of "Majors and Codes" is included with both of the above-mentioned documents.

Confidentiality of Records

It is the policy of South Texas College (STC) to maintain the confidentiality of academic records and be in compliance with all federal and state laws governing the release of academic records.

Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA) and the Texas Open Records Act are federal and state laws, respectively, that provide for the review and disclosure of academic records. In accordance with these laws, STC will not permit access to or the release of personally identifiable information contained in academic records to any party without the written consent and photo identification of the student, except:

- to appropriate STC officials, who require access to academic records in order to perform their legitimate duties, which means the information or records requested is relevant and necessary to accomplish a task or make a determination, and the task or determination is an employment-related responsibility of the inquirer or is a properly assigned duty for the inquirer.
- to officials of other schools in which the student seeks or intends to enroll, upon request of these officials, and upon the condition that the student be notified and receive a copy of the record, if desired.
- to federal, state or local officials or agencies authorized by law.
- in connection with a student's application for or receipt of financial aid.
- to accrediting agencies or organizations conducting educational studies, provided that these entities do not release personally identifiable data.
- to the parents of a dependent student, as defined in section 152 of the Internal Revenue Code of 1954, provided a reasonable effort is made to notify the student in advance.

Notice: As permitted under section 99.31 (a)(ii)(2) of the Family Educational Rights and Privacy Act of 1974 as amended, and upon request of The University of Texas Rio Grande Valley (UTRGV), STC will forward academic records for students who seek or intend to enroll at UTRGV.

Directory Information

STC may release information that includes:

- Name, address, telephone number, and e-mail address
- Date of birth and place of birth
- Educational institution(s) attended
- Dates of attendance and enrollment verification
- Classification
- Declared major
- Degrees and awards received
- Date of graduation
- Participation in officially recognized sports and activities

Students may withhold information by completing and submitting a written request to withhold Directory Information to the Enrollment Center during the first 12 days of a fall or spring semester and the first four days of a summer session. STC will honor a request for nondisclosure for the current term only; therefore, a request must be submitted to the Enrollment Center each term that a student is enrolled.

Review of Records

Students who desire to review their records may do so upon request to the appropriate office.

Students who desire to challenge the accuracy and validity of their records should follow the procedure, as follows:

- Students have the right to challenge the content of their academic records in order to ensure that the records are not inaccurate, misleading or otherwise in violation of the privacy of the student. They have the right to correct or delete any inaccurate or inappropriate data contained therein.

Students who wish to exercise this right should submit a written request in the Enrollment Center.

- The Custodian of Records/Registrar may attempt to settle the dispute with the student through informal meetings and discussions held within a reasonable period of time after the request is submitted.
- Formal hearing procedures may be necessary when the informal procedures are not satisfactory to the student or Custodian of Records/Registrar. If a formal hearing is required, the Vice President for Student Affairs and Enrollment Management, or a designee, shall conduct a formal hearing and render a decision within a reasonable period of time following the request. The student and Custodian of Records/Registrar have the opportunity to present evidence relevant to the issue(s). The appeal cannot go beyond the Vice President for Student Affairs and Enrollment Management.

Resident Status for Students

Students must accurately answer questions about their residency on the Application for Admission and provide supporting documentation as set out below, if necessary. Any violation of residency rules and regulations may result in disciplinary action.

For purposes of determining residency, South Texas College (STC) complies with all applicable state and federal regulations, as well as the Texas Higher Education Coordinating Board recommendations. The STC district includes all of Hidalgo and Starr counties. STC uses three residency classifications for students: "in-district" (students who live in Hidalgo or Starr counties), "out-of-district" (students who live in all other counties within the state of Texas), and "non-residents" (out-of-state or international students). According to STC policy, international students will always be classified as "non-residents."

Under Texas State Law, an applicant or enrolled student is classified as a Texas resident or non-resident. In order to qualify as a Texas resident, an individual must reside in Texas for 12 continuous months and establish a domicile in Texas the 12 months prior to census date. An applicant or student who is claimed as a dependent on a parent's most recent federal tax return will be classified based on the parent's qualification for residency.

List A - Document proof of domicile

Submit one document from the list below to support establishment of domicile in Texas. You also need one document from List B.

- Employer-provided employment verification, proof of self-employment or living off earnings statement, with supporting bank statements (must show student's Texas address.)
- Ownership in real property sole or joint.
- Marriage to a person who has established and maintained domicile in Texas.
- Ownership in a Business in part or whole in Texas.

List B - Document proof of physical residency

Submit one document from the list below to support physical presence for 12 consecutive months in Texas. You also need one document from List A. Additional documents may be required to support a claim for Texas resident status.

- Utility bills in name of the person.
- Texas high school transcript.
- Transcript from a Texas institution.
- Texas driver's license or Texas ID card showing origination date.
- Texas voter registration card showing origination date.
- Pay stubs.
- Bank statements.
- Written statements from one or more social service agencies.
- Lease or rental of residential real property in the name of the person.

Additional documentation

The following documents may lend support to clarify domicile or physical presence in Texas.

- Tax returns for most recent tax year.
- Visa, passport, or other pertinent immigration documents.
- Leave and Earnings Statement (LES).
- License to conduct business in Texas.

Residency Based on High School Graduation or Receipt of a GED Certification

In accordance with Texas Education Code 54.052, an individual shall be classified as a Texas resident until the individual establishes a residence outside this state.

An individual is considered resident:

1. if the individual resided with their parent(s), guardian, or conservator while attending a public high school in Texas and;
2. graduated from a public high school or received the GED in Texas;
3. resided in Texas for at least three years as of the date the student graduated from high school or received the GED in Texas;
4. resided in Texas for 12 months prior to the census date of the semester in which the student plans to enroll;
5. if the individual is not a citizen or permanent resident of the United States, an Affidavit, stating that the student will file an application to become a permanent resident at the earliest opportunity, shall be provided to the College.

All documentation must include the student's name and address.

In-District

Persons and their dependents, who do not live in the STC district, but who own property that is subject to ad valorem taxation by the STC taxing district, are also classified as "in-district" students. Proof of ownership of such property is a current certificate of payment provided by the Tax-Assessor Collector of either Starr or Hidalgo counties, which must be submitted with the Application for Admission, re-submitted annually and retained by the College. Dependents of property owners must submit a copy of the income tax return for the previous year, naming the student as a dependent.

If there are any questions about residency classification, it is the student's obligation, prior to or at the time of enrollment, to raise the questions with the proper College official for a determination. Students classified as "in-district" or "out-of-

district" must provide proof of that classification as part of the admissions process, as explained above. If a student's residency classification changes for any reason, it is the responsibility of the student to notify the proper College official, and failure to do so constitutes a violation. Out-of-state students classified as "non-residents" have not met the state requirements for establishing residency prior to the census date of the semester in which they are enrolling.

STUDENT TUITION AND FEES

Fiscal Year 2024-2025

Tuition and Fees Apply Each Term

Number of Credit Hours	In-District Tuition	Out-of-District Tuition	Non-Resident Tuition (flat tuition rate per credit hour)
1	$164.00	$174.00	$254.00
2	$328.00	$348.00	$508.00
3	$492.00	$522.00	$762.00
4	$656.00	$696.00	$1,016.00
5	$820.00	$870.00	$1,270.00
6	$984.00	$1,044.00	$1,524.00
7	$1,148.00	$1,218.00	$1,778.00
8	$1,312.00	$1,392.00	$2,032.00
9	$1,476.00	$1,566.00	$2,286.00
10	$1,640.00	$1,740.00	$2,540.00
11	$1,804.00	$1,914.00	$2,794.00
12	$1,968.00	$2,088.00	$3,048.00
13	$2,132.00	$2,262.00	$3,302.00
14	$2,296.00	$2,436.00	$3,556.00
15	$2,460.00	$2,610.00	$3,810.00
16	$2,624.00	$2,784.00	$4,064.00
17	$2,788.00	$2,958.00	$4,318.00
18	$2,952.00	$3,132.00	$4,572.00
19	$3,116.00	$3,306.00	$4,826.00
20	$3,280.00	$3,480.00	$5,080.00
21	$3,444.00	$3,654.00	$5,334.00

Note:

- **In-District** includes Hidalgo and Starr County residents.
- **Out-of-District** includes all other Texas residents.
- **Non-Resident** includes all other United States and International Students.

Tuition and fees are per semester and are **subject to change upon approval of the Board of Trustees of South Texas College and upon changes in the Texas Higher Education Coordinating Board requirements** or other regulatory entity requirements. For the most updated information, please refer to the online webpage at https://www.southtexascollege.edu/tuition.

See fee schedule below for additional applicable fees.

Differential Tuition per credit hour	
Nursing and Allied Health (NAH)	75.00

Workforce/Continuing Education Tuition and Fees

Workforce/Continuing Education Tuition:	
Workforce/Continuing Education Non-Credit Tuition per Contact Hour or Variable Tuition Including Zero Tuition (In-District) *Effective date: On or after December 14, 2021	$7.00 or Variable Tuition Including Zero Tuition

Workforce/Continuing Education Fees:	
Workforce/Continuing Education Non-Credit Late Registration Fee	10.00
Continuing Education Installment Plan Fee	5.00
Continuing Education Non-Credit Installment Late Payment Fee	10.00
Workforce/Continuing Education, Conferences/ Seminars/Summer Camps/Workshops/ Customized Training/ Other Training Activities and Events	Negotiated Recovery of Costs and Processing Fees Including Exemption of Both

Regional Center For Public Safety Excellence (RCPSE)

Continuing Education Public Safety Courses:	
Tuition and Fees	As per Workforce/ Continuing Education Tuition and Fees Section on 2023-2024 Non Credit Student Tuition and Fee Schedule

Regional Center For Public Safety Excellence (RCPSE) Fees:	
Firearms Scenario-Based Simulator Training (per student for 30 minutes)	Variable, based on recovery of costs
Target Range Qualifier Simulator Training (per student for 30 minutes)	Variable, based on recovery of costs
Driving Simulator Training (per student for 30 minutes)	Variable, based on recovery of costs
Car Fire Simulator Training (per 4 hours) (Effective July 27, 2021)	Variable, based on recovery of costs
Emergency Vehicle Operations Course (EVOC) (per agency)	Variable, based on recovery of costs
Skills Pad (per Agency per Hour)	Variable, based on recovery of costs
Classroom w/ Technology (per Day Beyond 3 Days of Consecutive Usage)	114.00
Two-Story Residential Fire Training Structure	Variable, based on recovery of costs
TCOLE Licensing Certification Exam Fees:	
Basic Peace Officer Exam	35.00
Basic Jailer Exam	35.00
Telecommunicator Exam	35.00
Police Officer to Jailer Exam	35.00

Fees 2024-2025 Academic Year

Program Specific Fees:	
Fire Academy Fees: (per student/per semester) includes: Gear Rental, Self-Contained Breathing Apparatus, Testing, Ambulance Standby (Live Fire), Uniform	Recovery of costs and processing fees
Information Technology and Other Course Fees: Certification (per Course) for the following courses: CPMT 1447 and CPMT 2350	Recovery of Costs and Processing Fees
NAH and Other Course Fees: Liability Insurance/Exams/ Booklets/Badges/ Special Program ID/ Certificates/Pinning Ceremony/Other Activities	Recovery of Costs and Processing Fees
Police Academy Fees: (per Student/ per Course) Includes: Ammunition (pistol, rifle, and shotgun), less lethal (taser cartridges, OC Canisters), duty gear (holster, pouches, handcuffs, etc.), uniform. For the following courses: CJLE 1506, CJLE 1512, CJLE 1518, CJLE 1524, CJLE 1429	165.00
Welding and Other Course Fees: Certification (non- "S" Section) (per Course) For the following courses: WLDG 1312, WLDG 1457, WLDG 1428, WLDG 2406, WLDG 2451	150.00
Technology Programs Fees: Insurance	Recovery of costs and processing fees
Law Enforcement and Fire Safety Programs Fees: Insurance	Recovery of costs and processing fees
Culinary Arts Program Fees: Insurance	Recovery of costs and processing fees
Cosmetology Program Fees:	
Tool Kit-CSME 1401	575.00
Register in SHEARS-CSME 1401	25.00
Testing Fee-CSME 2441	131.00
Cosmetology Program Fees: Insurance	Recovery of costs and processing fees
Architectural & Engineering Design Technology Program Fees: AutoCAD Certified User Exam + 1 Retest (per semester) • For the following course: DFTG 1409	Recovery of costs and processing fees
Automotive Technology Program Fees: Automotive Service Excellence Exam (per user seat license for students to take multiple exams during the semester) • For the following courses: AUMT 2434 and CSIR 1355	Recovery of costs and processing fees
Construction Supervision Program Fees: NCCER Accreditation Exam: NCCER Core + NCCER Project Management (per semester) • Assessed to students enrolled in CNBT Courses.	Recovery of costs and processing fees
Electrician Program Fees: NCCER Accreditation Exam: NCCER Core + NCCER Electrical Level 1 (per semester) • Assessed to students enrolled in ELPT Courses.	Recovery of costs and processing fees
HVAC-R Program Fees: NCCER Accreditation Exam: NCCER Core + NCCER HVAC Level 1 (per semester) • Assessed to students enrolled in HVAC Courses.	Recovery of costs and processing fees

Incidental Fees	
Audit Fee	Tuition
Course Repeat Fee per Credit Hour:	
Third or More Attempts (Excludes Developmental)	125.00
Enrollment in Developmental Studies Courses (>18 credit hours)	125.00
Dual Credit Late Processing Fee per Course per Student after Census Day	200.00
Fee per Credit Hour for Dual Credit Students Attempting a Course Three or More Times	125.00
Reinstatement Fee (After Census Date)	200.00
Returned Check	30.00
Student ID Replacement Fee	15.00
Student Insurance Fee (Voluntary)	Paid to Approved Insurance Carrier, Subject to Change

Installment Plan/ Emergency Loan Fees	
Installment Plan Fee	35.00
Installment Plan Late Payment Fee (For each late payment)	35.00
Emergency Loan Late Payment Fee (For each late payment)	35.00

Library Fees	
Lost or Damaged Library Item	Cost of Item plus Processing Fee
Lost or Damaged Library Item Processing Fee per Item	10.00
Overdue Inter-Library Loan or TexShare Item, per Day	Fine as Assessed and Charged by Lending Library
Lost or Damaged Inter-Library Loan or TexShare Item, per Day	Fine and/or Replacement Cost as Assessed and Charged by Lending Library

Parking/Moving Traffic Violations Fees	
Stated fees are for administrative parking citations issued by an STC security guard only. STC Police Officers also issue citations but those citations are referred to the municipal or justice of the peace courts in which the campus is located.	
Parking Permit Fee	25.00
Additional Parking Permit Fee	25.00
Parking Violations:	
First	30.00
Second	50.00
Third	80.00
Fourth	100.00
Fifth	120.00
Fire Lane Violations*	
First	50.00
Second	90.00
Handicap Parking Violations*	150.00
Moving Traffic Violations*	
First	30.00
Second	50.00
Third	90.00
*If a citation for fire lane parking, handicap parking, or moving violations is issued by an STC Police Officer the fees will vary depending on the municipal or justice of the peace courts in which the campus is located.	
Vehicle Boot Removal Fee	100.00
Proposed Skateboard and Other Appliance Violation:	
First	Warning
Second	30.00
Third	50.00
Fourth	70.00
Fifth	90.00

Testing Fees	
American Welding Society Certification Testing and Material Fees	Recovery of Costs and Processing Fees
Credit By Examination	Tuition
GED Exams:	Students will register and pay fees to Pearson VUE for GED online testing services and subject to change.
GED Exam Fee - 1st and 4th Attempts	
GED Exam Fee - English Language Arts	36.25
GED Exam Fee - Mathematics Only	36.25
GED Exam Fee - Science Only	36.25
GED Exam Fee - Social Studies Only	36.25
GED Retest Exam Fees - 2nd, 3rd, 5th and 6th Attempts	
GED Retest Exam Fee - English Language Arts	16.25
GED Retest Exam Fee - Mathematics Only	16.25
GED Retest Exam Fee - Science Only	16.25
GED Retest Exam Fee - Social Studies Only	16.25
Health Education Services Inc. (HESI) Exam:	Students will register and pay fees for each attempt when signing up for the exam through the Market Place website. The College purchases the units through Elsevier Inc. Fees will be subject to change.
Health Education Services Inc. (HESI) Exam Fee	45.00
HiSET Exam Fee (All Five Exams - 1st and 4th Attempts):	Students will register through the ETS website and pay all applicable fees online, including Test Center Fees. Fees subject to change.
HiSET Exam Fee - Reading Only	25.00
HiSET Exam Fee - Writing Only	25.00
HiSET Exam Fee - Math Only	25.00
HiSET Exam Fee - Science Only	25.00
HiSET Exam Fee - Social Studies Only	25.00
HiSET Exam Fee (All Five Exams - 2nd, 3rd, 5th and 6th Attempts):	Students will register through the ETS website and pay all applicable fees online, including Test Center Fees. Fees will be subject to change.
HiSET Exam Fee - Reading Only	15.00
HiSET Exam Fee - Writing Only	15.00
HiSET Exam Fee - Math Only	15.00
HiSET Exam Fee - Science Only	15.00

HiSET Exam Fee - Social Studies Only	15.00
Proctoring/Professional Testing Services Fee	Recovery of Costs and Processing Fees to be Negotiated
TCOLE Licensing Examination (per Exam)	
Basic Peace Officer Exam	35.00
Basic Jailer Exam	35.00
Telecommunicator Exam	35.00
Police Officer to Jailer Exam	35.00
TSI Assessment Exams: Effective January 11, 2021	
TSI Assessment Reservation Fee	25.00
TSI Assessment Exam - Both Exams	29.00
TSI Assessment Exam Fee - English Language Arts and Reading Only	15.00
TSI Assessment Exam Fee - Math Only	15.00
TSI Assessment Exam Retesting Fees: Effective January 11, 2021	
TSI Assessment Reservation Fee	25.00
TSI Assessment Exam Retesting Fee - Both Exams	29.00
TSI Assessment Exam Fee - Retesting English Language Arts and Reading Only	15.00
TSI Assessment Exam Fee - Retesting Math Only	15.00

Child Development Center	
Tuition Fee per Week	
0-12 Years	130.00/Week 26.00/Day
Registration Fee: (upon enrollment)	
Fall-Spring	50.00
Summer Session	25.00
Late Pick-up Fee	$5/first 5 Minutes and $1/ea. Add'l Minute
Supply Fee: (per semester/session)	
Fall Semester	40.00
Spring Semester	40.00
Summer Session	20.00
Reservation Fee (Optional):	
Fall Semester	65.00
Summer Session	25.00

Dual Credit

Independent Dual Credit

Independent Dual Credit Tuition per Credit Hour:	
In-District Dual Credit Students Who Are Enrolled in a School District with a Memorandum of Understanding or an Interlocal Agreement with South Texas College Who Do Not Receive Approval to Enroll in a Regular (Non-S) Section(s).	$55.00
In-District Home Schooled or Dual Credit Students Who Are Not Enrolled in a School District with a Memorandum of Understanding or an Interlocal Agreement with South Texas College.	$55.00
Out-of-District Dual Credit Students Who Are Enrolled in a School District with a Memorandum of Understanding or an Interlocal Agreement with South Texas College who do not receive approval to enroll in a regular (Non-S) section(s).	$55.00
Out-of-District Home Schooled or Dual Credit Students Who Are Not Enrolled in a School District with a Memorandum of Understanding or an Interlocal Agreement with South Texas College	$55.00
Non-Resident Dual Credit Students Who Are Not Enrolled in a School District with a Memorandum of Understanding or an Interlocal Agreement with South Texas College. (Outside of Texas, but within U.S.)	$55.00

Independent Dual Credit Fees:	
In-District Dual Credit Students Who Are Enrolled in a School District with a Memorandum of Understanding or an Interlocal Agreement with South Texas College Who Do Not Receive Approval to Enroll in a Regular (Non-S) Section(s).	Applicable incidental fees will be assessed.

In-District Home Schooled or Dual Credit Students Who Are Not Enrolled in a School District with a Memorandum of Understanding or an Interlocal Agreement with South Texas College	Applicable incidental fees will be assessed.
Out-of-District Dual Credit Students Who Are Enrolled in a School District with a Memorandum of Understanding or an Interlocal Agreement with South Texas College who do not receive approval to enroll in a regular (Non-S) section(s).	Applicable incidental fees will be assessed.
Out-of-District Home Schooled or Dual Credit Students Who Are Not Enrolled in a School District with a Memorandum of Understanding or an Interlocal Agreement with South Texas College	Applicable incidental fees will be assessed.
Non-Resident Dual Credit Students Who Are Not Enrolled in a School District with a Memorandum of Understanding or an Interlocal Agreement with South Texas College. (Outside of Texas, but within U.S.)	Applicable incidental fees will be assessed.

Dual Credit Academies

Independent Dual Credit Participation Fees:	
Dual Credit Academies Participation Fee - Fall and Spring, per Student per Semester (Charged to School District)	$600 For Recovery of Costs and Processing Fees
Dual Credit Academies Participation Fee - Summer, per Student per Credit Hour (Charged to School District)	$50 For Recovery of Costs and Processing Fees

Independent Dual Credit Reimbursement of Costs:	
School Districts Requesting South Texas College Faculty to Teach Dual Credit Courses, per Course per Semester (Charged to school district)	Recovery of Faculty Salaries, Fringe Benefits, Mileage, and Other Associated Costs and Processing Fees
Late Cancellation Fee for Dual Credit Sections Assigned to South Texas College Faculty to Teach, per section per semester (Charged to school district)	900.00

Dual Credit Sponsored by Partnering School Districts

Dual Credit Tuition:	
Per credit hour tuition for out-of-district dual credit students sponsored by partnering school districts (Within Texas, outside of service district)	$55.00

Course Fees	
NAH and Other Course Fees: Liability Insurance/Exams/ Booklets/Badges/ Special Program ID/ Certificates/Pinning Ceremony/Other Activities (Charged to school district)	Recovery of Costs and Processing Fees
Program Specific Fees:	
Fire Academy Fees: (per student/per semester) (charged to school district) includes: Gear Rental, Self Contained Breathing Apparatus, Testing, Ambulance Standby (Live Fire), Uniform	Recovery of cost and processing fees

Incidental Fees	
Fee per Credit Hour for Dual Credit Students Attempting a Course Three or More Times (Charged to school district)	125.00
Dual Credit Late Processing Fee per Course per Student after Census Day (Charged to school district)	200.00

Financial Information

The College reserves the right to set appropriate fees and tuition for any special courses which may be offered after publication of this catalog.

Student Financial Obligations & Expectations

Students Responsibility for Information

South Texas College students are responsible to become familiar, review, understand, and abide by the College's policies, regulations, procedures, requirements, deadlines, and tuition and fees regarding the student financial account as described in all official College publication items. Publication items include, but are not limited to: Course Catalog, Student Handbook, Course Schedule, Flyers, Posters, Postcards, Student Guide, Due Date Pocket Calendar, Website, Emails and the JagNet portal.

South Texas College reserves the right to make changes to policies, regulations, procedures, requirements, deadlines and tuition and fees at any time and as necessary; once these changes have been made they shall be posted online, whereby they shall take effect. Students are encouraged to check online at southtexascollege.edu for the updated versions of all South Texas College Board of Trustees

approved policies, procedures, regulations, requirements, deadlines, and tuition and fees.

South Texas College students are also responsible for ensuring that the College has their personal contact information such as current mailing address and phone number up-to-date. Students may update it online using their JagNet account.

South Texas College uses e-mail as the primary means for communication and it is the student's responsibility to activate the student college email and review the content emailed regularly. Students may choose to have the official college emails redirected to another address and are not relieved of the responsibilities of the communication that is sent by the College.

Students may not use administrative, clerical or technical billing errors to absolve any financial responsibilities to pay the correct amount of tuition, fees and other associated financial obligations assessed as a result of registration at the College.

Student Financial Obligation

South Texas College wishes to be transparent about the financial expectations of students to the College. All students must acknowledge that they have read and understand the Financial Obligation Agreement terms, three times during the year of their attendance at the college before they can gain access to student information services via the school's online portal referred to as JagNet. All students are responsible to become familiar with the College's policies regarding the student financial account and the student responsibilities under those policies.

The Student Financial Obligation Agreement terms detail the student's responsibility to remit payment for charges incurred at the College as well as repercussions of non-payment. Students must meet all financial obligations to the College by established deadlines. To read the Student Financial Obligation Agreement, log into JagNet > At menu to left, click Student Accounts > At menu to right under Payment & Account information, click Student Financial Obligation Agreement.

Questions regarding the Student Financial Obligation terms may be directed to the Business Office - Cashier Department.

Contact Consent

The contact consent, as part of the Student Financial Obligation Agreement, allows South Texas College and its agents and contractors to contact the student to their current and/or future cellular phone number(s), email address(es) or wireless device(s) regarding delinquent student account(s)/loan(s), and any other debt owed to South Texas College. Agents and contractors may use automated telephone dialing equipment, artificial or pre-recorded voice or text messages, and personal calls and emails, in the effort to contact the student. A student may withdraw the Contact Consent by submitting a written request to the South Texas College Cashier's Office.

Questions regarding the Contact Consent may be directed to the Business Office- Cashier Department.

To read the Contact Consent, log into JagNet; at menu to left, click Student Accounts; at menu to right under Payment & Account Information, click Student Financial Obligation Agreement.

Consent To Do Business Electronically With South Texas College

As part of the Student Financial Obligation Agreement, the consent to do business electronically with South Texas College primarily covers institutional student business functions. By agreeing to receive the 1098-T tax forms electronically through online access, students will be able to view and print a paper copy of their 1098-T by accessing their JagNet account.

The consent of receiving the 1098-T tax forms electronically remains in effect until it is withdrawn. A written withdrawal request may be submitted in writing to the South Texas College Cashier's Office.

Questions regarding the 1098-T opt-in may be directed to the Business Office- Cashier Department.

To read the Consent To Do Business Electronically, log into JagNet; at menu to left, click Student Accounts; at menu to right under Payment & account Information, click Student Financial Obligation Agreement.

Authorization To Use Title IV To Pay For Other Educationally Related Charges

Federal student financial aid can only cover "institutional charges" vs. "non-institutional charges" as defined by the U.S. Department of Education - Federal Student Aid Handbook, Volume 4: Processing Aid and Managing FSA Funds, Chapter 2: Disbursing FSA Funds, 2023-2024. This definition includes current year and prior year charges for tuition and fees, and on-campus room and board, and other educational expenses that are paid to the school directly; it also includes other fees such as: lab fees, registration fees, and other specialized departmental or college fees associated directly with taking a class. A charge does not have to appear on a student's account to be considered an institutional charge. *Unless authorization is received by the student, federal financial aid cannot be used to cover non-institutional charges such as, but not limited to: library fines, parking fines, parking permit fees, returned check fees, installment plan processing fees, repeat fees, or any other charges not directly associated to taking a class.*

Students may choose to opt-in to provide authorization to pay for non-institutional or other educationally related charges with federal financial aid, and may still owe a balance on the student account in which the class(es) may be dropped for non-payment if the outstanding balance is not secured on a payment plan. The outstanding balance may cause a "hold" for unpaid charges, which would block registration for future semesters, obtaining grades, and receiving transcripts. In addition, failure to make payment may result in the account being sent to a contracted Third Party (Collection Agency) and an adverse report filed to one or more of the national credit bureaus. Student will be responsible for the fees of any collection agency, which may be based on a percentage at a maximum of thirty percent of the debt, and all costs and expenses, including reasonable attorney's fees, late fees, interest and/or court costs, incurred with the collection of any monies due to the College. Fees will be assessed regardless of payment method.

To authorize to use Title IV to pay for other educationally related charges, log into JagNet; at menu to left, click Student Accounts; at menu to

right under Payment & Account Information, click Title IV Authorization (Opt-In/Opt-Out).

Admittance to Class

A student who is indebted to South Texas College will not be allowed to register until he/she has cleared all financial obligations due to the College and cleared all Business Office and other applicable holds. Failure to pay a debt owed to the College may result in dismissal from attending classes after a specific announced date, ineligibility to take final examinations, or to register until such debts are paid. Transcripts, grades, or information about the student will not be released until such debts are paid.

Any unpaid and outstanding balance(s) may be forwarded after 90 days (after the semester has ended), to a contracted Third Party (Collection Agency) to reflect the student's credit worthiness. The student will be responsible for the fees of any collection agency, which may be based on a percentage at a maximum of thirty percent of the debt, and all costs and expenses, including reasonable attorney's fees, late fees, interest and/or court costs, incurred with the collection of any monies due to the College.

Bankruptcy: College tuition, fees and other charges are a debt incurred for educational purposes and are considered a Qualified Educational Loan as defined in section 221 (D)(1) of the Internal Revenue Code. Therefore this debt is not dischargeable pursuant to United States Bankruptcy Section 523(a)(8) and may not be dischargeable in bankruptcy. In addition, student may still owe the debt to the college after the bankruptcy.

Registration

A time period will be set aside each term or semester to permit students to register. For registration open enrollment periods, visit the Enrollment Center or the Student Information Center; total tuition and fees will be due at this time. Installment payment plans and an emergency loan program are available during the open enrollment period.

South Texas College students are responsible for becoming familiar with the current tuition and fee charges. The tuition and fee charges are per semester and are subject to change upon approval of the Board of Trustees of South Texas College and upon changes in the Texas Higher Education Coordinating Board requirements or other regulatory entity requirements and may be found online at https://www.southtexascollege.edu/tuition/.

Payments

South Texas College students are responsible for becoming familiar with the payment due date of their registered course(es), and for paying the total cost of tuition and fees by means of cash, personal check, credit card (Visa, Discover, and MasterCard), money orders or a cashier's check. Students may mail-in their payment. Mailed payments must be received and processed by the due date. Registered courses may each have a different payment due date.

Payment Methods:

Online:

- Current Term Balance:
  View & Pay your balance in JagNet; at menu to left, click Student Accounts > Pay My Bill.
- Emergency Loans and Prior Term Balance:
  - View & Pay your balance via JagNet: Under Student Apps click: Customer Web Access (CWA icon); Login using your JagNet credentials or,
  - View & Pay your balance via Customer Web Access (CWA): cwa.southtexascollege.edu (log into CWA using your JagNet credentials)

Phone:
Contact Cashiers Payment Center at:
956-872-3455

In-Person:
Visit any Cashier Office location.

Mail: (Do Not Send Cash)
South Texas College -Attn: Cashiers Department, P.O. Box 9701, McAllen, TX 78502-9701

Failure to pay the required amount of tuition and fees may cause your classes to be automatically dropped; however, be aware that you may still be liable for certain fees. This also applies to student accounts that have a remaining outstanding balance and are under financial aid or are being sponsored by a third party, i.e., Texas Rehabilitation Commission, employer or any other source. Students must not assume that they were dropped or withdrawn from their classes, and must follow-up to confirm enrollment status.

Failure to make payment may result in the account being sent to a contracted Third Party (Collection Agency) and an adverse report filed to one or more of the national credit bureaus. Student will be responsible for the fees of any collection agency, which may be based on a percentage at a maximum of thirty percent of the debt, and all costs and expenses, including reasonable attorney's fees, late fees, interest and/or court costs, incurred with the collection of any monies due to the College. Fees will be assessed regardless of payment method.

Financial Aid credits may be applied to any prior term balances. It is the student's responsibility to follow up on any unpaid balances that have to be paid by the student directly. Failure to pay a debt owed to the College may result in dismissal from attending classes after a specific announced date, ineligibility to take final examinations, or to register until such debts are paid. Transcripts, grades, or information about the student will not be released until such debts are paid or, if a payment arrangement has been established.

Insufficient Funds, Stop Payment and Other Returned Checks

Immediate restitution of funds must be made when a check is returned by a bank. Students who have established an insufficient check status on their student account will be required to pay by means of cash, cashier's check, money order or credit card. Checks will not be accepted.

To clear a returned check, the student must contact the Cashiers' office to pay for the check. A $30 fee will be charged on all returned check items.

If the check is not paid by the end of the semester, the account becomes delinquent and consequently will be released to one of the contracted external collection agencies. Any fees assessed by the collection agency, which may be based on a percentage at a maximum of thirty percent of the debt, and all costs and expenses, including reasonable attorney's fees, late fees,

interest and/or court costs incurred will be the student's responsibility.

Checks returned by the bank due to accounts closed or stop payments are not re-deposited.

Stopping payment on tuition checks will be considered as an NSF item. Stop payments do not constitute an official withdrawal from the College. An official withdrawal must be processed at the Enrollment Center.

A student who is indebted to South Texas College will not be allowed to register, request official transcripts, receive grades, or receive any other information until such debts are paid.

Schedule Changes

Adding and Dropping Courses

If you add a class after your initial payment, it is your responsibility to pay the additional tuition and fees immediately. Failure to do so may result in a drop for non-payment and fees may apply.

Students must not assume that they will automatically be dropped or withdrawn from their classes if they do not attend or for non-payment. It is the student's responsibility to follow-up on their enrollment status.

Stopping payment on a tuition check does not constitute an official withdrawal from classes. An official withdrawal occurs when a Schedule Change Form is submitted to and processed at the Enrollment Center or the Student Information Center.

Dropping and adding a course of equal value is considered an even exchange when done on the same day before the twelfth class day during the Fall and Spring semesters, and twelfth class day during the Summer session.

South Texas College will refund a percentage of collected tuition and mandatory fees to students who officially withdraw from their classes, according to the refund schedule established by the Texas Higher Education Coordinating Board.

Payment Options

Payment options such as Installment Plans or Emergency Loans are subject to availability and are offered during the open enrollment period to pay for tuition and registration fees in payments, and must be renewed each term.

Payment options are a contractual agreement with specified payment due date(s), failure to make payment may result in the account being sent to a contracted Third Party (Collection Agency) and an adverse report filed to one or more of the national credit bureaus. Students are responsible for the fees of any collection agency, which may be based on a percentage at a maximum of thirty percent of the debt, and all costs and expenses, including reasonable attorney's fees, late fees, interest and/or court costs, incurred with the collection of any monies due to the College. Fees will be assessed regardless of payment method.

In addition, students who fail to make payment arrangements or full payment of tuition and fees, including any incidental fees, by the due date may be prohibited from registering for classes until arrangements or full payment is made.

Visit the Cashiers Office for Minimester payment options.

Processing period:

- **Fall/Spring Semesters** - Available during the enrollment period: up until the twelfth day of the semester only.
- **Summer Semester** - Available during the enrollment period: up until the twelfth day of the semester only.

Installment Plans

Eligible students may select an Installment Plan to pay for tuition and registration fees by installment payments. A processing fee and initial payment are due at the time of enrollment. For payment plan details visit https://finance.southtexascollege.edu/businessoffice/cashiers/installment_plans.html.

To apply, complete the Installment Plan Agreement which is available:

- Online at: https://jagnet.southtexascollege.edu. For instructions visit https://finance.southtexascollege.edu/businessoffice/cashiers/instructions-installment.html.
- In-person at the Cashiers Office

Eligibility Requirements:

- Be enrolled at South Texas College for the semester
- Must be current on any prior term payment arrangements
- Minors younger than the applicable age of majority may apply online to execute the installment agreement. Executing this agreement for educational services provided by South Texas College are a necessity, and the minor is contractually obligated pursuant to the "doctrine of necessaries."
- Complete the installment plan agreement available online or at the Cashiers' Office.

Incidental fees associated with the Installment Payment Plan:

- A processing fee is due at time of enrollment in a plan.
- A late payment fee is assessed if the total balance due is not paid by "each" scheduled due date.
- *Fees can be found on the tuition and fees schedule on the Cashiers website.*

Installment Plan Payment:

- Installment plan payments due as per Installment Agreement.

Payment Methods:

- Online: View & Pay your balance in JagNet (user login required)
- Phone: Contact Cashiers Payment Center at: 956-872-3455
- In-Person: Visit any Cashier Office location

Emergency Loan Program

Subject to availability.

The Emergency Loan program is a short-term loan to pay for textbooks and/or tuition & fees; therefore the loan must be repaid. For Emergency Loan details visit https://finance.southtexascollege.edu/businessoffice/cashiers/emergency_loans.html.

Emergency Textbook Loan:

- Used to pay for textbooks and/or school supplies
- No initial payment required
- Textbook loan will be disbursed on the next scheduled refund date
- Loan to be repaid as specified on the promissory note.

Emergency Tuition & Fee Loan:

- Used to pay for Tuition & Fees
- Initial payment is due at time of application, required percentage is to be paid by the student.
- Emergency Loan will cover the remaining balance to be repaid as specified on the promissory note.

Student may apply for an emergency loan during the processing period until funds are exhausted. Please note that the student is responsible for 100% of tuition and fees if Emergency Loan funds are not available.

- Apply online at https://finance.southtexascollege.edu/businessoffice/cashiers/emergency_loans.html.
  - Review Application Process for steps on how to complete the Emergency Loan Application & Promissory Note, upon approval.
- Eligibility Requirements:
  - Be enrolled for a minimum of three credit hours
  - Must be current on any prior term payment arrangements and not be in default with any student loans
  - Minors younger than the applicable age of majority may apply online to execute the promissory note. Executing this agreement for educational services provided by South Texas College are a necessity, and the minor is contractually obligated pursuant to the "doctrine of necessaries."
- Emergency Loan Payment:
  - Emergency Loan to be repaid as specified on the promissory note.
- Emergency Loan Payment Methods:
  - View & Pay your balance via Customer Web Access (CWA): cwa.southtexascollege.edu (log into CWA using your JagNet credentials)
  - View & Pay your balance via JagNet: Under Student Apps click: Customer Web Access (CWA icon); Login using your JagNet credentials or,
  - Phone: Contact Cashiers Payment Center at: 956-872-3455
  - In-Person: Visit any Cashier Office location

Third Party Contracts and Scholarships

Third Party contracts constitute written agreements between a third party (i.e., Texas Rehabilitation Commission, WIA) and South Texas College; wherein, payment for tuition and fees for a student is to be paid to South Texas College by a third party. The student must provide the written agreement prior to or on census day and present such agreement or document as a third party voucher, deferment form, or contract to the Student Financial Services office. However, any student registration activity generating a credit balance on the student account may be returned to the third party.

Scholarship checks or scholarship award letters received by the student must be presented to the Student Financial Services office at South Texas College.

Students are responsible to ensure that all requirements of grantors, lenders, employers and other third party payers are met on a timely basis. Students anticipating payment from financial aid or other sources are ultimately responsible for all charges incurred.

Authorizations with payment restrictions or conditions will not be accepted *(i.e., Student must pass coursework with grade of C or better before authorization is valid)*

Invoicing/Billing

After Census Date (approximately 20 days after the start of the semester), an invoice of the outstanding charges will be mailed to the Sponsor/Third Party.

- The full amount is due on the invoice due date (within 30 days).
- If the invoiced amount is not paid by the end of the semester.
  - The contingent Sponsor/Third Party credit on the student's account will be reversed, and the student will be held responsible to pay this amount to South Texas College.
  - An automatic financial hold will be placed on the student's account, which will prevent further services until fees are paid in full.
- Check payments should be mailed to the address on the invoice, with a copy of the invoice for proper credit.

Concurrent Enrollment Fees

Students enrolled at two Texas public institutions of higher education.

The total amount of tuition charged at South Texas College may be determined differently if the student registers at more than one Texas public institution of higher education at the same time. Incidental fees are billed by each institution at its regularly authorized rates. The student in this situation is liable for full tuition payment at registration as per Texas Education Code, Title 3 Higher Education, Chapter 54 - Tuition and Fees, Sec. 54.011 Tuition Limit In Cases Of Concurrent Enrollment.

Proof of enrollment in the form of a payment receipt from the concurrent institution is required at the Enrollment Center on a semester basis. During the Fall and Spring semesters, proof must be submitted before the twelfth "class day". During the summer session, proof must be submitted before the twelfth "class day" for evaluation and necessary adjustments. "Class day" refers to South Texas College's scheduled class day, not the student's class meeting days.

Appropriate refunds will be determined by payment method and will be issued either by mail to the student's address on file at the Enrollment Center, or by credit card.

Refunds

The "**effective date**" of a **class drop or add** is the **date the course schedule form is received from the**

student at the Enrollment Center or the Student Information Center. The refund policy also applies to a drop due to advisement from faculty.

"**Class days**" refers to South Texas College's scheduled class days, not the students' class meeting days.

Refund Guidelines

- The College may apply existing credits to the student's delinquent outstanding debt.
- All students who are eligible for a cash refund will receive the refund via paper check by mail or electronically by direct deposit.
- Refunds are issued in accordance with NACHA (National Agency Clearing House Association) and the Merchant Services Agreement (merchant shall make no cash refunds to purchasers on card sales):
  - If classes are paid with a credit card, a refund is to be first applied to the original credit card payment.
  - Any Financial Aid posted after the account that has been paid by a credit card is refunded back to the credit card before any money is refunded to the student.
  - There will be NO exceptions to this procedure.

As prescribed by the Texas Higher Education Coordinating Board, the South Texas College refund policy is as follows:

Tuition and Fees

(Excludes Minimesters)

Fall and Spring Semesters

Prior to or on the 2nd class day	100 percent
During the next 13 class days	70 percent
During the 16th through 20th class days	25 percent
After the 20th class day	None

Summer Session

Prior to or on the 1st class day	100 percent
During the next 8 class days	70 percent
During the 10th through 12th class days	25 percent
After the 12th class day	None

Summer I and II Minimester

Prior to or on the 1st class day	100 percent
During the next 4 class days	70 percent
During the 6th class day	25 percent
After the 6th class day	None

Range of days in each percent category is ***subject to change*** based on the length of the semester and in accordance with the Texas Higher Education Coordinating Board.

Incidental Fees

(Excludes Minimesters)

Other Fees

Audit Fee, Credit by Exam Fee, Reinstatement Fee, Installment (Processing and Late) Fee, Emergency Loan Late Fee, and any other fee approved by the Board of Trustees of South Texas College.

Prior to the first class day	100 percent
First class day and after	None

Minimester Refunds

- A 100 percent refund is to be made for courses dropped (drop or withdraw) prior to or on the first class day.
- Refer to the Cashier Department for more information on refund percentages after the first class day.

Tuition and fees are per semester and are ***subject to change*** upon approval of the Board of Trustees of South Texas College and upon changes in the Texas Higher Education Coordinating Board requirements or other regulatory entity requirements.

Drop or Withdrawal from South Texas College

To officially withdraw or drop from the college, a student must contact the Enrollment Center or the Student Information Center, in person or by email.

South Texas College will refund a percentage of collected tuition and mandatory fees to students who officially withdraw or drop from the institution according to the refund schedule established by the Texas Higher Education Coordinating Board.

Dropping and adding a course of equal value is considered an even exchange when done prior to the twelfth class day during the Fall and Spring, and twelfth class day during the summer session. After the twelfth class day, a percentage for the course dropped will be charged. Please read the section on refunds for further information.

Bookstore Refunds

Bookstore services are contracted with Barnes & Noble College Booksellers which determines the bookstore refund policy.

The policy listed below is, therefore, subject to change at the discretion of Barnes & Noble.

- A full refund will be given in your original form of payment if textbooks are returned during the first week of classes with original receipt; first 3 days of summer school, one day for minimester.
- With proof of a schedule change and original receipt, a full refund will be given in your original form of payment during the first 30 days of classes; first 14 days for summer classes.
- No refunds on unwrapped loose leaf books or activated eBooks.
- Textbooks must be in original condition.
- No refunds or exchanges without original receipt
- No refunds on supplies
- Texts purchased the last week of classes or during exams are ineligible for refunds.

Highlights for Tax Benefits for Higher Education

Appendix B. Highlights of Education Tax Benefits for Tax Year 2023

This chart highlights some differences among the benefits discussed in this publication. See the text for definitions and details. **Do not rely on this chart alone.** Caution: You generally cannot claim more than one benefit for the same education expense.

Any nontaxable distribution is limited to the amount that does not exceed qualified education expenses. Table from *Department of the Treasury Internal Revenue Service, Publication 970, Tax Benefits for Education*.

Reference: https://www.irs.gov/pub/irs-pdf/p970.pdf

	What is your benefit?	What is the annual limit?	What expenses qualify besides tuition and required enrollment fees?	What education qualifies?	What are some of the other conditions that apply?	In what income range do benefits phase out?
Scholarships, Fellowship Grants, Grants, and Tuition Reductions	Amounts received may not be taxable	None	Course-related expenses such as fees, books, supplies, and equipment	Undergraduate & graduate K-12	Must be in degree or vocational program. Payment of tuition and required fees must be allowed under the grant.	No phaseout
American Opportunity Credit	Credits can reduce the amount of tax you must pay. 40% of the credit may be refundable (limited to $1,000 per student)	$2,500 credit per student	Course-related books, supplies, and equipment	Undergraduate & graduate	Can be claimed for only 4 tax years. Must be enrolled at least half-time in degree program. No felony drug conviction(s). Must not have completed first 4 years of postsecondary education before end of preceding tax year.	$80,000-$90,000 $160,000-$180,000 for joint returns
Lifetime Learning Credit	Credits can reduce amount of tax you must pay	$2,000 credit per tax return	Amounts paid for required books, etc., that must be paid to the educational institution are required fees	Undergraduate & graduate Courses to acquire or improve job skills	No other conditions	$80,000-$90,000 $160,000-$180,000 for joint returns
Student Loan Interest Deduction	Can deduct interest paid	$2,500 deduction	Books Supplies Equipment Room & board Transportation Other necessary expenses	Undergraduate & graduate	Must have been at least half-time student in degree program	$70,000-$85,000 $145,000-$175,000 for joint returns

Coverdell ESA[1]	Earnings not taxed	$2,000 contribution per beneficiary	Books Supplies Equipment Computer equipment, computer software, or Internet access and related services Expenses for special needs services Payments to QTP Higher education: Room & board if at least half-time student Elem/sec (K-12 education): See chapter 6	Undergraduate and graduate K-12	Assets must be distributed at age 30 unless special needs beneficiary	$95,000-$110,000 $190,000-$220,000 for joint returns
Qualified Tuition Program (QTP)[1]	Earnings not taxed	None	Higher education: Books Supplies Equipment Computer equipment, computer software, or Internet access and related services Expenses for special needs services Room & board if at least half-time student Elem/sec (K-12) education: See chapter 7	Undergraduate & graduate K-12 for no more than $10,000 of tuition	No other conditions	No phaseout
Education Exception to Additional Tax on Early IRA Distributions[1]	No 10% additional tax on early distribution	Amount of qualified education expenses	Books Supplies Equipment Room & board if at least half-time student Expenses for special needs services	Undergraduate & graduate	No other conditions	No phaseout
Education Savings Bond Program[1]	Interest not taxed	Amount of qualified education expenses	Payments to Coverdell ESA Payments to QTP	Undergraduate & graduate	Applies only to qualified series EE bonds issued after 1989 or series I bonds	$85,800-$100,800 $128,650-$158,650 for joint returns
Employer-Provided Educational Assistance[1]	Employer benefits not taxed	$5,250 exclusion	Books Supplies Equipment	Undergraduate & graduate	No other conditions	No phaseout
Business Deduction for Work-Related Education	Individuals who are self-employed, Armed Forces reservists, qualified performing artists, fee-based officials, or disabled can deduct certain expenses	Amount of qualifying work-related education expenses	Transportation Travel Other necessary expenses	Required by employer or law to keep present job, salary, status Maintain or improve job skills	Can't be to meet minimum educational requirements of present trade/business Can't qualify you for new trade/business	No phaseout

[1] Any nontaxable distribution is limited to the amount that doesn't exceed qualified education expenses.

TEXTBOOKS

Students are responsible for the purchase of required textbooks, course materials, and/or supplies in preparation for the semester. Information on required textbooks and materials can be found on the class syllabus in JagNet or Blackboard or on the STC Bookstore website. For information on required materials *before the first day of class*, students are encouraged to contact their instructor.

STC Bookstore

The South Texas College (STC) bookstore, contracted with Barnes & Noble College Booksellers LLC, is located on the Pecan Campus can be accessed in person or online. Required textbooks and other instructional materials can be purchased here or from other retailers. Textbook information is typically made available by March/April for the Summer and Fall semesters, and October for the Spring semester.

HB 1096 – Notice Regarding Availability of Textbooks through Multiple Retailers

To comply with HB 1096 (81st Legislature of Texas) Section 51.9705, South Texas College advises that a student of this institution is under no obligation to purchase a textbook from a college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Zero Textbook Cost

Texas Education Code (section 51.451) defines OER as "teaching, learning, or research resources that are in the public domain or that have been released under an intellectual property license that permits their free use, adaptation, and redistribution by any person. The term may include full course curricula, course materials, modules, textbooks, media, assessments, software, and any other tools, materials, or techniques, whether digital or otherwise used to support access to knowledge."

Textbooks can be a significant expense for your college education, and many courses require at least one textbook. As per STC's policy on intellectual property, the College promotes the development and use of Open Educational Resources (OER) to reduce barriers to student success and encourages open sharing of the creative and innovative work of our faculty. The College demonstrates our commitment to providing quality education while keeping costs low through course offerings that:

- do not require a textbook; or
- use Open Education Resources (OER); or
- provide the learning materials[1] for use at no cost to the student

Students can use the **Course Search** with the "Zero Textbook Cost" option to locate these class offerings when registering.

[1] Excludes supplies such as calculators, specialized equipment, etc.

SCHOLASTIC REGULATIONS

- Academic Information (p. 45)
- Academic Transferable Courses (p. 47)
- Credit by Examination (p. 52)
- Grading System (p. 54)
- Academic Progress Standards (p. 54)
- Attendance Policy (p. 55)
- Student Code of Conduct (p. 55)
- Academic Honors (p. 56)
- Academic Programs (p. 56)
- Workforce Programs (p. 57)
- Graduation Requirements (p. 57)

Academic Information

Transfer of Credit to South Texas College

Transfer from Another College

A student transferring from another accredited college or university is eligible for admission. Transfer students must comply with the Academic Progress Standards in accordance to STC Policy.

The following conditions apply regarding transfer from another college:

1. An official transcript from each institution previously attended must be submitted to the Enrollment Center.
2. All new transfer students who have been accepted will have their college transcripts evaluated on a course-by-course basis and credit will be awarded based upon applicability of transfer hours to the student's degree plan.
3. Credits for courses in which a passing grade of "C" or higher was earned may be transferred from any accredited college. Developmental or other non-degree credit courses are not transferable.
4. Credits completed at colleges outside the United States that are not accredited by one of the regional accrediting associations of the Association of Colleges and Schools can be evaluated by an AACRAO (American Association of Collegiate Registrars and Admissions Officers) approved transcript evaluation service. A list of such services is available online or at the Enrollment Center.
5. An applicant for admission may seek to enter this institution pursuant to the state's "academic fresh start" statute outline in Texas Education Code Section 51.931.

Transfer of Credit from South Texas College

Lower-division courses included in the Lower Division Academic Course Guide Manual shall be freely transferable to and accepted as comparable degree credit by any Texas public institution of higher education where the equivalent course is available for fulfilling baccalaureate degree requirements. It is understood that each Texas institution of higher education may have limitations that invalidate courses after a specific length of time.

For Texas community colleges, these freely transferable courses are identified in the latest revised edition of the Texas Higher Education Coordinating Board Publication Lower Division Academic Course Guide Manual. Specifically excluded are courses designated as vocational, ESL, ESOL, technical, developmental or remedial, and courses listed as "basic skills."

For senior four-year institutions, lower division courses that have the same course content and identified in the Texas Common Course Numbering System (TCCNS) database as approved by the Coordinating Board shall bear equivalent credit. Specifically excluded are courses designated as ESL, ESOL, technical, and developmental/remedial courses.

For information regarding transferability of courses to institutions outside of Texas, students should check with the institution receiving the credit.

Transcripts from Other Institutions

South Texas College does not issue copies of transcripts (high school or university) or other documents received from other institutions.

Notice: As permitted under section 99.31 (a)(ii)(2) of the Family Educational Rights and Privacy Act of 1974 as amended, and upon the request of The University of Texas Rio Grande Valley, South Texas College will forward educational records to UT Rio Grande Valley for students who seek or intend to enroll there.

Transfer Disputes

As outlined in Texas Higher Education Coordinating Board Rule Title 19, Part I, Chapter 4, Subchapter B, Rule 4.27, the following procedures shall be followed by institutions of higher education in the resolution of credit transfer disputes involving lower-division courses:

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

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

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

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

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

College Success

(PSYC 1300 Learning Framework, EDUC 1300 Learning Framework, CSFH 0101 College Success for Healthcare)

College Success covers strategies for learning and success and examine factors that underlie learning, success, and personal development in higher education. Topics covered include information processing, memory, strategic learning, self-regulation, goal setting, motivation, educational and career planning, and learning lifestyles. Techniques of study such as time management, listening and note taking, text marking, library and research skills, preparing for examinations, and utilizing learning resources are covered. This course develops students' academic skills that apply to all disciplines.

The following students are advised to take a College Success Course (PSYC 1300 Learning Framework, EDUC 1300 Learning Framework, CSFH 0101 College Success for Healthcare) during their first semester until they pass the College Success course with a "C" or better.

- Students who are enrolled in an Associate degree and have not met the college-level Placement Standard in integrated reading and writing, or mathematics the Texas Success Initiative (TSI) (See Academic and Developmental Placement Scores table (p. 26)).
- Students, including transfer students, who have not taken a college success class and whose cumulative grade point average is below 2.0, or who are on academic probation.

CSFH 0101 College Success for Healthcare provides healthcare-based instruction to students with declared majors in Nursing & Allied Health (NAH) fields. CSFH 0101 College Success for Healthcare provides prospective NAH students with specific, accurate, and complete program advising about each healthcare program at South Texas College. The class covers foundations of healthcare education, introduces students to the many healthcare career choices available at South Texas College, and allows for interaction with current NAH program students. A variety of academic skills are tailored to prepare the student for the very rigorous healthcare environment and programs at South Texas College and to develop the skills related to specific healthcare disciplines.

Change of Schedule

Students are allowed to make schedule changes using the JagNet registration system the first week of classes during a regular semester. Courses added after the first week of a regular semester require departmental approval. Students may make schedule changes up until census day of any given term. Courses may be dropped using JagNet up until the published deadline. Refer to the academic calendar for information concerning census and last day to withdraw dates.

Please note:

- A one-time drop/add fee of $25 will be charged. The College reserves the right to make changes in a student's schedule; when this occurs, no fee is charged.
- Adding or dropping classes may cause your status to change from part-time, half-time or full-time and may affect your academic or financial aid status. Please speak with the financial aid office if you have concerns.
- Military: Making schedule changes may affect your military education benefits. Before making schedule changes, please check with a V.A. certifying official.
- International: Making schedule changes may affect your student VISA eligibility. Before making schedule changes, please check with the Designated School Official (DSO) in the Admissions & Records Office.

Schedule changes are not official until all steps in the process have been completed. Records of withdrawal and re-enrollment will be maintained with the Office of Admissions and Records. No change is complete until it has been appropriately processed through the registration system.

Reinstatement of Semester Credit Courses

Reinstatement into a course(s) must be initiated by the student. A student who decides to reinstate into a specific course(s) should secure a Reinstatement after Census Date Form from the Enrollment Center or Student Information Center. The student must obtain approval from the instructor to re-enroll in the course(s) prior to end of semester. A one-time reinstatement fee will be charged and is due at the time of re-enrollment. If payment arrangements are not made in a timely manner, courses will be dropped.

Withdrawal from Semester Credit Courses

Based on section 51.907 of the Texas Education Code, South Texas College or any other Texas Public institution of higher education may not permit students to drop more than six college level credit courses for unacceptable reasons during their entire undergraduate career without penalty. Withdrawal from a course results in a grade of "W" and may be affected through action taken by the affected student, the course instructor, the instructor's immediate supervisor, or the appropriate administrator. Within the parameters of the calendar in effect, student may drop a course using the JagNet registration system. A grade of "W" (Withdrew) may be received. Course withdrawals may occur at any time after the census date of a semester and up to the established deadline for withdrawals in each semester. Refer to the academic calendar for information concerning withdrawal dates.

Students who are failing a course and have not withdrawn as of the established deadline will receive an "F." A student who is not progressing satisfactorily toward completion of course objectives due to non-attendance may be withdrawn from the course by the instructor prior to the published deadline for withdrawals.

The College is not responsible for any liabilities incurred as a result of the student's failure to officially withdraw from the College. Students whose circumstances require them to discontinue attending a course should promptly take steps to officially withdraw from it. A student has the right to appeal a withdrawal.

Course Load

A full-time student is defined to be a student enrolled in 12 or more credit hours. The normal course load during the regular semester is five courses equal to 15 to 17 credit hours. The normal course load for each Summer term is two courses with a sum of six to eight credit hours.

Academic Skills Test

Texas Higher Education Coordinating Board Rule Title 19, Part I, Chapter 4, Subchapter C, Rule 4.55, requires that all Institutions assess the academic

skills of each entering, non-exempt undergraduate student prior to enrollment of the student. All full-time or part-time non-exempt students MUST take the TSI Assessment Exam **before enrolling in any college-level credit coursework**. For more information about placement testing and the TSI Assessment Exam, call 956-872-3484.

Students not meeting Placement Standards (p. 26) and not qualifying for an exemption are advised to enroll in developmental education and College Success courses. Students qualifying for the corequisite model are encouraged to enroll in the developmental and college-level courses at the same time. The developmental course serves as a co-requisite to the college-level course and is intended to assist students in acquiring the essential skills needed to succeed in college. Only grades of A, B, and C will result in the student being considered TSI complete. For additional information about developmental course options and enrollment, visit with an academic advisor or student success specialist at your campus.

Academic Transferable Courses

The following STC academic courses are transferable in accordance to the Texas Common Course Numbering System. Four-year institutions determine which courses will be required for degrees at their institution.

Accounting

ACCT 2301	Principles of Financial Accounting	3
ACCT 2302	Principles of Managerial Accounting	3

Agriculture

AGRI 1329	Principles of Food Science	3
AGRI 1407	Agronomy	4
AGRI 1415	Horticulture	4
AGRI 2330	Wildlife Conservation and Management	3

Anthropology

ANTH 2301	Physical Anthropology	3
ANTH 2302	Introduction to Archeology	3
ANTH 2346	General Anthropology	3
ANTH 2351	Cultural Anthropology	3

Architecture

ARCH 1301	Architectural History I	3
ARCH 1302	Architectural History II	3
ARCH 1303	Architectural Design I	3
ARCH 1304	Architectural Design II	3
ARCH 1307	Architectural Graphics I	3
ARCH 1308	Architectural Graphics II	3
ARCH 1311	Introduction to Architecture	3
ARCH 2312	Architectural Technology	3
ARCH 2603	Architectural Design III	6
ARCH 2604	Architectural Design IV	6

Art

ARTS 1301	Art Appreciation	3
ARTS 1303	Art History I	3
ARTS 1304	Art History II	3
ARTS 1311	Design I	3
ARTS 1312	Design II	3
ARTS 1316	Drawing I	3
ARTS 1317	Drawing II	3
ARTS 1325	Drawing and Painting (for Non-Art Majors)	3
ARTS 2313	Graphic Design	3
ARTS 2316	Painting I	3
ARTS 2317	Painting II	3
ARTS 2323	Life Drawing	3
ARTS 2326	Sculpture	3
ARTS 2333	Printmaking	3
ARTS 2341	Metals	3
ARTS 2346	Ceramics I	3
ARTS 2347	Ceramics II	3
ARTS 2348	Digital Media	3
ARTS 2356	Photography I (Fine Arts Emphasis)	3
ARTS 2357	Photography II (Fine Arts Emphasis)	3

Biology

BIOL 1322	Nutrition and Diet Therapy	3
BIOL 1406	Biology for Science Majors I	4
BIOL 1407	Biology for Science Majors II	4
BIOL 1408	Biology for Non-Science Majors I	4
BIOL 1409	Biology for Non-Science Majors II	4
BIOL 2389	Academic Cooperative in the Biological Life Sciences	3
BIOL 2401	Anatomy and Physiology I	4
BIOL 2402	Anatomy and Physiology II	4
BIOL 2406	Environmental Biology	4
BIOL 2416	Genetics	4
BIOL 2420	Microbiology for Non-Science Majors	4
BIOL 2421	Microbiology for Science Majors	4

Business Administration

BUSI 1301	Business Principles	3
BUSI 2301	Business Law	3
BUSI 2305	Business Statistics	3

Chemistry

CHEM 1405	Introductory Chemistry I for Non-Science Majors	4
CHEM 1407	Introductory Chemistry II for Non-Science Majors	4
CHEM 1409	General Chemistry for Engineering Majors	4
CHEM 1411	General Chemistry I	4

CHEM 1412	General Chemistry II	4
CHEM 2423	Organic Chemistry I	4
CHEM 2425	Organic Chemistry II	4

Communication

COMM 1307	Introduction to Mass Communication	3
COMM 2305	Editing and Layout	3
COMM 2311	Media Writing	3
COMM 2315	News Reporting	3
COMM 2327	Introduction to Advertising	3
COMM 2330	Introduction to Public Relations	3
COMM 2339	Writing for Radio, Television, and Film	3
COMM 2389	Academic Cooperative	3

Computer Science

BCIS 1305	Business Computer Applications	3
COSC 1301	Introduction to Computing	3
COSC 1315	Introduction to Computer Programming	3
COSC 1320	C Programming	3
COSC 1337	Programming Fundamentals II	3
COSC 1436	Programming Fundamentals I	4
COSC 2425	Computer Organization	4
COSC 2436	Programming Fundamentals III	4

Criminal Justice

CRIJ 1301	Introduction to Criminal Justice	3
CRIJ 1306	Court Systems and Practices	3
CRIJ 1310	Fundamentals of Criminal Law	3
CRIJ 1313	Juvenile Justice System	3
CRIJ 2313	Correctional Systems and Practices	3
CRIJ 2314	Criminal Investigation	3
CRIJ 2328	Police Systems and Practices	3
CRIJ 1307	Crime in America	3
CRIJ 2323	Legal Aspects of Law Enforcement	3

Dance

DANC 1128	Ballroom and Social Dance	1
DANC 1151	Freshman Dance Performance	1
DANC 1201	Dance Composition - Improvisation	2
DANC 1241	Beginning Ballet	2
DANC 1245	Beginning Modern Dance	2
DANC 1301	Dance Composition - Choreography	3
DANC 1305	World Dance	3
DANC 2151	Sophomore Dance Performance	1
DANC 2241	Intermediate Ballet	2
DANC 2245	Intermediate Modern Dance	2
DANC 2303	Dance Appreciation	3

Drama

DRAM 1120	Theater Practicum I	1
DRAM 1121	Theater Practicum II	1
DRAM 1310	Theater Appreciation	3
DRAM 1330	Stagecraft I	3
DRAM 1341	Stage Makeup	3
DRAM 1342	Costume Technology	3
DRAM 1351	Acting I	3
DRAM 1352	Acting II	3
DRAM 2120	Theater Practicum III	1
DRAM 2355	Script Analysis	3
DRAM 2366	Film Appreciation	3

Early Childhood Education

TECA 1303	Family, School, and Community	3
TECA 1311	Educating Young Children	3
TECA 1318	Wellness of the Young Child	3
TECA 1354	Child Growth and Development	3

Economics

ECON 2301	Principles of Economics I - Macro	3
ECON 2302	Principles of Economics II - Micro	3

Education

EDUC 1100	Learning Framework	1
EDUC 1300	Learning Framework	3
EDUC 1301	Introduction to the Teaching Profession	3
EDUC 2301	Introduction to Special Populations	3

Engineering

ENGR 1201	Introduction to Engineering	2
ENGR 1304	Engineering Graphics	3
ENGR 2301	Engineering Mechanics - Statics	3
ENGR 2302	Engineering Mechanics - Dynamics	3
ENGR 2405	Electrical Circuits I	4
ENGR 2406	Introduction to Digital Systems	4

English

ENGL 1301	Composition I	3
ENGL 1302	Composition II - Rhetoric	3
ENGL 2307	Creative Writing I	3
ENGL 2311	Technical and Business Writing	3
ENGL 2321	British Literature	3
ENGL 2326	American Literature	3
ENGL 2331	World Literature	3
ENGL 2341	Introduction to Forms of Literature	3
ENGL 2351	Mexican American Literature	3

ENGL 2389	Academic Cooperative	3

Environmental Science

ENVR 1401	Environmental Science I	4
ENVR 1402	Environmental Science II	4

French

FREN 1411	Beginning French I	4
FREN 1412	Beginning French II	4

Geography

GEOG 1301	Physical Geography	3

Geology

GEOL 1403	Physical Geology	4
GEOL 1404	Historical Geology	4
GEOL 1445	Oceanography	4
GEOL 1447	Meteorology	4

History

HIST 1301	United States History I	3
HIST 1302	United States History II	3
HIST 2301	Texas History	3
HIST 2321	World Civilizations I	3
HIST 2322	World Civilizations II	3
HIST 2327	Mexican-American History I	3
HIST 2328	Mexican-American History II	3
HIST 2381	African American History I	3
HIST 2382	African American History II	3
HIST 2389	Academic Cooperative	3

Humanities

HUMA 1301	Introduction to Humanities I - Western	3
HUMA 1302	Introduction to Humanities II - Non-Western	3
HUMA 1305	Introduction to Mexican-American Studies	3
HUMA 1311	Mexican-American Fine Arts Appreciation	3
HUMA 1315	Fine Arts Appreciation	3
HUMA 2319	American Minority Studies	3
HUMA 2323	World Cultures	3

Kinesiology

KINE 1100	Fitness Walking	1
KINE 1101	Fitness and Motor Development I	1
KINE 1103	Weight Training and Conditioning I	1
KINE 1104	Weight Training and Conditioning II	1
KINE 1105	Badminton	1
KINE 1107	Basketball I	1
KINE 1109	Bowling I	1
KINE 1110	Bowling II	1
KINE 1111	Flag Football I	1
KINE 1113	Golf I	1
KINE 1114	Golf II	1
KINE 1115	Karate I	1
KINE 1116	Karate II	1
KINE 1119	Racquetball I	1
KINE 1120	Racquetball II	1
KINE 1121	Soccer I	1
KINE 1123	Softball I	1
KINE 1125	Swimming I	1
KINE 1126	Swimming II	1
KINE 1127	Tennis I	1
KINE 1128	Tennis II	1
KINE 1129	Volleyball I	1
KINE 1131	Yoga and Flexibility Training	1
KINE 1132	Self Defense and Personal Safety	1
KINE 1133	Outdoor Adventure Training	1
KINE 1149	Team Sports I	1
KINE 1150	Team Sports II	1
KINE 1164	Introduction to Physical Fitness and Wellness	1
KINE 1210	Aerobic Dance I	2
KINE 1211	Aerobic Dance II	2
KINE 1301	Foundations of Kinesiology	3
KINE 1304	Personal/Community Health I	3
KINE 1306	First Aid	3
KINE 1308	Sports Officiating I	3
KINE 1321	Coaching/Sports/ Athletics I	3
KINE 1331	Physical Education for Elementary Education Majors	3
KINE 1336	Introduction to Recreation I	3
KINE 1338	Concepts of Physical Fitness	3
KINE 1346	Drug Use & Abuse	3

Mathematics

MATH 1316	Plane Trigonometry	3
MATH 1324	Mathematics for Business & Social Sciences	3
MATH 1325	Calculus for Business & Social Sciences	3
MATH 1332	Contemporary Mathematics	3
MATH 1342	Elementary Statistical Methods	3
MATH 1350	Mathematics for Teachers I	3
MATH 1351	Mathematics for Teachers II	3
MATH 1414	College Algebra	4
MATH 2305	Discrete Mathematics	3
MATH 2412	Pre-Calculus Math	4
MATH 2413	Calculus I	4
MATH 2414	Calculus II	4
MATH 2415	Calculus III	4

MATH 2418	Linear Algebra	4
MATH 2420	Differential Equations	4

Music

MUAP 1101	Applied Violin I - Non-Music Majors	1
MUAP 1102	Applied Viola I - Non-Music Majors	1
MUAP 1103	Applied Cello I - Non-Music Majors	1
MUAP 1104	Applied Double Bass I - Non-Music Majors	1
MUAP 1105	Applied Flute I - Non-Music Majors	1
MUAP 1106	Applied Clarinet I - Non-Music Majors	1
MUAP 1107	Applied Saxophone I- Non-Music Majors	1
MUAP 1108	Applied Trumpet I - Non-Music Majors	1
MUAP 1109	Applied French Horn I - Non-Music Majors	1
MUAP 1110	Applied Trombone I - Non-Music Majors	1
MUAP 1111	Applied Euphonium I - Non-Music Majors	1
MUAP 1112	Applied Oboe I - Non-Music Majors	1
MUAP 1113	Applied Bassoon I - Non-Music Majors	1
MUAP 1114	Applied Tuba I - Non-Music Majors	1
MUAP 1115	Applied Percussion I - Non-Music Majors	1
MUAP 1116	Applied Guitar I - Non-Music Majors	1
MUAP 1117	Applied Piano I - Non-Music Majors	1
MUAP 1118	Applied Voice I - Non-Music Majors	1
MUAP 1119	Applied Music Composition I - Non-Music Majors	1
MUAP 1121	Applied Violin II - Non-Music Majors	1
MUAP 1122	Applied Viola II - Non-Music Majors	1
MUAP 1123	Applied Cello II - Non-Music Majors	1
MUAP 1124	Applied Double Bass II - Non-Music Majors	1
MUAP 1125	Applied Flute II - Non-Music Majors	1
MUAP 1126	Applied Clarinet II - Non-Music Majors	1
MUAP 1127	Applied Saxophone II - Non-Music Majors	1
MUAP 1128	Applied Trumpet II - Non-Music Majors	1
MUAP 1129	Applied French Horn II - Non-Music Majors	1
MUAP 1130	Applied Trombone II - Non-Music Majors	1
MUAP 1131	Applied Euphonium II - Non-Music Majors	1
MUAP 1132	Applied Oboe II - Non-Music Majors	1
MUAP 1133	Applied Bassoon II - Non-Music Majors	1
MUAP 1134	Applied Tuba II - Non-Music Majors	1
MUAP 1135	Applied Percussion II - Non-Music Majors	1
MUAP 1136	Applied Guitar II - Non-Music Majors	1
MUAP 1137	Applied Piano II - Non-Music Majors	1
MUAP 1138	Applied Voice II - Non-Music Majors	1
MUAP 1139	Applied Music Composition II - Non-Music Majors	1
MUAP 1201	Applied Violin I	2
MUAP 1202	Applied Viola I	2
MUAP 1203	Applied Cello I	2
MUAP 1204	Applied Double Bass I	2
MUAP 1205	Applied Flute I	2
MUAP 1206	Applied Clarinet I	2
MUAP 1207	Applied Saxophone I	2
MUAP 1208	Applied Trumpet I	2
MUAP 1209	Applied French Horn I	2
MUAP 1210	Applied Trombone I	2
MUAP 1211	Applied Euphonium I	2
MUAP 1212	Applied Oboe I	2
MUAP 1213	Applied Bassoon I	2
MUAP 1214	Applied Tuba I	2
MUAP 1215	Applied Percussion I	2
MUAP 1216	Applied Guitar I	2
MUAP 1217	Applied Piano I	2
MUAP 1218	Applied Voice I	2
MUAP 1219	Applied Music Composition I	2
MUAP 1220	Applied Conducting I	2
MUAP 1221	Applied Violin II	2
MUAP 1222	Applied Viola II	2
MUAP 1223	Applied Cello II	2
MUAP 1224	Applied Double Bass II	2
MUAP 1225	Applied Flute II	2
MUAP 1226	Applied Clarinet II	2
MUAP 1227	Applied Saxophone II	2
MUAP 1228	Applied Trumpet II	2
MUAP 1229	Applied French Horn II	2
MUAP 1230	Applied Trombone II	2
MUAP 1231	Applied Euphonium II	2
MUAP 1232	Applied Oboe II	2
MUAP 1233	Applied Bassoon II	2
MUAP 1234	Applied Tuba II	2
MUAP 1235	Applied Percussion II	2
MUAP 1236	Applied Guitar II	2
MUAP 1237	Applied Piano II	2
MUAP 1238	Applied Voice II	2
MUAP 1239	Applied Music Composition II	2
MUAP 1240	Applied Conducting II	2
MUAP 2201	Applied Violin III	2
MUAP 2202	Applied Viola III	2
MUAP 2203	Applied Cello III	2
MUAP 2204	Applied Double Base III	2
MUAP 2205	Applied Flute III	2
MUAP 2206	Applied Clarinet III	2
MUAP 2207	Applied Saxophone III	2
MUAP 2208	Applied Trumpet III	2
MUAP 2209	Applied French Horn III	2
MUAP 2210	Applied Trombone III	2
MUAP 2211	Applied Euphonium III	2
MUAP 2212	Applied Oboe III	2
MUAP 2213	Applied Bassoon III	2
MUAP 2214	Applied Tuba III	2

MUAP 2215	Applied Percussion III	2
MUAP 2216	Applied Guitar III	2
MUAP 2217	Applied Piano III	2
MUAP 2218	Applied Voice III	2
MUAP 2219	Applied Music Composition III	2
MUAP 2220	Applied Conducting III	2
MUAP 2221	Applied Violin IV	2
MUAP 2222	Applied Viola IV	2
MUAP 2223	Applied Cello IV	2
MUAP 2224	Applied Double Bass IV	2
MUAP 2225	Applied Flute IV	2
MUAP 2226	Applied Clarinet IV	2
MUAP 2227	Applied Saxophone IV	2
MUAP 2228	Applied Trumpet IV	2
MUAP 2229	Applied French Horn IV	2
MUAP 2230	Applied Trombone IV	2
MUAP 2231	Applied Euphonium IV	2
MUAP 2232	Applied Oboe IV	2
MUAP 2233	Applied Bassoon IV	2
MUAP 2234	Applied Tuba IV	2
MUAP 2235	Applied Percussion IV	2
MUAP 2236	Applied Guitar IV	2
MUAP 2237	Applied Piano IV	2
MUAP 2238	Applied Voice IV	2
MUAP 2239	Applied Music Composition IV	2
MUAP 2240	Applied Conducting IV	2
MUEN 1121	Band Ensemble	1
MUEN 1131	Mariachi Ensemble	1
MUEN 1132	Jazz Ensemble	1
MUEN 1133	Guitar Ensemble	1
MUEN 1134	String Ensemble	1
MUEN 1135	Percussion Ensemble	1
MUEN 1136	Woodwind Ensemble	1
MUEN 1137	Brass Ensemble	1
MUEN 1138	Modern Band Ensemble	1
MUEN 1141	Choir Ensemble	1
MUSI 1116	Sight Singing and Ear Training I	1
MUSI 1117	Sight Singing and Ear Training II	1
MUSI 1181	Piano Class I	1
MUSI 1182	Piano Class II	1
MUSI 1183	Voice Class I	1
MUSI 1192	Guitar Class	1
MUSI 1303	Fundamentals of Music	3
MUSI 1306	Music Appreciation	3
MUSI 1307	Music Literature	3
MUSI 1310	American Music	3
MUSI 1311	Music Theory I	3
MUSI 1312	Music Theory II	3
MUSI 2116	Sight Singing and Ear Training III	1
MUSI 2117	Sight Singing and Ear Training IV	1
MUSI 2181	Piano Class III	1
MUSI 2182	Piano Class IV	1
MUSI 2311	Music Theory III	3
MUSI 2312	Music Theory IV	3

Philosophy

PHIL 1301	Introduction to Philosophy	3
PHIL 1304	Introduction to World Religions	3
PHIL 2303	Introduction to Logic	3
PHIL 2306	Introduction to Ethics	3
PHIL 2307	Introduction to Social and Political Philosophy	3
PHIL 2316	Classical Philosophy	3
PHIL 2321	Philosophy of Religion	3
PHIL 2389	Academic Cooperative: Philosophy Capstone	3

Physical Science

PHYS 1403	Stars and Galaxies	4
PHYS 1404	Solar System	4
PHYS 1415	Physical Science I	4
PHYS 1417	Physical Science II	4

Physics

PHYS 1401	College Physics I	4
PHYS 1402	College Physics II	4
PHYS 2425	University Physics I	4
PHYS 2426	University Physics II	4

Political Science

GOVT 2304	Introduction to Political Science	3
GOVT 2305	Federal Government	3
GOVT 2306	Texas Government	3
GOVT 2311	Mexican American and Latinx Politics	3
GOVT 2389	Academic Cooperative	3

Psychology

PSYC 1300	Learning Framework	3
PSYC 2301	General Psychology	3
PSYC 2306	Human Sexuality	3
PSYC 2308	Child Psychology	3
PSYC 2314	Lifespan Growth and Development	3
PSYC 2315	Psychology of Adjustment	3
PSYC 2317	Statistical Methods in Psychology	3
PSYC 2319	Social Psychology	3
PSYC 2320	Abnormal Psychology	3

Sign Language (American)

SGNL 1301	Beginning American Sign Language I	3
SGNL 1302	Beginning American Sign Language II	3
SGNL 2301	Intermediate American Sign Language I	3
SGNL 2302	Intermediate American Sign Language II	3

Social Work

SOCW 2361	Introduction to Social Work	3
SOCW 2362	Social Welfare: Legislation, Programs, and Services	3

SOCW 2389	Academic Cooperative	3

Sociology

SOCI 1301	Introductory Sociology	3
SOCI 1306	Social Problems	3
SOCI 2301	Marriage and the Family	3
SOCI 2319	Minority Studies	3
SOCI 2326	Social Psychology	3
SOCI 2336	Criminology	3
SOCI 2389	Academic Cooperative	3

Spanish

SPAN 1411	Beginning Spanish I for Non-Spanish Speakers	4
SPAN 1412	Beginning Spanish II for Non-Spanish Speakers	4
SPAN 2311	Intermediate Spanish I	3
SPAN 2312	Intermediate Spanish II	3
SPAN 2313	Spanish for Native/ Heritage Speakers I	3
SPAN 2315	Spanish for Native/ Heritage Speakers II	3
SPAN 2389	Academic Cooperative	3

Speech

SPCH 1311	Introduction to Speech Communication	3
SPCH 1315	Public Speaking	3
SPCH 1318	Interpersonal Communications	3
SPCH 1321	Business and Professional Communication	3
SPCH 2333	Discussion and Small Group Communication	3
SPCH 2335	Argumentation and Debate	3
SPCH 2389	Academic Cooperative	3

Credit by Examination

Credit given by examination may be earned in technical courses only. Students who have been given grades other than a "W" in the course are not eligible for credit by examination. Grades for credit by examination are recorded as credit and are not considered in computing grade point averages. The minimum passing score for credit by examination is 80.

Credit earned by students not yet enrolled at STC is held in escrow until the student earns six credit hours at STC. Credit for CLEP, AP, IB, internal exams or combination thereof may not exceed 75% of degree requirements. Credit awarded for testing at South Texas College may or may not meet minimum requirements for credit at other institutions. It is the student's responsibility to check with the institution they plan on attending to verify transfer requirements.

Cost of credit by examination is tuition only (based on the student's residency status). Tuition for the course must be paid to the Business Office Cashier's Department and a receipt presented to the instructor before the student is permitted to take the examination. The instructor must submit the credit by examination form and a copy of the exam to the Office of Admissions and Records.

Advanced Placement (AP)

High school seniors anticipating advanced placement through the College Entrance Examination Board (CEEB) Advanced Placement exams should make arrangements with their counselor to take the proper examination. This should be far enough in advance of their first college semester for their scores to be received and evaluated before registration begins. A student must have taken the Advanced Placement exam within the last five (5) years in order to receive credit.

Required Scores for AP Credit

Subject	Min. Score	STC Course	Credit Hours
Biology	3	(BIOL 1406, BIOL 1407) **or** (BIOL 1408, BIOL 1409)	8
Environmental Science	3	BIOL 2406	4
Chemistry	3	CHEM 1411, CHEM 1412	8
Computer Science (A)	3	COSC 1436	4
Macroeconomics	3	ECON 2301	3
Microeconomics	3	ECON 2302	3
English Language and Composition	3	ENGL 1301	3
English Literature and Composition	3	ENGL 1301	3
United States History	3	HIST 1301, HIST 1302	6
Calculus AB	3	MATH 2413	4
Calculus BC	3	MATH 2413, MATH 2414	8
Statistics	3	MATH 1342	3
Physics 1: Algebra-Based	3	PHYS 1401	4
Physics 2: Algebra-Based	3	PHYS 1402	4
Physics C: Mechanics	3	PHYS 2425	4
Physics C: Electricity & Magnetism	3	PHYS 2426	4
US Government and Politics	3	GOVT 2305	3
Spanish Language	3	SPAN 1411	4
Spanish Literature	3	SPAN 1411, SPAN 1412	8

College Level Examination Program (CLEP)

STC will grant credit for CLEP exams with certain required scores; however, credit will not be posted to a transcript until the student enrolls and earns six (6) credit hours credit at STC. A student must have taken the CLEP exam within the last five (5) years in order to receive credit.

Required Scores for CLEP Subject Examination Credit

Subject	Min. Score	STC Course	Credit Hours
Info Systems and Computer Applications	50	COSC 1301	3
Financial Accounting	50	ACCT 2301, ACCT 2302	8
Biology	50	BIOL 1406, BIOL 1407, BIOL 1408, BIOL 1409	8
Introductory Business Law	50	BUSI 2301	3
Chemistry	50	CHEM 1411, CHEM 1412	8
Principles of Microeconomics	50	ECON 2302	3
Principles of Macroeconomics	50	ECON 2301	3
College Composition	50	ENGL 1301	3
Spanish Language	50	SPAN 1411, SPAN 1412	8
Analyzing & Interpreting Literature	50	ENGL 2341	3
American Literature	50	ENGL 2326	3
English Literature	50	ENGL 2321	3
History of the US I	50	HIST 1301	3
History of the US II	50	HIST 1302	3
College Algebra	50	MATH 1414	4
Calculus	50	MATH 2413, MATH 2414	8
Introductory Psychology	50	PSYC 2301	3
Introductory Sociology	50	SOCI 1301	3
College Mathematics	50	MATH 1332	3
Principles of Management	50	OPMG 3305	3
Introductory Business Law	50	OPMG 3336	3

Credit for International Baccalaureate Diploma (IBD)

The International Baccalaureate Diploma is an international program of courses and exams offered at the high school level. South Texas College will grant (CR) credit for IB exams with certain required scores.

In accordance with SB 111 and TEC 51.968, students with IB diplomas or certificates may receive up to 24 credit hours based upon minimum scores of 4 in either the Standard Level (SL) or Higher Level (HL) subject group examinations. However, course credit does not have to be awarded on any IB exams where the score received is a 3 or less. This may mean that such students will not receive 24 hours of college credit, even if they have an IB diploma.

Eligibility for Award of Credit

Prior to the award of college credit for IB diplomas or certificates, the student:

A. Must meet all admissions requirements of the College.
B. Must be pursuing a certificate or degree with a declared major.
C. Must officially enroll and earn six (6) hours of academic credit.
D. Must submit an official IB diploma or certificate and request examination scores directly from the International Baccalaureate Organization (IBO).
E. Must have received at least a minimum score of 4 on the curriculum subject examination.
F. Must petition for award of IB credit. Student may choose which credit is to be transcribed if IB scores indicate more than 24 credit hours meet established criteria.

STC will not award a degree based solely upon the number of IB credits transferred in toward a degree requirement. STC policies require students to take 25% of credit hours from South Texas College as a graduation requirement.

Students bringing in an IB transcript for credit evaluation should consider the total number of qualifying credits to be awarded. Additional hours above the required amount to graduate may have an adverse impact on students' financial aid or other grant programs. In addition, no Texas public university or college shall be required to accept in transfer or toward a degree program more than sixty-six (66) semester credit hours of lower division academic credit.

Required Scores for IB Credit

IB Examination	Score	STC Course	Credit Hours
Biology			
Biology (SL)	4, 5, 6, or 7	BIOL 1406 or BIOL 1408	4
Biology (HL)	4, 5, 6, or 7	BIOL 1406 & BIOL 1407 or BIOL 1408 & BIOL 1409	8
Business and Management			
Business and Management	4, 5, 6, or 7	BUSI 1301	3
Chemistry			
Chemistry (SL)	4, 5, 6, or 7	CHEM 1411	4
Chemistry (HL)	4, 5, 6, or 7	CHEM 1411 & CHEM 1412	8
Computer Science			
Computer Science (SL)	4, 5, 6, or 7	COSC 1301	3
Economics			
Economics (SL)	4, 5, 6, or 7	ECON 2301	3
Economics (HL)	4, 5, 6, or 7	ECON 2301 & ECON 2302	6
English			
English (SL) Language A1 or A2	4, 5, 6, or 7	ENGL 1301 & ENGL 1302	6
English (HL) Language A1 or A2	4, 5, 6, or 7	ENGL 1301 & ENGL 1302	6

Geography			
Geography (SL or HL)	4, 5, 6, or 7	GEOG 1301	3
History of the Americas			
History of the Americas (SL)	4, 5, 6, or 7	HIST 1301	3
History of the Americas (HL)	4, 5, 6, or 7	HIST 1301 & HIST 1302	6
Mathematics			
Mathematical Studies (SL)	4, 5, 6, or 7	MATH 1332 or MATH 1414	3 or 4
Further Mathematics (SL)	4, 5, 6, or 7	MATH 1332	3
Mathematics (SL)	4, 5, 6, or 7	MATH 1414	4
Mathematics (HL)	4, 5, 6, or 7	MATH 2412 & MATH 2413	8
Modern Languages			
Spanish Language A1 or A2 (SL)	4, 5, 6, or 7	SPAN 1411 & SPAN 1412	8
Spanish Language A1 or A2 (HL)	4, 5, 6, or 7	SPAN 1411, SPAN 1412, SPAN 2311 & SPAN 2312	14
Spanish Language B (SL)	4, 5, 6, or 7	SPAN 1411, SPAN 1412	8
Spanish Language B (HL)	4, 5, 6, or 7	SPAN 1411, SPAN 1412, SPAN 2311 & SPAN 2312	14
Spanish Language Ab	4, 5, 6, or 7	SPAN 1411	4
Music			
Music (SL or HL)	4, 5, 6, or 7	MUSI 1306	3
Philosophy			
Philosophy (SL or HL)	4, 5, 6, or 7	PHIL 1301	3
Physics			
Physics (SL)	4, 5, 6, or 7	PHYS 1401	4
Physics (HL)	4, 5, 6, or 7	PHYS 1401 & PHYS 1402	8
Psychology			
Psychology (SL or HL)	4, 5, 6, or 7	PSYC 2301	3
Social and Cultural Anthropology			
Social and Cultural Anthropology (SL or HL)	4, 5, 6, or 7	ANTH 2351	3
Theatre Arts			
Theatre Arts (SL or HL)	4, 5, 6, or 7	DRAM 1310	3
Film (SL or HL)	4, 5, 6, or 7	DRAM 2366	3
Visual Arts			
Visual Arts (SL or HL)	4, 5, 6, or 7	ARTS 1301	3

Grading System

The following grading system is used at South Texas College:

Grade	Interpretation	Grade Points Per Cr. Hour
A	Excellent	4
B	Good	3
C	Satisfactory	2
D	Minimum Passing	1
F	Failing	0
I	Incomplete	Not Computed
W	Withdrew	Not Computed
AUD	Audit	Not Computed
CR	Credit Given for	Not Computed
N	Non-Credit	Not Computed
S	Passing	Not Computed
P	Passing	Not Computed
NP	Not Passing	Not Computed
IP	In Progress	Not Computed

Certain grades are utilized in particular courses. Each course syllabi will indicate the grades that may be issued in the course.

The grade of "I" (for Incomplete) may be given by an instructor in certain circumstances for a course in which a student was unable to complete all of the objectives for the passing grade level attempted. The student must complete all of the objectives as dictated by the instructor by the end of the next long (Fall or Spring) term. Failure to complete all requirements by the end of the next long (Fall or Spring) term will result in a final grade of “F” or “NP” for the course.

With the exception of the "I", all grades are considered final unless College error is involved. In the event of a grade dispute, an appeal process is provided.

In the case of a repeated course, the last grade received will be used for degree plan requirements as applicable and as part of the student's cumulative grade point average.

South Texas College accepts the responsibility to establish and maintain standards of excellence in the courses taught and to subscribe to the following principles:

1. We recognize the need for consistency and fairness in the evaluation of student performance.
2. We fully recognize the need to maintain public confidence in the academic integrity of the College.

Academic Progress Standards

All students, including dual credit, are expected to meet academic standards for coursework completed at South Texas College. Students with a cumulative grade point average below 2.00 (C average) will be placed on academic probation, continued academic probation or academic suspension as appropriate.

Semester and Cumulative GPA Calculation

All grade points earned by a student, including developmental courses and the College Success course, will be included in the computation of the semester grade point average and cumulative

grade point average. In the case of a repeated course, the last grade recorded will be used in the computation.

The academic progress standards for students attending the College are as follows:

Level of Academic Status	GPA Criteria
Good Standing	Cumulative GPA is 2.00 or above
Academic Probation	Cumulative GPA has dropped below 2.00
Continued Academic Probation	Previously on Academic Probation or Continued Academic Probation and cumulative GPA is below 2.00, but current semester GPA is 2.00 or above
Academic Suspension	Previously on Academic Probation or Continued Academic Probation and cumulative GPA is below 2.00 and current semester GPA is below 2.00

Academic Probation

Academic Probation is a system of monitoring student grades in all South Texas College courses in order to identify students who are experiencing difficulty in making satisfactory progress. Academic Probation occurs at the end of any semester when a student's cumulative GPA drops below 2.00.

Continued Academic Probation

Continued Academic Probation is a system of monitoring student grades in all South Texas College courses for students placed on Academic Probation in order to identify students who continue to experience difficulty in making satisfactory progress. Continued Academic Probation occurs at the end of the semester following Academic Probation when a student earns a current semester GPA of 2.00 or higher and cumulative GPA remains below 2.00.

Academic Suspension

Academic Suspension is a system of forced interruption in attendance at the College in those instances where a student is unable to maintain satisfactory academic progress. Academic Suspension occurs when the student who has previously been on Academic Probation or Continued Academic Probation and cumulative GPA is below 2.00 and current semester GPA is below 2.00. Academic suspension may last for one regular fall or spring semester. Students placed on academic suspension may enroll for summer sessions for the purpose of raising their cumulative GPA to the level required for good standing.

Readmission After A Period of Suspension

After a period of Academic Suspension, a student may be readmitted on academic probation. Before readmission under probationary status, the suspended student must report to Counseling and Student Accessibility Services for an academic counseling session to develop an Academic Improvement Plan.

Students on Academic Suspension who raise their cumulative GPA to 2.00 or higher can be reinstated in good standing following application to the Office of Admissions and Records. Removal from suspension can be most effectively accomplished by re-enrolling for courses in which the student has a failing grade.

If a student who has been suspended feels that unusual circumstances warrant a review, the student may provide a written appeal to the Academic Appeals Committee in care of the Counseling and Student Accessibility Services.

Developmental Studies Program

South Texas College offers students the opportunity to develop college-level skills in mathematics, reading, writing and college success. South Texas College provides Developmental Education options to students that contain the essential academic skills to successfully complete academic/technical coursework.

Students not meeting Placement Standards (p. 26) and not qualifying for an exemption are advised to enroll in developmental education and College Success courses. Students qualifying for the corequisite model are encouraged to enroll in the developmental and college-level courses at the same time. The developmental course serves as a co-requisite to the college-level course and is intended to assist students in acquiring the essential skills needed to succeed in college. Only grades of A, B, and C will result in the student being considered TSI complete.

Attendance Policy

South Texas College Board Policy #3335 states:

As a premier learning-centered higher education institution, student attendance and participation is paramount to academic success; therefore, regular and punctual attendance in class and laboratories is expected of all students.

It is the student's responsibility to communicate with the faculty member concerning any absence as specified by the respective course syllabus. The student may be required to present evidence to support an absence and make-up work for class absences will be permitted only as specified by the faculty in the course syllabus.

Dropping a course is the responsibility of the student and not taking the appropriate steps may result in an "F" for the course.

In addition to Division-based guidelines related to attendance, faculty may drop students, prior to the withdrawal deadline when, in the opinion of the faculty, the student would have difficulty in successfully completing the course.

Student Code of Conduct

Detailed information regarding South Texas College's expectations for students is presented in the Code of Student Conduct.

The Code of Student Conduct is an articulation of South Texas College's commitment to maintaining an environment that recognizes and supports the rights of its students and provides a guide for defining behaviors the College considers inappropriate.

The Code of Student Conduct is available online in the Student Handbook or by contacting the Office of Student Rights and Responsibilities at 956-872-2180.

Academic Honors

Honors Program

The South Texas College Honors Program is designed to provide progressive opportunities for study and innovative challenges to students who are highly motivated, intellectually gifted, academically well-prepared and/or exceptionally creative.

The program offers unique opportunities for enrichment that will enhance and encourage intellectual curiosity, good citizenship and leadership skills.

Admission Requirements

To be eligible to apply for the STC Honors Program, students currently enrolled at STC must have a minimum cumulative college GPA of 3.25. Students entering STC following graduation from high-school must have a minimum cumulative high-school GPA of 3.5.

To apply, the student must:

1. Submit a complete Honors Application.
2. Submit STC transcript, if applicable.
3. Make an appointment to review application, eligibility and honors course selection.

All Honors Program students will receive Honors course advising, scheduling and consultation.

For further information about the Honors Program, contact the Academic Excellence Office at 956-872-6440.

Curriculum Structure, Honors Instruction

The Honors Curriculum is concentrated in select STC courses designated as Core Curriculum and/or courses in the major. Honors sections are limited to Fall and Spring terms, while Minimesters and Summer offerings are unavailable. Competency-Based Education (CBE) Honors courses are also unavailable.

The Honors Curriculum will be presented to students in designated Honors class sections. Each Honors section is limited in enrollment, instructed by specifically chosen instructors, and incorporates enrichment activities or thematic exploration.

Honors Program Graduation

Students who complete the appropriate course of study for an Associate or Bachelor degree, earn 9 credit hours of Honors courses, and maintain a 3.25 or higher GPA, are eligible to graduate from the Honors Program.

Phi Theta Kappa International Honor Society - Beta Epsilon Mu Chapter

The mission of Phi Theta Kappa is to recognize academic achievement of college students and to provide opportunities for them to grow as scholars and leaders.

To achieve this purpose, Phi Theta Kappa provides opportunities for the development of leadership and service, for an intellectual climate to exchange ideas and ideals, for lively fellowship for scholars and for stimulation of interest in continuing academic excellence.

Each semester invitation for membership is extended by the Beta Epsilon Mu Chapter to students who are currently enrolled, have completed at least 12 hours of coursework that may be applied to an associate degree and have a cumulative GPA of 3.5 or higher. After accepting membership, students are required to maintain a 3.25 cumulative Grade Point Average.

For further information, contact the Academic Excellence Office at 956-872-6440.

Valley Scholars Program

The Valley Scholars Program was established in 1997 to recognize and promote academic excellence by providing financial assistance, academic support services, mentoring and leadership development. The program provides a foundation that empowers students to excel in their academic achievements and to become leaders that will make significant contributions to their communities.

Valley Scholars are Hidalgo and Starr County high school graduates in the top 10 percent or within an 80 percent grade point average. Students must have earned a 3.25 cumulative GPA for any college courses completed during high school. Students in the program receive a scholarship, individualized advisement, academic excellence workshops, employment and leadership opportunities on campus and transfer scholarship opportunities.

Eligibility for the program is contingent on students being enrolled at the college on a full time basis, maintaining a GPA of 3.0 each semester and participating in scholastic and leadership activities. Importantly, the program encourages students to be actively engaged in community service projects. All community service projects are structured and utilize the team concept as a motivational tool.

The Valley Scholars immediately create a natural learning community that studies and works together and is able to build on the synergy of high expectations and team leadership.

For further information about this program, contact the Academic Excellence Office at 956-872-6440.

President's Honor Roll

South Texas College recognizes students with high academic achievement by naming them to the President's Honor Roll. To receive this honor, a student must be enrolled in 12 or more credit hours and must have earned a grade point average (GPA) of a 4.0 on a 4.0 scale for the semester.

Vice President's Honor Roll

South Texas College recognizes students with high academic achievement by naming them to the Vice President's Honor Roll. To receive this honor, a student must have completed a minimum of 12 or more credit hours for that semester at the College and earned a minimum grade point average (GPA) of 3.75 on a 4.00 scale.

Academic Programs

Baccalaureate Programs

South Texas College currently offers a Bachelor of Applied Technology (B.A.T.) in Operations Management, Computer and Information Technologies, and Medical and Health Services; a Bachelor of Applied Science in Organizational

Leadership; and a Bachelor of Science in Nursing in RN-to-BSN.

The B.A.T. in Operations Management consists of the 42-credit hour Core Curriculum, 48 credit hours of lower-division technical specialty courses, and 30 credit hours of upper-division coursework.

The B.A.T. in Computer and Information Technologies consists of the 42-credit hour Core Curriculum, 48 credit hours of lower-division technical specialty courses, and 30 credit hours of upper-division coursework.

The B.A.T. in Medical and Health Services Management consists of the 42-credit hour Core Curriculum, 48 credit hours of lower-division technical specialty courses, and 30 credit hours of upper-division coursework.

The B.A.S. Organizational Leadership consists of the 42-credit hour Core Curriculum, 48 credit hours of lower-division technical specialty courses, and 30 credit hours of upper-division coursework.

The B.S.N. RN-to-BSN consists of the 42-credit hour Core Curriculum, 47 credit hours of lower-division technical specialty courses, and 31 credit hours of upper-division coursework.

Associate of Arts and Associate of Science Degree (A.A. and A.S.)

The Associate of Arts and Associate of Science degrees are designed for students planning to transfer credits to a baccalaureate degree program at a four-year institution.

The curricula in this catalog will satisfy the requirements of most four-year institutions. However, students must consult the catalog of the institutions to which they wish to transfer to determine the specific requirements of the receiving institution.

Formal articulation agreements have been established with several other institutions to facilitate the transfer of credit. For more information, consult your advisor.

Core Curriculum

The Core Curriculum includes courses in Communication, Mathematics, Life & Physical Sciences, Language, Philosophy & Culture, Creative Arts, American History, Government/ Political Science, Social and Behavioral Sciences, and a core component option area. All students are required to complete the Core Curriculum before receiving an A.A. or A.S. degree (Exceptions apply for some degree plans as noted in the catalog. Contact an academic advisor for more information).

According to Texas Administrative Code, Part I, Chapter 4, Subchapter B, rule §4.28, "if a student successfully completes the 42 semester credit hour core curriculum at a Texas public institution of higher education, that block of courses must be substituted in transfer to any other Texas public institution of higher education for the receiving institution's core curriculum. A student shall receive academic credit for each of the courses transferred and may not be required to take additional core curriculum courses at the receiving institution."

Field of Study Curriculum

The Field of Study Curriculum includes 18 credit hours that will satisfy the lower division requirements for a baccalaureate degree in a specific academic area.

A student, who does not plan on earning a degree from South Texas College but plans on transferring to a senior college or university, should follow the appropriate degree plan from the receiving institution.

Workforce Programs

Certificate Programs

Certificate programs are workforce education programs consisting of 15-51 credit hours.

The Level One and Level Two Certificate programs are designed to prepare students with the competencies necessary to enter a technical or professional field and are normally a building block toward an A.A.S. degree.

Level One Certificates (CT1) consist of 15-42 credit hours and are Texas Success Initiative (TSI) Exempt.

Level Two Certificates (CT2) consist of 30-51 credit hours and are TSI Liable.

Level Three Certificates (Enhanced Skills Certificates) are optional certificates associated with an A.A.S. degree program intended to provide advanced skills, identified by a business and industry, which are not part of the degree. These certificates consist of 6-12 credit hours.

Advanced Technical Certificates have a defined associate or baccalaureate degree as a prerequisite for admission and are designed to be focused, clearly related to the prerequisite degree, and justifiable to meet industry or external agency requirements. These certificates consist of 16-45 credit hours.

Associate of Applied Science Degree (A.A.S.)

An Associate of Applied Science degree is awarded upon completion of a prescribed program of study of 60 credit hours in a technical or professional field. A.A.S. curricula are designed to enable the student to master competencies required to enter an occupation with marketable skills upon graduation.

Specialization

Some A.A.S. degrees offer curricula variations that allow students to specialize. The specialty does not result in a different A.A.S. degree, but allows the student to focus on a specific area within their chosen field.

General Education Requirements

All workforce education students at STC are required to complete a minimum of 15 credit hours in general education courses before receiving an A.A.S. degree.

These 15 credit hours of general education courses must include at least one course in each of the following three areas: humanities/fine arts; social/behavioral sciences; and mathematics/ natural sciences.

Graduation Requirements

South Texas College awards the Bachelor of Applied Science, Bachelor of Applied Technology, Bachelor of Science in Nursing, Associate of Art, Associate of Science, Associate of Applied Science and the Certificate of Completion. A

student who enrolls at South Texas College during any academic year and who earns credit for work done during that year may graduate under the degree requirements provision of the catalog in force during the student's first semester of enrollment, provided that the student graduates within the specified time period. Otherwise, the student may graduate by fulfilling the degree requirements as published in the catalog in force at the time of the student's graduation.

Commencement Exercises

Commencement exercises are held in May and December or at such other times determined by the Board based upon the needs of the College. Participation in Commencement exercises is limited only to those students who are enrolled in and complete all program requirements in the semester in which they plan to graduate. Students who want to participate in Commencement exercises must participate in the ceremony for the semester in which they are expected to graduate. Students who complete program requirements in the Summer are eligible to participate in the December Commencement exercises. The College Registrar is the Graduation Certifying Official and has the authority to determine eligibility for participation in Commencement exercises.

Bachelor Degrees

To be awarded the Bachelor of Applied Science, Bachelor of Applied Technology, or Bachelor of Science in Nursing, students must satisfy the following requirements:

1. Complete a minimum of 120 total credit hours in the appropriate course of study for the declared program as specified in the College Catalog. Developmental or other non-credit coursework does not apply toward graduation requirements.
2. South Texas College will accept a maximum of 90 semester credits of applicable course work transferred from another accredited college or university toward a Bachelor degree granted by the College. Specific upper level (3000 level or higher) coursework transfer requirements are outlined in the College Catalog.
3. Maintain a minimum average of “C” (2.0 G.P.A.) for all courses in the core curriculum, area of specialization, and a minimum overall cumulative average of “C” (2.0 G.P.A. in all other courses). Some selective programs require a grade of “C” or better in all coursework as outlined in the College Catalog.
4. Pay all debts to the College prior to graduation.

Associate of Art

To be awarded the Associate of Art degree, the student must satisfy the following requirements:

1. Complete the appropriate course of study for an Associate of Art program as listed in the College Catalog. Developmental or other non-credit coursework does not apply toward graduation requirements.
2. South Texas College will accept a maximum of 45 semester credits of applicable course work transferred from another accredited college or university toward an Associate of Art granted by the College.
3. Maintain a minimum average of a “C” (2.0 GPA) for all courses in the core curriculum, area of emphasis or specialization, and a minimum overall cumulative average of "C" (2.0 GPA) in all other courses.
4. Pay all debts to the College prior to graduation.

Associate of Science

To be awarded the Associate of Science degree, the student must satisfy the following requirements:

1. Complete the appropriate course of study for an Associate of Science program as specified in the College catalog. Developmental, or other non-credit, coursework does not apply toward graduation requirements.
2. South Texas College will accept a maximum of 45 credit hours of applicable coursework transferred from another accredited college or university toward an Associate of Science degree granted by STC.
3. Maintain a minimum average of a “C” (2.0 GPA) for all courses in the core curriculum, area of emphasis or specialization, and a minimum overall cumulative average of "C" (2.0 GPA) in all other courses.
4. Pay all debts to the College prior to graduation.

Associate of Applied Science

To be awarded the Associate of Applied Science degree, the student must satisfy the following requirements:

1. Complete the appropriate course of study for an Associate of Applied Science program as specified in the College catalog. Developmental, or other non-credit, coursework does not apply toward graduation requirements.
2. South Texas College will accept a maximum of 45 credit hours of applicable coursework transferred from another accredited college or university toward an Associate of Applied Science degree granted by STC.
3. Maintain a minimum average of “C” (2.0 GPA) for all courses in the area of specialization and a minimum overall cumulative average of "C"(2.0 GPA) in all other courses. Some selective programs require a grade of “C” or better in all coursework as outlined in the College Catalog.
4. Pay all debts to the College prior to graduation.

Additional Associate Degrees

Students who have earned an Associate Degree may earn an additional Associate Degree provided that the additional degree is a different degree type. Students who are Core Complete may use the Core Curriculum to satisfy degree requirements for the additional degree. Students must meet graduation residency requirements for any additional degree. Students who wish to pursue an additional degree should seek appropriate academic advising prior to declaring an additional degree and enrolling in coursework.

Certificate of Completion

To be awarded the Certificate of Completion, the student must satisfy the following requirements:

1. Complete a course of study for a Certificate of Completion program as specified in the College catalog. Developmental, or other non-credit, coursework does not apply toward graduation requirements.
2. South Texas College requires that at least 25% of the required semester credits be completed through South Texas College.

3. Maintain a minimum average of a "C" (2.0 GPA) for all courses in the area of specialization and a minimum overall cumulative average of "C" (2.0 GPA) in all other courses. Some selective programs require a grade of "C" or better in all coursework as outlined in the College Catalog.
4. Pay all debts to the College prior to graduation.

Time Limit for Completing a Certificate or Degree

This catalog is valid for the following time period, if published program requirements have not changed or discontinued:

- Certificate - All requirements must be completed within three years or by August 2028.
- Associate - All requirements must be completed within five years or by August 2030.
- Bachelor's - All requirements must be completed within seven years or by August 2032.

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The Office of Student Affairs

The Office of Student Affairs enhances the student experience through the development, delivery and evaluation of policies, programs, services and facilities that complement the academic mission of South Texas College and addresses issues of retention and graduation through ongoing assessment, interpretation and response to changing student needs. Additional information can be found online at https://life.southtexascollege.edu/ or by calling 956-872-3535.

Academic Advising

Academic advisors help students develop realistic academic goals and provide the proper guidance and tools to help students accomplish their goals. Student persistence and completion of higher education is promoted through diverse services offered to students at the Advisement Centers. Prior to registration, it is very important that students contact their advisor for assistance with course selection and degree planning.

Mandatory Advisement for First-Time-in- College Students

To ensure students are on the right pathway to completion, South Texas College implemented My Advising Plan (MAP) for First-Time- in-College (FTIC) students which includes mandatory advising. A Mandatory Advisement Hold is placed on the student record of FTIC students to ensure that they meet with an advisor for educational planning prior to registering for courses. During the mandatory advisement session, the academic advisor develops an Individualized Educational Plan and addresses important information such as stackable credentials when applicable and support services/resources available to help students stay in school and complete a certificate/degree. The Academic Advising Department maintains ongoing contact with FTIC students during their first year for continued academic advising to connect students to resources, communicate important reminders such as only taking courses within the selected career pathway, and to utilize DegreeWorks to monitor ongoing progress towards completion of certificate/degree.

NOTICE: The student is responsible for seeking academic advisement, knowing and complying with South Texas College's assessments and the State of Texas-Texas Success Initiative Rule (TSI) requirements for their declared degree or certificate program, and taking courses in the proper sequence to ensure progress toward his/her educational goals. FTIC students are encouraged to visit with an academic advisor every semester for academic advisement. Students beyond their first year are encouraged to contact their Guided Pathway Specialist (GPS) or Student Success Specialist within the Academic Program for academic advising.

For more information please contact your advisor or call the Advising Office at 956-872-8372.

Providing Academic Support to Students (PASS) Program

The PASS Program was created in 1993 as Project HOPE. The goal of Project HOPE was to assist single mothers in completing a postsecondary education by helping them pay for childcare. As the program grew, it became apparent that our participants had a variety of needs ranging from financial to academic and emotional. Based on these needs, the program was redesigned to provide the support to meet those needs. Project HOPE became known as the Together in Achievement (TIA) and Striving Towards A Non-traditional Degree (STAND) programs. The needs for the services provided by both the TIA and STAND programs continued to grow rapidly, and by Fall of 2000, it was expanded to include all Technical/Vocational majors. As a result, the program went through another name change and is still known today as the PASS Program.

PASS, which is funded through the Perkins V grant and awarded by the Texas Higher Education Coordinating Board, focuses on the following:

- Career and Technical Education (CTE) programs
- Student persistence and completion
- Eliminating barriers for special population students (single parents, displaced homemakers, non-traditional students, economically disadvantaged and individuals with disabilities).
- Graduation

The PASS Program also provides specialized case management services to students enrolled in Career and Technical Education majors, Associate of Applied Science majors or Certificate majors. The PASS Program is able to assist eligible CTE students in the following areas:

- Case Management
- Career/Academic Advising
- Referral Services
- Child Care Assistance (Enrolled Full-Time)
- Lending Library (Textbook, Laptop, and/or Tools Assistance)

Additional information can be found online at https://studentservices.southtexascollege.edu/pass/ or by calling 956-872-6315.

Counseling and Student Accessibility Services

At South Texas College we understand different life and academic situations can make it difficult to grow. Our Counseling and Student Accessibility Services were created to provide students the higher education and support they require to reach their academic and professional goals.

The Path to Success

The staff at Counseling and Student Accessibility Services provides support in a confidential and comfortable atmosphere to help students feel at ease when discussing their concerns about their educational and personal success.

If you're ready to start a discussion with our counselors, you can do so on a walk-in basis or by appointment at any one of the South Texas College campuses. For more information contact the Counseling and Student Accessibility Services office at 956-872-2173.

Counseling Services

- Academic and Career Counseling Services
- Mental Health Counseling Services
- Academic and Personal Growth Workshops
- Mental Health Screenings and Monthly Events

Student Accessibility Services

- Classroom Accommodations and Assistive Technology
- Pregnant and Parenting Services

Our institution offers reasonable accommodations and assistive technology services to eligible students with documented disabilities to ensure everyone receives an equal opportunity.

For more information, visit us at https://studentservices.southtexascollege.edu/counseling/.

Behavioral Intervention Team

The Behavioral Intervention Team at South Texas College is a district wide threat assessment and behavioral intervention team that monitors threats to the campus community and intervenes in the concerning behaviors of all individuals who work at, attend or who have business with South Texas College. The Team serves the district-wide community by providing threat assessment, case management, intervention strategies, educational opportunities and training for all students, faculty and staff.

Student Activities and Wellness

The Department of Student Activities and Wellness enhances the student experience through the development and delivery of programs and services complimenting South Texas College's efforts towards student access, retention and ultimate graduation ensuring that students are engaged and receive a complete college experience. Additional information can be found online at https://life.southtexascollege.edu/ or by calling 956-872-3530.

Student Activities

Student activities aim to promote active student participation through events geared towards social responsibility, leadership, education, cultural and civic engagement, etc. Such activities support and enhance the student's collegiate experience and their education outside the classroom.

Student Organizations

Over 70 student organizations at South Texas College contribute to a vibrant college community by providing invaluable experiences and opportunities for students to grow as individuals, leaders and community members. Each year, student organizations sponsor conferences, seminars, lectures, debates, cultural and social events, and fine arts programs. These programs allow students to meet and interact with local, state and nationally renowned scholars, artists, politicians, academicians and other professionals.

First-Year Experience

The First Year Experience at South Texas College is the combination of orientations, services, programs, curricular and co-curricular activities that support a student's transition from high school to South Texas College, while providing a foundation for academic success.

Student Government Association

The Student Government Association at South Texas College is the representative organization for the student body at South Texas College. The Student Government Association provides a forum for open discussion of matters affecting students at South Texas College.

Student Leadership Academy

The Student Leadership Academy encourages and aids in the development of student leaders. Through interactive workshops and seminars, this prestigious program allows students to develop their personal leadership style and put their leadership skills into practice, allowing them to gain experience, confidence and positively contribute to the community through volunteering opportunities.

Intramural Sports

Intramural Sports provides opportunities for students to positively use their leisure time to engage in recreational sports and activities in a supportive and safe environment that enhances personal development, increases physical and mental health, encourages social interaction and develops lifetime patterns for healthful living.

Future Jaguars Leadership Camp

The South Texas College Future Jaguars Leadership Camp is a program for incoming Freshmen that aims to assist them in making the transition from high school to college. Students that join will network with other incoming Freshmen and take leadership skills workshops like leadership style, group development, self-awareness and development, and relationship development and communication.

Student Food Pantry

The Student Food Pantry has locations at the following campuses: Pecan, Mid-Valley and Starr. Services to current students extend beyond food donations. By connecting them with counselors as well as staff at the college, students can have potential access to a wide range of assistance that can enable them to succeed while attending school. Enrollment for the pantry is done through the Student Activities and Wellness Department.

Office of Student Conduct

The Office of Student Conduct develops influences and enforces South Texas College policies

to promote a safe and supportive learning environment that treats each student fairly, equally and with respect. The Office of Student Conduct nurtures student learning and growth by encouraging student accountability, academic integrity and responsible decision-making.

Office of Ombuds Services

The Ombudsperson provides guidance to the South Texas College community regarding College protocol and procedures and assists and counsels students in resolving disputes and conflicts in a way that facilitates individual responsibility, contributes to their maturation and promotes the development of self-advocacy skills.

Career & Employer Services

The Career and Employer Services office assists currently enrolled students and alumni in developing the skills necessary to locate and secure employment. Services include a free on-line job search system, assistance with resume preparation, writing job search letters and improving interviewing techniques, job fairs and employment referrals.

Student ID Cards

All students are responsible for obtaining an identification card at the time of initial registration with the College. Students are expected to show their Student ID card at all times to be identified as a current student and when conducting College business. The Student ID allows students to access student support services; including the library, campus computer labs, and the Centers for Learning Excellence. Student identification cards are issued to students free of charge and are available at the Enrollment Centers district wide. The Student ID card replacement fee is $15.

Health Services

South Texas College promotes and provides health and wellness services. For information on services and resources provided, call Counseling and Accessibility Services at 956-872-2173. The College does not provide health care services but is close to several health care facilities and will utilize the 911 system in an emergency situation.

Student Rights and Responsibilities

As a premier learning-centered higher education institution, South Texas College is committed to academic integrity and standards of excellence of the highest quality in all courses and programs and to providing an environment that fosters the educational process and the well-being of the campus community.

South Texas College recognizes that student success is a shared responsibility between the student and the College. Students attending South Texas College are expected to accept and adhere to the following responsibilities:

- Students are expected to exercise personal responsibility and self-discipline as they engage in the rigors of discovery and scholarship. Inappropriate behavior may result in disciplinary action against the student.
- Students attending South Texas College are responsible for adhering to standards of academic integrity. Academic dishonesty may result in disciplinary action against the student.

In support of the rights of its students, South Texas College is committed to:

- Ensuring that students are treated with fundamental fairness and personal dignity that includes an impartial process for students to appeal disciplinary sanctions imposed by the College or to file a complaint or grievance when they believe that they were unjustly or improperly treated by the College, College employees, or other students.

Detailed information regarding South Texas College's expectations for students is presented in the Code of Student Conduct. The Code of Student Conduct is an articulation of South Texas College's commitment to maintaining an environment that recognizes and supports the rights of its students and provides a guide for defining behaviors the College considers inappropriate.

The Code of Student Conduct is available online in the Student Handbook or by contacting the Office of Student Rights and Responsibilities at 956-872-2180.

Official Statement Relating to Students with Contagious Diseases

South Texas College recognizes that contagious diseases are a serious threat to public health and is committed to encouraging an informed and educated response to issues and questions concerning these diseases.

No individual with Human Immunodeficiency Virus (HIV) or Hepatitis B Virus (HBV) will be discriminated against in employment, admission to academic programs, health benefits, or access to facilities.

Students with HIV or HBV infection may attend any STC function or event as long as they are physically and mentally able to participate, perform assigned work and pose no health risks to others.

All information regarding the medical status of South Texas College faculty, staff and students is confidential.

Clinical Requirements of (Nursing and Allied) Health Programs

Before assignment to a clinical or cooperative study, the student must be compliant through an online tracking system, before the start of the Nursing & Allied Health Program of the following:

- Proof of required immunizations:
  - Measles, Mumps, and Rubella (MMR): Proof of Immunizations - 2 doses or serology report proving immunity.
  - Tetanus/Diphtheria/Pertussis (Tdap): Proof of "booster" dose administered within the last 10 years.
  - Hepatitis B Virus Vaccines: Proof of immunizations (complete series) - three vaccine series or serology report proving immunity.
  - Varicella (Chickenpox): Proof of immunizations - 2 doses or serology report proving immunity.

- Meningitis (state requirement for students under the age of 22) - one dose within the last five years.
- Current T.B. test with Negative (-) results - must be within the last three months for any NAH Clinical/Practicum course (expires annually); if positive, chest X-ray required every 2 years.
- Influenza (required from August-April)
- *Clinical may require actual documentation of COVID-19 vaccination status or exemption.*

- Proof of Health/Medical Insurance and Student Accidental Insurance (available through STC)
- Current CPR certification (Healthcare Provider or BLS Provider) from the American Heart Association
- Technical Performance Standards-signed statement of ability to perform technical standards for nursing or allied program of study.
- Current Malpractice Insurance of at least $1 million available through STC (included with tuition)
- Criminal background check clearance through approved agencies
- Drug and alcohol screening - 10-panel Drug & Alcohol (results must be negative)
- Completion of Student Clinical/Practicum/ Hospital Orientation (via Blackboard)
- Valid I.D. (Current Texas Driver's License, Texas I.D., U.S. Passport with photo and signature)
- Social Security Card [1] (for verification purposes)

[1] Social security card is required for the Patient Care program.

Immunization Requirements

The following immunizations are required for all students enrolled in health-related courses which will involve direct patient contact in medical settings.

- Measles, Mumps, and Rubella (MMR): Proof of Immunizations - 2 doses, or serology report proving immunity.
- Tetanus/Diphtheria/Pertussis (Tdap): Proof of "booster" dose administered within the last 10 years.
- Hepatitis B Virus: Proof of immunizations (complete series) - 3 vaccine series, or serology report proving immunity.
- Varicella (Chickenpox): Proof of immunizations - 2 doses, or serology report proving immunity.
- Clinical may require actual documentation of COVID -19 vaccination status or exemption.

Students enrolled at STC will assume full cost of any immunizations. Inquiries concerning any exemptions to these requirements should be directed to the Clinical Affairs Specialist for Nursing and Allied Health Programs. STC Nursing and Allied Health Programs will not accept immunizations from international medical sources. All required vaccines must be administered and validated from a U. S. medical source.

Bacterial Meningitis

Effective January 1, 2012, Texas Education Code 51.9192 requires all students enrolling at public, private, or independent institutions of higher education to have an initial bacterial meningitis vaccination or booster dose during the five-year period preceding, or at least 10 days prior to, the first day of the first semester. Students affected by the mandate must submit proof of vaccination before the 10th class day to the Enrollment Center.

A student is not required to submit evidence of receiving the vaccination against bacterial meningitis or evidence of receiving a booster dose if:

1. The student is 22 years of age or older by the first day of the start of the semester; or
2. The student is enrolled only in online or other distance education course(s); or
3. The student is enrolled in a continuing education course or program that is less than 360 contact hours, or continuing education corporate training; or
4. The student is enrolled in a dual credit course which is taught at a public or private K-12 facility not located on a higher education institution campus; or
5. The student is incarcerated in a Texas prison.

A recent update to the bacterial meningitis legislation allows students, who will be attending a community college, to submit an exemption for the bacterial meningitis vaccine at https://www.dshs.texas.gov/immunize/school/exemptions.aspx.

South Texas College recommends consulting a physician about the need for an immunization against bacterial meningitis to prevent the disease. Meningitis is a very serious, sometimes fatal, disease that is easily spread on college campuses. South Texas College prides itself in providing all of the proper precautions to protect the health and well-being of our students.

Voluntary Student Accident Insurance

South Texas College makes available to all enrolling students accident insurance coverage. Such coverage is voluntary and must be purchased by the student each semester.

Coverage terminates at the end of every semester. As with most insurance coverage, the policy will not cover 100 percent of every claim. As a result, individuals purchasing this insurance are responsible for any balance or unpaid claim due.

Students have the following options in regards to purchasing insurance:

a. Have their own insurance (BCBS, Aetna, Medicaid, Medicare, VA, etc.)
b. Purchase the STC policy; insurance must be purchased online at https://www.southtexascollege.edu/current/insurance.html.
c. Accept full financial responsibility for expenses from an accident and/or sickness (students **must** have insurance)

For information please contact the Cashier's office.

Financial Aid

Education after high school requires time, money, effort, and a big investment. The purpose of financial aid is to remove financial barriers that prevent access to educational opportunities.

South Texas College has elected to participate in the following U.S. Department of Education Title IV programs:

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Special Rule in HEA Section 401(c), formerly known as Iraq and Afghanistan Service Grant
- Federal Work-Study

South Texas College also receives state assistance from The Texas Higher Education Coordinating Board including, but not limited to:

- Texas Educational Opportunity Grant (TEOG)
- Texas Public Education Grant (TPEG)
- Texas Work-study
- Texas Work-Study Mentorship Program
- State Exemptions & Waivers

For more information visit www.collegeforalltexans.com

In this section, you will also find information on other programs including:

- Student Loans
- Veterans Educational Benefits
- Scholarships
- Third Party Sponsors

Types of Aid

- Grants: A form of financial aid that does not require repayment as long as you meet certain conditions
- Work-Study: A form of financial aid that is earned through part-time employment, either on-campus or off-campus
- Exemptions & Waivers: A type of financial assistance in the form of a payment of all or part of a student's tuition and fees
- Loans: A form of financial aid that is borrowed and must be repaid with interest
- Veterans Educational Benefits: A form of financial aid for veterans and/or dependents of veterans of the U.S. Armed Forces
- Scholarships: An additional form of financial aid that may be based on merit and/or need
- Third Party: A form of financial assistance from outside agencies

Please note: The Office of Student Financial Services ensures the accuracy and timeliness of the information contained on this publication. However, contents are subject to change without notice because of changing Federal, State and/or Institutional policies.

Student Eligibility for Federal Aid

Below are the basic eligibility requirements to be considered for Federal Aid (Title IV Programs):

1. Fill out a Free Application for Federal Student Aid (FAFSA)
2. Meet all Department of Education eligibility requirements including but not limited to:
   a. Have financial need,
   b. Have a high school diploma or a General Education Development (GED) Certificate, or demonstrate Ability-to-Benefit,
   c. Be a U.S. citizen or eligible non-citizen,
   d. Have a valid Social Security Number.
3. Be enrolled or accepted for enrollment as a regular student working toward a degree or certificate in an eligible program.
4. Meet the standards of the Financial Aid Satisfactory Academic Progress Policy (SAP).
5. Ability to Benefit (ATB)[1] - Students may become eligible for Title IV aid if successfully complete one of the ATB alternatives, including passing an ATB test as approved by the Secretary and enrolled in an eligible career pathway program. Students who first enrolled in any Title IV eligible postsecondary program prior to July 1, 2012, may establish eligibility for Title IV aid through any of the ATB alternatives:

   - Passing an independently administered ATB test approved by the Secretary of Education;
   - Completing at least 6 credit hours or 225 clock hours that are applicable toward a degree or certificate offered by the postsecondary institution (neither remedial nor developmental coursework count toward this requirement. The coursework must demonstrate that the student has the ability to benefit from the postsecondary program in which the student is enrolled or intends to enroll, but need not be applicable to the specific degree or program in which the student is enrolled); or
   - Completing a State process approved by the Secretary of Education. Note: To date, no State process has been submitted for the Secretary's approval.

[1] Please check with the Student Financial Services Office for additional information about the Ability to Benefit provisions and eligible career pathway programs.

Financial Need

When applying for Federal Student Aid, the information reported on the FAFSA is used in a formula established by the U.S. Department of Education. The formula determines the Student Aid Index (SAI), formerly known as the Expected Family Contribution (EFC), a measure of you and/or your family's financial strength. If SAI is below a certain amount, you will be eligible for a Federal Pell Grant, if all other eligibility requirements are met.

There is no maximum SAI that determines eligibility for the other financial aid programs. Instead, SAI is used in an equation to determine financial need:

> Cost of Attendance (COA) - Student Aid Index (SAI) = Financial Need

To determine your unmet need for aid other than Federal Pell Grant, the calculation is:

> Cost of Attendance (COA) - Student Aid Index (SAI) - Pell Grant and any Other Financial Assistance (OFA) = Unmet Need

Applying for Aid: FAFSA and Renewal FAFSA

The Free Application for Federal Student Aid (FAFSA)

The FAFSA is made available each year on October 1st by the U.S. Department of Education to determine student eligibility for financial aid. The form must be filled out completely and correctly for a student's eligibility to be calculated correctly. Read the instructions carefully when you complete the FAFSA or the Renewal FAFSA.

Renewal FAFSA

If you applied for federal student aid in the previous school year, you may be eligible to file a Renewal Free Application for Federal Student Aid (Renewal FAFSA) online. If you qualify to use the Renewal FAFSA, you will have fewer questions to answer. Most of the information on the form will be prefilled and will be the same as the information you provided in the previous year. You will have to provide some new information and update information that has changed (for example, family size, and income). Check with the Office of Student Financial Services if you have questions about the Renewal FAFSA.

When to Apply

We encourage all students to apply on or after October 1st of every year to avoid delays in payment of tuition and fees. Financial aid computer labs are available at all five campus locations (Pecan, Mid-Valley, Starr, Technology, & Nursing and Allied Health) to assist students with the application process. Lab hours may vary from location to location; please contact the closest Office of Student Financial Services for more information on availability.

Our Recommended Priority Dates are:

- March 31, 2024 for Fall semester
- October 1, 2024 for Spring semester

Please note: Our financial aid award year is as follows: Fall, Spring, and Summer. There is a deadline set forth by Department of Education of June 30th, for the ending award year and there are NO EXCEPTIONS. Please visit any of our offices for additional information.

Steps to Receive Financial Aid

- **Step 1: Gather Your Information**
  Dependent students are required to provide parental information on their FAFSA and independent students are not. Please see the dependency status section to determine if you are filing as a dependent or independent student.

Here is a list of documents you will need:

1. Your Social Security number (and your parents', if you are a dependent student)
2. Your alien registration or permanent resident card (if you are not a U.S. citizen)
3. Your (and your spouse's, if married) Income Tax Return, if not able to transfer data from IRS or if filling out the paper FAFSA
4. Your Parents' Income Tax Return (if you are a dependent student), if not able to transfer data from IRS or if filling out the paper FAFSA
5. Your W-2 forms and other records of money earned
6. Your current bank statements
7. Your current business and investment mortgage information, business and farm records, stocks, bonds and other investment records

- **Step 2: Submit the Free Application for Federal Student Aid using the FSA ID (username and password).**
  The Free Application for Federal Student Aid (FAFSA) is available online at studentaid.gov.
- Beginning with the 2024-2025 FAFSA processing year all individuals regardless of their citizenship status will be required to have an StudentAid.gov account to access and sign the FAFSA form. This process outlines the steps needed in order for an individual without an SSN to have their identity verified and StudentAid.gov account created.
  - **Step 1:** An individual should visit StudentAid.gov select "Create Account" and complete all steps, including answering 1-4 knowledge-based verification questions via TransUnion.
  - **Step 2:** Upon completing the Create Account process, the individual will see a confirmation page with the results of their identity verification, If they fail the TransUnion process, the individual will be informed that FSA was unable to verify their information and that they must contact the Federal Student Aid Information Center (FSAIC) at 1-800-433-3243. *Note: The individual will also receive and email from FSA informing them to call FSAID for next steps to verify their identity.*
  - **Step 3:** Once the individual contacts FSAIC, FSA will create a case number and send them a verification email, which will include guidance on how to submit copies of unexpired acceptable documentation (listed below) to verify their identity. Individuals will also be required to submit an attestation and validation of identity form along with their approved identity documentation. This form will be available on **https://studentaid.gov/forms-library.**
  - **Acceptable Documentation to Establish an Individual's Identity:**
  - Provide one (1) of the following documents to establish identity:
    - U.S. Driver's License
    - U.S. State/City Identification Card
    - Foreign Passport or
  - One (1) set of documents below to establish identity:
    - Municipal Identification Cards + utility bill
    - Community ID + utility bill
    - Consular Identification Cars/ Matricula Consular + utility bill
  - **Step 4:** Upon receipt of the email that FSA was unable to verify their identity, an individual is then required to submit one or combination of their acceptable documentation from the list above and a signed attestation form to: **IDVerification@ed.gov**
  - **Step 5:** FSA will review an individual's submitted documentation and signed attestation form to ensure it is acceptable and matches the account information provided during the Create Account process. If there is a successful match, the Department will finalize the account creation. The individual will receive an email indicating their identity has been verified and that they may now use the account username and password (FSA ID) to log in at StudentAid.gov and complete applications for student financial assistance programs.
- **Step 3: Log-on to JagNet to Find Your Status**
  Students may check the status of their FASFA, online through JagNet, after 3-5 days from submission. JagNet is a self-service system provided by South Texas College to allow students the opportunity to easily access important information on their own.

Dependency Status

When you apply for Federal Student Aid, your answers to certain questions will determine

whether you are considered dependent on your parents. If you are considered dependent on your parents, you must report their income information and assets as well as your own. If you are considered independent, you must report only your own income information and assets (and those of your spouse, if you are married).

You are an independent student if at least one of the following applies to you:

- You were born before January 1, 2001 ;
- You are married (not separated) including common-law marriage, or remarried as of the application date;
- You are a graduate or professional student during the award year;
- You are currently serving on active duty in the U.S. Armed Forces for purposes other than training;
- You are a veteran of the U.S. Armed Forces;
- You have children or dependents other than a spouse;
- You are or were at any time after reaching the age of 13 an orphan, foster child, or ward/dependent of the court;
- You are or were when reaching the age of majority an emancipated minor, or in legal guardianship as determined by a court in your state of legal residence; or;
- You were at any time on or after July 1, 2023, determined to be unaccompanied and (1) homeless or (2) self-supporting and risk of being homeless with a determination from one of the entities listed on the FAFSA form.

If you think you have unusual circumstances that would make you independent even though none of the above criteria applies to you, please review the Dependency Override information in the Professional Judgment section of this catalog and speak to a financial aid representative. The committee reviews all requests from students for changes in dependency status. All decisions made by the committee are final.

FAFSA Data Matches

The U.S. Department of Education performs several matches of the information that students provide on the FAFSA/Renewal FAFSA form with national databases, including:

- The Department of Homeland Security
- The Social Security Administration
- The National Student Loan Data System
- The Department of Veterans Affairs

If any of the information that is provided on the application is not consistent with the data that is on these databases, or if these agencies have any information that is relevant to your financial aid eligibility, the U.S. Department of Education will alert STC and the issues/questions will have to be resolved before your eligibility can be confirmed.

Verification

The U.S. Department of Education (DOE) selects Free Applications for Federal Student Aid (FAFSA's) for a review process called verification. In addition, South Texas College may also select a student for verification if the information submitted appears to be inaccurate or conflicting. Beginning with the 2024-2025 award year students, and spouses (as appropriate), and parents (if student is a dependent), will be required to consent and approve sharing and importing income and tax information from the IRS to the FAFSA form, even if the attempt to obtain or use such data is ineffective. In other words, if the student and spouse, or parents filed separate IRS income tax returns, both must provide consent and approval to share and import income and tax information from the IRS. In most cases, no further documentation is needed to verify income information that was transferred into the student's FAFSA using income and tax information directly from the IRS.

If you have been selected for verification, South Texas College will be comparing information from your FAFSA with your (and your spouse's, if you are married) and/or your parent's Income Tax Return or IRS Transcript, or with W-2 forms or other financial documents. Additional documents may be requested depending on the information to be verified. Dependent students must submit parent information in addition to their own information. Federal Regulations state we have the right to ask students for this information and must correct conflicting information before awarding Federal Aid.

Completing Verification

Students who are selected for verification are mailed a Missing Information Letter (MIL) that explains why their financial aid file is incomplete and what documents they must submit. Students may also view this information on their JagNet account. Students must submit the required documentation to the Student Financial Services Office (SFS) thirty (30) days before they expect to have their verification completed and their account cleared for disbursement. The SFS office will work to review verification sooner than thirty (30) days after submission, however during peak registration times this may not be possible. The South Texas College SFS will continue to accept and review verification information until the Department of Education's published correction deadlines for each award year. If the student does not submit documentation in time for any changes to be confirmed by DOE, South Texas College is not responsible for any eligibility lost. It is the student's responsibility to provide documentation in a timely manner so that deadlines can be met.

Correcting FAFSA Data

If there are differences between the student's application information and their financial documents, the Student Financial Services Office will need to make corrections electronically. Since corrections may take some time to process, we encourage all students to submit the appropriate documents in a timely manner. If a student submits the appropriate verification form and required documentation in person, we will let them know of any changes that may affect their eligibility amount at that time. While the correction is being processed, the student's file is considered incomplete, and funds will not be awarded. If a correction changes the STUDENT AID INDEX (SAI) number and the student is still eligible for aid, we will mail the student an award notification letter with the amount of aid they may be eligible for. The student may also view the new award amount on their JagNet student account.

Notification of Completion of Verification

The South Texas College SFS Office relies on the U.S. Department of Education (ED), to notify students via email that verification changes are complete; in this email ED advises students that a corrected Institutional Student Information Record (ISIR), is available for review on the studentaid.gov website. If the student wishes, they may check with the SFS Office to learn how verification affected their STUDENT AID INDEX (SAI). The

change will be reflected in the award amounts (if any) on the award letter. After all issues related to verification and any other eligibility issues are resolved, award letters are sent via email and regular USPS mail.

Required Documentation

- Verification Worksheets: Forms are available at all Student Financial Services Offices and online at http://studentservices.southtexascollege.edu/finaid/forms.html
- If the income tax return information for the student (or spouse, if applicable) and/or parents was not available or could not be used, the student and/or parent should provide the institution with Signed Income Tax Returns and applicable schedules or IRS Tax Return Transcripts for all people whose income information is required by the U.S. Department of Education.
- In cases where information is conflicting the Student Financial Services Office may request additional proof of income and benefits.
  - This proof will vary by agency. For example:
    - Unemployment Benefits-A statement from the agency which provided the benefits.
- Original Signature requirements:
  - Verification Worksheets
  - Dependent Students - Form must have an original student and parent signature
  - Independent Students - Form must have an original student signature

The Student Financial Services Office will accept and review verification documentation until the Department of Education's published processing deadline.

Students are responsible for submitting the required documentation in a timely manner, failure to do so will result in forfeiting federal aid for the award year.

Procedures to Follow When Suspecting Fraud

If you suspect that a student, employee, or other individual has misreported information or altered documentation to fraudulently obtain federal funds, report that individual to the Office of Inspector General (OIG), at 1-800-MISUSED. This includes false claims of independent student status, false claims of citizenship, use of false identities, forgery of signatures or certifications, and false statements of income. Fraud is the intent to deceive as opposed to a mistake.

Telephone Number:

1-800-MIS-USED (1-800-647-8733)

Professional Judgment

The Student Financial Services Office applies Professional Judgment on a case-by-case basis to take into consideration special or unusual circumstances that directly impact a student's eligibility for financial aid. The Financial Aid Appeals Committee can make professional judgment decisions to change a student's dependent status to independent and increase or decrease one or more of the data elements used to calculate the student's EFC and/or increase the student's cost of attendance.

Dependency Overrides

Unusual circumstances refer to the conditions that justify an aid administrator making an adjustment to a student's dependency status based on a unique situation. Financial Aid Administrators have the authority to determine independent status based on the unusual circumstances which must be based on instances in which the student is unable to contact a parent or where contact with parents poses a risk to the student. Please contact the Student Financial Services Office for additional information.

Unusual circumstances may include (but are not limited to):

- Human trafficking;
- Legally granted refugee or asylum status;
- Parental abandonment or estrangement; or
- Student or parental incarceration

Unusual circumstances do not include:

- Parents refuse to contribute to the student's education,
- Parents will not provide information for the FAFSA or verification,
- Parents do not claim the student as a dependent for income tax purposes,
- Student demonstrates total self-sufficiency.

Income Reduction or Income Loss

Special circumstances refer to financial situations (loss of a job, etc.) that justify an aid administrator adjusting data elements in the COA (cost of attendance) or in the SAI (Student Aid Index) calculation. Please contact the Student Financial Services Office for additional information.

Special circumstances may include:

- Change in employment status, income or assets
- Change in housing status (e.g., homelessness)
- Tuition expenses at an elementary or secondary school
- Medical, dental, or nursing home expenses not covered by insurance
- Child or dependent care expenses
- Severe disability of the student or other member of the student's household
- Other changes or adjustments that impact the student's costs or ability to pay for college

Cost of Attendance Appeals

A student's cost of attendance determines the total amount of most types of aid that a student may receive. In some cases, South Texas College may adjust a student's cost of attendance to take into account additional costs which are not included in the normal need calculation. These costs may include a family's unusual medical or dental expenses, tuition expenses for children attending a private elementary or secondary school, or additional costs related to school attendance for students with disabilities.

All Professional Judgment Appeals and supporting documentation should be submitted to the Student Financial Services Office. The Financial Aid Appeals Committee will review all appeals and all decisions made by the committee are final.

Federal Pell Grant

Federal Pell Grant funds are not required to be repaid and are awarded to undergraduate students who have not earned a bachelor's or professional degree. Eligibility for the Federal Pell Grant is partially determined by the number of credit hours in which the student is enrolled during

the semester and the Student Aid Index (SAI). South Texas College will mail award notifications showing student eligibility for Federal Pell Grant funds assuming that the students will take at least 12 credit hours per semester.

The Student Financial Services Office adjusts the amount of Pell Grant that students receive if the number of credit hours they are enrolled in, changes through the census date of each semester or term.

For more information on eligibility requirements please refer to the sections that follow, on the award notifications, and on South Texas College's website at: http://studentservices.southtexascollege.edu/finaid/.

Award Amounts

Awards are partially based on your Student Aid Index (SAI) as determined by the FAFSA and by a student's number of credit hours. How much you may receive will depend on your SAI, your cost of attendance, number of credit hours enrolled, and whether you attend school for a full academic year. You may only receive Pell Grant funds from one institution at a time.

Eligibility Determination

To determine if you are eligible, the U.S. Department of Education uses formulas to evaluate the information you report when you apply through the Free Application of Federal Student Aid (FAFSA). The formulas produce a Student Aid Index (SAI) number. The lower the SAI number, the more aid the student is eligible for. Your Institutional Student Information Record (ISIR) contains this number and will tell you if you are eligible.

To be considered for Pell Grant Eligibility, you must:

- Fill out a Free Application for Federal Student Aid,
- Meet all Department of Education eligibility requirements including but not limited to:
  - Having a high school diploma or a General Education Development (GED) Certificate,
  - Being a U.S. citizen or eligible non-citizen,
  - Having a valid Social Security Number,
- Be enrolled or accepted for enrollment as a regular student working toward a degree or certificate in an eligible program,
- Meet the standards of the Financial Aid Satisfactory Academic Progress Policy (FA SAP).

Additional Requirements

South Texas College Student Financial Services Office monitors requirements that can affect your eligibility for Federal Pell Grant funds, including but not limited to:

1. **Your continued enrollment within a semester:** if you withdraw/are withdrawn, you may be required to repay funds awarded to you. More information on this can be found at http://studentservices.southtexascollege.edu/finaid/withdrawals.html
2. **Your grades**: if you do not earn at least one passing grade in a semester, you may be required to repay funds awarded to you. More information can be found at http://studentservices.southtexascollege.edu/finaid/fail.html
3. **Developmental courses you attempt**: we may only fund 30 credit hours of developmental work over a student's educational career. If a Pell eligible student attempts their 11th or greater developmental course, that course cannot be counted in the students' enrollment status. See https://studentservices.southtexascollege.edu/finaid/developmental.html
4. **Repeated Coursework**: Beginning July 1, 2011, the definition of a full-time student was amended to allow repeated coursework to count toward enrollment status in term-based programs. See https://studentservices.southtexascollege.edu/finaid/repeat_coursework.html
5. **Lifetime Eligibility Used**: Effective July 1, 2012 students may only receive a Pell Grant for six years of full-time enrollment (equivalent to 12 semesters or 600%) during their lifetime. This change affects all students regardless of when or where they received their first Pell Grant. The maximum amount of Pell Grant funding that a student may receive each year is equal to 100% or 150% if eligible for Year Round Pell. See https://studentservices.southtexascollege.edu/finaid/lifetime_eligibility_used.html
6. **Unusual Enrollment History:** Beginning award year 2013-2014 and forward, new regulations have been established to prevent fraud and abuse in the Federal Pell Grant and/or Direct Loan Programs by identifying students with unusual enrollment histories. The Student Financial Services Department is required to review the student's enrollment and financial aid record to determine if, during the past four award years the student has had legitimate reasons for the unusual enrollment history. See https://studentservices.southtexascollege.edu/finaid/unusual_enrollment_history.html

Attendance Verification

The U.S. Department of Education requires that schools are able to document that students are actually in attendance to finalize their Federal Pell Grant eligibility. For example, if a student doesn't begin attendance in all of his or her classes, the school must recalculate the student's award based on the lower enrollment status. A student is considered to have begun attendance in all of his or her classes if the student attends at least one day of class for each course in which that student's enrollment status was determined for Federal Pell Grant eligibility.

In a distance education context, documenting that a student has logged into an online class is not sufficient, by itself, to demonstrate academic attendance by the student. A school must demonstrate that a student participated in class or was otherwise engaged in an academically related activity, such as by contributing to an online discussion or initiating contact with a faculty member to ask a course-related question. A definition of attendance for Financial Aid Purposes can be found at https://studentservices.southtexascollege.edu/finaid/attendance_definition.html

South Texas College documents attendance for Federal Pell Grant purposes by collecting on-line rosters from all instructors. The instructors use the rosters to indicate whether a student has attended or not. Students must attend each class that they are enrolled in, at least once at the beginning of each term to be counted as being in attendance in that class for Federal Pell Grant eligibility purposes.

In cases where students do not attend class at least once, Federal Pell Grant eligibility will be

adjusted based on the enrollment status for the number of credits that they are actually attending. If this adjustment results in a student not having sufficient grant funds to pay for any charges or advances that they have incurred or received, that student will be responsible to pay South Texas College for the difference between their adjusted eligibility and the original amount of the cost of their tuition and fees as well as any advances that the student received.

Fund Disbursements

South Texas College will credit Pell Grant funds to your school account to pay for tuition, fees and other school related costs which appear on your student account (institutional charges). If you are eligible for funds in excess of your institutional charges, after completing eligibility verification, South Texas College will pay you the difference directly by: a)mailing you a check, or b)depositing into your personal bank account. Book allowance and final refund release dates are provided to students before the start of each semester; they are published at http://studentservices.southtexascollege.edu/finaid/book_allowances.html

Declining Pell Grant Funds

You may decline all or part of your disbursement of Pell Grant funds that you are otherwise eligible to receive. You may wish to take this action if you expect to qualify for a larger Pell Grant in future years as a result of an expected transfer to a more expensive educational institution or an expected change in your Student Aid Index (SAI). If you are going to return all or a portion of Pell Grant funds, you must deliver to our Student Financial Services Department a signed, written statement clearly indicating that you are declining Pell Grant funds for which you are otherwise eligible and that you understand that those funds may not be available once the award year is over.

Returning Pell Grant Funds

You may return all or a portion of Pell Grant funds that you are otherwise eligible to receive, as long as this action is taken during the same award year. You must deliver to our Student Financial Services Department a signed, written statement clearly indicating that you are returning Pell Grant funds for which you are otherwise eligible and that you understand that those funds may not be available once the award year is over. After the statement is submitted, you will then need to return the funds directly to the STC Cashiers Office.

Year Round Pell

Pell Grant eligible students can receive up to 150% of their scheduled Pell award each year. What does this mean? If student received full Pell Grant amount, for example, in Fall 2024 and Spring 2025 semesters, he/she may qualify for Pell Grant in Summer 2025, from the next award year. This is referred to as Year Round Pell (YRP).

Eligibility

To be eligible for a summer Year Round Pell, student must:

- Have completed Financial Aid File for current Award Year
- Be Pell Grant eligible
- Be meeting Financial Aid Satisfactory Academic Progress
- Have lifetime Pell Grant eligibility remaining; students can check this at https://studentaid.gov/ using their FSA ID credentials to log in.

Year Round Pell VS Summer Pell Grant Remainder

- **Year Round Pell:** If student registered full-time and received full-time Pell Grant in fall and spring, student must register in summer to receive Year Round Pell Grant.
- **Pell Grant Remainder:** If student registered **part-time** in fall and/or spring, student can use the remainder of his/her current award year Pell Grant amount, assuming student meets Pell SAI and other eligibility requirements **OR**
- **Combination:** If student registered **part-time** in fall or spring, student can receive a combination of the Pell remainder amount of current award year **and** Year Round Pell, up to a semester's worth of the Pell Grant award for the term, but student must meet eligibility requirements discussed above.

Most Beneficial

Also, if student applies for financial aid for next award year and is eligible for a higher amount of Pell Grant, (lower SAI), and completes his/her next award year financial aid file and meets all eligibility requirements, student will receive the Pell Grant award that is most beneficial, that is, the one with a lower SAI.

YRP Example

A student with a negative Student Aid Index (SAI) or a SAI of 0, is eligible for $5000 in Pell Grant for the year, or $2500 for the Fall 2024 semester and 2500 for the Spring 2025 semester.

Assuming student went full-time in fall and spring, under YRP rules, this student could potentially receive an additional $2500 for the Summer 2025, if registered 12 credit hours.

If the same student registered 6 credit hours instead of 12, in the Summer 2025, the student would receive a $1250 Pell Grant award.

Federal Pell Grant Under the Special Rule in HEA Section 401(c)

Special Rule Eligibility formerly known as Iraq and Afghanistan Service Grants and Children of Fallen Heroes Scholarship Act

Beginning with the 2024-2025 award year, students who meet the eligibility requirements for Pell Grants under the Special Rule in HEA Section 401(c), formerly known as the Iraq and Afghanistan Service Grants and Children of Fallen Heroes Scholarship Act, will receive Max Pell, regardless of their calculated SAI.

Year Round Pell

The Year Round Pell requirement also applies to the students with the Federal Pell Grant under the Special Rule. If you received a full Federal Pell Grant in Fall 2024 and also in Spring 2025, you may qualify for the Federal Pell Grant in Summer 2025, from the next award year. The same Year Round Pell Eligibility requirements apply as outlined in the Federal Pell Grant section of the catalog.

Award Amounts

Awards are based on a zero SAI (maximum Federal Pell Grant award), and credit hours registered. Student may only receive these award funds from one institution at a time.

Eligibility Determination

To receive a Pell Grant based on eligibility under the Special rule, a student must be:

- The child of a parent or guardian who died in the line of duty while (a) service on active duty as a member of the Armed Forces on or after September 11, 2001; or (b) actively serving as and performing the duties of a public safety officer; and
- Less than 33 years old as of the January 1 prior to the award year for which the applicant is applying (e.g., for the 2024-25 award year, a student must be less than 33 years old as of January 1, 2024, to be eligible).

Students will self-identify potential eligibility on the FAFSA and the school will be required to verify eligibility by collecting supporting documentation from the student. Schools will report Special Rule eligibility to the Department of Education, to generate an ISIR transaction reflecting the student's eligibility. Schools will award eligible students Max Pell, regardless of SAI.

Students who were eligible for and received Iraq and Afghanistan Service Grant (IASG) funds OR received Pell Grant funds based on IASG or Children of Fallen Heroes (CFH) eligibility criteria for the 2023-24 award year but are not eligible for Pell Grant funds under the Special Rule beginning with the 2024-25 award year, are eligible to receive Pell Grant funds based on prior IASG or CFH eligibility criteria.

In addition to the above, the student must:

- Meet all Department of Education eligibility requirements including but not limited to:
  - Having a high school diploma or a General Education Development (GED) Certificate,
  - Being a U.S. citizen or eligible non-citizen,
  - Having a valid Social Security Number,
- Be enrolled or accepted for enrollment as a regular student working toward a degree or certificate in an eligible program and
- Meet the standards of the Financial Aid Satisfactory Academic Progress Policy (FA SAP).

Additional Requirements

South Texas College Student Financial Services Office monitors the same requirements for students under the Special Rule as with students under the Pell Grant.

Fund Disbursements

South Texas College will credit the Pell Grant funds under the Special Rule eligibility, to your school account to pay for tuition, fees and other school related costs which appear on your student account (institutional charges). If you are eligible for funds in excess of your institutional charges, after completing eligibility verification South Texas College will pay you the difference directly, by mailing you a check. These grant funds will be released to you in two disbursements: the first one is the Book Allowance and the second one is the Final Refund. Book Allowance and Final Refund release dates are provided to students before the start of each semester; they are published at http://studentservices.southtexascollege.edu/finaid/book_allowances.html.

Federal Supplemental Educational Opportunity Grants (FSEOG)

The Federal Supplemental Educational Opportunity Grant (FSEOG) is an additional grant available to undergraduate students with exceptional financial need and gives priority to students who receive Federal Pell Grants and whose Student Aid Index (SAI) is a zero.

Award Amounts

The Student Financial Services Office will award a student $600 dollars in Fall and Spring semesters for a total of $1,200 dollars and/or up to $800 dollars in the Summer semester, depending on the student's financial need, when he/she applies, the amount of other aid received and the availability of funds at South Texas College. There is no guarantee that every eligible student will be awarded the FSEOG because of limitation of funds. FSEOG funds are awarded by award year in fall and spring semesters and by semester in the summer.

South Texas College receives a certain amount of FSEOG funds each year from the U.S. Department of Education's office of Federal Student Aid. Once the full amount of the school's FSEOG funds has been awarded to students, no more FSEOG awards can be made for that year. The Federal Pell Grant and the FSEOG work differently; the Federal Pell Grant provides funds to every eligible student but the FSEOG does not because of the limited funds allocated by the U.S. Department of Education.

Eligibility Determination

Following Federal Regulations, South Texas College awards students with the lowest SAI (zero SAI), who have received Pell Grant eligibility in the same award year.

To be considered for FSEOG, you must:

- Fill out a Free Application for Federal Student Aid,
- Meet all Department of Education eligibility requirements including but not limited to:
  - Having financial need,
  - Having a high school diploma or a General Education Development (GED) Certificate,
  - Being a U.S. citizen or eligible non-citizen,
  - Having a valid Social Security Number,
- Be enrolled or accepted for enrollment as a regular student working toward a degree or certificate in an eligible program,
- Meet the standards of the Financial Aid Satisfactory Academic Progress Policy (FA SAP),
- Have a zero SAI,
- Be registered and attending at least 6 credit hours in a semester.

Additional Requirements

South Texas College Student Financial Services Office monitors requirements that can affect your eligibility for Federal SEOG funds, including but not limited to:

- **Your continued enrollment within a semester:** if you withdraw/are withdrawn, you may be required to repay funds awarded to you.
- **Your grades:** if you do not earn at least one passing grade in a semester, you may be required to repay funds awarded to you.

- **Developmental courses you attempt:** we may only fund 30 credit hours of developmental work over a student's educational career. If a Federal Pell Grant eligible student attempts his 11th or greater developmental course, that course cannot be counted in the student's enrollment status.
- **Repeated Coursework:** Beginning July 1, 2011, the definition of a full-time student was amended to allow repeated coursework to count toward enrollment status in term-based programs.
- **Unusual Enrollment History:** Effective July 1, 2013, new regulations have been established to prevent fraud and abuse in the Federal Pell Grant and/or Direct Loan Programs by identifying students with unusual enrollment histories. The Student Financial Services Department is required to review the student's enrollment and financial aid record to determine if, during any of the four award years prior to the current award year, the student has legitimate reasons for the unusual enrollment history.

Attendance Verification

The U.S. Department of Education requires that schools are able to document that students are actually in attendance to finalize their Federal Student Aid eligibility. For example, if a student doesn't begin attendance in all of his or her classes, the school must recalculate the student's award based on the lower enrollment status. A student is considered to have begun attendance in all of his or her classes if the student attends at least one day of class for each course in which that student's enrollment status was determined for Federal SEOG eligibility.

In a distance education context, documenting that a student has logged into an online class is not sufficient, by itself, to demonstrate academic attendance by the student. A school must demonstrate that a student participated in class or was otherwise engaged in an academically related activity, such as by contributing to an online discussion or initiating contact with a faculty member to ask a course-related question. A definition of attendance for Financial Aid Purposes is provided under Eligibility Issues.

South Texas College documents attendance for Federal SEOG purposes by collecting attendance information reported by instructors via the Starfish Application. Instructors use Starfish Application to indicate whether a student has attended or not. Students must attend each class that they are enrolled in, at least once at the beginning of each term to be counted as being in attendance in that class for Federal SEOG eligibility purposes.

In cases where students do not attend class at least once, Federal SEOG eligibility will be cancelled if the enrollment status changes to 5 credit hours or less because those are the credit hours they are actually attending. If this cancellation results in a student not having sufficient grant funds to pay for any charges or advances that they have incurred or received, that student will be responsible to pay South Texas College for the difference between their adjusted eligibility and the original amount of the cost of their tuition and fees as well as any advances that the student received.

Fund Disbursements

South Texas College will credit Federal SEOG funds to your school account to pay for tuition, fees and other school related costs which appear on your student account (institutional charges). If you are eligible for funds in excess of your institutional charges, after completing eligibility verification, South Texas College will pay you the difference directly, by mailing you a check. These Federal SEOG funds will be released to you as a final refund; final refund release dates are provided to students before the start of each semester; they are published at http://studentservices.southtexascollege.edu/finaid/book_allowances.html.

Eligibility Issues

South Texas College Student Financial Services Office monitors requirements that can affect eligibility for Federal Funds (Title IV funds), including but not limited to:

Attendance

The U.S. Department of Education requires that schools are able to document that students are actually in attendance to finalize their federal funds eligibility. For example, if a student doesn't begin attendance in all of his or her classes, the school must recalculate the student's award based on the lower enrollment status. A student is considered to have begun attendance in all of his or her classes if the student attends at least one day of class for each course in which that student's enrollment status was determined for Federal Pell Grant eligibility. In a distance education context, documenting that a student has logged into an online class is not sufficient, by itself, to demonstrate academic attendance by the student. A school must demonstrate that a student participated in class or was otherwise engaged in an academically related activity, such as by contributing to an online discussion or initiating contact with a faculty member to ask a course-related question.

South Texas College documents attendance for federal financial aid programs by collecting attendance information from all instructors via the Starfish Application. The instructors use Starfish to indicate whether a student has attended or not. Students must attend each class that they are enrolled in at least once through the second week of class, to be counted as being in attendance in that class for federal funds eligibility purposes.

In cases where students do not attend class at least once, Federal Pell Grant eligibility will be adjusted based on the enrollment status for the number of credit hours that they are actually attending. If this adjustment results in a student not having sufficient grant funds to pay for any charges or advances that they have incurred or received, that student will be responsible to pay South Texas College for the difference between their adjusted eligibility and the original amount of the cost of their tuition and fees as well as any advances that the student received.

The U.S. Department of Education provides the following definition of attendance for financial aid purposes:

Attendance must be "academic attendance" or "attendance at an academically-related activity". Moreover, the school (not the student) must document that the activity is academic or academically related and must also document the student's attendance at the activity.

Examples of this include:

- physically attending a class where there is an opportunity for direct interaction between the instructor and students,
- submitting an academic assignment,

- taking an exam, completing an interactive tutorial, or participating in computer-assisted instruction,
- attending a study group that is assigned by the school,
- participating in an online discussion about academic matters and
- initiating contact with a faculty member to ask a question about the academic subject studied in the course.

In a distance education context, documenting that a student has logged into an online class is not sufficient, by itself, to demonstrate academic attendance by the student. Examples of acceptable evidence of academic attendance and attendance at an academically-related activity in a distance education program include:

- student submission of an academic assignment,
- student submission of an exam,
- documented student participation in an interactive tutorial or computer-assisted instruction,
- a posting by the student showing the student's participation in an online study group that is assigned by the institution,
- a posting by the student in a discussion forum showing the student's participation in an online discussion about academic matters, and
- an e-mail from the student or other documentation showing that the student initiated contact with a faculty member to ask a question about the academic subject studied in the course.

Excused Absences: A school may only count as days in attendance excused absences that are followed by some class attendance. That is, a school may not include as days attended any excused absences that occur after a student's last day of actual attendance.

Repeated Coursework

Beginning July 1, 2011, the U. S. Department of Education amended the definition of a full-time student to allow repeated coursework to count toward enrollment status in term-based programs:

- Students may only receive federal financial aid funding for one repetition of a previously passed course. That is, if a student passes a course with a low grade and wants to get a better grade to improve his GPA, he can retake the course once. If, after the student retakes the course, he wants to retake it again and his course load at the time is 12 credit hours, the student will not be considered to be attending full-time; he will be considered to be attending 3/4 time and financial aid will be disbursed as such. This is for financial aid purposes only.
- Student may repeat failed course until it is passed.

Federal Pell Grant / Special Rule Grant - Lifetime Eligibility Used

Under the section Lifetime Eligibility Used, Federal Pell Grant and Special Rule Grant will be used interchangeably.

Federal regulations mandate that effective July 1, 2012 students may only receive a Federal Pell Grant/Special Rule Grant for six years of full-time enrollment (equivalent to 12 semesters or 600%) during their lifetime. This change affects all students regardless of when or where they received their first Federal Pell Grant/Special Rule Grant. The maximum amount of Federal Pell Grant/Special Rule Grant funding that a student may receive each year is equal to 100%, this is why the six-year equivalent is 600%. Students that have already used 600% of their Federal Pell Grant/Special Rule Grant eligibility will no longer be eligible to receive a Federal Pell Grant/Special Rule Grant starting summer 2012. There are no exceptions to this regulation. Students with 500% or higher but less than 600% may have limited Federal Pell Grant/Special Rule Grant eligibility remaining for the current year.

Calculation of the Percentage Used

The percentages are based on your annual award at full-time enrollment status compared to the amount you actually receive in a given year. The amount of aid you receive each academic year is divided by the maximum annual award you are eligible for that year and your annual percentage is determined. Percentages from each year are added to calculate your Lifetime Eligibility Used (LEU). Here are some examples:

If your annual award at full-time enrollment is $5775 and you received $5775 for the year, then you have received 100% of your award for that year.

If your annual award at full-time enrollment is $3025 and you received $2269 for the year, then you have received 75% ($2269 divided by $3025 = 75%) of your award for that year.

If your annual award at full-time enrollment is $5775 and you received $2166 for the year, then you have received 37.506% ($2166 divided by $5775 = 37.506%) of your award for that year.

If your annual award at full-time enrollment is $5775 and you received $717 for the year, then you have received 12.416% ($717 divided by $5775 = 12.416%) of your award for that year.

Your annual percentages are added together to determine your Lifetime Eligibility Used. Once you reach 600% you are terminated from receiving any additional Federal Pell Grant/Special Rule Grant.

View and Review Your Federal Pell Grant / Special Rule Grant Lifetime Eligibility Used

The Department of Education keeps track of your LEU by adding together the percentages of your Federal Pell Grant/Special Rule Grant scheduled awards that you received for each award year. You can determine how much Federal Pell Grant/ Special Rule Grant you have used and what you have remaining at https://studentaid.gov/ using your FSA ID credentials to log in.

Contact Information for Questions on Lifetime Eligibility Used

South Texas College Financial Aid Staff are available to discuss Federal Pell Grant/Special Rule Grant Lifetime Eligibility Used and answer any questions you may have.

Declining Federal Pell Grant / Special Rule Grant Funds

You may decline all or part of your disbursement of Federal Pell Grant/Special Rule e Grant funds that you are otherwise eligible to receive. You may wish to take this action under the Federal Pell Grant, if you expect to qualify for a larger grant amount in future years as a result of an expected transfer to a more expensive educational institution or an expected change in your Student Aid Index.

If you are going to return all or a portion of Federal Pell Grant/Special Rule Grant funds, you must deliver to our Student Financial Services Department, a Revision Form located in our Financial Aid Forms web page or a signed, written statement clearly indicating that you are declining Federal Pell Grant/Special Rule Grant funds for which you are otherwise eligible and that you understand that those funds may not be available once the award year is over.

Returning Federal Pell Grant / Special Rule Grant Funds

You may return all or a portion of Federal Pell Grant/Special Rule Grant funds that you have received, as long as this action is taken during the same award year. You must deliver to our Student Financial Services Department a signed, written statement clearly indicating that you are returning Federal Pell Grant/Special Rule Grant funds for which you are otherwise eligible and that you understand that those funds may not be available once the award year is over. After the statement is submitted, you will then need to return the funds directly to the South Texas College Cashiers Office.

Developmental Coursework Limitation

The U.S. Department of Education provided the following guidelines to schools on how developmental courses may be funded. (Please note that the information in this catalog only pertains to the developmental coursework limitation and a student must satisfy all U. S. Department of Education, State of Texas and South Texas College eligibility requirements to be eligible for Student Financial Assistance). A student may receive Federal Aid for up to one academic year's worth of developmental coursework. At community colleges, the limit is 30 credit hours. The Student Financial Services office complies with this requirement by reviewing all student records after the Census day of each semester to see if any students are scheduled to receive financial aid for a developmental course when they have already attempted 10 or more courses.

Any Federal Pell Grant award made to a student who is scheduled to receive aid for the 11th or greater developmental course attempt will be recalculated without considering the developmental course in the student's enrollment status.

Example:

If a student is enrolled in a total of 12 credit hours, three of which are from his/her 11th developmental course attempt, his/her Federal Pell Grant award will be recalculated based on nine credit hours instead of 12 credit hours.

NOTE: For the most updated Financial Aid Information on this catalog or student guide, please refer to our Financial Aid Website at http://studentservices.southtexascollege.edu/finaid/.

Unusual Enrollment History

Federal Regulations have been established to prevent fraud and abuse in the Federal Pell Grant Program and/or the Direct Loan Programs by identifying students with unusual enrollment histories. The U.S. Department of Education will place an unusual enrollment flag on some of the Free Applications for Federal Student Aid (FAFSA); this flag will indicate that the student has an unusual enrollment history with regard to receiving Federal Pell Grant funds and/or Direct Loan Program funds at multiple institutions. The Student Financial Services Department is required to review the student's enrollment and financial aid records to determine if, during the past four award years (2020-2021, 2021-2022, 2022-2023 and 2023-2024), the student has legitimate reasons for the unusual enrollment history. Our department will identify and contact the students who will be required to resolve this before determining Federal Student Aid eligibility. Identified students will be asked to fill out the Enrollment History Review Form located in our Financial Aid Forms web page at https://studentservices.southtexascollege.edu/finaid/financial-aid-forms.html.

Resolving Unusual Enrollment History

You will be required to provide academic transcripts from all colleges and universities attended during the review period to South Texas College. The institution will determine whether academic credit hour was earned at each of the previously attended institutions during the past four award years (2020-2021, 2021-2022, 2022-2023 and 2023-2024). Academic credit hour earned is considered to have been earned if the academic records show that you received a grade of "A", "B", "C", or "D" as listed in the Grading System Section of the South Texas College Catalog. If you did not earn academic credit hour at each of the previously attended institutions during the past four award years, you may be ineligible for further Federal Student Aid. The South Texas College Student Financial Services Department has the authority to require academic transcripts from the colleges and universities attended during the review period if the documents that you submitted are unclear.

Appealing an Ineligibility Determination

You will be asked to contact our Student Financial Services Department so that you may provide a statement explaining why you failed to earn academic credit hour and provide supporting documentation.

If eligibility is approved, you will be required to meet with an academic advisor and a financial aid representative; you must not drop or withdraw (officially or unofficially) from any courses after the term begins and must maintain FA Satisfactory Academic Progress.

If you did not earn academic credit hour at each of the previously attended institutions during the past four award years and are not able to provide an acceptable explanation and documentation for the unusual enrollment history, you are ineligible for further Federal Student Aid.

All decisions made by the South Texas College Student Financial Services Department are final.

Over-awards

An over-award is when a student receives *more* aid than the amount for which he/she is eligible.

Federal Grants Over-awards

Over-awards may occur because of incorrect or incomplete information was provided on the Free Application for Federal Student Aid (FAFSA). STC is not required to assume responsibility for collecting the debt. These debts will be referred to the Department of Education and reported to the National Student Loan Data System (NSLDS) if the student does not repay the Department of Education within established time-frames.

We will follow Department of Education guidelines to refer students to Department of Education Collections and to report them to NSLDS.

Work Study Over-awards and Others

In cases where a student who is a work study employee is over-awarded, the student's employment will end when the over-award is discovered. Because the student cannot be required to repay wages earned (except in cases of fraud), the school may reduce, decrease, or cancel other forms of aid in the amount over-awarded.

The decreasing or cancelling of other forms of aid procedure will also be followed for over-awards in any other financial aid programs.

Federal Work-Study

The primary purpose of the Federal Work Study Program as outlined by the U.S. Department of Education Regulations is to provide part-time employment for students who demonstrate financial need in order to defray/contribute to the cost of higher education. Work Study employment allows students the opportunity to earn their aid and is not intended to interfere with students' education; students' studies will be given first priority.

The Federal Work-Study Program provides jobs on-campus and off-campus, for undergraduate students with financial need, allowing them to earn money to help pay education expenses. The program encourages community service work and work related to your course of study. The duration of employment under the Federal Work Study Program is from September 1, 2024 through June 30, 2025 for Award Year 2024-2025. The prospective work-study student must go through an interview process with Work Study employers and he/she must obtain a position to earn the funds for which he/she is eligible for. The work study student may or may not earn all the funds that he/she was eligible to receive. Once funds have been exhausted, employment will end.

Eligibility Determination

- Student must have unmet need,
- Student must be registered,
- Student must have his/her Financial Aid File complete; if students are applying during the end of Spring semester for May-June employment, the student must have the upcoming year's FAFSA complete too,
- Student must be meeting Financial Aid Satisfactory Academic Progress,
- Student must submit a completed Work Study Application.

Applying for Work-Study

To apply for a Work Study position the student must submit a Work Study Application. Application can be printed from https://studentservices.southtexascollege.edu/finaid/financial-aid-forms.html. Applications are also available at any Student Financial Services Office (Mid Valley, NAH, Pecan or Starr campus). After student fills it out, he/she must turn it in to any of the Student Financial Services Offices. Work Study applications are subject to a background check; only those approved at Human Resources office will be considered.

Additional Information

- The Work Study Application will be valid from September 2024 through June 2025; if not hired, a new Work Study Application must be submitted for the new award year.
- Submitting a Work Study Application does not guarantee a work study job, nor an interview.
- Incomplete applications will not be made available for review.
- Work Study Applications may be made available for review, to off-campus sites, such as school districts, community service organizations and/or city public libraries.
- For academic reasons, work study students are allowed to work a maximum of nineteen hours per week. The total number of hours worked is determined by the student's financial need each award year. Work study students may not earn more than they are awarded; it will be the students' and supervisors' responsibility to ensure students do not exceed their award amount.
- Work study students are paid above federal minimum hourly wages. South Texas College will pay student directly at least once a month.
- The work study student will be paid by the hour; no commission or fee may be paid to a work study student.
- The number of Work Study positions available per year for the college is determined by the Federal and State Work Study allocations from the U.S. Department of Education and the Texas Higher Education Coordinating Board respectively, every award year.
- Students can have only one work study job at a time.
- South Texas College offers work study students, positions on-campus and off-campus. The work study student may be assigned to work at any of the South Texas College campuses. If a work study student is assigned to work off-campus, his/her employer will be a private nonprofit organization of a public agency, and the work performed will be in the public's best interest.

Work Study Over-awards

In cases where a student who is a work study employee is over-awarded, the student's employment will end when the over-award is discovered.

Because the student cannot be required to repay wages earned (except in cases of fraud), the school may reduce, decrease, or cancel other forms of aid in the amount over-awarded.

Texas Educational Opportunity Grant Program (TEOG)

The TEOG Grant is a grant that was established by the Texas Legislature to help students with financial need attend public community colleges, public technical colleges, or public state colleges in Texas.

Eligibility

To determine if you are eligible for a TEOG Grant you must complete and submit a FAFSA (or TASFA for state residents only). Funding is limited and priority is given to students who submitted an application prior to March 15th even though applications are accepted throughout the academic year.

Other requirements include:

- You must be a Texas Resident
- Enrolled in at least half time (6 credit hours),
- Be in the first 30 credit hours in an associate degree or certificate program at a public two-year institution in Texas
- Have not been granted an associate degree or bachelor's degree

- If male must register with Selective Service
- If submitting a TASFA application, must submit a Statement of Eligibility for State Funded Programs form
- Have not been convicted of a felony or crime involving a controlled substance
  - An individual convicted of a crime involving a controlled substance can compete for an award in this program two years after he/she has fulfilled his/her obligation to society.

Grant Restrictions

Students receiving TEOG who continue in college and who meet the program academic standards can receive an award for up to 75 credit hours, for four years, or until completion of an associate degree, whichever comes first.

Academic Requirements

The academic requirements for maintaining eligibility are as follows:

End of Initial Year

- Meet South Texas College's Financial Aid Satisfactory Academic Progress (p. 86)

End of Renewal Year

- Minimum 2.5 cumulative GPA
- 75% completion of credit hours attempted for the academic year

Fund Disbursements

South Texas College will credit TEOG funds to your school account to pay for tuition, fees and other school related costs which appear on your student account (institutional charges). If you are eligible for funds in excess of your institutional charges, after completing eligibility verification South Texas College will pay you the difference directly by mailing you a check. Book allowance and final refund release dates are provided to students before the start of each semester; they are published at http://studentservices.southtexascollege.edu/finaid/book_allowances.html

Texas Public Educational Grant (TPEG)

The Texas Public Educational Grant (TPEG) is a grant that was established by the Texas Legislature to help students with financial need, attend public community colleges, public technical colleges, or public state colleges in Texas. The TPEG does not have to be repaid like student loans.

Award Amounts

The Office of Student Financial Services will award a student up to $500 dollars per semester. There is no guarantee every eligible student will be able to receive a TPEG. Students at South Texas College are awarded based on the availability of funds. TPEG funds are awarded by semester.

Eligibility Requirements

There is no additional application to apply for this grant besides the FAFSA/TASFA. Students must be meeting eligibility requirements below:

- Have financial need,
- Have a high school diploma or a General Education Development (GED) Certificate,
- Register with the Selective Services, if required,
- Be a U.S. citizen or eligible non-citizen,
- Have a valid Social Security Number,
- Submit the Statement of Eligibility for State Funded Programs form,
- Be enrolled or accepted for enrollment as a regular student working toward a degree or certificate in an eligible program,
- Meet the standards of the Financial Aid Satisfactory Academic Progress Policy (FA SAP),
- Be registered and attending at least 6 credit hours in a Fall and/or Spring semester and/or 3 credit hours in Summer semester.

This grant is available for:

- For Texas resident students,
- For undergraduates or graduates and
- For students attending public colleges in Texas.

After Funds are Awarded

South Texas College will credit TPEG funds to your school account to pay for tuition, fees and other school related costs which appear on your student account (institutional charges). If you are eligible for funds in excess of your institutional charges, after completing eligibility verification, South Texas College will pay you the difference directly by mailing you a check. These TPEG funds will be released to you as a final refund; final refund release dates are provided to students before the start of each semester; they are published at http://studentservices.southtexascollege.edu/finaid/book_allowances.html.

State Aid for House Bill 1403/ Senate Bill 1528 Students

House Bill 1403 was passed in 2001 by the 77th Texas Legislature; this bill was later replaced in 2005 by Senate Bill 1528. Any individual (including citizens, permanent residents, visa holders, and undocumented immigrants) who has lived a significant amount of time in Texas may be eligible to be considered a resident for the purpose of paying in-state tuition. Each bill was codified into the Texas Education Code TEC 54.052 through 54.056.

Texas Education Code 54.052 through 54.056

Students who qualify as residents under Texas Education Code 54.052 through 54.056 may be eligible to receive financial aid in the form of state grants. For details on the residency requirements, please consult the Resident Status for Students section of this catalog. Students who feel that they should be considered residents under this policy should begin the process at the South Texas College Enrollment Center.

Applying For State Aid

Students who are classified as Texas Residents by the Enrollment Center and who are not eligible to receive federal funds (due to citizenship status) may apply for state aid using the Texas Application for Student Financial Aid. Please visit http://studentservices.southtexascollege.edu/finaid/SB1528/ for the application and program eligibility requirements.

State Aid for Non-Resident Students

Texas Public Education Grant for Non-Residents (TPEGNR)

Non-Resident Texas Public Education Grant (TPEGNR) is a grant that is generated from funds that non-resident students pay through tuition and fees at South Texas College; it will only pay for tuition and fees at South Texas College. These funds are very limited and are set aside every year to award non-resident students. Non-Resident students may apply for a TPEGNR award by filling out a Non-Resident TPEG Request Form. These forms may be available each semester and contain detailed information on how to apply and the application deadlines. If there are funds available, the form can be requested at any Student Financial Services office, at least two weeks prior to the beginning of the semester.

Texas Education Code 54.052

Students who qualify as residents under Texas Education Code 54.052 may be eligible to receive Texas State Aid. For details on the requirements, please consult the Resident Status for Students section of the catalog. Students who feel that they should be considered residents under this policy should begin the process at the South Texas College Enrollment Center.

Texas Work-Study Program

The primary purpose of the Texas Work Study Programs as outlined by the Texas Higher Education Coordinating Board Regulations is to provide part-time employment for students who demonstrate financial need in order to defray/contribute to the cost of higher education. Work Study employment allows students the opportunity to earn their aid and is not intended to interfere with students' education; students' studies will be given first priority.

The Texas Work-Study Program provides jobs on-campus and off-campus, for undergraduate students with financial need, allowing them to earn money to help pay education expenses. The program encourages community service work and work related to your course of study. The duration of employment under the Texas Work Study Program is from September 1, 2024 through August 8, 2025 for Fiscal Year 2024-2025. The prospective work-study student must go through an interview process with Work Study employers and he/she must obtain a position to earn the funds for which he/she is eligible for. The work-study student may or may not earn all the funds that he/she was eligible to receive. Once funds have been exhausted employment will end.

Eligibility Determination

- Student must have unmet need,
- Student must be registered for at least 6 credit hours,
- Student must have his/her Financial Aid File complete,
- Student must be meeting Financial Aid Satisfactory Academic Progress,
- Student must submit a completed Work Study Application,
- Student must be a Texas resident.

Applying for Work-Study

To apply for a Work Study position the student must submit a Work Study Application. Applications are also available at any Student Financial Services Office (Mid Valley, NAH, Pecan, or Starr campus). After student fills it out, he/she must turn it in to any of the Student Financial Services Offices. Work Study applications are subject to a background check; only those approved will be considered.

Additional Information

- The Work Study Application will be valid from September 2024 through August 2025; if not hired, a new Work Study Application must be submitted for the new award year.
- Submitting a Work Study Application does not guarantee a work study job, nor an interview.
- Incomplete applications will not be made available for review.
- Work Study Applications may be made available for review, to off-campus sites, such as school districts, community service organizations and/or city public libraries.
- For academic reasons, work study students are only allowed to work a maximum of nineteen hours per week. The total number of hours worked is determined by the student's financial need each award year. Work study students may not earn more than they are awarded, and it will be their responsibility to ensure they do not exceed their award amount.
- Work study students are paid slightly above federal minimum hourly wages. South Texas College will pay student directly at least once a month.
- The work study student will be paid by the hour; no commission or fee may be paid to a work study student.
- The number of Work Study positions available per year for the college is determined by the Federal and State Work Study allocations from the U.S. Department of Education and the Texas Higher Education Coordinating Board respectively, every award year.
- Students can have only one work study job at a time.
- South Texas College offers work study students, positions on-campus and off-campus. The work study student may be assigned to work at any of the South Texas College campuses. If a work study student is assigned to work off-campus, his/her employer will be a private nonprofit organization of a public agency, and the work performed will be in the public interest.

Texas Work-Study Mentorship Program

The primary purpose of the Texas Work Study Mentorship Program as outlined by the Texas Higher Education Coordinating Board Regulations is to provide part-time employment for undergraduate students who demonstrate financial need in order to defray/contribute to the cost of higher education. Work Study employment allows students the opportunity to earn their aid and is not intended to interfere with students' education; students' studies will be given first priority.

The purpose of the mentorship program is to provide employment to eligible students to mentor, tutor, or advise students at South Texas College Starr, Technology and Mid Valley Campuses or high school students within local school districts and nonprofit organizations. The primary goal of the program is to improve student access, success, and completion of higher education.

The duration of employment under the Texas Work Study Mentorship Program is from September

1, 2024 through August 8, 2025 for Fiscal Year 2024-2025. The prospective work-study student must go through an interview process with Work Study employers and he/she must obtain a position to earn the funds for which he/she is eligible for. The work-study student may or may not earn all the funds that he/she was eligible to receive. Once funds have been exhausted employment will end.

Eligibility Determination

- Student must have unmet need,
- Student must be registered for at least 6 credit hours,
- Student must have his/her Financial Aid File complete,
- Student must be meeting Financial Aid Satisfactory Academic Progress,
- Student must submit a completed Work Study Application,
- Student must be a Texas resident.

Applying for Work-Study

To apply for a Work Study position the student must submit a **Work Study Application**. Applications are also available at any Student Financial Services Offices. After student fills it out, he/she must turn it in to any of the Student Financial Services Offices. Work Study applications are subject to a background check; only those approved will be considered.

Additional Information

- The Work Study Application will be valid from September 2024 through August 2025; if not hired, a new Work Study Application must be submitted for the new award year.
- Submitting a Work Study Application does not guarantee a work study job, nor an interview.
- Incomplete applications will not be made available for review.
- Work Study Applications may be made available for review, to off-campus sites.
- For academic reasons, work study students are only allowed to work a maximum of nineteen hours per week. The total number of hours worked is determined by the student's financial need each award year. Work study students may not earn more than they are awarded, and it will be their responsibility to ensure they do not exceed their award amount.
- Work study students are paid slightly above federal minimum hourly wages. South Texas College will pay student directly at least once a month.
- The work study student will be paid by the hour; no commission or fee may be paid to a work study student.
- The number of Work Study positions available per year for the college is determined by the State Work Study allocations from the Texas Higher Education Coordinating Board, every award year.
- Students can have only one work study job at a time.
- South Texas College offers work study students, positions on-campus and off-campus. The on-campus work study student will be assigned to work at the South Texas College Starr, Technology or Mid Valley campuses.

Work Study Over-awards

In cases where a student who is a work study employee is over-awarded, the student's employment will end when the over-award is discovered.

Because the student cannot be required to repay wages earned (except in cases of fraud), the school may reduce, decrease, or cancel other forms of aid in the amount over-awarded.

State Exemptions and Waivers

An exemption or a waiver is a payment of all or part of a student's tuition and fee bill. Effective Fall 2014, Senate Bill 1210 (83rd Texas Legislature, Regular Session) adds a Grade Point Average requirement for persons to receive continuation award with most (not all) state exemptions and waivers. The Bill also establishes a Limit to the Total Number of Hours, cumulative, that a student may take and continue to receive award with most (not all) state exemptions and waivers. Texas Education Code: TEC 54.014 South Texas College will be implementing a 2.0 Grade Point Average requirement for exemptions and waivers impacted by this legislation. The following are some examples of state exemptions and waivers; information is courtesy of College for All Texans.

Adopted Students Formerly under the Conservatorship of the Texas Department of Family and Protective Services (TDFPS)

To provide college financial assistance to students who once were in foster or other residential care and/or have been adopted.

Eligibility

For students who were in foster or other residential care, were adopted on or after September 1, 2009; or were adopted, and the subject of an adoption assistance agreement under Subchapter D, Chapter 162, Texas Family Code. Must be registered with Selective Service or be exempt. Male students must submit the Status of Selective Service Form along with a copy of their Selective Service Registration card.

Award Amount

Tuition and fees for courses for which the college receives tax support. There are no durational limitations in statute referencing how many semesters or years an adopted student may receive this exemption.

Applying for Exemption

Provide the college Student Financial Services written proof, from the Texas Department of Family and Protective Services (TDFPS), of eligibility. To obtain a letter of eligibility from TDFPS, contact a representative in one of the district offices:

Blind/Deaf Student Exemption Program

To help enable blind and deaf students to attend public colleges or universities in the state of Texas.

Eligibility

Students must be Texas residents, declare a program of study at the time he/she applies for the exemption, student with vision-related disability (e.g., blindness, significant visual impairment) are determined eligible by Vocational Rehabilitation Services Offices through the Texas Workforce Commission (TWC), students with a hearing disability who meet certain criteria are determined eligible by Texas Health and Human

Services (HHS), enroll in classes for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its costs). Students with vision-related disability must contact their local TWC office to apply. Students with hearing disability, HHS will issue the student a certification of eligibility letter that he or she must provide the institution. Must be registered with Selective Service or be exempt. Male students must submit the Status of Selective Service Form along with a copy of their Selective Service Registration card. Effective 2014, Senate Bill 1210 (83rd Texas Legislature, Regular Session) added a **Grade Point Average** requirement for persons to receive continuation awards through the program. The Bill also established a **Limit to the Total Number of Cumulative Hours** that a student may take and continue to receive awards through this program. Contact the Student Financial Services Office for more information.

Award Amount

All dues, fees, and enrollment charges whatsoever for which exemptions may be lawfully made, including: fees for correspondence courses, general property deposit fees, and student service fees; but, does not include fees or charges for books, lodging, board or clothing. No funds may be used to pay tuition for continuing education classes for which the college receives no state tax support.

Applying for Exemption

Provide the Student Financial Services Department with certification from the Texas Workforce Solutions - Vocational Rehabilitation Services of status as a blind person or a deaf person. Provide the registrar a written statement of purpose indicating which certificate, degree program, or professional enhancement will be pursued. Provide the registrar a copy of the high school transcript and a letter of recommendation. Provide the registrar proof that all admissions requirements have been met.

Tuition Exemption for Current or Former Foster Care Students under the Conservatorship of the Texas Department of Family and Protective Services (TDFPS)

To provide college financial assistance to students who are currently or were formerly in the conservatorship of TDFPS.

Eligibility Requirements

A student is exempt from the payment of tuition and fees, including tuition and fees charged by an institution of higher education for a dual credit course or other course for which a high school student may earn joint high school and college credit, if the student:

Was under the conservatorship of the Department of Family and Protective Services:

A. on the day preceding the student's 18th birthday;
B. on or after the day of the student's 14th birthday, if the student was also eligible for adoption on or after that day; or
C. on the day the student graduated from high school or received the equivalent of a high school diploma; or
D. the date permanent managing conservatorship (PMC) of the student is awarded to a person other than the student's parent, if that date is on or after September 1, 2009.

The student must enroll in an institution of higher education as an undergraduate student or in a dual credit course or other course not later than the student's 25th birthday.

As of June 1, 2016, the following persons may also qualify for the tuition and fee exemption:
A student whose age was 14 or older on or after June 1, 2016 and subsequently exited DFPS's permanent managing conservatorship to the legal responsibility of the parent.

Must be registered with Selective Service or be exempt. Male students must submit the Status of Selective Service Form along with a copy of their Selective Service Registration card.

Eligible Institutions

Available only for use at a Texas public college or university. Most public institutions of higher education have designated a Liaison Officer to provide assistance to their students formerly under the conservancy of the Texas Department of Family and Protective Services.

Award Amount

Tuition and fees for courses for which the college receives tax support; however, once a student has been determined eligible for the benefit and has enrolled in higher education, the benefit continues indefinitely. There are no durational limitations in statute referencing how many semesters or years a student may receive this exemption.

Application Process

Provide the college registrar written proof, from the Department of Family and Protective Services (TDFPS), of eligibility. Form K-908-1003 is the TDFPS verification of written proof.

Children of Disabled or Deceased Firemen, Peace Officers, Game Wardens, and Employees of Correctional Institutions

Provide a benefit to the children of eligible persons who have been killed in the line of duty prior to September 1, 2000, or who have been disabled in the line of duty.

Eligibility

Apply before the person's 21st birthday or, if the person is eligible to participate in a school district's special education program under Texas Education Code Section 29.003.

Had a parent who was a paid or volunteer fireman, paid municipal, county, or state peace officer, or a custodial employee of the Texas Department of Corrections, or a game warden. Are the child of a parent who suffered an injury, resulting in disability or death, sustained in the line of duty. Enroll in classes for which the college receives tax support (i.e. a course that does not depend solely on student tuition and fees to cover its costs). Have filed a selective service statement of registration status and proof of status with their institution. A person may receive an exemption from the payment of tuition and fees only for the first 120 undergraduate credit hours for which he or she registers or age 26, whichever comes first.

Award Amount

Exemption from the payment of tuition and required fees for the first 120 undergraduate credit

hours for which a person registers. No funds may be used to pay tuition for continuing education classes for which the college receives no state tax support.

Application Process

Obtain a sample certification letter from the Texas Higher Education Coordinating Board. Have parent's prior employer complete the sample letter on official letterhead. Submit the letter to the Texas Higher Education Coordinating Board. In the case of a disability, also submit to the Texas Higher Education Coordinating Board a doctor's statement that certifies the disability. The Texas Higher Education Coordinating Board will notify the college or university of the student's eligibility.

Military: Children of U.S. Military Who Are Missing in Action or Prisoners of War (MIA/POWS)

To provide an education benefit to the children of persons listed as Missing in Action or Prisoners of War by the U.S. Department of Defense.

Eligibility

- Are Texas residents;
- Are 21 years of age or younger, or 25 years of age or younger and receiving most of his/her support from a parent;
- Have documentation from the Department of Defense that a parent, who is classified as a Texas resident, is missing in action or a prisoner of war; and
- Enroll in classes for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its costs).

New requirements Fall, 2014 Senate Bill 1210 (83rd Texas Legislature, Regular Session) adds a Grade Point Average requirement for persons to receive continuation awards through the program. The law also establishes a Limit to the Total Number of Hours, cumulative, that a student may take and continue to receive awards through this program.

Award Amount

Tuition, service fees, lab fees, building use fees, and all other fees except room, board or clothing fees, or deposits in the nature of security for the return or proper care of property. No funds may be used to pay tuition for continuing education classes for which the college receives no state tax support.

Application Process

Contact the Office of Student Financial Services for additional information on this exemption.

Firefighters Taking Fire Science Courses

To encourage persons employed as fire fighters or active members of volunteer fire departments to take college courses designed to help them in their work.

Eligibility

Employed as a paid fire fighter by a political subdivision of the State of Texas or active members of volunteer fire departments who hold an accredited advanced certification (or the equivalent), under the State Firemen's and Fire Marshal's Association of Texas volunteer certification program, OR a Phase V (Firefighter II) certification (or the equivalent) under the Texas Commission of Fire Protection's voluntary certification program under Government Code Section 419.071. Enroll in courses offered as part of a Fire Science Curriculum. Enroll in classes for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its costs). Making satisfactory academic progress toward the student's degree as determined by the institution.

Award Amount

Tuition and laboratory fees for courses offered as part of a fire science curriculum. No funds may be used to pay tuition for continuing education classes for which the college receives no state tax support. To receive continuation awards, a firefighter (paid or volunteer) must meet the institution's financial aid academic progress requirements. The exemption may not be applied to additional tuition charged to an undergraduate student with excess or repeated hours under Texas Education Code 54.014(a) or (f), or the additional tuition charged to a graduate student with excess hours under Texas Education Code 61.059(l)(1) or (2).

Application Process

Provide the Office of Student Financial Services proof of employment as a paid fire fighter, submit Statement of Eligibility for State Funded Programs form and enroll in the courses of a Fire Science Curriculum. (Deadline to submit documentation is Census date of every semester)

Hazlewood Exemption & Legacy Act

The Hazlewood Act is a State of Texas benefit that provides qualified Veterans, spouses, and dependent children with an education benefit of up to 150 hours of tuition exemption, including most fee charges, at public institutions of higher education in Texas. This does NOT include living expenses, books, supplies, or testing fees.

Eligibility

At the time of entry into the U.S. Armed Forces, designated Texas as Home of Record; or entered the service in Texas; or was a Texas resident; Have received an honorable discharge or a general discharge under honorable conditions as indicated on the Veteran's Certificate of Release or Release or Discharge from Active Duty (DD Form 214, member 4 copy); Served at least 181 days of active duty service (excluding training); Have no federal Veteran's education benefits, or have no federal Veterans education benefits dedicated to the payment of tuition and fees only (such as Chapter 33 or 31; Pell and SEOG are not relevant) for term or semester enrolled that do not exceed the value of Hazlewood benefits; Not be in default on a student loan made or guaranteed by the State of Texas; and Enroll in classes for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its cost), unless the college's governing board has ruled to let Veterans receive the benefit while taking non-funded courses; and meet the GPA and excessive hour requirement of the institution's satisfactory academic progress policy in a degree or certificate as determined by the institution's financial aid policy.

Veterans who are granted their first Hazlewood Act exemption beginning Fall 2011 must reside in Texas during the semester or term for which the exemption is claimed. This requirement does not apply to the Veterans who either received the exemption prior to the 2011-2012 academic year,

have reenlisted into active duty, or reside with a spouse who is on active duty. Residency must be verified each term that a student applies for the exemption. The applicant will do this by presenting any document with the veteran's current address within 30 days of application.

Applying for Exemption

Apply and be accepted to a Texas public college or university of his/her choice. Provide proof (DD214, Member 4 copy) from the Department of Defense regarding military service and the nature of discharge; Provide proof of eligibility or ineligibility for GI Bill® benefits (Chapter 31, 33/Post-9/11) by requesting an education benefits letter from the VA office in Muskogee, OK at 888-442-4551 or www.gibill.va.gov; or requesting a certificate of eligibility from federal education benefits from eBenefits (if Veteran has active duty service on or after 9/11/2001. An application must be submitted at the beginning of each term.

Fill out the Hazlewood Exemption application form found at Texas Veteran Commission https://www.tvc.texas.gov/education/hazlewood/ and, turn in the Hazlewood application form, a copy of your letter of eligibility/ineligibility, Hazlewood Student hours, and a copy of your DD214 (Member 4) into the financial aid office of the institution you will be attending. Additional application requirements can be found online or at the Office of Student Veteran Affairs.

Legacy Act (Child)

Eligible Veterans may assign unused hours of exemption eligibility to a child under certain conditions. A child must qualify for resident tuition; be the biological child, stepchild, adopted child, or claimed as a dependent in the current and previous tax year; be 25 years old or younger on the first day of the semester or term for which the exemption is claimed (unless granted an extension due to a qualifying illness or debilitating condition); and meet the GPA and excessive hour requirements of the Institution's satisfactory academic progress policy in a degree or certificate program as determined by the institution's financial aid policy. Legacy recipients will receive an exemption for the number of degree certified hours reported by the Institution for that term or semester. Maximum degree certified hours awarded to the Legacy recipient will be dependent upon the degree or certificate program in which the student is enrolled for that term or semester and shall be consistent with the program as defined within the school catalog as approved by the regional accreditation commission. Make satisfactory academic progress in a degree, certificate, or continuing education program as determined by the institution. *If a child to whom hours have been delegated fails to use all of the assigned hours, a Veteran may re-assign the unused hours that are available to another child. Only one child can use the Hazlewood Act at a time.

Legacy Act Application Process

A child (legacy recipient) of a Veteran must apply and be accepted to a Texas public college or university. Fill out the Hazlewood application form found at the Texas Veteran Commission https://www.tvc.texas.gov/education/hazlewood-act/ along with the Veteran filling out the Hazlewood application provide proof of eligibility or ineligibility for GI Bill® benefits (Chapter 31, 33/Post-9 11) by requesting an education benefits letter from the VA office in Muskogee, OK at 888-442-4551 or http://www.gibill.va.gov; or by requesting a certificate of eligibility for federal education benefits from eBenefits (if Veteran has active duty service on or after 9/11/2001). You will need to create a username and password to request your certificate of eligibility; take application, letter of eligibility/ineligibility (if needed), along with a copy of the Veteran's DD214 (Member 4), to the Financial Aid Office of the institution you will be attending. Additional application requirements can be found at www.southtexascollege.edu/veterans/. Application and all supporting documentation must be received by the institution no later than the last day of class of a term in order to be evaluated for that semester or term.

Hazlewood Act for Spouse/Child

The Hazlewood Act is also extended to spouses and dependent children of eligible active duty, Texas National Guard, and Air National Guard Veterans who died in the line of duty or as a result of injury or illness directly related to military service, are missing in action, or who became totally disabled for purposes of employability as a result of a service-related injury or illness. Each child and spouse will receive a 150 credit hour exemption. Note: A child of a qualified Veteran who is not 100% disabled or has a service connected death may qualify for benefits under the Hazlewood Legacy Program.

Eligibility

A spouse must be a spouse of a Veteran who, at the time of entry into the U.S. Armed Forces, was a Texas resident, be classified by the institution as a Texas resident, designated Texas as Home of Record, or entered the service in Texas; Be a spouse of a Veteran of the U.S. Armed Forces, Texas National Guard, or Texas Air National Guard who died as a result of service-related injuries or illness, is missing in action, or became totally disabled (100%) as a result of a service-related injury or illness or is entitled to receive compensation at the 100% rate due to individual employability (IU) due to a service connected injury or illness; have no federal Veterans education benefits, or have federal Veterans education benefits dedicated to the payment of tuition and fees only (such as Chapter 33 or 31; Pell and SEOG are not relevant) for term or semester enrolled that do not exceed the value of Hazlewood benefits; meet the GPA and excessive hour requirements of the institution's satisfactory academic progress policy in a degree or certificate program as determined by the institution's financial aid policy. This requirement does not apply to the spouse of a MIA, KIA or service connected deceased Veteran.

A child must be a child of a Veteran who, at the time of entry into the U.S. Armed Forces, be classified by the institution as a Texas resident, designated Texas as Home of Record, or entered the service in Texas; be a child of a Veteran of the U.S. Armed Forces, Texas National Guard, or Texas Air National Guard who died as a result of service-related injuries or illness, is missing in action, or became totally disabled (100%) as a result of a service-related injury or illness or is entitled to receive compensation at the 100% rate due to individual employability (IU) due to a service connected injury or illness; have no federal Veterans education benefits, or have no federal Veterans education benefits dedicated to the payment of tuition and fees only (such as Chapter 33 or 31; Pell and SEOG are not relevant) for term or semester enrolled that do not exceed the value of Hazlewood benefits; and meet the GPA and excessive hour requirement of the institution's financial aid policy. This requirement does not apply to the child of a MIA, KIA, or service connected Veteran.

Application Process for Spouse/ Child

A spouse or child of a Veteran whose death was service connected, Is MIA or is/was 100% permanently disabled must apply and be accepted to a Texas public college or university. Provide a DD-214 and a disability rating letter or a DD-1300 Report of Casualty regarding the Veteran's death; provide proof of eligibility or Ineligibility for GI Bill® benefits (Chapter 31, 33/Post 9-11) by requesting an education benefits letter from the VA office in Muskogee, OK at 888-442-4551 or www.gibill.va.gov, or by requesting an educational benefits letter from the VA at eBenefits. (if Veteran has active duty service after 9/11/2001). You will need to create a username and password to request your certificate of eligibility. Fill out the Hazlewood Exemption application form found at Texas Veteran Commission https://www.tvc.texas.gov/education/hazlewood/ and provide applications, letter of eligibility / ineligibility (if needed), along with a copy of the Veteran's DD-214 (Member 4), to the financial aid office of the institution you will be attending. Additional application requirements can be found at www.southtexascollege.edu/veterans/. Applications and all supporting documentation must be received by the Institution no later than the last day of class of a term in order to be evaluated for that semester or term.

Exemption for Highest Ranking High School Graduate

To provide an award to students graduating top in their classes in high school.

Eligibility

Texas residents, nonresidents, or foreign students; graduate from an accredited high school in the State of Texas; and graduate with the highest ranking in their high school.

Award Amount

Tuition during both semesters of the first regular session immediately following the student's high school graduation.[1] Fees are not covered. No funds may be used to pay tuition for continuing education classes for which the college receives no state tax support.

[1] This exemption may be granted for any one of the first four regular sessions following the individual's graduation from high school when in the opinion of the institution's president the circumstances of an individual case, including military service, merit the action.

Applying for Exemption

Students must provide a copy of the certificate received from the high school confirming the highest ranking to the Office of Student Financial Services.

Exemption for Peace Officers Disabled in the Line of Duty

To provide a benefit to persons who were injured in the line of duty while serving as Peace Officers.

Eligibility

Are Texas residents and enroll in classes for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its costs). A person may not receive an exemption under this section if the person is enrolled in a master's degree program or is attending postgraduate courses to meet the requirements of a master's degree program and the person has previously received a master's degree and received an exemption under this section for a semester or session while attending a postgraduate course to meet the requirements of the master's degree program. A person may not receive an exemption under this section if the person is enrolled in a doctoral degree program or is attending postgraduate courses to meet the requirements of a doctoral degree program and the person has previously received a doctoral degree and received an exemption under this section for a semester or session while attending a postgraduate course to meet the requirements of the doctoral degree program. A person may not receive an exemption under this section for more than 12 semesters or sessions while the person is enrolled in an undergraduate program or while the person is attending only undergraduate courses.

Award Amount

The maximum award is exemption from the payment of tuition and required fees for not more than 12 semesters or sessions. No funds may be used to pay tuition for continuing education classes for which the college receives no state tax support.

Applying for Exemption

The disabled peace officer must work directly with the registrar of the public institution of higher education and submit satisfactory evidence of his/her status as a disabled peace officer as required by that institution.

Exemption for Peace Officers Enrolled in Law Enforcement or Criminal Justice Courses

Program Purpose

To encourage persons employed as peace officers to take college courses designed to help them in their work.

Eligibility

Employed as a Peace Officer by the state of Texas or by a political subdivision of Texas. Enrolled as an undergraduate in an undergraduate program, including certificate and associate leading to a law enforcement-related or criminal justice certificate or degree. Enroll in classes beginning fall 2011 or later. Enroll in classes for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its costs). Making satisfactory academic progress toward the student's degree as determined by the institution. Apply for the exemption at least one week before the start of the institution's regular registration period for the applicable semester or other term. Have not previously attempted a number of credit hours for courses taken at any Texas public institution of higher education while classified as a resident student for tuition purposes in excess of the maximum number specified in TEC Section 61.0595 (a) (30 credit hours beyond the degree requirement). To receive a continuation award, the police officer must meet the institution's financial aid academic progress requirements.

Award Amount

Tuition and laboratory fees for courses offered as part of a law enforcement-related or criminal justice curriculum which pertain to the major requirements of the identified programs are eligible for reimbursement. Courses not directly related to law enforcement or criminal justice are

not eligible for reimbursement even though they may be required for completion of the certificate or degree. No funds may be used to pay tuition for continuing education classes for which the college receives no state tax support.

Application Process

Provide the Office of Student Financial Services proof of employment as a paid police officer, submit Statement of Eligibility for State Funded Programs form and enroll in the courses of a law enforcement or criminal justice curriculum. (Deadline to submit documentation is 1 week before classes start of every semester)

Other Exemptions & Waivers

- Exemption Program for Clinical Preceptors and Their Children
- Concurrent Enrollment Waiver (Enrollment in Two Texas Community Colleges)
- TAPS for Tuition Program
- Waiver for College Faculty and their Dependents
- Economic Development and Diversification Waiver
- Waiver of Nonresident Tuition for Foreign Service Officers Stationed in Mexico Attending Public Institutions of Higher Education in Texas
- Spouse and Dependents Who Previously Lived in Texas
- NATO Forces
- Research Assistants and Teaching Assistants Waiver

Visit www.collegeforalltexans.com or http://studentservices.southtexascollege.edu/finaid/exemptions_waivers.html

Student Loans

South Texas College provides Alternative Education Loans through the Hinson-Hazlewood College Access Loan Program, the Future Occupations & Reskilling Workforce Advancement to Reach Demand (FORWARD) Loan Program administered by the Texas Higher Education Coordinating Board (THECB), and Sallie Mae Undergraduate Smart Option Loan. These loans are intended for educational expenses. South Texas College does not participate in any type of Federal Title IV student loan program. Therefore, Direct and FFEL Stafford Loans and Federal Perkins Loans are not an option at this institution.

College Access Loan

The College Access Loan (CAL) Program provides an alternative type of educational loan to Texas students who are unable to meet an institution's Cost of Attendance.

Eligibility Requirements

- Be a Texas resident
- Be enrolled in at least 6 credit hours per semester
- Be registered with Selective Service or be exempt
- Be enrolled in a course of study leading to a certificate, associate or higher degree
- Meet the satisfactory academic progress requirements set by the institution
- Receive a favorable credit evaluation or provide a cosigner who has good credit standing and meets other requirements. Please refer to www.hhloans.com for further information about eligible cosigners.

For information on the College Access Loan (CAL) you may contact the Texas Higher Education Coordinating Board at 1-800-242-3062 or www.hhloans.com.

Disbursement of Loan funds to Student Account

College Access Loan students must submit a **College Access Loan Acknowledgement Form, the Loan and Debt Management Form, and a Statement of Eligibility for State Funded Programs**. College Access Loan students are required to submit the College Access & FORWARD Loan Acknowledgement Form and Loan and Debt Management Forms every semester receiving this loan (funds will not be disbursed without forms on file).

FORWARD Loan

The FORWARD Loan (Future Occupations & Reskilling Workforce Advancement to Reach Demand) Program provides an alternative type of educational loan to Texas students who are unable to meet an institution's Cost of Attendance.

Eligibility Requirements

- Be a Texas resident
- Be enrolled in at least 6 credit hours per semester
- Be registered with Selective Service or be exempt
- Be enrolled in a course of study leading to a certificate, associate or higher degree
- Meet the satisfactory academic progress requirements set by the institution
- Receive a favorable credit evaluation or provide a cosigner who has good credit standing and meets other requirements. Please refer to www.hhloans.com for further information about eligible cosigners.
- Not exceed the manageable loan debt calculated by the Texas Higher Education Coordinating Board.
- Be enrolled in a High-Demand Credential program that the student will be able to complete in two years or less; eligibility for the program ends two years from the start of the semester in which the student received the first loan through the Program.
- If enrolled in a degree program, must have completed at least 50% of the required coursework prior to receiving a loan through the Program.
- If enrolled in a non-degree program, the program's duration must be less than two years.

For information on the FORWARD Loan, you may contact the Texas Higher Education Coordinating Board at 1-800-242-3062 or www.hhloans.com.

Disbursement of Loan funds to Student Account

FORWARD Loan students must submit a **College Access & FORWARD Loan Acknowledgement Form, Loan and Debt Management Form, and a Statement of Eligibility for State Funded Programs**. FOWARD Loan students are required to submit the College Access & FORWARD Loan Acknowledgement Form and Loan and Debt Management Forms every semester receiving this loan (funds will not be disbursed without forms on file).

Sallie Mae Smart Option Loan

The Sallie Mae Smart Option Student Loan is a private student loan that is offered to undergraduates and managed by Sallie Mae Inc. Find out more at www.salliemae.com.

Eligibility Requirements

- Be enrolled in at least 3 credit hours per semester.

Loan Request Deadline

All loans offered by South Texas College have a deadline for requesting school certification set by the Office of Student Financial Services. Loan certification requests must be received by the Office of Student Financial Services by 5:00 p.m. on Census date (12th class day) of the semester for which the loan is being requested. Loans received after the deadline will not be certified.

Disbursement of Loan funds to Student Account

Effective 2018-2019, students receiving loans must review Loan and Debt Management Power Point to help manage their loans. Students are required to submit the **Loan and Debt Management Form** every semester receiving this loan (funds will not be disbursed without form on file).

Transfer Students With Federal Loans

Even though South Texas College does not participate in any federal loan programs, it is possible to postpone repayment of your loan from another school. Under certain circumstances, you can receive a deferment or forbearance on your loan which will allow payments to be temporarily suspended on your loan.

If you are temporarily unable to meet your repayment schedule but are not eligible for a deferment, you may receive a forbearance for a limited and specified period. During forbearance, your payments are postponed or reduced. Whether your loans are subsidized or unsubsidized, you will be charged interest. If you don't pay the interest as it accrues, it will be capitalized. If you are unsure if your situation will allow you to qualify for forbearance, contact your loan servicer and speak with a customer representative about being unable to stay on track with payments. All loan servicers are there to help you avoid default which may cause you more economic hardship in the future.

Deferments and forbearances are not automatic. If you have a Direct Stafford Loan, you must contact the Direct Loan Servicing Center to request either option.

If you have a FFEL Stafford Loan, you must contact the lender or agency that holds your loan. For either program, you may have to provide documentation to support your request. You must continue making scheduled payments until you receive notification that the deferment or forbearance has been granted.

Veterans Educational Benefits

South Texas College is approved for training veterans under the provisions of the various public laws commonly called the G.I. Bill®. A veteran with entitlement may receive a monthly check varying in amount with his/her course load. For a veteran eligible for Chapter 33, the following may be available: A tuition and fee payment that is paid to your school on your behalf, monthly housing allowance, and annual books and supplies stipend.

A spouse or child of a veteran may receive benefits under certain conditions.

Veterans or their families who think they may be eligible for benefits should contact their local Veterans Administration office or the STC Veteran Affairs office. Please visit the Veteran Affairs office or call 1-888-442-4551.

Students receiving V.A. educational benefits must adhere to the V.A. Satisfactory Progress Standards. More information on these standards is available from the Office of Student Financial Services. **South Texas College does not prohibit attendance or impose penalties while waiting on VA Payments, per 38 U.S.C. § 3679(e)(1)A&B.**

Chapter 33 Post-9/11 GI Bill®

If you have at least 90 days of aggregate active duty service after Sept. 10, 2001, and are still on active duty, or if you are an honorably discharged Veteran or were discharged with a service-connected disability after 30 days, you may be eligible for this VA-administered program. If you are eligible for the Post 9-11 GI Bill® and any other GI Bill® program you must make an Irrevocable election of the Post 9/11 GI Bill® before you can receive any benefits. For more information visit http://www.benefits.va.gov/gibill/post911_gibill.asp

Chapter 30 Montgomery GI Bill® Active Duty (MGIB-AD)

The MGIB-AD program—sometimes known as Chapter 30—provides education benefits to Veterans and Service members who have at least two years of active duty. For more information visit http://www.benefits.va.gov/gibill/mgib_ad.asp

Chapter 1606 Montgomery GI Selected Reserve (MGIB-SR)

The MGIB-SR program provides education and training benefits to eligible members of the Selected Reserve, including the Army Reserve, Navy Reserve, Air Force Reserve, Marine Corps Reserve and Coast Guard Reserve, and the Army National Guard and the Air National Guard. Eligibility for this program is determined by the Selected Reserve components and VA makes the payments. For more information visit http://www.benefits.va.gov/gibill/mgib_sr.asp

Chapter 35 Survivors and Dependent Assistance

The Dependents' Educational Assistance (DEA) program offers education and training opportunities to eligible dependents of Veterans who are permanently and totally disabled due to a service-related condition or of Veterans who died while on active duty or as a result of a service-related condition. For more information visit https://www.va.gov/education/survivor-dependent-benefits/dependents-education-assistance/

Fry Scholarship

The Marine Gunnery Sergeant John David Fry Scholarship is currently available for children of those who died in the line of duty after September 10, 2001. As of January 01, 2015, Fry Scholarship is available for surviving spouses of those who died in the line of duty or as result of a service-related condition. For more information visit https://www.benefits.va.gov/GIBILL/Fry_scholarship.asp

Chapter 31 Veteran Readiness and Employment

The Veteran Readiness and Employment (VR&E) program is authorized by Congress under Title 38 of the United States Code, Chapter 31. It is sometimes referred to as the Chapter 31 program. Veteran Readiness and Employment (VR&E) program helps Service members and Veterans with service-connected disabilities prepare for, find, and maintain suitable careers. For more information visit https://www.benefits.va.gov/GIBILL/DEA.asp

Federal Tuition Assistance

The Tuition Assistance (TA) program provides financial assistance for voluntary off-duty education. TA generally only covers the cost of tuition associated with each approved course, fees and books are not included in the approval. Students must be following a program of study and be currently enrolled in courses prior to applying for TA. TA must be requested prior to the start date of the course, requests received after the start date cannot be approved. Procedures for applying for TA vary by branch of service and students are encouraged to contact the Educational Service Office with their respective branch of service for assistance. Servicemembers interested in utilizing TA can find steps to apply with their branch of service at the links below.

- Army - https://myarmybenefits.us.army.mil/Benefit-Library/Federal-Benefits/Tuition-Assistance-(TA)?serv=122
- Marine Corps - https://usmc-mccs.org/articles/how-do-i-apply-for-tuition-assistance/
- Navy -https://www.navycollege.navy.mil/sailors/tuition-assistance-ncpace.htm
- Air Force - https://www.afpc.af.mil/career-management/military-tuition-assistance-program/
- Coast Guard - https://www.forcecom.uscg.mil/Our-Organization/FORCECOM-UNITS/ETQC/Voluntary-Education/Active-Duty/

State Tuition Assistance

The State Tuition Assistance Program is an education benefit that reimburses eligible members of the Texas Military Department (TMD) with out-of-pocket expenses for tuition and mandatory fees. Students are responsible to the school for all charges at the beginning of the semester. If all steps are followed, after the semester is over an award payment is sent to the school. More information can be found through the TMD website at https://tmd.texas.gov/state-tuition-assistance-program.

MyCAA Scholarship Program

Spouses of service members on active duty in pay grades E-1 to E-5, W-1 to W-2 and O-1 to O-2 who have successfully completed high school and have the ability to request tuition assistance while their military sponsor is on Title 10 military orders are eligible. Spouses married to members of the National Guard and reserves in these same pay grades are eligible. Information on how to apply can be found at https://mycaa.militaryonesource.mil/mycaa/.

Hazlewood Act

The Hazlewood Act is a State of Texas benefit that provides qualified Veterans, spouses, and dependent children with an education benefit of up to 150 hours of tuition exemption, including most fee charges, at public institutions of higher education in Texas. This does NOT include living expenses, books, supplies, or testing fees. For more information visit https://www.tvc.texas.gov/education/hazlewood/

GIBILL® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. Government Web site at https://www.benefits.va.gov/gibill

Scholarships

A scholarship is a type of gift aid that is awarded to a student based on a set of pre-established criteria that is decided by the donor or awarding entity. Students at South Texas College are awarded scholarships from a variety of sources including, but not limited to, academic departments, external donors, campus clubs/organizations, and/or grants. These scholarships are administered in compliance with federal, state, and institutional policies that govern the awarding process.

Students are encouraged to visit http://studentservices.southtexascollege.edu/finaid/scholarships/ for the latest available scholarships. Please note that each scholarship has a variety of eligibility requirements and will have a designated application process.

Over-award policy

Federal and state regulations mandate that a student's total financial aid package (grants and other resources) cannot exceed the student's financial need. Financial need is defined as Cost of Attendance minus Expected Family Contribution (EFC calculated by your FAFSA). Once a student has been selected as a scholarship recipient, the office of Student Financial Services must ensure that the student is not over awarded. An over-award occurs when the student's financial aid package exceeds his or her financial need.

External Scholarship Checks

External scholarship checks must be made payable to South Texas College, and must include the student's name and ID number. Checks may be mailed to the address below or submitted in person to the office of Student Financial Services at any South Texas College campus. Awarding of a scholarship will only take place once the check has been received.

South Texas College
Attn: Financial Aid
3201 West Pecan Boulevard
McAllen, Texas 78501

Third Party Programs

Texas Workforce Solutions - Vocational Rehabilitation Services (TWS - VRS)

The Texas Workforce Solutions -Vocational Rehabilitation Services (TWS-VRS) offers payment of tuition and other services to students who have certain disabilities. The Vocational Rehabilitation Division must approve the vocational objectives selected by the student before funds are awarded. Interested applicants should contact the nearest office of Texas Workforce Solutions -Vocational Rehabilitation Services.

Applying for TWS-VRS

To apply for VR services, call, write or visit the TWS-VRS office nearest you and request an appointment to meet with a counselor. If you need help in locating a TWS-VRS office in your area, you may call 1-800-628-5115. When you contact

the local office, please let us know if you need translator services or other accommodations for your appointment.

How much money can I get?
TWS-VRS covers tuition and fees and sometimes books up to an approved amount (student will have to visit with their TWS Counselor). The TWS-VRS issues purchase orders to the financial aid office with specified amounts for each student's tuition and fees. The financial aid office cannot increase awards without written authorization from TWS-VRS. If a student withdraws or has any changes in fees, monies must be returned to TWS-VRS, a student is not eligible for any reimbursement unless written authorization by TWS- VRS.

Program Restrictions
A student cannot receive financial aid simultaneously with TWS-VRS funds. TWS-VRS requires that other aid must be awarded first. If in the event that a student completes or is eligible for any other aid, the TWS-VRS award will be cancelled, unless written authorization from TWS-VRS has been given.

Workforce Innovation Opportunity Act (WIOA)
WIOA is the Workforce Innovation Opportunity Act, and its purpose is to provide workforce innovation activities that increase the employment, retention, and earnings of participants. WIOA program is intended to increase occupational skills attainment by participants and improve the quality of the workforce, reduce welfare dependency, and enhance the productivity and competitiveness of the nation. WIOA authorizes several job training programs including Adult Employment and Training Activities, Youth Activities, and Job Corps. Students interested in applying for WIOA should contact their local WorkFORCE center.

Applying for WIOA
A student should contact their local Workforce Solution Center to determine eligibility and types of assistance available to them.

Workforce Center Locations
North Hidalgo County
2719 W. University Drive
Edinburg, Texas 78539
Phone: 956-380-0008, Fax: 956-316-2626

Cameron County
601 East Harrison Avenue
Harlingen, Texas 78550
Phone: 956-423-9266, Fax 956-412-2199

West Hidalgo County
901 Travis St., Suite 7
Mission, Texas 78572
Phone: 956-519-4300, Fax: 956-519-4388

Willacy County
700 FM 3168
Raymondville, Texas 78580
Phone: 956-689-3412, Fax: 956-690-0285

Starr County
5408 Brand St. Ste. 1
Rio Grande City, Texas 78582
Phone: 956-487-9100, Fax: 956-487-9190

East Hidalgo County
2290 W. Pike Blvd., Ste. 100
Weslaco, Texas 78596
Phone: 956-969-6100, Fax: 956-969-6190

Corporate Office
3101 W. Bus 83
McAllen, Texas 78501
Phone: 956-928-5000, Fax: 956-664-8987

Note: Information is subject to change.

WIOA Contracts
WIOA covers tuition, fees and sometimes books up to an approved amount. The WIOA contract also specifies a contract start and end date in which the student will not be awarded unless a modification has been received from WIOA. A student who is approved under a program must be registered in courses that are on the degree plan approved by WIOA. WIOA does not cover developmental courses, repeat courses (unless approved by WIOA) and courses not a part of the degree plan.

Award Disbursements
A student cannot receive financial aid and WIOA funds. WIOA requires that other aid must be awarded first. If in the event that a student completes or is eligible for any other aid, the WIOA award will be cancelled and student will be responsible for any balances. A student cannot receive VIDA and WIOA at the same time because both are state funded grants.

Valley Initiative for Development and Advancement (VIDA)
VIDA is a workforce development program designed to respond to the job training needs of the Rio Grande Valley's Empowerment Zones. Participants of the program will be recruited and trained to qualify for higher paying jobs available in the Rio Grande Valley.

Long-term training (1-2 years) will be limited to targeted occupations with identified job openings. Customized training (less than 1 year) will be made available through a contractual partnering between VIDA, industry and local community colleges. Applications are available at VIDA satellite offices. Students needing more information on VIDA may contact the South Texas College Student Financial Services office.

Eligible Majors
Interested students must be majoring in one of the VIDA approved degrees in order to apply for the VIDA program. Students can visit VIDA website http://www.vidacareers.org/ for list of degrees.

Students interested in applying for the VIDA program must contact VIDA directly at 417 S. Ohio Mercedes, TX 78570, 1-800-478-1770, or visit their website.

VIDA Program
VIDA covers tuition and fees and sometimes books up to an approved amount. The VIDA program forwards Memo's to the financial aid office with specified amounts for each student's tuition and fees. The financial aid office cannot increase awards without written authorization from VIDA. If a student withdraws or has any changes in fees, monies must be returned to VIDA, and the student will not be eligible for reimbursement.

Award Disbursement
A student can receive financial aid and VIDA funds. A student cannot receive VIDA and WIOA at the same time because both are state funded grants. Any funds remaining will not be issued until after enrollment has been verified.

College Savings Plans

Texas Guaranteed Tuition Plan (formerly Texas Tomorrow Fund)

The Texas Guaranteed Tuition Plan is a program that allows Texas families to lock in the cost of tomorrow's college tuition and fees required as a condition of enrollment. For more information, contact the Texas tomorrow Fund/Texas Guaranteed Tuition Plan at 1-800-445-GRAD or check with the Student Financial Services Office. If funds are available the TGTP covers only the following charges:

- Tuition
- Student Activity Fee

Note: Students are responsible to pay any other fees not covered by TGTP.

Students must submit a copy of their Texas Tomorrow Fund Card to Student Financial Services department and indicate the term they want to use funds on. A copy of the card must be submitted every term the student wishes to use these funds. If awarded, South Texas College will issue an invoice to Texas Tomorrow Fund and if they reject the invoice for any reason, the award will be reversed by South Texas College and student will be responsible for the balance on account.

Texas Tuition Promise Fund Plan

The Texas Tuition Promise Fund is designed to help families and individuals prepay for all or some future tuition and required fees at any two- or four-year Texas public college or university. Account holders purchase Tuition Units, which represent a fixed amount of undergraduate resident tuition and required fees charged by Texas public colleges and universities. The number of units needed varies depending on the school, but generally 100 units represents 30 credit hours, which is considered to be one academic year. Texas Tuition Promise Fund covers only the following charges:

- Tuition
- Student Activity Fee

Note: Students are responsible to pay any other fees not covered by TTPFP.

Students must submit a copy of their Authorization Form from TTPFP (emailed to student from TTPFP) to Student Financial Services department. An Authorization Form must be submitted every term the student wishes to use these funds. If awarded, South Texas College will issue an invoice to TTPFP and if they reject the invoice for any reason, the award will be reversed by South Texas College and student will be responsible for the balance on account.

Who can open an account?

Any U.S. citizen or legal resident 18 years and older can open an account, as long as the Beneficiary is a Texas resident. If the child is not a Texas resident, a parent must be the Purchaser and a resident of Texas. Charities that award scholarships may also open an account.

Enrollment Period

You may enroll in the Plan any time between Sept. 1 and Feb. 28 (Feb. 29 in leap years). Newborns can be enrolled through July 31 each year. Tuition rates are subject to change at the start of each Enrollment Period on Sept. 1. There is a three-year holding period before any units can be redeemed and the Tuition Units must be paid in full prior to redemption. For more information, contact TEXAS Tuition Promise Fund at 1-800-445-GRAD (4723), option 5 or log on to http://www.texastuitionpromisefund.com/

Other Forms of Assistance

Valley Scholars

The purpose of the Valley Scholars Program is to recognize and promote academic excellence by providing financial assistance, academic support services, mentoring, and leadership development to academically gifted and highly motivated students. To be eligible for this scholarship, a student must be a graduate from an accredited Hidalgo or Starr County high school, graduate within the top 10% or with an 80 average or above, maintain a 3.25 GPA in any college course completed during high school, and be TSI College Ready or TSI Exempt. Once a student is admitted into the Valley Scholars program, they must meet additional requirements to receive the scholarship.

AmeriCorps

The AmeriCorps program provides full-time educational awards in return for work in community service. You can work before, during, or after your post-secondary education and you can use the funds either to pay current educational expenses or to repay federal student loans. Please go to www.americorps.gov and register in the online payments system.

Financial Aid Satisfactory Academic Progress

Purpose and Scope

Federal regulations mandate that a student receiving Financial Assistance under Title IV programs must maintain satisfactory academic progress in their course of study regardless of whether or not financial aid is awarded each semester. South Texas College's Financial Aid Satisfactory Academic Progress Policy is applied consistently to all Financial Aid recipients within identifiable categories of students (such as full-time or part-time). Students pursuing a Certificate, Associate, or Bachelor degree are responsible for understanding and adhering to the financial aid satisfactory academic progress policy.

Mandated by Federal and State Regulations, Satisfactory Academic Progress is measured with the following standards:

- Qualitative Standard (Cumulative Grade Point Average),
- Quantitative Standard (Pace of Progress)
  - Cumulative Pace of Progression
  - Maximum Time Frame

Qualitative Standard

Students will be expected to maintain the minimum academic standards as outlined in the Scholastic Progress Standards Section of the South Texas College Catalog. South Texas College uses a 4-point scale for grade point average (GPA) and requires students to have a 2.0 average after each semester.

Quantitative Standard (Cumulative Pace of Progress)

The quantitative standard is used to accurately measure a student's progress in a program. There are two components of the quantitative standard:

1. **Cumulative Pace of Progression:**
   Students must complete 67% of the total Attempted hours at the end of each semester

to meet the required pace of progress at South Texas College. You calculate the pace at which a student is progressing by dividing the total number of credit hours successfully completed or earned at the end of each semester by the total number of credit hours attempted at the end of each semester; if the result is greater than or equal to 67%, the student is meeting the requirement of pace of progression by semester. The chart below shows credit hour totals and the number of credit hours that must be completed to meet this requirement. Developmental remedial course work will be counted in the 67% calculation after each semester.

67% Cumulative Progression

This table contains the Attempted credit hours and the Earned/Completed credit hours required to meet 67% progression by semester.

Total Attempted Credit Hours	Total Earned/Completed Credit Hours
108 Credit Hours	72 Credit Hours
96 Credit Hours	64 Credit Hours
84 Credit Hours	56 Credit Hours
72 Credit Hours	48 Credit Hours
60 Credit Hours	40 Credit Hours
48 Credit Hours	32 Credit Hours
36 Credit Hours	24 Credit Hours
24 Credit Hours	16 Credit Hours
12 Credit Hours	8 Credit Hours

2. **Maximum Time Frame (MTF):** is the pace at which students must progress through their program of study to ensure that they will graduate within a maximum time frame; students must complete their program of study within a period no longer than 150% of the published length of the program. This is measured by dividing the number of credit hours that the student has attempted by the number of credit hours that are required to complete the student's program of study. If the student reaches 150 percent or if the result of the division is 1.50, then the student has reached Maximum Time Frame. The graph below contains three examples.

Maximum Time Frame Rule = Total Attempted Credit Hours / Program of Study Required Credit Hours Completion

Total Attempted Credit Hours	Completion Requirement Credit Hours	Maximum Time Frame Percentage	Has student reached Maximum Time Frame?
182 Credit Hours	120 Credit Hours	1.52	Yes
179 Credit Hours	120 Credit Hours	1.49	No
62 Credit Hours	42 Credit Hours	1.48	No

In the first example, the program of study requires 120 credit hours to graduate. The student has attempted 182 credit hours (182 / 120 = 1.52) and in this case the student is going over 1.50 percent, so student has reached the Maximum Time Frame. In the second example, the program of study requires 120 credit hours to graduate too but the student has attempted 179 credit hours (179 / 120 = 1.49); in this case student has not yet reached Maximum Time Frame. In the third example, the program of study requires 42 credit hours to graduate and the student has attempted 62 credit hours, (62 / 42 = 1.48); in this case, student has not reached Maximum Time Frame.

How are my grades evaluated under the FA Standards of Academic Progress?

- The student's cumulative Grade Point Average (GPA) must be a 2.0 or higher to satisfy the requirements of the qualitative standard of the Financial Aid Satisfactory Progress Policy.
- Grades of "A", "B", "C", "D", "S", and "P" will be considered credit hours attempted and earned.
- Grades of "F", "W", "WP", "WF", "DP", "DF", "IP", "NP", or "I" will be considered as credit hours attempted for the semester for the 67% Pace of Progress Rule and for the MTF Rule.
- Students who withdraw from the college must still maintain Financial Aid Satisfactory Academic Progress to meet the 67% Pace of Progress Rule and for the MTF Rule.

What happens if I fail to meet the Financial Aid Standards of Academic Progress?

- Following the first semester in which the student does not meet the FA Standards of Satisfactory Academic Progress Policy (except in cases where the student exceeds the MTF limit for the declared program of study), the student will be placed on FA warning for the next semester of enrollment. The student may be allowed to receive financial aid funds while on FA warning as long as they are otherwise eligible.
- Students who are on FA warning and who improve their academic performance as defined by the qualitative and quantitative standards will be placed back in good standing and may be eligible to continue to receive financial aid for following semesters.
- Students who are on FA warning who fail to meet the FA Satisfactory Academic Progress Policy will be placed on FA Suspension and be denied further funding until they meet the qualitative and/or quantitative standards again.
- Students who exhaust the Maximum Time Frame allowed for a program of study will be placed on financial aid suspension.
- A student who successfully appeals a GPA or 67% completion suspension status and has completed a Financial Aid Academic Plan (plan is part of the Appeal form) outlining the expectations after a FA Appeal has been approved is placed on FA probation and is eligible to receive Title IV financial aid as long as they continue to complete 100% of the courses they enroll for each semester and earn a 2.0 term GPA or higher.
    - The student's record is reviewed after the first semester of FA probation. If the student has brought their cumulative GPA back up to a 2.0 or higher and has also successfully completed 67% of the total number of cumulative courses attempted for the FA probation semester, will be placed on FA good standing.
    - If, after the probation period/semester.
        - the student fails to complete 100% of the courses attempted, they will be placed on FA suspension;
        - the student fails to earn a 2.0 term GPA or higher, they will be placed on FA suspension;
        - the student successfully completes 100% of the courses enrolled for and

their cumulative GPA is less than a 2.0, but their term GPA is a 2.0 or higher, they will be eligible for one additional semester of FA probation;

- The review of FA probation is done manually by a FA Representative. Students who are on FA probation are notified by email and regular mail of their status, and may also check their status on their JagNet account.

Additional Information

The Effect of Incomplete Grades

Courses where the student receives an incomplete (I) at the end of the semester or term, will count as attempted credit hours and as a non-passing grade when assessing if the student will meet 67% Pace of Progress Rule and/or if the student will be within the Maximum Time Frame Rule limit.

Complete Withdrawals and the Financial Aid Satisfactory Academic Progress Policy

Students who withdraw from the college must still maintain FA Satisfactory Academic Progress. A complete withdrawal will always have a negative effect on a student's standing under this policy. If a student withdraws from school during the semester, his grades for the semester will be all "W"s. These grades are not passing; therefore the student will not meet the 67% Pace of Progress Rule and will be placed either on Financial Aid Warning or Financial Aid Suspension depending on what the student's status was before the semester began.

The Effect of Repeating Courses

There is no specific limitation on the number of times a student may attempt a course under the Financial Aid Satisfactory Academic Progress Policy. All course attempts, even repeated courses, will count when assessing if student will meet the 67% Pace of Progress Rule and/or the Maximum Time Frame limit. Please see the Maximum Time Frame section on this document and in addition please see section Repeated Coursework within Financial Aid section of the catalog or the Financial Aid Website, for more information on this.

Transfer Hours and the 67% Pace of Progress Rule

Transfer hours which have an STC equivalent are counted in the assessment of the 67% Pace of Progress Rule.

Transfer Hours and Maximum Time Frame

Transfer hours which have an STC equivalent are counted in the Maximum Time Frame calculation. Students may request an additional review of transferred courses if these courses count toward graduation at STC in their chosen major by providing a degree plan from the Office of Counseling and Advising. The degree plan will be reviewed by a Financial Aid Officer to determine exactly which transferred credit hours apply to a student's current program of study. Transferred hours that appear on a student's record but do not count toward graduation from the student's current program of study will be eliminated from the total. These reviews are done on a first come first serve basis.

Summer Sessions Attempted Credit Hours

Credit hours attempted in any Summer Session will be included in the assessment of the 67% Pace of Progress Rule and the Maximum Time Frame Rule limit. STC offers three summer sessions. All three summer sessions are considered one entire semester when calculating the 67% Pace of Progress Rule and the Maximum Time Frame Rule.

Academic Probation and Suspension

Successfully approved Academic appeals for Academic Probation or Academic Suspension (G.P.A. less than a 2 .0), have no effect on students' standing with the Financial Aid Satisfactory Academic Progress Policy; those students will still be on Financial Aid Suspension and would need to appeal their Financial Aid Suspension to our STC Student Financial Services Department. Please reference the Financial Aid Appeals Process section on this document for more information.

Notification of Status Under the FA Satisfactory Academic Progress Policy

Students placed on Financial Aid Warning or Financial Aid Suspension will be notified via email and regular mail, of their status after grades are available on STC's computer system.

The Effect of Developmental Coursework on the 67% Pace of Progress Rule

Developmental (or remedial) coursework will be included when calculating the 67% Pace of Progress Rule.

The Effect of Developmental Coursework on the MTF Calculation

30 credit hours of developmental coursework can be eliminated from the Maximum Time Frame calculation. After the student attempts more than 30 credit hours of developmental coursework, any additional developmental credit hours attempted will count in the Maximum Time Frame calculation.

The Effect of Dropping a Course

Students, who reduce their course load by dropping a course after the semester has begun, risk non-compliance with the 67% Pace of Progress Rule.

The Effect of FA Suspension on Financial Aid Awards

Title IV aid consists of grants and work-study; therefore, all grants and work-study awards will be cancelled (or discontinued in the case of work study) if a student is on Financial Aid Suspension.

Consortium Agreements and the FA Satisfactory Academic Progress Policy

When South Texas College has a consortium agreement with a participating institution, the student must meet the FA Satisfactory Academic Progress Policy of the institution that is awarding aid.

Maximum Time Frame Adjustment for Change of Major

Students who change their major may have credits attempted and grades earned excluded from the Maximum Time Frame calculation if those credit hours do not count toward the new major. Students may request a review by providing a degree plan furnished by the Academic Advising Office and submitting it to the Student Financial Services Office for review. The degree plan will be reviewed by a Financial Aid Officer to determine exactly which credit hours from the previous major/program apply to the student's new program of study. Classes from the previous program that do not count toward the new program, will be eliminated from the total. All developmental courses and academic courses where the student earned grades of "F", "W" or "I" will be excluded from the Maximum Time Frame calculation when those courses are between the

first major and the current major change; these grades cannot be excluded after the current major. Note that Undeclared Degree seeking major is not a valid major, but credit hours taken while under this major, will be counted as attempted and earned (or not earned, depending on the grade).

Students Who Graduate and Return to STC for a Second Degree

If a student graduates from STC and re-enrolls to pursue another educational program, all developmental courses and academic courses where the student earned grades of "F", "W" or "I" will be excluded from the Maximum Time Frame calculation. Students may request a review by providing a degree plan furnished by the Academic Advising Office and submitting it to the Student Financial Services Office for review. The degree plan will be reviewed by a Financial Aid Officer to determine exactly which credit hours from the graduated program apply to the student's new program of study. Classes from the program the student graduated from, which do not count toward graduation for the new program, will be eliminated from the total.

Exceeding Maximum Time Frame – Appeal Process

Students who are placed on Financial Aid Suspension because they reached their maximum time frame have the option to appeal, as long as they meet the following requirements:

- Be meeting the cumulative 2.0 GPA;
- Be meeting the 67% cumulative completion rate;
- Graduate within the semester where Maximum Time Frame Appeal was submitted;
- Provide degree plan signed by South Texas College Student Success Specialist;
- Submit a FA Appeal, including the FA Academic Plan to the South Texas College Student Financial Services Office.

Appeals will be approved/disapproved by the Student Financial Services Director. If an FA Appeal is approved, the student will be placed on financial aid probation and will be expected to follow the FA Academic Plan. Students can check the status or decision of their financial aid appeal two weeks after submitting it, by login in to their JagNet account and checking the financial aid active messages section of it.

67% and/or GPA - Appeal Process

Students who fail to meet the STC FA Satisfactory Academic Progress Policy because of a special circumstance, such as an injury or illness, the death of a relative, or other special circumstance may appeal their status by submitting an appeal form. During the appeal process the student must be prepared to pay their own expenses, such as tuition, fees, books, supplies, etc. Please follow the procedure below to appeal a Financial Aid suspension.

- Student must complete and submit a Financial Aid Appeal form, including the Financial Aid Academic Plan section of the form. The Appeal form is available online at https://studentservices.southtexascollege.edu/finaid/financial-aid-forms.html or at a STC Student Financial Services Office.
- Appeal must include a statement with student name and ID explaining why they failed, how the situation has changed, and how the student will make satisfactory academic progress.
- Appeal must include supporting documentation for their circumstances.
- Appeals will be approved /disapproved by the Financial Aid Committee. If a FA Appeal is approved, the student will be placed on FA probation and expected to follow the FA Academic Plan.
- All decisions made by the Financial Aid Committee are final.
- Students can check the status or decision of their financial aid appeal two weeks after submitting the appeal (review process may take longer during peak registration times), by login into their JagNet account and selecting the Financial Aid App and selecting Notifications.

Federal Return of Title IV Funds Policy

Withdrawals

When a student who is a Title IV recipient withdraws, there are two policies related to finance that the student should be familiar with.

The first is STC's Tuition Refunds Policy, which is located in the Financial Information Section of the catalog and at http://finance.southtexascollege.edu/businessoffice/cashiers/refunds.html.

The second policy is the U.S. Department of Education's Return of Title IV Funds policy, which is described below.

These two processes are managed by different offices and have different requirements and deadlines and can be a little confusing. If you have questions after reviewing the Financial Information, Tuition Refunds Policy section please contact Cashiers Office at (956) 872-3455; if you have questions after reviewing the Return of Title IV Funds information, please contact STC Student Financial Services Office at (956) 872-8375.

Policy Summary

Federal Regulations specify how South Texas College must determine the amount of Title IV program assistance that you earn if you withdraw or are withdrawn from school. The Title IV Programs that are covered by this policy at South Texas College are the Federal Pell Grant, Federal Pell Grant under the Special Rule in HEA Section 401(c), (formerly known as the Iraq and Afghanistan Service Grants) and the Federal Supplemental Educational Opportunity Grants (FSEOG).

Though your aid is posted to your account at the start of each period, you earn the funds as you complete (attend) the period. If you withdraw during semester or payment period, the amount of Title IV program assistance that you have earned up to that point is determined by a specific formula. If you received (or the school received) less assistance than the amount that you earned, you may be able to receive those additional funds in the form of a post-withdrawal disbursement. If you received more assistance than you earned, the excess funds must be returned by the school and/or you.

The amount of assistance that you have earned is determined on a pro rata basis. For example, if you completed 30% of your semester or payment period, you earn 30% of the assistance you were originally scheduled to receive. Once you have completed more than 60% of the payment period, you earn all the assistance that you were scheduled to receive for that period. Under

Federal Regulations, the action of calculating the percentage earned is referred to as the Return of Title IV Funds calculation.

If you did not receive all of the funds that you earned, you may be due a post-withdrawal disbursement. The school may automatically use all or a portion of your post-withdrawal disbursement of grant funds for tuition and fees. The school needs your permission to use the post-withdrawal grant disbursement for all other institutional charges. If you do not give your permission (some schools ask for this when you enroll), you will be offered the funds. However, it may be in your best interest to allow the school to keep the funds to reduce your debt at the school.

There are some Title IV funds that you were scheduled to receive that cannot be disbursed to you once you withdraw because of other eligibility requirements. If you receive (or the school receives) excess Title IV program funds that must be returned, South Texas College must return a portion of the excess funds equal to the lesser of:

- your institutional charges multiplied by the unearned percentage of your funds, or
- the entire amount of excess funds.

The school must return this amount even if it didn't keep this amount of your Title IV program funds. If the school is not required to return all of the excess funds, you may be required to return the remaining amount. Any amount of unearned grant funds that you must return is called an overpayment. Detailed information on overpayments is discussed in the **Return of Title IV Funds Calculation – When Money is owed to the School** section below.

If a student is a withdrawal for Title IV purposes, student can be exempted from having a R2TIV calculation performed, if student completes all of the requirements for graduation.

The requirements for Title IV program funds when you withdraw are separate from any refund policy that the school may have. Therefore, you may still owe funds to the school to cover unpaid institutional charges. The school may also charge you for any Title IV program funds that the school was required to return. If you don't already know South Texas College's refund policy, you can ask for a copy or visit https://finance.southtexascollege.edu/businessoffice/cashiers/refunds.html. South Texas College can also provide you with the requirements and procedures for officially withdrawing from school or you can visit https://catalog.southtexascollege.edu/scholastic-regulations/academic-information/.

If you have questions about your Title IV program funds, you can call the Federal Student Aid Information Center at 1-800-4-FEDAID (1-800-433-3243). TTY users may call 1-800-730-8913. Information is also available on Student Aid on the Web at https://studentaid.gov.

Process for Students Who Withdraw Themselves

Students who go through the process of officially withdrawing themselves from school do so through the Office of Admissions and Records. Information on South Texas College's Withdrawal Procedures can be found at https://catalog.southtexascollege.edu/scholastic-regulations/academic-information/.

The process for students who are withdrawn or who do not initiate the withdrawal process

The Return of Title IV funds process is different for students who do not follow the process to officially withdraw and are withdrawn or dropped by the school, (unofficial withdrawals). Department of Education states that students who do not follow the official withdrawal process, have earned 50% of the Federal Student Aid that they were awarded for the period that they were withdrawn from.

Withdrawals from programs offered in modules (Minimesters)

For all programs offered in modules, called minimesters at South Texas College, a student is a withdrawal for Title IV purposes if the student ceases attendance at any point prior to completing the payment period unless student meets one of the following exemptions:

- Student completes all of the requirements for graduation;
- Student successfully completes a class or multiple classes that comprise at least 49 percent of the days in the term; or
- Student successfully completes a class or multiple classes that comprise at least half-time enrollment.

Successful completion of a class is the earning of a passing grade in that class. Note that the earning of a passing grade in a minimester does not always mean that a Return to Title IV calculation will not be performed.

Determining Amount of Title IV funds earned

To determine the amount of Title IV funds earned as of the date of the withdrawal, we calculate the percentage of the period completed, as follows:

- Divide the number of calendar days completed in the period as of the day the student withdrew, by the total number of calendar days in the period.

The total number of calendar days in a period includes all days within the period, except for institutionally scheduled breaks of five or more consecutive days. The day the student withdrew is counted as a completed day. This percentage is multiplied by the amount of Title IV Federal Student Aid that was disbursed to the student for the period. The result is the amount of aid that the student earned. Students attending at least one semester course (not a minimester), who reach the 60 percent point in a period, will have earned 100 percent of their Federal aid and no adjustment will be required.

When a student fails to earn at least one passing grade

As per U. S. Department of Education, students who do not earn at least one passing grade in a period, are considered to have withdrawn from school. Note that the earning of a passing grade in a minimester does not always mean that a Return to Title IV calculation will not be performed.

Non-passing grades for financial aid purposes are: Withdrawn courses, Failed courses, courses with Incomplete grades, NP grades, IP grades and courses with No grades.

For example: if a student attempts three courses, withdraws from one course with a "W" and earns

"Fs" for the other two courses, or if student earns all "Fs", the Student Financial Services Office must assume that the student withdrew from school. The Student Financial Services Office is required to re-calculate their eligibility and remove some of the financial aid funds that were disbursed on their student account. In most cases, students will end up owing South Texas College hundreds of dollars.

At South Texas College, the withdrawal date for students who do not earn at least on passing grade is the 50 percent point of the period, if a last date of attendance was not provided by any of the instructors. If a last date of attendance was provided by at least one instructor, we will use the latest date of attendance to calculate the days completed and divide that, by the total days in the payment period. The result will be the Earned Percentage that we will use to recalculate eligibility, (please see examples below).

For students in this situation, the only relief available is related to the date when they stopped attending school classes. If the student participated in a verifiable, academically-related activity past the 60 percent point of the semester (check with the Student Financial Services Office for dates) and proof of this can be collected from the school, then the student would have earned 100 percent of the funds that student was scheduled to receive.

The U. S. Department of Education has defined acceptable academically-related activities as class attendance, examinations or quizzes, tutorials, computer-assisted instruction, academic conferences, completing an academic assignment, paper, or project, or attending a school-assigned study group. Students may not provide documentation of these activities; documentation must come from the instructor.

Online Classes (Distance Education/ Distance Learning)

In a distance education context, documenting that a student has logged into an online class is not sufficient, by itself, to demonstrate academic attendance by the student; a definition of attendance for financial aid purposes is provided under the Regulations section of our website at https://studentservices.southtexascollege.edu/finaid/attendance_definition.html.

Notification of Return of Title IV Funds Calculation Results

When a Return of Title IV funds calculation is performed for withdrawals, either official or unofficial and for non-passing grades, the Student Financial Services Office will send a letter to students, informing them of the calculation, consequences and their responsibilities.

Return of Title IV Funds Calculation – When Money is owed to the School

If students withdraw or are withdrawn from all of their classes after the 20th class day of a regular semester/period or the designated end of the refund period of a minimester or summer session, South Texas College will not adjust the cost of tuition and fees, (please reference the Tuition Refunds Policy discussed previously).

When a Return of Title IV funds calculation is performed and the school is not required to return funds, the student may be required to return an amount. Any amount of unearned grant funds that student must return is called an overpayment. The maximum amount of a grant overpayment that student must repay is half of the grant funds that student received or were scheduled to receive. Student does not have to repay a grant overpayment if the original amount of the overpayment is $50 or less. South Texas College will notify student if they must repay part of the grant; after notified, student will have 45 days to make payment arrangements with the school. If the school is unable to collect the funds owed, the overpayment will be referred to Department of Education for collection.

Overpayments

Students who have grant overpayments may contact Default Resolution Group by calling 1-800-621-3115 or by writing to Default Resolution Group at the following address:

U.S. Department of Education
Default Resolution Group
P.O. Box 5609
Greenville, Texas 75403

Three Examples of Return of Title IV funds calculations:

Example #1

Barbara was enrolled in for 12 credit hours at STC for the fall semester. When Barbara began classes she received a Federal Pell Grant. She withdrew from her classes 53 days into the semester. Her bill for tuition and fees was $1250. There are a total of 159 calendar days in the semester, so Barbara earned 33.3 percent of her Title IV aid (53 days completed divided by 159 total days in the payment period). Barbara received a total of $2675 in Federal Pell Grant for the fall semester. She received a check for the balance of Pell Grant funds in excess of the cost of school after census day.

To determine the amount of Pell Grant funds that Barbara earned, we must multiply the percentage earned by the amount she was eligible to receive.

33.3% X $2675.00= $890.78

Since Barbara was enrolled for 33.3 percent of the fall semester, according to U.S. Department of Education regulations, she has earned $890.78 of her Pell Grant. The Department of Education requires that STC return unearned funds from funds that Barbara used to pay for her tuition and fees. Because Barbara withdrew after the 20th day of class, there will be no reduction of the cost of tuition and fees. Barbara will be responsible to repay STC unearned funds because she withdrew and the funds are no longer available to cover the cost of her tuition and fees.

Example #2

David was enrolled for 12 credit hours in the Spring semester; he attended a few weeks of his classes and decided to leave school. He was eligible for $550.00 in Federal Pell Grant which was posted to his student account to help pay for his tuition. His cost for tuition and fees was $650.00. He did not inform STC of his decision to withdraw, and did not follow the process for withdrawing from school. He was dropped from all of his classes for non-attendance, and the Financial Aid office was notified of the withdrawal. Because student did not follow procedures to officially withdraw, this is considered an unofficial withdrawal and Department of Education requires that STC perform the calculation at 50 percent.

To determine the amount of Pell Grant funds that David earned, we multiply 50 percentage earned by the amount he was eligible to receive.

50.0% X $550.00 = $275.00

Since calculation was done at 50 percent for the spring semester, according to U.S. Department of Education regulations, he has earned $275.00 of his Pell Grant. The Department of Education requires that STC return unearned funds from funds that David used to pay for his tuition and fees. Because David withdrew after the 20th day of class, there will be no reduction of the cost of tuition and fees. David will be responsible to repay STC unearned funds because he was withdrawn and the funds are no longer available to cover the cost of his tuition and fees.

Example #3

Danny was enrolled in 6 credit hours for the spring semester, was not withdrawn and did not initiate the withdrawal process. He earned all Fs for the spring semester. He was eligible for $1,325.00 in Federal Pell Grant. The Financial Aid office was unable to find documentation showing that he had attended past the 60 percent point of the semester, and consequently was required to perform a Return of Title IV funds calculation at 50 percent.

As per U.S. Department of Education regulations, Danny is entitled to 50 percent of his $1,325.00 Pell Grant award. He earned $662.50 for the semester.

50.0% X $1,325.00

STC will return unearned funds and Danny will be responsible to repay STC those unearned funds.

Example of a Return of Title IV Funds Calculation using the Formula

This example is provided so that a student can derive an **approximation** of what he would owe if he were to withdraw or if he were to receive non-passing grades, (for nonpassing grades, instructors will provide last date of attendance), in a payment period:

- Tuition and Fees: $1,000
  - Tuition and Fees will be the initial tuition and fees. Fees will vary depending on courses taken but typically will include:
    - 30004000 Level Course Fee
    - Learning Support Fee
    - Information Technology Fee
    - Electronic Distance Education Learning Fee
    - Hybrid Course Fee
    - Course Repeat Fee
    - Student Registration Fee
    - Drop/Add Fee
- Federal Financial Aid (FA) Disbursement Total: $2,000.
- Student withdrew from classes 34 days into the semester; student was not registered in minimesters.
- There are a total of 110 calendar days in the semester.
- Student earned 31 percent of his Federal Aid:
  - 34 days completed divided by 110 total days in the payment period.
    - Earned Percentage: 31%
- Then Earned Percentage is multiplied by Federal FA Disbursement Total = Earned funds
  - **using above numbers: 31% X $2000 = $620. $620 being Earned funds**
- Then Federal FA Disbursement Total minus Earned funds = X
  - **using above numbers: $2000 – $620 = $1380. $1380 being X**
- 100% minus Earned Percentage = Unearned Percentage
  - **using above numbers: 100% - 31% = 69%. 69% being Unearned Percentage**
- Then Tuition and Fees in the term times Unearned Percentage = Y
  - **using above numbers: $1000 X 69% = $690. $690 being Y**
- Then the result of, if X is less than Y then choose X, else choose Y; this is the Amount for the school to Return
  - **using above numbers: Is $1380 < $690? No, then choose $690; this is the Amount for school to return: Y= $690 dollars.**
- The Amount for School to Return is subtracted from FA Disbursement Total
  - **using above numbers it would be: $2000 – $690 = $1310**

The $690 will be the funds for South Texas College to return to Department of Education, which student will make arrangements to pay, to South Texas College; there may be other charges included but those are not discussed here.

The $1310 will be the new adjusted Federal Pell Grant amount that will show in student's JagNet account for the semester/period he withdrew from.

Tax Benefits for Higher Education

American Opportunity Tax Credit

The American Opportunity Tax Credit is a credit for qualified education expenses paid for an eligible student for the first four years of higher education. You can get a maximum annual credit of $2,500 per eligible student. Please refer to IRS Publication 970 for more information on how to apply this tax credit on your tax forms.

Lifetime Learning Credit

The Lifetime Learning Credit is for qualified tuition and related expenses paid for eligible students enrolled in an eligible educational institution. This credit can help pay for undergraduate, graduate and professional degree courses - including courses to acquire job skills. There is no limit on the number of years you can claim the credit. It is worth up to $2,000 per tax return. Please refer to IRS Publication 970 for more information on how to apply this credit on your tax forms.

Frequently Requested Information

Frequently Requested Telephone Numbers and Websites

The STC Office of Student Financial Services maintains an extensive website which contains:

1. Information about aid programs offered at STC at: http://studentservices.southtexascollege.edu/finaid/
2. Information about all subjects related to the financial aid process at STC at: http://studentservices.southtexascollege.edu/finaid/faq.html
3. All STC financial aid forms in.pdf (Adobe Acrobat) format at: http://

studentservices.southtexascollege.edu/finaid/forms.html

4. Links to important Federal and State Aid Websites at: http://studentservices.southtexascollege.edu/finaid/websites.html
5. Links to scholarship databases and scholarship sources outside STC at: https://studentservices.southtexascollege.edu/finaid/scholarships/

The Student Financial Services main web page is: http://studentservices.southtexascollege.edu/finaid/

For an immediate response about Federal Student Aid, call the appropriate number listed below at the Federal Student Aid Information Center between 9 a.m. and 8 p.m. (Eastern Time), Monday through Friday:

1-800-4-FED-AID (1-800-433-3243)
1-800-730-8913 TDD (for hearing impaired)

The Federal Student Aid Information Center can:

- Answer questions about completing the FAFSA.
- Tell you whether a school participates in the federal student aid programs and that school's student loan default rate.
- Explain federal student aid eligibility requirements.
- Explain the process of determining financial need and awarding aid.
- Send you federal student aid publications
- Find out if your federal student financial aid application has been processed.
- Send you a copy of your Student Aid Report (SAR).
- Change your address.
- Send your application information to a specific school.

Please note: The Student Financial Services Department ensures the accuracy and timeliness of the information contained on this publication. However, contents are subject to change without notice because of changing Federal, State and/or Institutional policies.

Traffic and Parking Rules and Regulations

Parking Permits Required

All students, faculty, and staff must purchase a parking permit for each vehicle or motorcycle that will be parked on South Texas College property. A parking permit is required for each vehicle and cannot be transferred from one vehicle to another. A parking permit does not guarantee a parking space but does authorize parking in designated areas.

Purchasing a Parking Permit

Parking permits must be purchased online via the STC parking portal. All outstanding parking fines must be paid in full prior to obtaining a permit. Parking permits will be mailed to the address selected or entered on the STC parking portal.

Parking Permit Fees

- Initial permit $25.00
- Additional permit $25.00

Replacement Parking Permits

A parking permit cannot be transferred between vehicles however, a parking permit may be replaced at no cost for the following with proper documentation:

- Windshield Replacement
- Vehicle Total Loss

Permit Refunds

Refunds can be issued for unused parking permits returned within 21 days of purchase. Subject to approval.

Temporary Parking Permits

Students, faculty, and staff with valid parking permits may obtain a temporary parking permit for short periods when a vehicle or motorcycle is not available, this includes waiting for a parking permit that has been mailed. You may request a temporary parking permit online through the STC parking portal.

Visitors may also obtain a temporary parking permit through the STC parking portal on the STC Department of Public Safety webpage.

Displaying a Parking Permit

Please read this section closely, once the parking permit has been adhered, it cannot be easily removed from your windshield.

Parking permits for cars, trucks, and SUVs shall be visible and permanently affixed to the inside lower right-hand corner (passenger side) of the windshield with only the adhesive on the front face of the permit (do not use tape).

Permits for motorcycles shall be permanently affixed in a clearly visible location with only the adhesive on the opposite side of the permit (do not use tape).

Permits shall be displayed in an upright position and not altered in any way.

Parking permits cannot be transferred from one vehicle to another vehicle.

Issuance of Citations

Texas Education Code Section 51.201 states that laws of the state are in effect for Institutions of Higher Education and violations of state traffic laws may result in the issuance of citations to be adjudicated through municipal courts.

Administrative citations can also be issued for traffic and parking violations. Citations may be based upon video camera recordings.

Individuals who own or operate a vehicle or motorcycle on South Texas College property will be held liable for any citations issued to that vehicle or motorcycle with or without a permit. STC students, faculty, or staff who park in a visitor space will be ticketed with or without a permit displayed.

Examples of citations that may be issued are as follows:

- No parking permit.
- Expired parking permit.
- Misuse of parking permit.
- Improper display of parking permit, including not permanently affixing the permit in the proper location and/or using glue or tape rather than the permit adhesive.

- Parking where prohibited by signs or markings, including but not limited to, fire lane, disabled, faculty/staff, visitor, reserved, medical, or loading/unloading.
- Parking in Visitor spaces, with or without a permit, while an employee or student at South Texas College.
- Parking in Visitor spaces for longer than the allotted time.
- Parking where there is no designated parking space.
- Parking alongside islands and curbs marked No Parking or painted red.
- Dropping off persons or items in a No Parking or No Dropping Off area.
- Double-parked, encroaching on another parking space.
- Parking in a fire lane (red zone) (subject to tow at owner's expense).
- Driving against traffic.
- Parking in a disabled parking space without properly displaying a valid disabled placard/license plate issued by the State of Texas. Disabled spaces are only to be used by individual that the disabled placard/license plate has been issued to.

Administrative Citation Fees

Warning	$0.00
1st Citation	$30.00
2nd Citation	$50.00
3rd Citation	$80.00
4th Citation	$100.00
5th Citation	$220.00 ($100.00 wheel lock removal fee)

Fire Lane Violations

1st Citation	$50.00
2nd Citation	$90.00

Skateboard and Other Appliance Violations

1st Citation	Warning
2nd Citation	$30.00
3rd Citation	$50.00
4th Citation	$70.00
5th Citation	$90.00

Moving Violations

Warning	$0.00
1st Citation	$30.00
2nd Citation	$50.00
3rd Citation	$90.00

Handicap Parking Violations

Handicap Parking Violation	$150.00

*If a citation for fire lane parking, handicap parking, or moving violations is issued by an STC Police Officer the fees will vary depending on the Municipal or Justice of the Peace courts in which the campus is located.

Wheel Locks

Parking enforcement such as a Wheel locks will be placed upon receiving the 5th citation for the same violation. All outstanding citations must be paid and receipt of payment must be presented to the South Texas College Department of Public Safety before the wheel lock is removed. If the wheel lock is attempted or successfully removed from the vehicle without the approval of the STC Department of Public Safety the individual will be responsible for any damage done to South Texas College property.

Wheel locks may be placed on vehicles for outstanding parking fines and/or security/police matters.

The South Texas College Department of Public Safety is not responsible for any damage to vehicles.

Appeals of Citations

The South Texas College Department of Public Safety provides an independent Traffic and Parking Citation Appeals Committee for administrative citations that includes faculty and staff who are not employees of the STC Department of Public Safety. An administrative citation appeal must be submitted through the STC parking portal within 15 days from the date of the citation. Appeals are not allowed after 15 days.

If a citation is issued by an STC police officer, you may not appeal the citation through the STC parking portal. All citations issued by STC police officers will be referred to the Municipal or Justice of the Peace Courts in which the campus is located.

An individual that has received a citation(s) is eligible to take a one-time parking quiz to waive or reduce parking fines. This does not apply if the violation is a wheel lock, fire lane or disabled parking fine. A score of 70% or more will result in the adjustment of the fine(s). If the individual fails the examination, they are unable to retake the examination and it is noted on their account. The examination is offered as a one-time solution per school year and is conducted online.

Incident or Accident

If you are involved in an incident or accident on South Texas College property that requires emergency assistance, call 911 immediately. For other assistance, contact the STC Department of Public Safety at 956-872-4444.

Campus Security

The mission of the South Texas College Department of Public Safety is to provide an environment that is healthy, safe, and secure for students, employees, and visitors at all campuses, higher education centers, and for Dual Credit High School sites. The College's Department of Public Safety consists of sworn police officers and security personnel. The Chief of Police for the department has more than 40 years of experience in law enforcement.

Our mission is accomplished by:

1. Collaborating with other departments to provide training on crime prevention methods and techniques including the response protocols for active shooters, bomb threats, fires and other emergencies.
2. The development of a comprehensive Multi-Hazard Emergency Operations Plan to ensure the safety of individuals and the protection of college resources. The hazards covered under this plan include hurricanes, tornados, severe weather and bomb threats.
3. The acquisition and utilization of state-of-the-art technology to deter crime and protect the college community. This technology includes over one-thousand (1,000) high-

definition surveillance cameras, digital radios and all police vehicles are equipped with high-definition cameras. Police officers also wear body cameras to further document incidents on College property.

4. As required by Federal law, daily Clery Act logs are maintained, and crime statistics are submitted to the U.S. Department of Education for inclusion in the national crime-reporting database. The Clery Act Crime Statistics are provided for the following campuses and centers: Higher Education Center - La Joya, Mid Valley Campus, Nursing and Allied Health Campus, Pecan Campus, Regional Center for Public Safety Excellence, Starr Campus, and Technology Campus. Each year, all enrolled students, faculty and staff are notified of the availability of the Annual Security Report for the most recent reporting period. In addition to accessing the website, a copy of the report may also be obtained at the South Texas College Department of Public Safety.
5. The implementation of the RAVE Mass Notification System, which has two features that provide you with information during a crisis or other significant event. Rave Alert Emergency Notification provides students, faculty, and staff with important telephone, text and email messages during a crisis or when the college is closed due to weather or other significant events. RAVE Guardian is a phone application that can be downloaded to your cellular device. The application offers a campus directory, inbox for emergency notifications, STC Department of Public Safety information, a section for personal medical information to be entered for first responders to be aware of and a safety timer. Guardian also allows you to send anonymous text messages to STC Police Dispatch to report incidents or suspicious activities.

Clery Act Statistics

Clery Act Statistics are shown on the South Texas College Department of Public Safety website https://www.southtexascollege.edu/stcdps/cleryact.html

Library Services

South Texas College Library Services is committed to providing a welcoming, learning-centered environment, rich in quality information resources and outstanding services to meet the research, instructional and learning needs of the South Texas College students, faculty, staff and community.

Locations & Services

South Texas College provides library services at all campus locations and via the library website (https://library.southtexascollege.edu).

Library services and resources include:

- print and electronic books, magazines, journals, newspapers, streaming video and audio recordings
- online Research Guides, Course Guides and library tutorials
- computer labs and printing services
- librarians and library staff who provide assistance in person, by email or phone
- online reference chat service available 24x7x365
- study rooms and group computer workstations

Collections & Databases

South Texas College libraries provide students, faculty and staff over 100,000 cataloged items, including print and electronic books. The library subscribes to over 65 print serial publications (newspapers, magazines and journals) and over 140 research databases. These databases provide electronic access to the contents of over 233,000 magazines, journals and newspapers, electronic books, streaming videos and other resources. In addition to library-owned resources, students and faculty have access to over 510,000 electronic books through consortium memberships. The library's print and electronic collection can be searched through Discovery Search, a single portal on the library website. The electronic databases are available on any computer on the College network, including all campus computer labs, faculty and staff computers, and can be accessed off-campus using a personal South Texas College network username and password.

Computer Labs & Printing Services

Computer access and printing is available at all library locations. Open Computer labs and Library computers are equipped to provide access to the Internet, to Microsoft Office software and to other specialized software packages. Wi-Fi access and wireless printing are also available at all campus libraries and Open Computer labs.

Campus to Campus Loans

Students, faculty, and staff located on one campus may request items from any other campus library. The requested items will be delivered to the student's campus and usually arrive within two business days.

Interlibrary Loan and TexShare

South Texas College students, faculty and staff have access to the collections of several hundred academic and public libraries across the United States through interlibrary loan (ILL) agreements via Amigos Library Services, TexShare and OCLC. Materials may be borrowed directly from participating TexShare libraries with a current South Texas College ID card and a TexShare card. A TexShare card may be requested from any South Texas College campus library.

Library Events and Art Gallery

Library Services hosts speakers, art exhibits and other events at all STC library locations in an effort to support the curriculum and engage our community. Information about upcoming events can be found on the STC library website (https://library.southtexascollege.edu).

Centers for Learning Excellence

The Centers for Learning Excellence (CLE) offer comprehensive academic learning support services at all STC campuses: Mid-Valley, Nursing and Allied Health, Pecan, Starr County, and Technology. Limited services are also available at the Regional Center for Public Safety Excellence. CLE services are free and available to all STC students, including Early College High School students and other students participating in dual credit or distance education courses. Comprehensive face-to-face services include academic coaching, appointment-based and drop-in tutoring, embedded tutoring, group tutoring and Supplemental Instruction. Online services include

synchronous and asynchronous tutoring, 24/7 access to a suite of student success workshops and real-time learning support workshops.

Part-time and full-time staff members at the CLE support students as they develop the effective learning skills and mastery of course content required for college success. At the CLE, students receive high-quality tutoring and other academic support resources in a broad range of subject areas. The CLE's rigorous training program has earned the highest level of International Tutor Training Program Certification by the College Reading and Learning Association (CRLA), the gold standard for training in the academic support field. The CLE's online services are certified through the Association of Colleges for Tutoring and Learning Assistance (ACTLA) for meeting or exceeding rigorous professional standards for online tutoring methodology, technological innovation, and software and hardware matters.

The CLE offers a welcoming and comfortable environment where students may access computer lab support with a variety of specialized software programs, private study rooms for student use with or without tutoring assistance, adaptive learning equipment and a variety of reference materials and learning resources.

CLE Services

- **Individual Tutoring (on-site)** is available to students in the physical centers during scheduled hours by appointment. Walk-ins are accommodated if possible. CLE schedules for all centers are viewable online, and appointments may be made from the CLE website or with assistance over the phone.
- **Online Tutoring** is available with CLE tutors in most subject areas, and third-party contracted tutors amplify that range. Students can log in for tutoring from an off-campus location or use a computer in one CLE to work with a tutor stationed elsewhere. Appointments may be made through the CLE website or with assistance over the phone.
- **Writing Center** services are available both online and on-site. Students can work with a writing tutor in real-time to improve composition skills, prepare college admissions essays, create an effective resume, and more. Online services also include a submit-and-return option for paper review, which provides prompt assistance to students 24 hours a day/seven days a week.
- **Academic Coaching** is available to students during scheduled hours or by appointment. Coaches meet with students weekly or as needed for help with topics like effectively using a planner, developing a study plan, managing time more effectively, or communicating more effectively. Class presentations are also available upon request.
- **Supplemental Instruction (SI)** is a free, CLE-sponsored program in which a peer learning mentor, called an SI Leader, attends class and facilitates regular collaborative study sessions in order to maximize student success. SI Leaders are typically assigned to courses that are seen as academically challenging, and SI has been shown to increase student course completion rates and improve grades. Enrollment in SI classes (marked with "+SI Support" in STC online course schedules) is limited, so early registration is encouraged.
- **Embedded Tutoring** is an in-class service to support skills labs and courses with specialized equipment or applications. Supportive staff members assist students with practical application of concepts and skills taught by STC faculty.
- **Group Tutoring** provides an opportunity for students studying in groups of four or more to obtain up to one hour of tutoring assistance.
- **Student Success Workshops** are seminars provided virtually by CLE tutors and staff. The workshops are offered throughout the fall, spring, and summer semesters and cover a variety of subjects, including Texas State Initiative Assessment (TSI) preparation. Students can learn ways to maximize study time, organize notes, manage time effectively or master key academic concepts by participating in these sessions. Short videos on a variety of student success subjects are available 24 hours a day.
- **Texas Success Initiative Assessment (TSI) Prep** is available both through real-time tutoring (in-person or online). The CLE has also developed a collection of self-paced review videos and other resources available on demand at the CLE website. Services are appropriate both for individuals preparing to take the TSI for the first time and for those seeking to improve their scores.
- **Open Labs** partners with CLE to support students at each STC campus with computer-based resources, specialized software and knowledgeable lab staff to assist with software and equipment-related needs. Frequently-requested services include wireless set up on personal devices and password support for scanners, JagPrint, and JagNet. Open Labs in the CLE support most programs needed by students for their classes and include specialized software titles such as Microsoft Office, Adobe Master Collection, Creative Cloud, SolidWorks, SketchUp, AutoDesk, MasterCam and many more.

Visit https://www.southtexascollege.edu/cle/ for up-to-date information on tutor schedules, hours of operation and complete descriptions of the academic support services.

Alumni Association

The South Texas College Alumni Association develops relationships and establishes lifelong connections between South Texas College and its former and current students, leading to increased support for the institution's mission and goals. The association also reaches out to community members, who are friends of the college. It promotes a variety of networks and resources and offers opportunities to grow professionally and socially.

Benefits of becoming a member of the STC Alumni Association include, free career and employer services help for resumes, cover letters and job hunting; access to STC's Online Job Board with several hundred thousand job listings; free tutoring services at the Centers for Learning Excellence for alumni who transfer to a university to continue their education and stay connected and help future STC students achieve their dreams.

For more information, call 956-872-2048, or go to www.southtexascollege.edu/alumni.

College Connections

The College Connections Department provides campus tours and offers admission and enrollment support to prospective students and the community. A campus tour allows students and visitors to experience South Texas College

and learn more about the College's programs and campuses. Recruiters assist with the admission application, registration, financial aid and college bound events district-wide. The College Connections Department builds a college-going culture by promoting South Texas College and helping prospective students transition into higher education.

To schedule a campus tour, or to meet with a South Texas College Recruiter, call 956-872-2115 or visit https://studentservices.southtexascollege.edu/recruiters/.

Enrollment Centers

Enrollment Centers are equipped with self-service computers and are located at each South Texas College Campus. Cross-trained staff provide admission, enrollment, registration, program and graduation information. Prospective students are encouraged to visit the Enrollment Center at their nearest Campus to begin the enrollment process.

For more information call 1-855-GoToSTC, or visit www.southtexascollege.edu/register to register for classes.

Online Learning

South Texas College offers students flexible and convenient opportunities to complete their education anytime, anywhere.

South Texas College offers Online Associate Programs in the following fields:

- Accounting
- Anthropology
- Business Administration - Transfer Plan
- Communication Studies
- Computer Science
- Criminal Justice
- Education - 4-8 Generalist
- Education - EC-6 Generalist
- Education - Grades 8-12
- English
- History
- Human Resources Specialist
- Interdisciplinary Studies (AA)
- Interdisciplinary Studies (AS)
- Language and Cultural Studies-Spanish Concentration
- Management
- Marketing
- Mathematics
- Philosophy
- Political Science
- Psychology
- Social Work
- Sociology

STC also offers Certificates in the following fields:

- Accounting Clerk
- Architectural and Engineering Design Technology
- Computer Applications Specialist
- Computer and Internet Specialist
- Human Resources Assistant
- Management
- Marketing
- Payroll Assistant
- Recruiter Assistant

STC also offers Bachelor of Applied Technology degrees in the following fields:

- Computer and Information Technologies
- Medical and Health Services Management
- Operations Management
- Organizational Leadership

STC also offers a Bachelor of Science degree in:

- Nursing

Courses are offered in a variety of formats: Online, Hybrid, and Web-Enhanced.

- Online coursework may be completed from any computer that has Internet access.
- Some instructors require students to take proctored exams. Check the course list for specific information.
- Hybrid classes divide class meeting-time between online and on-campus locations.
- Web-Enhanced courses meet on campus as regularly scheduled and have a web component that is either required or elective at the instructor's discretion.

Information about Online Learning at South Texas College is available at: https://www.southtexascollege.edu/online/ or email vcadvising@southtexascollege.edu or by calling 956-872-2598.

Institutional Research, Effectiveness, and Strategic Planning

The Institutional Research, Effectiveness and Strategic Planning Team supports student success by broadly engaging all stakeholders in evidence-based decisions and continuous quality improvement. Institutional Research, Effectiveness and Strategic Planning serves as the hub for reliable and timely data and effectiveness/evaluation planning and support. These efforts are facilitated by two departments: Institutional Effectiveness and Assessment (IEA), and Research and Analytical Services (RAS).

The Office of Institutional Effectiveness and Assessment (IEA) works to empower the college community to integrate effective planning and meaningful assessment into all institutional practices through collaborative inquiry, self-reflection and continuous improvement.

Research and Analytical Services (RAS) conducts educational research on topics of importance to the College by collecting and analyzing data from College stakeholders and other sources. RAS provides assistance to South Texas College faculty and staff with qualitative or quantitative research methods, study design, statistical analysis and survey instrument design and administration.

Data requests should be made through STC's Data Request Information Portal, which can be found at https://datarequests.southtexascollege.edu.

Institutional Research, Effectiveness and Strategic Planning maintains the institutional Factbook that provides institutional data on the success of South Texas College towards Key Performance Indicators and Student

Achievement Goals. This data is available at https://ras.southtexascollege.edu/factbook.

Continuing Education and Workforce Development

Continuing Education and Workforce Development provides quality and lifelong education opportunities through college and career preparation, career training, customized corporate training, professional education and development, workshops and personal enrichment courses. The department is committed to empowering all individuals and employers with necessary knowledge, skills and credentials to help them fulfill their personal and professional goals for a better quality of life.

Classes are scheduled with flexible hours, including evenings and weekends throughout Hidalgo and Starr Counties. Classes are delivered both online and in traditional classroom settings. Courses can be scheduled in response to community demand where five or more students register for the class. Mandatory Continuing Education Units (CEU) meeting licensing requirements are available for professionals. A Satisfactory (S) or Unsatisfactory (U) grade is earned for continuing education courses. Continuing Education and Workforce Development offers ongoing courses through the following programs:

Registration Steps

- Visit our offices located at the Pecan Plaza or in Starr County or visit our webpage
- Complete registration form
- Pay in person or over the phone (cash, money order, credit or debit card)

Programs

Basic Skills

- Basic Computer Skills
- Basic Technology Skills
- Employability Skills
- English as a Second Language (ESL)
- GED English
- GED Spanish

Corporate Employer Training

- Computer Skills
- Customer Service
- Effective Coaching
- Employability Skills (Job Readiness Skills)
- Frontline Supervisor
- Interpersonal Skills and Styles
- Leadership Skills
- Office Clerk
- Presentation Skills
- Process Mapping
- Productivity
- Professional in Human Resources
- Stress Management
- Team Building
- Telephone and Email Etiquette
- Time Management

Life Enrichment

- Cake Decorating
- Floral Design
- Guitar Academy
- Photography
- Sewing
- Song Writing
- Video Editing

Online Courses

- Over 300 self-paced short course
- Over 100 self-paced certification programs

Public Safety

- Fire Science
- Homeland Security
- Law Enforcement

Workforce Development

- **Education**
  - Child Development Associate
  - Educational Aide I
  - Substitute Teacher
- **Health Care**
  - Activity Director
  - Certified Nurse Assistant (CNA)
  - Community Health Worker (Promotor/a)
  - CPR (Heartsaver and Basic Life Support)
  - Dental Assistant
  - EKG Technician
  - Emergency Medical Responder
  - Emergency Medical Technician - Basic
  - First Aid
  - Health Information Management Clerk
  - Medical Administrative Assistant
  - Medical Billing and Coding Specialist
  - Medical Office Specialist
  - Medical Scribe
  - Medication Aide
  - Medication Aide Update
  - Patient Care Technician
  - Phlebotomy Technician
  - ServSafe Manager
- **Industry**
  - Forklift Certification
  - OSHA 10
  - Pipe Welding
  - Structural Welding
- **Professional and Business Services**
  - Computerized Accounting
  - Entrepreneurship and Small Business
  - Federal Income Tax Preparation
  - Microsoft Office Specialist
  - Property & Casualty Insurance License Preparation
  - QuickBooks
  - Real Estate
- **Professional and Business Services**
  - Adobe Certified Expert in In-Design
  - Adobe Certified Expert in In-Design, Illustrator and Photoshop
  - Cisco Certified Network Administrator
  - CompTIA A+ Certification
  - CompTIA Server + Certification
  - Web Developer
- **Transportation**
  - Bus Driving
  - Hazardous Materials Endorsement
  - Manual Endorsement
  - Truck Driving

Dual Credit Enrollment Services

The Dual Credit Enrollment Services Department manages enrollment and support services for high school students admitted to the Dual Credit Programs at South Texas College. Department staff provides assistance to dual credit students with the admission and registration process, and supports their academic success through a variety of services. Department staff maintains a unique relationship with partnering school district stakeholders including students, high school counselors, administration and other support personnel to ensure an efficient and effective process for dual credit students.

For further information, please call 956-872-3520 or visit us at **https://www.southtexascollege.edu/dual/**.

Student Completion Services

The Student Completion Services department supports college access and completion by providing quality enrollment and support services for adult learner students at South Texas College including students with some college hours, but no credential, and students matriculating from non-credit pathways to academic programs of study. Department services include community outreach, recruitment and personalized support with the enrollment process.

For further information, please call 956-872-8391 or visit https://studentservices.southtexascollege.edu/completion/.

CURRICULUM

- Core Curriculum (p. 100)
- Associate of Applied Science Electives (p. 103)

Core Curriculum

The Core Curriculum at South Texas College has, at its foundation, the philosophy and purpose of the College and is a composition of general education courses which form the foundation of all Associate of Arts and Associate of Science degrees.

These are degrees that are designed for students who plan to continue their education at a four-year university in order to earn a Bachelor of Fine Arts, Bachelor of Arts or Bachelor of Science degree.

STC is committed to the preparation of intellectually flexible, creative and productive citizens. Through exposure to a varied range of disciplines and technologies, students will develop:

- an understanding of the importance of lifelong learning
- broad global and social perspectives
- essential skills for tomorrow's workforce

The purpose of the Core Curriculum is to gain a foundation of knowledge of human cultures and the physical and natural world, develop principles of personal and social responsibility for living in a diverse world, and advance intellectual and practical skills that are essential for all learning.

Core Objectives

- **Critical Thinking Skills** - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.
- **Communication Skills** - to include effective development, interpretation and expression of ideas through written, oral and visual communication.
- **Empirical and Quantitative Skills** - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.
- **Teamwork** - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- **Personal Responsibility** - to include the ability to connect choices, actions and consequences to ethical decision-making.
- **Social Responsibility** - to include intercultural competence, knowledge of civic responsibility and the ability to engage effectively in regional, national and global communities.

This common body of essential knowledge and skills is taught and reinforced through courses selected in nine Core Components:

- **Communication**
- **Mathematics**
- **Life and Physical Sciences**
- **Language, Philosophy & Culture**
- **Creative Arts**
- **American History**
- **Government/Political Science**
- **Social and Behavioral Sciences, and a**
- **Component Area Option.**

Communication

Composition/Written Communication

6 credit hours

Courses in this category focus on developing ideas and expressing them clearly, considering the effect of the message, fostering understanding and building the skills needed to communicate persuasively. Courses involve the command of oral, aural, written and visual literacy skills that enable people to exchange messages appropriate to the subject, occasion and audience.

ENGL 1301	Composition I	3
ENGL 1302	Composition II - Rhetoric	3
Total Credit Hours		**6**

Mathematics

3-4 credit hours

Courses in this category focus on quantitative literacy in logic, patterns and relationships. Courses involve the understanding of key mathematical concepts and the application of appropriate quantitative tools to everyday experience.

Select 3-4 credit hours of the following:		3-4
MATH 1316	Plane Trigonometry	
MATH 1324	Mathematics for Business & Social Sciences	
MATH 1325	Calculus for Business & Social Sciences	
MATH 1332	Contemporary Mathematics	
MATH 1342	Elementary Statistical Methods	
MATH 1414	College Algebra	
MATH 2412	Pre-Calculus Math	
MATH 2413	Calculus I	
Total Credit Hours		**3-4**

Life and Physical Sciences

8 credit hours

Courses in this category focus on describing, explaining and predicting natural phenomena using the scientific method. Courses involve the understanding of interactions among natural phenomena and the implications of scientific principles on the physical world and on human experiences.

Select 8 credit hours of the following:		8
BIOL 1406	Biology for Science Majors I	
BIOL 1407	Biology for Science Majors II	
BIOL 1408	Biology for Non-Science Majors I	
BIOL 1409	Biology for Non-Science Majors II	
BIOL 2401	Anatomy and Physiology I	
BIOL 2402	Anatomy and Physiology II	
CHEM 1405	Introductory Chemistry I for Non-Science Majors	
CHEM 1407	Introductory Chemistry II for Non-Science Majors	

CHEM 1409	General Chemistry for Engineering Majors
CHEM 1411	General Chemistry I
CHEM 1412	General Chemistry II
ENVR 1401	Environmental Science I
ENVR 1402	Environmental Science II
GEOL 1403	Physical Geology
GEOL 1404	Historical Geology
GEOL 1445	Oceanography
GEOL 1447	Meteorology
PHYS 1401	College Physics I
PHYS 1402	College Physics II
PHYS 1403	Stars and Galaxies
PHYS 1404	Solar System
PHYS 1415	Physical Science I
PHYS 1417	Physical Science II
PHYS 2425	University Physics I
PHYS 2426	University Physics II
Total Credit Hours	**8**

Language, Philosophy and Culture

3 credit hours

Courses in this category focus on how ideas, values, beliefs and other aspects of culture express and affect human experience. Courses involve the exploration of ideas that foster aesthetic and intellectual creation in order to understand the human condition across cultures.

Select 3 credit hours of the following:		3
ARTS 1304	Art History II	
DRAM 2355	Script Analysis	
ENGL 2321	British Literature	
ENGL 2326	American Literature	
ENGL 2331	World Literature	
ENGL 2341	Introduction to Forms of Literature	
ENGL 2351	Mexican American Literature	
HUMA 1301	Introduction to Humanities I - Western	
HUMA 1305	Introduction to Mexican-American Studies	
HUMA 2319	American Minority Studies	
HUMA 2323	World Cultures	
MUSI 1307	Music Literature	
PHIL 1301	Introduction to Philosophy	
PHIL 1304	Introduction to World Religions	
PHIL 2303	Introduction to Logic	
PHIL 2306	Introduction to Ethics	
PHIL 2307	Introduction to Social and Political Philosophy	
PHIL 2316	Classical Philosophy	
PHIL 2321	Philosophy of Religion	
SGNL 2301	Intermediate American Sign Language I	
SPAN 2311	Intermediate Spanish I	
SPAN 2312	Intermediate Spanish II	
SPAN 2313	Spanish for Native/ Heritage Speakers I	
SPAN 2315	Spanish for Native/ Heritage Speakers II	
Total Credit Hours		**3**

Creative Arts

3 credit hours

Courses in this category focus on the appreciation and analysis of creative artifacts and works of the human imagination. Courses involve the synthesis and interpretation of artistic expression and enable critical, creative and innovative communication about works of art.

Select 3 credit hours of the following:		3
ARCH 1301	Architectural History I	
ARCH 1302	Architectural History II	
ARTS 1301	Art Appreciation	
ARTS 1303	Art History I	
ARTS 1325	Drawing and Painting (for Non-Art Majors)	
ARTS 2326	Sculpture	
ARTS 2346	Ceramics I	
ARTS 2356	Photography I (Fine Arts Emphasis)	
DANC 1305	World Dance	
DANC 2303	Dance Appreciation	
DRAM 1310	Theater Appreciation	
DRAM 1351	Acting I	
DRAM 2366	Film Appreciation	
HUMA 1302	Introduction to Humanities II - Non-Western	
HUMA 1311	Mexican-American Fine Arts Appreciation	
MUSI 1306	Music Appreciation	
MUSI 1310	American Music	
Total Credit Hours		**3**

American History

6 credit hours

Courses in this category focus on the consideration of past events and ideas relative to the United States, with the option of including Texas History for a portion of this component area. Courses involve the interaction among individuals, communities, states, the nation and the world, considering how these interactions have contributed to the development of the United States and its global role.

Select 6 credit hours of the following:		6
HIST 1301	United States History I	
HIST 1302	United States History II	
HIST 2327	Mexican-American History I	
HIST 2328	Mexican-American History II	
HIST 2381	African American History I	
HIST 2382	African American History II	
Total Credit Hours		**6**

Political Science

6 credit hours

Courses in this category focus on consideration of the Constitution of the United States and the constitutions of the states, with special emphasis on that of Texas. Courses involve the analysis of governmental institutions, political behavior, civic engagement and their political and philosophical foundations.

GOVT 2305	Federal Government	3
GOVT 2306	Texas Government	3
Total Credit Hours		**6**

Social and Behavioral Sciences

3 credit hours

Courses in this category focus on the application of empirical and scientific methods that contribute to the understanding of what makes us human. Courses involve the exploration of behavior and interactions among individuals, groups, institutions and events, examining their impact on the individual, society and culture.

Select 3 credit hours of the following:		3
ANTH 2301	Physical Anthropology	
ANTH 2302	Introduction to Archeology	
ANTH 2351	Cultural Anthropology	
CRIJ 1301	Introduction to Criminal Justice	
CRIJ 1306	Court Systems and Practices	
CRIJ 1310	Fundamentals of Criminal Law	
CRIJ 2313	Correctional Systems and Practices	
CRIJ 2328	Police Systems and Practices	
ECON 2301	Principles of Economics I - Macro	
GOVT 2304	Introduction to Political Science	
GOVT 2311	Mexican American and Latinx Politics	
HIST 2301	Texas History	
HIST 2321	World Civilizations I	
HIST 2322	World Civilizations II	
PSYC 2301	General Psychology	
PSYC 2306	Human Sexuality	
PSYC 2314	Lifespan Growth and Development	
PSYC 2315	Psychology of Adjustment	
SOCI 1301	Introductory Sociology	
SOCI 1306	Social Problems	
SOCI 2301	Marriage and the Family	
SOCI 2319	Minority Studies	
SOCW 2361	Introduction to Social Work	
TECA 1354	Child Growth and Development	
Total Credit Hours		**3**

Component Area Option

3-4 credit hours

Select 3-4 credit hours of the following:		3-4
AGRI 1415	Horticulture	
AGRI 1407	Agronomy	
AGRI 1329	Principles of Food Science	
AGRI 2330	Wildlife Conservation and Management	
BCIS 1305	Business Computer Applications	
BIOL 1322	Nutrition and Diet Therapy	
BIOL 2406	Environmental Biology	
BIOL 2416	Genetics	
BIOL 2421	Microbiology for Science Majors	
CHEM 2423	Organic Chemistry I	
CHEM 2425	Organic Chemistry II	
COSC 1301	Introduction to Computing	
COSC 1320	C Programming	
COSC 1337	Programming Fundamentals II	
COSC 1436	Programming Fundamentals I	
COSC 2425	Computer Organization	
COSC 2436	Programming Fundamentals III	
EDUC 1100	Learning Framework	
EDUC 1300	Learning Framework	
ENGR 1201	Introduction to Engineering	
ENGR 1304	Engineering Graphics	
ENGR 2301	Engineering Mechanics - Statics	
ENGR 2302	Engineering Mechanics - Dynamics	
ENGR 2405	Electrical Circuits I	
ENVR 1401	Environmental Science I	
GEOL 1404	Historical Geology	
KINE 1164	Introduction to Physical Fitness and Wellness	
MATH 2305	Discrete Mathematics	
MATH 2418	Linear Algebra	
MATH 2420	Differential Equations	
PHIL 1301	Introduction to Philosophy	
PHIL 1304	Introduction to World Religions	
PHIL 2303	Introduction to Logic	
PHIL 2306	Introduction to Ethics	
PHIL 2307	Introduction to Social and Political Philosophy	
PHIL 2316	Classical Philosophy	
PHIL 2321	Philosophy of Religion	
PSYC 1300	Learning Framework	
PSYC 2301	General Psychology	
SOCI 1301	Introductory Sociology	
SOCI 1306	Social Problems	
SOCW 2361	Introduction to Social Work	
SPCH 1311	Introduction to Speech Communication	
SPCH 1315	Public Speaking	

SPCH 1318	Interpersonal Communications	
SPCH 1321	Business and Professional Communication	
SPCH 2333	Discussion and Small Group Communication	
SPCH 2335	Argumentation and Debate	
Total Credit Hours		**3-4**

Total Credit Hours: 42

Associate of Applied Science Electives

Humanities Elective Options for the Associate of Applied Science Degrees

Humanities and Visual and Performing Arts

Art		
ARTS 1301	Art Appreciation	3
ARTS 1303	Art History I	3
ARTS 1304	Art History II	3
Architecture		
ARCH 1301	Architectural History I	3
ARCH 1302	Architectural History II	3
Dance		
DANC 1305	World Dance	3
DANC 2303	Dance Appreciation	3
Drama		
DRAM 1310	Theater Appreciation	3
DRAM 2366	Film Appreciation	3
Humanities		
HUMA 1301	Introduction to Humanities I - Western	3
HUMA 1302	Introduction to Humanities II - Non-Western	3
HUMA 1305	Introduction to Mexican-American Studies	3
HUMA 1311	Mexican-American Fine Arts Appreciation	3
HUMA 2319	American Minority Studies	3
HUMA 2323	World Cultures	3
Literature		
ENGL 2321	British Literature	3
ENGL 2326	American Literature	3
ENGL 2331	World Literature	3
ENGL 2341	Introduction to Forms of Literature	3
ENGL 2351	Mexican American Literature	3
Music		
MUSI 1306	Music Appreciation	3
MUSI 1307	Music Literature	3
MUSI 1310	American Music	3
Philosophy		
PHIL 1301	Introduction to Philosophy	3
PHIL 1304	Introduction to World Religions	3
PHIL 2303	Introduction to Logic	3
PHIL 2306	Introduction to Ethics	3
PHIL 2307	Introduction to Social and Political Philosophy	3
PHIL 2316	Classical Philosophy	3
PHIL 2321	Philosophy of Religion	3

Social and Behavioral Sciences Elective Options for the Associate of Applied Science Degrees

Anthropology		
ANTH 2301	Physical Anthropology	3
ANTH 2302	Introduction to Archeology	3
ANTH 2346	General Anthropology	3
ANTH 2351	Cultural Anthropology	3
Child Development		
TECA 1354	Child Growth and Development	3
Criminal Justice		
CRIJ 1301	Introduction to Criminal Justice	3
CRIJ 1306	Court Systems and Practices	3
CRIJ 1310	Fundamentals of Criminal Law	3
CRIJ 1313	Juvenile Justice System	3
CRIJ 2313	Correctional Systems and Practices	3
CRIJ 2314	Criminal Investigation	3
CRIJ 2328	Police Systems and Practices	3
Economics		
ECON 2301	Principles of Economics I - Macro	3
ECON 2302	Principles of Economics II - Micro	3
History		
HIST 1301	United States History I	3
HIST 1302	United States History II	3
HIST 2301	Texas History	3
HIST 2321	World Civilizations I	3
HIST 2322	World Civilizations II	3
HIST 2327	Mexican-American History I	3
HIST 2328	Mexican-American History II	3
HIST 2381	African American History I	3
Political Science		
GOVT 2304	Introduction to Political Science	3
GOVT 2305	Federal Government	3
GOVT 2306	Texas Government	3
GOVT 2311	Mexican American and Latinx Politics	3
Psychology		
PSYC 2301	General Psychology	3
PSYC 2306	Human Sexuality	3
PSYC 2308	Child Psychology	3
PSYC 2314	Lifespan Growth and Development	3
PSYC 2315	Psychology of Adjustment	3

PSYC 2317	Statistical Methods in Psychology	3
PSYC 2319	Social Psychology	3
Sociology		
SOCI 1301	Introductory Sociology	3
SOCI 1306	Social Problems	3
SOCI 2301	Marriage and the Family	3
SOCI 2319	Minority Studies	3
Social Work		
SOCW 2361	Introduction to Social Work	3
SOCW 2362	Social Welfare: Legislation, Programs, and Services	3

Mathematics/Natural Sciences Elective Options for the Associate of Applied Science Degrees

Mathematics		
MATH 1316	Plane Trigonometry	3
MATH 1324	Mathematics for Business & Social Sciences	3
MATH 1325	Calculus for Business & Social Sciences	3
MATH 1332	Contemporary Mathematics	3
MATH 1342	Elementary Statistical Methods	3
MATH 1414	College Algebra	4
MATH 2305	Discrete Mathematics	3
MATH 2412	Pre-Calculus Math	4
MATH 2413	Calculus I	4
MATH 2414	Calculus II	4
MATH 2415	Calculus III	4
MATH 2418	Linear Algebra	4
MATH 2420	Differential Equations	4
Natural Sciences		
Biology		
BIOL 1322	Nutrition and Diet Therapy	3
BIOL 1406	Biology for Science Majors I	4
BIOL 1407	Biology for Science Majors II	4
BIOL 1408	Biology for Non-Science Majors I	4
BIOL 1409	Biology for Non-Science Majors II	4
BIOL 2401	Anatomy and Physiology I	4
BIOL 2402	Anatomy and Physiology II	4
BIOL 2406	Environmental Biology	4
BIOL 2416	Genetics	4
BIOL 2420	Microbiology for Non-Science Majors	4
BIOL 2421	Microbiology for Science Majors	4
Chemistry		
CHEM 1405	Introductory Chemistry I for Non-Science Majors	4
CHEM 1407	Introductory Chemistry II for Non-Science Majors	4
CHEM 1411	General Chemistry I	4
CHEM 1412	General Chemistry II	4
CHEM 2423	Organic Chemistry I	4
CHEM 2425	Organic Chemistry II	4
Physics		
PHYS 1401	College Physics I	4
PHYS 1402	College Physics II	4
PHYS 2425	University Physics I	4
PHYS 2426	University Physics II	4
Physical Science		
PHYS 1403	Stars and Galaxies	4
PHYS 1404	Solar System	4
PHYS 1415	Physical Science I	4
PHYS 1417	Physical Science II	4
GEOL 1403	Physical Geology	4
GEOL 1404	Historical Geology	4
GEOL 1445	Oceanography	4
GEOL 1447	Meteorology	4

PROGRAMS A-Z

Click the table headers to sort by **Program, Degree Type** or **CIP Code.**

Program	Degree Type	CIP Code
Computer and Information Technologies (p. 111)	Bachelor of Applied Technology	11.0101
Organizational Leadership (p. 109)	Bachelor of Applied Science	52.0201
Medical and Health Services Management (p. 115)	Bachelor of Applied Technology	51.0701
RN-to-BSN (p. 120)	Bachelor of Science	51.3801
Operations Management (p. 117)	Bachelor of Applied Technology	52.0201
4-8 Generalist (p. 186)	Associate of Arts in Teaching	13.1203
Accounting Clerk (p. 133)	Certificate	52.0101
Administrative Office Assistant (p. 153)	Associate of Applied Science	52.0401
American Sign Language and Interpreting Studies: Specialization - Sign Language Interpreter (p. 167)	Associate of Applied Science	16.1603
Anthropology (p. 180)	Associate of Arts	45.0201
Architecture (p. 130)	Associate of Science	04.0201
Architectural & Engineering Design Technology: Specialization - Architectural and Visual Technology (p. 127)	Associate of Applied Science	15.1301
Architectural & Engineering Design Technology: Specialization - Civil Engineering Technology (p. 127)	Associate of Applied Science	15.1301
Architectural and Engineering Design Technology (p. 127)	Certificate	15.1301
Architectural and Visual Technology (p. 127)	Certificate	15.1301
Associate Degree Nursing (p. 222)	Associate of Applied Science	51.3801
Associate Degree Nursing - Specialization: EMT Paramedic to RN (p. 222)	Associate of Applied Science	51.3801
Associate Degree Nursing - Specialization: LVN/RN Transition (p. 222)	Associate of Applied Science	51.3801
Automotive Maintenance and Light Repair Certificate (p. 131)	Certificate	47.0604
Automotive Technology (p. 131)	Certificate	47.0604
Automotive Technology (p. 131)	Associate of Applied Science	47.0604
Automotive Technology: Specialization - GM-ASEP (p. 131)	Associate of Applied Science	47.0604
Basic Firefighter (p. 145)	Certificate	43.0203
Basic Peace Officer (p. 150)	Certificate	43.0107
Biology (p. 199)	Associate of Science	26.0101
Business Administration: Specialization - Accounting (p. 133)	Associate of Applied Science	52.0101
Business Administration: Specialization - Management (p. 133)	Associate of Applied Science	52.0101
Business Administration: Specialization - Marketing (p. 133)	Associate of Applied Science	52.0101
Business Administration: Transfer Plan (p. 133)	Associate of Arts	52.0101
Chemistry (p. 200)	Associate of Science	40.0501
Child Development and Early Childhood Specialization: Infant and Toddler (p. 181)	Certificate	19.0706
Child Development and Early Childhood Specialization: Pre-School (p. 181)	Certificate	19.0706
Child Development/ Early Childhood (p. 181)	Associate of Applied Science	19.0709
Civil Engineering Technology (p. 127)	Certificate	15.1301
Combination Welding (p. 158)	Certificate	48.0508

Commercial Baking (p. 140)	Certificate	12.0501
Commercial Cooking (p. 140)	Certificate	12.0503
Communication - Concentration: Advertising & Public Relations (p. 169)	Associate of Arts	09.0101
Communication - Concentration: Communication Studies (p. 170)	Associate of Arts	09.0101
Computer and Advanced Technologies: Specialization - Computer Support Specialist (p. 201)	Associate of Applied Science	15.1201
Computer and Information Technologies Specialist (p. 210)	Certificate	11.0101
Computer and Internet Specialist (p. 201)	Certificate	15.1202
Computer Applications Specialist (p. 210)	Certificate	11.0101
Computer Maintenance Specialist (p. 201)	Certificate	15.1202
Computer Science (p. 203)	Associate of Science	11.0701
Construction Supervision (p. 138)	Associate of Applied Science	15.1001
Construction Supervision Assistant (p. 138)	Certificate	15.1001
Cosmetology Operator (p. 140)	Certificate	12.0401
Criminal Justice (p. 185)	Associate of Arts	43.0104
Culinary Arts (p. 140)	Associate of Applied Science	12.0503
Culinary Arts: Specialization - Baking and Pastry Arts (p. 140)	Associate of Applied Science	12.0503
Culinary Arts: Specialization - Restaurant Management (p. 140)	Associate of Applied Science	12.0503
Cybersecurity Specialist (p. 204)	Certificate	11.1003
Cybersecurity Specialist (p. 204)	Associate of Applied Science	11.1003
Dance (p. 161)	Associate of Arts	50.0301
Deaf Support Specialist Certificate (p. 167)	Certificate	16.1603
Diagnostic Medical Sonography (p. 226)	Associate of Applied Science	51.0910
Diagnostic Medical Sonography (Advanced Technical Certificate) (p. 226)	Certificate	51.0910
Diesel Technology (p. 142)	Certificate	47.0605
Diesel Technology (p. 142)	Associate of Applied Science	47.0605
Drama (p. 162)	Associate of Arts	50.0501
Early Childhood Education (p. 181)	Associate of Arts	19.0711
EC-6 Generalist (p. 187)	Associate of Arts in Teaching	13.1210
Electrician Assistant (p. 143)	Certificate	46.0301
Electrician Technology (p. 143)	Associate of Applied Science	46.0301
Electronic Health Records Specialist (p. 242)	Certificate	51.0707
Emergency Medical Services - Paramedic (p. 239)	Associate of Applied Science	51.0904
Emergency Medical Technician - Advanced (p. 239)	Certificate	51.0904
Emergency Medical Technician - Basic (p. 239)	Certificate	51.0904
Emergency Medical Technician - Paramedic (p. 239)	Certificate	51.0904
Engineering (p. 205)	Associate of Science	14.0101
English (p. 171)	Associate of Arts	23.0101
Fire Science Technology (p. 145)	Associate of Applied Science	43.0203
Grades 8-12 (p. 188)	Associate of Arts in Teaching	13.1205
Graphic Arts (p. 163)	Associate of Arts	50.0409
Health Information Technology (p. 242)	Associate of Applied Science	51.0707

Heating, Ventilation, Air Conditioning and Refrigeration Technology (p. 146)	Certificate	47.0201
Heating, Ventilation, Air Conditioning and Refrigeration Technology (p. 146)	Associate of Applied Science	47.0201
History (p. 172)	Associate of Arts	54.0101
Human Resources Assistant (p. 148)	Certificate	52.1001
Human Resources Specialist (p. 148)	Associate of Applied Science	52.1001
Information and Network Systems (p. 210)	Certificate	11.0101
Information Technology: Specialization - Information Systems (p. 210)	Associate of Applied Science	11.0101
Information Technology: Specialization - Network Systems (p. 210)	Associate of Applied Science	11.0101
Interdisciplinary Studies (p. 173)	Associate of Arts	24.0102
Interdisciplinary Studies (p. 214)	Associate of Science	24.0101
Kinesiology (p. 189)	Associate of Arts	31.0501
Language and Cultural Studies - Concentration: American Sign Language (p. 174)	Associate of Arts	16.0101
Language and Cultural Studies - Concentration: Spanish (p. 175)	Associate of Arts	16.0101
Law Enforcement (p. 150)	Associate of Applied Science	43.0107
Legal Office Specialist (p. 153)	Certificate	22.0301
Management (p. 133)	Certificate	52.0101
Marketing (p. 133)	Certificate	52.0101
Mathematics (p. 214)	Associate of Science	27.0101
Medical Assistant Technology (p. 245)	Certificate	51.0801
Medical Assistant Technology (p. 245)	Associate of Applied Science	51.0801
Medical Coding Specialist (p. 242)	Certificate	51.0713
Medical Office Specialist (p. 245)	Certificate	51.0801
Mexican-American Studies (p. 176)	Associate of Arts	05.0203
Multimedia Specialist (p. 210)	Certificate	11.0101
Music (p. 164)	Associate of Arts	50.0901
Occupational Therapy Assistant (p. 231)	Associate of Applied Science	51.0803
Office Specialist (p. 153)	Certificate	52.0401
Paralegal (p. 156)	Associate of Applied Science	22.0302
Patient Care Technician (p. 247)	Certificate	51.3902
Payroll Assistant (p. 148)	Certificate	52.1001
Personal Trainer (p. 190)	Certificate	31.0507
Pharmacy Technology (p. 248)	Associate of Applied Science	51.0805
Philosophy (p. 177)	Associate of Arts	38.0101
Physical Therapist Assistant (p. 233)	Associate of Applied Science	51.0806
Physics (p. 215)	Associate of Science	40.0801
Political Science (p. 192)	Associate of Arts	45.1001
Pre-Pharmacy (p. 218)	Associate of Science	51.1103
Precision Manufacturing Technology (p. 125)	Certificate	48.0507
Precision Manufacturing Technology (p. 125)	Associate of Applied Science	48.0507
Psychology (p. 193)	Associate of Arts	42.0101
Public Administration (p. 219)	Associate of Applied Science	44.0401
Public Services Assistant (p. 219)	Certificate	44.0401
Radiologic Technology (p. 229)	Associate of Applied Science	51.0911
Recruiter Assistant (p. 148)	Certificate	52.1001

Respiratory Therapy (p. 235)	Associate of Applied Science	51.0908
Robotics & Mechatronics Technology (p. 125)	Certificate	15.1201
Social Work (p. 194)	Associate of Arts	44.0701
Sociology (p. 195)	Associate of Arts	45.0101
Structural Welding (p. 158)	Certificate	48.0508
Surveying and Geospatial Technology (p. 157)	Certificate	15.1102
Surveying and Geospatial Technology (p. 157)	Associate of Applied Science	15.1102
Trilingual Interpreter (Enhanced Skills Certificate) (p. 167)	Certificate	16.1603
Visual Arts (p. 166)	Associate of Arts	50.0702
Vocational Nursing (p. 237)	Certificate	51.3901
Welding (p. 158)	Associate of Applied Science	48.0508

BACCALAUREATE DEGREES

Students are admitted to South Texas College in accordance with College policies. General admission to the College does not imply admission to all programs of the College. Baccalaureate Degrees at South Texas College are Selective Programs with application requirements. Application requirements are included in the description of each program.

Organizational Leadership

- Organizational Leadership (Bachelor of Applied Science) (p. 109)

Computer and Information Technologies

- Computer and Information Technologies (Bachelor of Applied Technology) (p. 111)

Medical and Health Services Management

- Medical and Health Services Management (Bachelor of Applied Technology) (p. 115)

Operations Management

- Operations Management (Bachelor of Applied Technology) (p. 117)

RN-to-BSN

- RN-to-BSN (Bachelor of Science in Nursing) (p. 120)

Bachelor of Applied Science in Organizational Leadership

This program is a Selective Program. Application requirements are included in the description below.

TSI Liable

The Bachelor of Applied Science in Organizational Leadership prepares innovative leaders for employment in an increasingly diverse technological and global society. The degree develops practical workplace competencies that meet current and future challenges through real world coursework utilizing personalized academic mentoring and tutoring. The coursework focuses on ***strategic leadership skills including leading teams, data-driven decision making, organizational communication, critical thinking, problem solving, and leading organizational change***. These skills will help prepare you for a position of leadership in business, government, non-profit, or educational organizations. It's a degree that can open doors to new career opportunities and advanced academic degrees. The organizational leadership curriculum is offered year-round in six seven-week terms both traditional and competency-based education (CBE). ***All 120 hours of instruction are available 100% online.***

The program's objectives include promoting academic development in a number of ways. The program offers a required capstone course that will enhance the educational experience and employment potential for students. Students graduate prepared to enter any type of organization, because ***every organization*** requires leadership.

Bachelor of Applied Science Requirements

Application Requirements

1. Demonstrate proficiency in state mandated general knowledge content through approved means; i.e., Texas Success Initiatives (TSI), with program specific exemptions accepted.
2. Applicants with prior college level coursework must have a minimum cumulative GPA of 2.5; Exceptions based on extenuating circumstances must be approved by the Dean for Math, Science & Bachelor Programs.

Degree Completion Requirements

Minimum Completion Requirements

- Complete the appropriate course of study for a Bachelor of Applied Science program as specified in the College catalog. Developmental or other non-credit coursework does not apply toward graduation requirements.
- South Texas College will accept a maximum of 90 semester credits of applicable course work transferred from another accredited college or university toward a Bachelor of Applied Science degree granted by South Texas College.
- Completion of 30 credit hours in 3000 - 4000 level courses which at least 24 credit hours must be completed at South Texas College.
- Maintain a minimum average of "C" (2.0 G.P.A.).
- Pay all debts to the College prior to graduation.

Degree Components

General Education Courses	42
Required Lower-Division Coursework	8
Lower-Division Electives	40
Required Upper-Division Coursework	30
Total Credit Hours	**120**

Lower Division-Requirements

STC Core Curriculum (42 Credit Hours)

The student is required to take 42 credit hours from the STC Core Curriculum (p. 100). Students that declare the Bachelor of Applied Science in Organizational Leadership degree have access to the competency-based format of the core curriculum.

Students beginning the Bachelor of Applied Science upper-level coursework upon completion of an approved Associate of Applied Science (A.A.S.) degree must complete an additional 27 general education credit hours in order to fulfill the forty-two (42) credit hour general education Core Curriculum required at South Texas College.

Lower-Division Electives (48 Credit Hours)

Required Lower-Division Electives.
All lower-division core curriculum, lower-division electives, and upper-division are offered 100% online traditional and, in a competency-based delivery format.

SPAN 1411	Beginning Spanish I for Non-Spanish Speakers	4
SPAN 1412	Beginning Spanish II for Non-Spanish Speakers	4

Foundation Curriculum
Entering freshmen are recommended to take the following five foundation courses as part of the 48-hour lower-division electives.

HRPO 2301	Human Resources Management	3
HRPO 2307	Organizational Behavior	3
BUSG 1303	Principles of Finance	3
BMGT 1301	Supervision	3
BUSI 1301	Business Principles	3

Additional Lower-Division Electives
Students may select from the following recommended list of courses to complete the 48-hour lower-division coursework.

BUSI 2301	Business Law	3
BUSG 2309	Small Business Management/ Entrepreneurship	3
ACCT 2301	Principles of Financial Accounting	3
ECON 2301	Principles of Economics I - Macro	3
ECON 2302	Principles of Economics II - Micro	3
MATH 1342	Elementary Statistical Methods	3
CRIJ 1301	Introduction to Criminal Justice	3

Note: Coursework from A.A.S. degrees will be evaluated on a case-by-case basis. Students entering the BAS program with a completed Associate of Science (A.S.) or Associate of Arts (A.A.) degree may apply their field of study coursework toward the lower-division electives.

Upper-Division Requirements

Prerequisites for Upper-Level Coursework

- Junior Standing
  - Completion of an Associate of Applied Science (A.A.S.) Degree or completion of sixty (60) credit hours from a regionally accredited institution; or
  - Completion of an Associate of Arts (A.A.) or Associate of Science (A.S.) Degree from a regionally accredited institution.
- Senior Standing
  - A minimum of ninety (90) credit hours from a regionally accredited institution.
- A minimum GPA of 2.5 in previous coursework.

Required Organizational Leadership Major Courses (30 Credit Hours)

The upper-division Organizational Leadership major coursework is a balance between theoretical and applied competencies associated with leading in a broad range of organizations. The degree is designed to educate and train students with relevant, applied knowledge of organizations and leadership within organizations. Students will practice developing leadership solutions for real-world problems. Leadership theory, practices and applied learning will form the core requirements for this program. All the upper-division courses are offered 100% online traditional and, in a competency-based delivery format.

ORGL 3311	Issues in Organizational Leadership	3
ORGL 3321	Data Driven Decision-Making	3
ORGL 3333	Leading Teams in Organizations	3
ORGL 3322	Business Ethics	3
ORGL 3334	Organizational Leadership Communication	3
ORGL 4341	Management Theory	3
ORGL 4353	Assessing the Impact of Change	3
ORGL 4342	Organizational Change	3
ORGL 4354	Strategic Leadership	3
ORGL 4361	Capstone	3

Program Learning Outcomes

Through the Bachelor of Applied Science in Organizational Leadership, students' complete coursework that is aligned to the following program learning outcomes:

1. **Interpersonal Skills:** Demonstrate leadership through effective communication to various stakeholders in a variety of contexts.
2. **Organizational Behavior:** Explain the use of data driven strategies to evaluate organizational health and the impact of change efforts.
3. **Problem Solving/Decision Making:** Explain how leadership promotes an inclusive, ethical, and healthy organizational culture.
4. **Change Management:** Analyze and describe the role of leadership throughout the cycle organizational change.
5. **Resource Management:** Demonstrate the ability to identify an issue within an organization and provide various solutions.

TSI Liable

100% Online

Three - Four Year Recommended Course Sequence (7 Week Terms)

All lower-division core curriculum, lower-division electives, and upper-division are offered 100% online and in a competency-based delivery format.

Course	Title	Credit Hours
First Year		
Fall Term 1		
ENGL 1301	Composition I	3
Mathematics Elective - Core Curriculum (p. 100)		3-4
	Credit Hours	**6**
Fall Term 2		
ENGL 1302	Composition II - Rhetoric	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
	Credit Hours	**7**
Spring Term 1		
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
	Credit Hours	**7**
Spring Term 2		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
	Credit Hours	**6**
Summer Term 1		
GOVT 2305	Federal Government	3
	Credit Hours	**3**

Summer Term 2		
GOVT 2306	Texas Government	3
	Credit Hours	**3**
Second Year		
Fall Term 1		
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Component Area Option - Core Curriculum (p. 102)		3-4
	Credit Hours	**6**
Fall Term 2		
Lower-Division Elective		4
Lower-Division Elective		3
	Credit Hours	**7**
Spring Term 1		
Lower-Division Elective		4
Lower-Division Elective		3
	Credit Hours	**7**
Spring Term 2		
Lower-Division Elective		3
Lower-Division Elective		4
	Credit Hours	**7**
Summer Term 1		
Lower-Division Elective		3
Lower-Division Elective		3
	Credit Hours	**6**
Summer Term 2		
Lower-Division Elective		3
Creative Arts Elective - Core Curriculum (p. 101)		3
	Credit Hours	**6**
Third Year		
Fall Term 1		
Lower-Division Elective		3
Lower-Division Elective		3
	Credit Hours	**6**
Fall Term 2		
Lower-Division Elective		3
Lower-Division Elective		3
	Credit Hours	**6**
Spring Term 1		
Lower-Division Elective		3
Lower-Division Elective		4
	Credit Hours	**7**
Spring Term 2		
ORGL 3311	Issues in Organizational Leadership	3
ORGL 3321	Data Driven Decision-Making	3
	Credit Hours	**6**
Summer Term 1		
ORGL 3322	Business Ethics	3
ORGL 3333	Leading Teams in Organizations	3
	Credit Hours	**6**
Summer Term 2		
ORGL 3334	Organizational Leadership Communication	3
ORGL 4341	Management Theory	3
	Credit Hours	**6**
Fourth Year		
Fall Term 1		
ORGL 4342	Organizational Change	3
ORGL 4353	Assessing the Impact of Change	3
	Credit Hours	**6**
Fall Term 2		
ORGL 4354	Strategic Leadership	3
ORGL 4361	Capstone	3
	Credit Hours	**6**
	Total Credit Hours	**120**

Bachelor of Applied Technology in Computer and Information Technologies

This program is a Selective Program. Application requirements are included in the description below.

TSI Liable

A bachelor's degree in Computer and Information Technologies prepares students for careers in information technology, including computer programming, networking, and cybersecurity. Technology-oriented coursework includes web application development, networking, cybersecurity, database design, and computer programming.

The program includes a strong professional component to develop skills in technical communication, ethics, and group work. Students graduating from the program will be prepared to enter the private/public sectors as well as continue their educational endeavors in a graduate program.

Career Opportunities

The Bureau of Labor Statistics states that Computer and Information Technology occupations are projected to grow by 15 percent, adding 682,800 new jobs from 2021 to 2031. The demand for workers in these occupations will be driven by companies, government agencies, and other organizations struggling to find competent technical talent to fulfill their needs and to adopt the latest technologies. Workers in these occupations will be required to ensure cybersecurity is maintained, develop new software, and update existing network infrastructures.

Potential Job Titles

- Information Systems Director
- Computer Programmer
- Software Developer
- Security Engineer
- Network Administrator
- Database Administrator
- Systems and Networking Manager
- Application Analyst
- Web Developer
- Chief Information Security Officer

Bachelor of Applied Technology Requirements

Application Requirements

1. Demonstrate proficiency in state mandated general knowledge content through approved means; i.e., Texas Success Initiatives (TSI), with program specific exemptions accepted.
2. Applicants are eligible for admission if they meet one of the following criteria:
   a. An ACT Composite of 19 (minimum of 16 in all areas) or above (SAT 910 or above).
   b. Applicants with prior college level coursework must have a minimum cumulative GPA of 2.5 or provide evidence of extenuating circumstances, to the Dean for Math, Science & Bachelor Programs, for waiving the requirement.
   c. Provisional Acceptance, for students scoring a minimum ACT Composite of 15 (SAT 740 or above) or minimum cumulative GPA of 2.25 may be granted

by the Dean for Math, Science & Bachelor Programs upon completion of a personal interview with the prospective applicant.

Degree Completion Requirements

Minimum Completion Requirements

- Complete the appropriate course of study for a Bachelor of Applied Technology program as specified in the College catalog. Developmental or other non-credit coursework does not apply toward graduation requirements.
- South Texas College will accept a maximum of 90 credit hours of applicable course work transferred from another accredited college or university toward a Bachelor of Applied Technology Degree granted by South Texas College.
- Completion of 30 credit hours in 3000 - 4000 level courses of which at least 24 credit hours must be completed at South Texas College.
- Maintain a minimum average of "C" (2.0 GPA).
- Pay all debts to the College prior to graduation.

Degree Components

General Education Courses	42
Technical Support Areas-Lower Level	48
Required CIT Courses-Upper Level	30
Total Credit Hours	**120**

Lower Division-Requirements

STC Core Curriculum (42 Credit Hours)

The student is required to take 42 credit hours from the STC Core Curriculum (p. 100). Students must take MATH 1414 College Algebra to fulfill the Mathematics component of the Core Curriculum.

Students beginning the Bachelor of Applied Technology Program upper-level coursework upon completion of an approved Associate of Applied Science (A.A.S.) degree must complete an additional 27 general education credit hours in order to fulfill the forty-two (42) credit hour general education Core Curriculum required at South Texas College.

Students beginning the Bachelor of Applied Technology Program upper-level coursework after completion of an Associate of Arts or Associate of Science degree will have fulfilled the Core Curriculum requirement for bachelor degree graduates.

Technical Support Areas (48 Credit Hours)

The student is required to complete 48 credit hours of technical specialty coursework from an approved Associate of Applied Science (A.A.S) degree. The 48 credit hours must include the courses (18-20 credit hours) listed below. The approved A.A.S. degrees are as follows: Information Technology, Cybersecurity Specialist, Architectural and Engineering Design Technology, and Business Administration. Coursework from other A.A.S. degrees will be evaluated on a case by case basis.

ITCC 1414 & ITCC 1444	CCNA 1: Introduction to Networks and CCNA 2: Switching, Routing, and Wireless Essentials	8
or ITNW 1416 & ITSY 2445	Network Administration and Network Defense and Countermeasures	
ITSE 1402	Computer Programming	3-4
or COSC 1320	C Programming	
or COSC 1436	Programming Fundamentals I	
ITSE 1411	Beginning Web Page Programming	3-4
or COSC 1315	Introduction to Computer Programming	
ITSY 1400	Fundamentals of Information Security	4
Total Credit Hours		**18-20**

Note: Students entering the BAT program with a completed Associate of Science (A.S.) or Associate of Arts (A.A.) degree may apply their field of study coursework toward the 48 credit hour technical specialty requirement.

Upper-Division Requirements

Prerequisites for Upper-Level Coursework

- Junior Standing
  - Completion of an Associate of Applied Science (A.A.S.) degree or completion of sixty (60) credit hours from a regionally accredited institution; or
  - Completion of an Associate of Arts (A.A.) or Associate of Science (A.S.) degree from a regionally accredited institution.
- Senior Standing
  - A minimum of ninety (90) credit hours from a regionally accredited institution.
- A minimum GPA of 2.5 in previous coursework.

Required Computer & Information Technologies

Major Courses (30 Credit Hours)

CITP 3304	Fundamentals of Python and Machine Learning	3
or CITP 3305	System Analysis and Design	
CITP 3306	Internet/Intranet Server Integration	3
or CITP 3311	Reverse Software Engineering	
CITP 3309	Machine Learning for Natural Language Processing	3
or CITP 3310	Survey of Programming Languages	
CITP 3312	Fundamentals of Information Security	3
or CITP 3321	Advanced Database Security and Management	
CITP 3320	Database Management	3
CITP 4301	Capstone: Computer and Information Technology Internship	3
or CITP 4348	Cybersecurity Assessments	
CITP 4316	Advanced Web Design	3
or CITP 4346	Cyber Law and Digital Forensics	
CITP 4330	Advanced Network Security	3
CITP 4340	Special Topics Course - CIT	3
or CITP 4347	Principles of Cybersecurity	
CITP 4349	Advanced Artificial Intelligence	3

or CITP 4350	Advanced Computer Programming	
Total Credit Hours		**30**

Through the Bachelor of Applied Technology in Computer and Information Technologies outcomes, the student will be able to:

- **Develop web-based applications.**
  - Design, develop, and secure dynamic and data-driven web applications utilizing server-side technologies and database management. CITP 4316
- **Develop computer networks.**
  - Install and troubleshoot Linux servers and manage Windows servers using system policies, profiles, security, and performance monitoring. CITP 3306
- **Secure network infrastructures.**
  - Identify, implement, and maintain network security, data defense, access control models, authentication, encryption, hashing, and proper security documentation. CITP 3312
  - Maintain database integrity through encryption, access control rules, migration, and backup/recovery procedures. CITP 3321
  - Differentiate and implement various security tools in the defense of a computer network and conduct penetration testing. CITP 4330
  - Select and apply reverse software engineering tools to system security, software design, malware analysis. CITP 3311
  - Analyze proper handling of digital evidence, cyber laws and regulations, and methods of detecting concealed digital information. CITP 4346
  - Monitor, audit, analyze, and revise computer and network security systems to ensure appropriate levels of protection are in place. CITP 4347
  - Develop a threat model, conduct a vulnerability analysis, and use penetration tools to exploit weaknesses in a computer system. CITP 4348
- **Design and utilize databases.**
  - Manipulate, define, and maintain the components of a relational database, such as records, table structures, schema objects, and security. CITP 3320
- **Develop applications in modern programming languages.**
  - Utilize system design tools, data storage, arithmetic expressions, modular programming, and object-oriented methodologies. CITP 3305
  - Utilize file input/output operations, control structures, and application development. CITP 3310
  - Create a working software product according to required specifications and design documentation and evaluate its intended functionality. CITP 4340
  - Create event-driven applications with graphical user interfaces, databases, and programming methodologies, such as modularity, encapsulation, information hiding, abstraction, and polymorphism. CITP 4350
- **Demonstrate integration of IT skills in a capstone internship.**
  - Communicate technical information, apply skills in an internship, and participate in a team project. CITP 4301

TSI Liable

STC Core Curriculum		
ENGL 1301	Composition I	3
ENGL 1302	Composition II - Rhetoric	3
MATH 1414	College Algebra	4
HIST 1301	United States History I	3
HIST 1302	United States History II	3
GOVT 2305	Federal Government	3
GOVT 2306	Texas Government	3
Component Area Option - Core Curriculum (p. 102)		3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Creative Arts Elective - Core Curriculum (p. 101)		3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Technical Specialty Courses		
Foundational Courses (Required)		
ITCC 1414 & ITCC 1444	CCNA 1: Introduction to Networks and CCNA 2: Switching, Routing, and Wireless Essentials	8
or ITNW 1416 & ITSY 2445	Network Administration and Network Defense and Countermeasures	
ITSE 1402	Computer Programming	3-4
or COSC 1320	C Programming	
or COSC 1436	Programming Fundamentals I	
ITSE 1411	Beginning Web Page Programming	3-4
or COSC 1315	Introduction to Computer Programming	
ITSY 1400	Fundamentals of Information Security	4
Technical Specialty Courses [1]		
Select 30 credit hours of Technical Specialty courses		30
Required Upper-Division Professional Courses		
CITP 3304	Fundamentals of Python and Machine Learning	3
or CITP 3305	System Analysis and Design	
CITP 3306	Internet/Intranet Server Integration	3
or CITP 3311	Reverse Software Engineering	
CITP 3309	Machine Learning for Natural Language Processing	3
or CITP 3310	Survey of Programming Languages	
CITP 3312	Fundamentals of Information Security	3
or CITP 3321	Advanced Database Security and Management	
CITP 3320	Database Management	3

CITP 4301	Capstone: Computer and Information Technology Internship	3
or CITP 4348	Cybersecurity Assessments	
CITP 4316	Advanced Web Design	3
or CITP 4346	Cyber Law and Digital Forensics	
CITP 4330	Advanced Network Security	3
CITP 4340	Special Topics Course - CIT	3
or CITP 4347	Principles of Cybersecurity	
CITP 4349	Advanced Artificial Intelligence	3
or CITP 4350	Advanced Computer Programming	
Total Credit Hours		**120-122**

[1] Students entering the BAT program with a completed A.A. or A.S. degree may apply their Field of Study coursework towards this requirement. Any additional hours needed to complete the 48 credit hours of Technical Specialty coursework should be taken from one of the approved A.A.S. degrees in the following areas: Information Technology, Cybersecurity Specialist, Architectural and Engineering Design Technology, and Business Administration. Coursework from other A.A.S. degrees will be evaluated on a case by case basis.

TSI Liable

100% Online

Four Year Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
ENGL 1301	Composition I	3
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Component Area Option - Core Curriculum (p. 102)		3
ITCC 1414 or ITNW 1416	CCNA 1: Introduction to Networks or Network Administration	4
	Credit Hours	**16**
Spring		
ENGL 1302	Composition II - Rhetoric	3
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
MATH 1414	College Algebra	4
ITCC 1444 or ITSY 2445	CCNA 2: Switching, Routing, and Wireless Essentials or Network Defense and Countermeasures	4
	Credit Hours	**14**
Second Year		
Fall		
GOVT 2305	Federal Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Creative Arts Elective - Core Curriculum (p. 101)		3
Technical Specialty course		3
Select one of the following:		3-4
ITSE 1402	Computer Programming	
COSC 1320	C Programming	
COSC 1436	Programming Fundamentals I	
	Credit Hours	**16-17**
Spring		
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
GOVT 2306	Texas Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
ITSE 1411 or COSC 1315	Beginning Web Page Programming or Introduction to Computer Programming	3-4
ITSY 1400	Fundamentals of Information Security	4
	Credit Hours	**17-18**
Third Year		
Fall		
Technical Specialty course		3
Technical Specialty course		3
Technical Specialty course		3
CITP 3306 or CITP 3311	Internet/Intranet Server Integration or Reverse Software Engineering	3
CITP 3304 or CITP 3305	Fundamentals of Python and Machine Learning or System Analysis and Design	3
	Credit Hours	**15**
Spring		
CITP 3312 or CITP 3321	Fundamentals of Information Security or Advanced Database Security and Management	3
CITP 3309 or CITP 3310	Machine Learning for Natural Language Processing or Survey of Programming Languages	3
Technical Specialty course		3
Technical Specialty course		4
	Credit Hours	**13**
Fourth Year		
Fall		
CITP 4316 or CITP 4346	Advanced Web Design or Cyber Law and Digital Forensics	3
CITP 4330	Advanced Network Security	3
CITP 4349 or CITP 4350	Advanced Artificial Intelligence or Advanced Computer Programming	3
Technical Specialty Course		3
	Credit Hours	**12**
Spring		
CITP 3320	Database Management	3
CITP 4301 or CITP 4348	Capstone: Computer and Information Technology Internship or Cybersecurity Assessments	3
CITP 4340 or CITP 4347	Special Topics Course - CIT or Principles of Cybersecurity	3
Technical Specialty Course		4
Technical Specialty Course		4
	Credit Hours	**17**
	Total Credit Hours	**120-122**

Bachelor of Applied Technology in Medical and Health Services Management

This program is a Selective Program. Application requirements are included in the description below.

TSI Liable

The Bachelor of Applied Technology degree (B.A.T.) in Medical and Health Services Management (MHSM) will prepare graduates for entry to mid-level management positions in a health care or medical facility, or any health-related office/organization.

Students that enroll in the MHSM Program will have the choice between two online instructional delivery methods: 1) the traditional online seven (7) week term; or 2) the competency-based education (CBE) online seven (7) week term. All the core curriculum and all the upper-level curriculum are available in both traditional and CBE, except the Practicum for Health Care Managers course. Only the Practicum course will remain 16 weeks (semester long) due to its nature and to allow students time to complete the required number of hours (144 hours).

Graduates of this program will provide valuable expertise in the area of health care systems management to include but not limited to finance, medical staff roles and responsibilities, risk management, reimbursement mechanisms, project management, the electronic medical record, health statistics principles, privacy issues, and legal issues related to the health care industry.

Due to the online requirements of the program, students must have an operational computer equipped with a camera and other vital functionalities and software such as MS Office.

Bachelor of Applied Technology Requirements

Application Requirements

A. Demonstrate proficiency in state mandated general knowledge content through approved means; i.e., Texas Success Initiative (TSI), with program specific exemptions accepted.
B. Applicants are eligible for admission if they meet one of the following criteria:
   a. An ACT Composite of 19 (minimum of 16 in all areas) or above (SAT 910 or above).
   b. Applicants with prior college level coursework or an AAS, AA, or AS degree must have a minimum cumulative GPA of 2.5 or provide evidence of extenuating circumstances, to the Dean for Math, Science & Bachelor Programs, for waiving the requirement.
   c. Provisional Acceptance, for students scoring a minimum ACT Composite of 15 (SAT 740 or above) or minimum cumulative GPA of 2.25 may be granted by the Dean for Math, Science & Bachelor Programs upon completion of a personal interview with the prospective applicant.

Degree Completion Requirements

Minimum Completion Requirements

- Complete the appropriate course of study for a Bachelor of Applied Technology program as specified in the College catalog. Developmental or other non-credit coursework does not apply toward graduation requirements.
- South Texas College will accept a maximum of 90 credit hours of applicable course work transferred from another accredited college or university toward a Bachelor of Applied Technology degree granted by South Texas College.
- Completion of at least 30 credit hours in 3000-4000 level courses or higher of which at least 24 must be completed at South Texas College;
- Maintain a minimum average of "C" (2.0 GPA) for all courses in the area of specialization and a minimum overall cumulative average of "C" (2.0 GPA in all other courses).
- Pay all debts to the College prior to graduation.

Degree Components

General Education Courses	42
Foundational and Elective Support Courses	48
Medical and Health Services Management Required Courses	30
Total Credit Hours	**120**

Lower Division-Requirements

STC Core Curriculum (42 Credit Hours)

Students are required to take 42 credit hours from the STC Core Curriculum (p. 100). Students that declare the Bachelor of Applied Technology in Medical and Health Services Management degree also have access to the Competency Based Education format of the core curriculum.

Students that begin the Bachelor of Applied Technology Program upper-level coursework upon completion of an approved Associate of Applied Science degree must complete an additional 27 general education credit hours in order to fulfill the forty-two (42) credit hour general education Core Curriculum required at South Texas College. However, students that completed an Associate of Arts or Associate of Science degree will have fulfilled the core curriculum requirement.

Foundational and Elective Support Courses (48 Credit Hours)

Student are required to complete 48 credit hours of technical specialty coursework from an approved Associate degree. The 48 credit hours must include the 5 courses (14-15 credit hours) listed below. The remaining 34 credit hours can be earned at the associate level. Any associate degree is acceptable including but not limited to the following: Associate Degree in Interdisciplinary Studies, Biology, Associate Degree Nursing, EMT Paramedic, Health Information Technology, Medical Assistant Technology, Occupational Therapy Assistant, Pharmacy Technology, Physical Therapist Assistant, Radiology Technology, Respiratory Therapy, Business Administration, and Human Resources Specialist.

Associate degree exclusions include Automotive Technology, Automotive Technology: Specialization – GM- ASEP, Diesel Technology, Electrician Assistant, Heating, Ventilation, Air Conditioning and Refrigeration Technology, and Welding. Students with an associate degree from the exclusions will be admitted conditionally and their academic courses (15 to 18 Credit Hours) will be accepted.

ACCT 2301	Principles of Financial Accounting	3
HITT 1255 or MATH 1342	Health Care Statistics Elementary Statistical Methods	2
HITT 1305	Medical Terminology I	3
MDCA 1343	Medical Insurance	3
POFM 2310	Intermediate Medical Coding	3

Note: Students entering the BAT program with a completed Associate of Science (A.S.) or Associate of Arts (A.A.) degree may apply their field of study coursework toward the 34 credit hour technical specialty requirement.

Upper-Division Requirements

Prerequisites for Upper-Level Coursework

- Junior Standing
  - Completion of an Associate Degree or completion of sixty (60) college credit hours from a regionally accredited institution with at least fifteen (15) credit hours in general education coursework.
- Senior Standing
  - A minimum of ninety (90) credit hours from a regionally accredited institution.
- A minimum GPA of 2.5 in previous coursework.

Required Medical and Health Services Management

Major Courses (30 Credit Hours)

The upper-division Medical and Health Services Management major courses educate students in the fundamentals of health care systems management to include but not limited to finance, medical staff roles and responsibilities, reimbursement mechanisms, the electronic medical record, privacy issues, risk management, health statistics principles, project management, and legal issues related to the health care industry.

MHSM 3300	Principles of Health Care Management	3
MHSM 3302	U.S. Health Care Delivery	3
MHSM 3303	Statistics for Health Care Managers	3
MHSM 3335	Financial Management for Health Care Managers	3
MHSM 3311	Health Care Information Technology	3
MHSM 4304	Risk Management for Health Professionals	3
MHSM 4351	Public and Community Health Management	3
MHSM 4352	Project Management for Healthcare	3
MHSM 4361	Health Care Management Practicum	3
MHSM 4310	Human Resources in Health Care Management	3

Program Learning Outcomes

Through the Bachelor of Applied Technology in Medical and Health Services Management Program Learning Outcomes, students will be able to:

1. Demonstrate the ability to incorporate financial data into health care manager's decision-making.
2. Demonstrate effective communication both verbally and in written form, to a variety of health care audiences and situations.
3. Demonstrate the ability to interpret JCAHO standards for a health care institution and to implement the appropriate method of quality assurance.
4. Demonstrate the ability to create a health care institution budget with consideration to both current and potential revenues and costs.
5. Demonstrate the ability to make ethical decisions during daily operations.

TSI Liable

STC Core Curriculum

ENGL 1301	Composition I	3
ENGL 1302	Composition II - Rhetoric	3
Select one of the following:		4
MATH 1342	Elementary Statistical Methods	
MATH 2412	Pre-Calculus Math	
MATH 2413	Calculus I	
MATH 1414	College Algebra	
HIST 1301	United States History I	3
or HIST 2327	Mexican-American History I	
HIST 1302	United States History II	3
or HIST 2328	Mexican-American History II	
GOVT 2305	Federal Government	3
GOVT 2306	Texas Government	3
Select one of the following:		3
PSYC 2301	General Psychology	
PSYC 2306	Human Sexuality	
PSYC 2314	Lifespan Growth and Development	
PSYC 2317	Statistical Methods in Psychology	
SOCI 1301	Introductory Sociology	
SOCI 1306	Social Problems	
SOCI 2301	Marriage and the Family	
SOCI 2319	Minority Studies	
Component Area Option - Core Curriculum (p. 102)		3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Creative Arts Elective - Core Curriculum (p. 101)		3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Foundational and Elective Support Courses		
Foundational Courses (Required)		
ACCT 2301	Principles of Financial Accounting	3
HITT 1255 or MATH 1342	Health Care Statistics Elementary Statistical Methods	2
HITT 1305	Medical Terminology I	3
MDCA 1343	Medical Insurance	3
POFM 2310	Intermediate Medical Coding	3
Elective Support Courses [1]		

Select 34 credit hours of Technical Specialty courses		34
Required Upper-Division Professional Courses		
MHSM 3300	Principles of Health Care Management	3
MHSM 3302	U.S. Health Care Delivery	3
MHSM 3303	Statistics for Health Care Managers	3
MHSM 3335	Financial Management for Health Care Managers	3
MHSM 3311	Health Care Information Technology	3
MHSM 4304	Risk Management for Health Professionals	3
MHSM 4351	Public and Community Health Management	3
MHSM 4352	Project Management for Healthcare	3
MHSM 4310	Human Resources in Health Care Management	3
MHSM 4361	Health Care Management Practicum	3
Total Credit Hours		**120**

[1] Students entering the BAT program with a completed A.A. or A.S. degree may apply their Field of Study coursework towards this requirement. Any additional hours needed to complete the 34 credit hours of Technical Specialty coursework should be taken from an approved A.A.S. degree.

TSI Liable

100% Online

Four Year Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
ENGL 1301	Composition I	3
Component Area Option - Core Curriculum (p. 102)		3-4
American History Elective - Core Curriculum (p. 101)		3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
HITT 1255 or MATH 1342	Health Care Statistics or Elementary Statistical Methods	2
MDCA 1343	Medical Insurance	3
Technical Support Course		3
	Credit Hours	**21**
Spring		
ENGL 1302	Composition II - Rhetoric	3
American History Elective - Core Curriculum (p. 101)		3
Mathematics Elective - Core Curriculum (p. 100)		3-4
POFM 2310	Intermediate Medical Coding	3
Technical Support Course		3
HITT 1305	Medical Terminology I	3
	Credit Hours	**18**
Second Year		
Fall		
GOVT 2305	Federal Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Creative Arts Elective - Core Curriculum (p. 101)		3
Technical Support Course		3
Technical Support Course		3
	Credit Hours	**16**
Spring		
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
GOVT 2306	Texas Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
ACCT 2301	Principles of Financial Accounting	3
Technical Support Course		4
Technical Support Course		3
	Credit Hours	**20**
Third Year		
Fall		
Technical Specialty Course		3
Technical Specialty Course		3
MHSM 3302	U.S. Health Care Delivery	3
MHSM 3303	Statistics for Health Care Managers	3
MHSM 3300	Principles of Health Care Management	3
	Credit Hours	**15**
Spring		
MHSM 3335	Financial Management for Health Care Managers	3
MHSM 3311	Health Care Information Technology	3
Technical Support Course		3
Technical Support Course		3
	Credit Hours	**12**
Fourth Year		
Fall		
Technical Support Course		3
MHSM 4304	Risk Management for Health Professionals	3
MHSM 4352	Project Management for Healthcare	3
	Credit Hours	**9**
Spring		
MHSM 4351	Public and Community Health Management	3
MHSM 4361	Health Care Management Practicum	3
MHSM 4310	Human Resources in Health Care Management	3
	Credit Hours	**9**
	Total Credit Hours	**120**

Bachelor of Applied Technology in Operations Management

This program is a Selective Program. Application requirements are included in the description below.

TSI Liable

The Bachelor of Applied Technology degree (BAT) in Operations Management (OPMG) will educate, train and develop successful supervisors who will be prepared to utilize technology to create a competitive advantage for their enterprise. Coursework is balanced between practical training and working with real-life projects that enhance the educational experiences and employment potential for students. The breadth of the coursework enables each graduate to lead and manage by utilizing a wide variety of business, finance, technology and human resource development skills. Interactions with business

leaders will provide graduates exposure to the real world and an opportunity to network.

Graduates are educated in the fundamentals of business management, finance, information technology and manufacturing. The curriculum provides a broad training experience through general education courses in a variety of disciplines, core program courses in operations management, elective courses with specialization options and specialized projects and seminars that provide a window into the real world. The choice of electives permits students to tailor their studies toward their own careers and personal goals.

Application Requirements

1. Demonstrate proficiency in state mandated general knowledge content through approved means; i.e., Texas Success Initiatives (TSI), with program specific exemptions accepted.
2. Applicants are eligible for admission if they meet one of the following criteria:
   a. An ACT Composite of 19 (minimum of 16 in all areas) or above (SAT 910 or above).
   b. Applicants with prior college level coursework, or an AAS, AA or AS degree, must have a minimum cumulative GPA of 2.5 or provide evidence of extenuating circumstances, to the Dean for Math, Science & Bachelor Programs, for waiving the requirement.
   c. Provisional Acceptance, for students scoring a minimum ACT Composite of 15 (SAT 740 or above) or minimum cumulative GPA of 2.25 may be granted by the Dean for Math, Science & Bachelor Programs upon completion of a personal interview with the prospective applicant.

Degree Completion Requirements

Minimum Completion Requirements

- Complete the appropriate course of study for a Bachelor of Applied Technology program as specified in the College catalog. Developmental or other non-credit coursework does not apply toward graduation requirements.
- South Texas College will accept a maximum of 90 credit hours of applicable course work transferred from another accredited college or university toward a Bachelor of Applied Technology degree granted by South Texas College.
- Completion of at least 30 credit hours in 3000 level courses or higher of which at least 24 credit hours must be completed at South Texas College.
- Maintain a minimum average of "C" (2.0 GPA).
- Pay all debts to the College prior to graduation.

Degree Components

General Education Courses	42
Foundational Courses	9
Elective Support Courses	39
Operations Management Required Courses	30
Total Credit Hours	**120**

Lower Division-Requirements

South Texas College Core Curriculum (42 Credit Hours)

The student is required to take 42 credit hours from the South Texas College Core Curriculum (p. 100). Students that declare the Bachelor of Applied Technology in Operations Management degree have access to the competency-based format of the core curriculum. Operations Management majors are recommended to take ECON 2301 Principles of Economics I - Macro to fulfill the Social & Behavioral Science component of the Core Curriculum. Operations Management majors must take MATH 1414 College Algebra to fulfill the Mathematics component of the Core Curriculum.

Students that begin the Bachelor of Applied Technology Program upper-level coursework upon completion of an approved Associate of Applied Science degree must complete an additional 27 general education credit hours in order to fulfill the forty-two (42) credit hour general education Core Curriculum required at South Texas College. However, students that completed an Associate of Arts or Associate of Science degree will have fulfilled the core curriculum requirement.

Foundational & Elective Support Courses (48 Credit Hours)

The student is required to complete 48 semester credit hours of technical specialty coursework. The 48 semester credit hours must include the three (3) foundational courses (9 credit hours) listed below. Students entering the Bachelor of Applied Technology in Operations Management program with a completed associate degree may apply their coursework toward the remaining elective support courses. The student may also select from the list of Operations Management electives to fulfill the remaining elective support courses.

Foundational Courses (9 Credit Hours)

HRPO 2301	Human Resources Management	3
ACCT 2301	Principles of Financial Accounting	3
ECON 2302	Principles of Economics II - Micro	3
Total Credit Hours		**9**

Operations Management Elective Courses

OPMG 3303	Managerial Rapport and Documentation	3
OPMG 3311	Technology in Enterprise Management	3
OPMG 3321	Supply Chain Management	3
OPMG 3337	Decision Making Economics	3
OPMG 3340	Quality Assurance, Management and Improvement	3
OPMG 4341	Purchasing and Supply Management	3
OPMG 4342	Supply Chain Security	3
OPMG 4321	Project Management Seminar	3
OPMG 3322	Logistics Management	3
OPMG 4344	Entrepreneurship Seminar	3
OPMG 4355	The Manager and Civic Engagement Seminar	3

Upper-Division Requirements

Prerequisites for Upper-Level Coursework

- Junior Standing:
  - Completion of an Associate of Applied Science (A.A.S.) degree or completion of sixty (60) credit hours from a regionally accredited institution; or
  - Completion of an Associate of Arts (A.A.) or Associate of Science (AS) degree from a regionally accredited institution.
- Senior Standing:
  - A minimum of ninety (90) credit hours from a regionally accredited institution.
- A minimum GPA of 2.5 in previous coursework.

Required Operations Management Major Courses (30 Credit Hours)

The upper-division Operations Management major courses educate students in the fundamentals of business management, finance, information technology, and manufacturing, while building upon skills already learned in the technical support areas. The curriculum design provides a broad training experience through courses in a variety of disciplines. Core program courses in operations management plus elective courses and specialized projects and seminars provide a window into the real workplace. All upper-division required courses are offered 100% online and competency-based delivery format. *Capstone: Operations Management is not offered in competency-based delivery format.

OPMG 3302	Business and Economic Statistics	3
OPMG 3305	Organizational Theory and Practice	3
OPMG 3310	Decision Making	3
OPMG 3336	Management and Law	3
OPMG 3338	Accounting for Managers	3
OPMG 4304	Safety and Risk Management	3
OPMG 4312	Resource Management	3
OPMG 4320	Organizational Design and Management Seminar	3
OPMG 4353	International Business Seminar	3
OPMG 4347	Capstone: Operations Management	3
Total Credit Hours		**30**

Program Learning Outcomes

Through the Bachelor of Applied Technology in Operations Management Program Learning Outcomes, the student should demonstrate the ability to:

1. Create, organize, lead a teamwork group in charge of an organizational case study. (Assessment in OPMG 4320)
2. Search, analyze, compile data and information to report the strength, weaknesses, stability, or concerns of a local organization. (Assessment in OPMG 4320)
3. Design a business model for a small organization making explicit the rationale for the decisions implied in the design. (Assessment in OPMG 4347)
4. Develop a business plan incorporating specific documentation concerning legal and ethical boundaries. (Assessment in OPMG 4342)
5. Execution of specific project using Project Management techniques. (Assessment in OPMG 4347)

TSI Liable

100% Online

Four Year Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
ENGL 1301	Composition I	3
Component Area Option - Core Curriculum (p. 102)		3
HIST 1301	United States History I	3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
HRPO 2301	Human Resources Management	3
	Credit Hours	**15**
Spring		
ENGL 1302	Composition II - Rhetoric	3
HIST 1302	United States History II	3
Select one of the following:		4
MATH 1414	College Algebra	
MATH 2412	Pre-Calculus Math	
MATH 2413	Calculus I	
ACCT 2301	Principles of Financial Accounting	3
	Credit Hours	**13**
Second Year		
Fall		
GOVT 2305	Federal Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Creative Arts Elective - Core Curriculum (p. 101)		3
Elective Support Course		3
Elective Support Course		3
	Credit Hours	**16**
Spring		
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
ECON 2301	Principles of Economics I - Macro (Recommended)	
GOVT 2306	Texas Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Elective Support Course		3
Elective Support Course		3
	Credit Hours	**16**
Third Year		
Fall		
ECON 2302	Principles of Economics II - Micro	3
Elective Support Course		4
Elective Support Course		3
Elective Support Course		3
OPMG 3302	Business and Economic Statistics	3
	Credit Hours	**16**
Spring		
Elective Support Course		3
OPMG 3305	Organizational Theory and Practice	3
OPMG 3310	Decision Making	3
OPMG 3336	Management and Law	3
OPMG 3338	Accounting for Managers	3
	Credit Hours	**15**
Fourth Year		
Fall		
OPMG 4304	Safety and Risk Management	3
Elective Support Course		4

Elective Support Course		4
Elective Support Course		3
Elective Support Course		3
	Credit Hours	**17**
Spring		
OPMG 4312	Resource Management	3
OPMG 4320	Organizational Design and Management Seminar	3
OPMG 4353	International Business Seminar	3
OPMG 4347	Capstone: Operations Management	3
	Credit Hours	**12**
	Total Credit Hours	**120**

Bachelor of Science in Nursing: RN-to-BSN

This program is a Selective Program. Application requirements are included in the description below.

TSI Liable

The Bachelor of Science in Nursing RN-to-BSN online program will prepare graduates for leadership and management positions in a health care facility.

Graduates of this program will provide valuable expertise in the area of health care systems management, leadership, research, community, public, global health policy and legal issues related to the health care industry.

Bachelor of Science in Nursing Program Requirements

Application Requirements

The admission requirements for this program will follow the South Texas College general admission policy. The RN-to-BSN program will require the following additional requirements. The applicant must:

- Admitted to South Texas College through submission of an online application (ApplyTexas.org)
  - Issued a South Texas College ID Number (A#)
  - Issues a JagMail Account
- Documents Required:
  - Current, unencumbered RN License to practice in Texas or an Enhanced Nurse Licensure Compact RN License
  - Official transcripts of record that include the following:
    - Conferred Associate of Applied Science – Associate Degree Nursing (AAS-ADN)
    - With a cumulative GPA of 2.5 or higher
    - Completed at least a minimum of 30 credits of Core Curriculum with a cumulative GPA of 2.5 or higher
  - Information Session Certificate of Completion
  - Personal letter of intent and curriculum vitae detailing academic career and professional experience
  - Two letters of professional recommendation from faculty members or employers
  - Official documentation of all required immunizations and clinical requirements
  - Completed and signed Functional Abilities Standard Requirements Form

Degree Completion Requirements

Minimum Completion Requirements

- Complete the appropriate course of study for a Bachelor of Science in Nursing: RN-to-BSN program as specified in the College catalog. Developmental or other non-credit coursework does not apply toward graduation requirements.
- South Texas College will accept a maximum of 90-semester credits of applicable course work transferred from another accredited college or university toward a Bachelor of Science in Nursing Degree granted by STC.
- Completion of at least 31 credit hours in 3000 level courses or higher of which at least 18 must be completed at STC.
- Maintain a minimum average of "B" (3.0 G.P.A.) for all courses in the area of specialization and a minimum cumulative average of "C" (2.0 G.P.A. in all other courses).
- Pay all debts to the College prior to graduation.

Degree Components

General Education Courses	42
Required Lower-Division Coursework	47
Required Upper-Division Coursework	31
Total Credit Hours	**120**

Lower-Division Requirements

STC Core Curriculum (42 Credit Hours)

The student is required to take 42 semester credit hours from the STC Core Curriculum (p. 100).

Students beginning the Bachelor of Science in Nursing RN-to-BSN Degree Program upper-level coursework upon completion of the Associate of Applied Science (A.A.S.) degree in Associate Degree in Nursing must complete an additional 27 general education credit hours in order to fulfill the forty-two (42) credit hour general education Core Curriculum required at South Texas College.

Required Lower-Division Course Work (47 Credit Hours)

The student is required to complete 47 semester credit hours of coursework from an Associate of Applied Science (A.A.S.) degree in Associate Degree in Nursing. The 47 semester credit hours are listed below.

RNSG 1209	Introduction to Nursing	2
RNSG 1301	Pharmacology [1]	3
RNSG 1513	Foundations for Nursing Practice	5
RNSG 1205	Nursing Skills I	2
RNSG 1262	Clinical I	2
RNSG 1144	Nursing Skills II	1
RNSG 1341	Common Concepts of Adult Health	3
RNSG 2161	Clinical - Medical/ Surgical	1
RNSG 2213	Mental Health Nursing	2
RNSG 2162	Clinical - Mental Health	1
RNSG 1412	Nursing Care of the Childbearing and Childrearing Family	4
RNSG 2260	Clinical - Pediatrics/ Maternal/Infant	2

RNSG 1343	Complex Concepts of Adult Health	3
RNSG 2361	Clinical - Complex Medical Surgical	3
RNSG 2331	Advanced Concepts of Adult Health	3
RNSG 2163	Clinical IV	1
RNSG 2221	Professional Nursing: Leadership and Management	2
RNSG 2363	Clinical V	3
BIOL 2420	Microbiology for Non-Science Majors	4
or BIOL 2421	Microbiology for Science Majors	
Total Credit Hours		**47**

[1] Or RNSG 1300 Health Assessment Across the Lifespan in lieu of RNSG 1301

Upper-Division Requirements

Prerequisites for Upper-level Coursework

- Completion of an **Associate of Applied Science (A.A.S.) degree in Associate Degree Nursing** from a regionally accredited institution with at least fifteen (15) credit hours in general education coursework or
- A minimum GPA of 2.5 in previous coursework.

Required Upper-Division Course Work (31 Credit Hours)

The upper-division Bachelor of Science in Nursing RN-to-BSN major courses educate students in health care systems management, finance, leadership, research, evidence-based, community and population health, public and global health policy, and legal issues related to the health care industry.

NURS 3370	Professional Development and Inter-professional Collaboration	3
NURS 3302	Contemporary Issues in Nursing and Healthcare	3
NURS 3304	Holistic Assessment Across the Lifespan	3
NURS 3312	Nursing Informatics	3
NURS 3401	Population Focused Community Health Care	4
NURS 3102	Population Focused Community Health Care - Clinical	1
NURS 3310	Evidence-Based Nursing Practice and Research	3
NURS 3320	Public and Global Health Policy	3
NURS 3408	Leadership and Management in Professional Nursing	4
NURS 3108	Leadership and Management in Professional Nursing - Clinical	1
NURS 3301	Nursing Capstone - Capstone	3
Total Credit Hours		**31**

Through the Bachelor of Science in Nursing, RN-to-BSN program outcomes, the student will be able to demonstrate:

1. Apply clinical judgment in decision-making based on the nursing program of study, evidence-based practice outcomes and research studies in the provision of comprehensive and safe patient and population care.
2. Deliver safety and quality improvement initiatives as an advocate, provider and manager of nursing care rendered by the interdisciplinary health care team.
3. Demonstrate clinical inquiry in applying patient care technologies and information systems to support safe nursing practice and population risk reduction.
4. Examine the monitoring of institutional, professional, and public health care policies to maintain adherence to legal standards and regulatory frameworks of professional nursing practice.
5. Manage care transitions across the healthcare continuum in populations with diverse communities in collaboration with members of the interdisciplinary health care team.
6. Demonstrate effective leadership that reflects the values, ethics, and continuing competence of the nursing profession.
7. Demonstrate leadership skills related to financial resources, human resource, clinical management, and professional issues in providing and evaluating comprehensive care.

TSI Liable

STC Core Curriculum		
ENGL 1301	Composition I	3
ENGL 1302	Composition II - Rhetoric	3
BIOL 2401	Anatomy and Physiology I	4
BIOL 2402	Anatomy and Physiology II	4
HIST 1301	United States History I	3
HIST 1302	United States History II	3
MATH 1342	Elementary Statistical Methods	3
GOVT 2305	Federal Government	3
GOVT 2306	Texas Government	3
PSYC 2301	General Psychology	3
or PSYC 2314	Lifespan Growth and Development	
Component Area Option - Core Curriculum (p. 102)		4
Creative Arts Elective - Core Curriculum (p. 101)		3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Required Lower-Division Courses		
RNSG 1209	Introduction to Nursing	2
RNSG 1301	Pharmacology [1]	3
RNSG 1513	Foundations for Nursing Practice	5
RNSG 1205	Nursing Skills I	2
RNSG 1262	Clinical I	2
RNSG 1144	Nursing Skills II	1
RNSG 1341	Common Concepts of Adult Health	3

RNSG 2161	Clinical - Medical/ Surgical	1
RNSG 2213	Mental Health Nursing	2
RNSG 2162	Clinical - Mental Health	1
RNSG 1412	Nursing Care of the Childbearing and Childrearing Family	4
RNSG 2260	Clinical - Pediatrics/ Maternal/Infant	2
RNSG 1343	Complex Concepts of Adult Health	3
RNSG 2361	Clinical - Complex Medical Surgical	3
RNSG 2331	Advanced Concepts of Adult Health	3
RNSG 2163	Clinical IV	1
RNSG 2221	Professional Nursing: Leadership and Management	2
RNSG 2363	Clinical V	3
BIOL 2420	Microbiology for Non-Science Majors	4
or BIOL 2421	Microbiology for Science Majors	
Required Upper-Division Courses		
NURS 3370	Professional Development and Inter-professional Collaboration	3
NURS 3302	Contemporary Issues in Nursing and Healthcare	3
NURS 3304	Holistic Assessment Across the Lifespan	3
NURS 3312	Nursing Informatics	3
NURS 3401	Population Focused Community Health Care	4
NURS 3102	Population Focused Community Health Care - Clinical	1
NURS 3310	Evidence-Based Nursing Practice and Research	3
NURS 3320	Public and Global Health Policy	3
NURS 3408	Leadership and Management in Professional Nursing	4
NURS 3108	Leadership and Management in Professional Nursing - Clinical	1
NURS 3301	Nursing Capstone - Capstone	3
Total Credit Hours		**120**

[1] Or RNSG 1300 Health Assessment Across the Lifespan in lieu of RNSG 1301

- **One Year Course Sequence - Full-Time Track Fall Admission**
- **One Year Course Sequence - Full-Time Track Spring Admission**
- **18-Month Course Sequence - Part-Time Track Fall Admission**
- **18-Month Course Sequence - Part-Time Track Spring Admission**

TSI Liable

100% Online

One Year Course Sequence- Full-Time Track Fall Admission

Course	Title	Credit Hours
First Year		
First Minimester (Fall)		
NURS 3370	Professional Development and Inter-professional Collaboration	3
NURS 3302	Contemporary Issues in Nursing and Healthcare	3
	Credit Hours	**6**
Second Minimester (Fall)		
NURS 3304	Holistic Assessment Across the Lifespan	3
NURS 3310	Evidence-Based Nursing Practice and Research	3
	Credit Hours	**6**
Third Minimester (Spring)		
NURS 3401	Population Focused Community Health Care	4
NURS 3102	Population Focused Community Health Care - Clinical	1
	Credit Hours	**5**
Fourth Minimester (Spring)		
NURS 3312	Nursing Informatics	3
NURS 3320	Public and Global Health Policy	3
	Credit Hours	**6**
Fifth Minimester (Summer)		
NURS 3408	Leadership and Management in Professional Nursing	4
NURS 3108	Leadership and Management in Professional Nursing - Clinical	1
	Credit Hours	**5**
Sixth Minimester (Summer)		
NURS 3301	Nursing Capstone - Capstone	3
	Credit Hours	**3**
	Total Credit Hours	**31**

TSI Liable

100% Online

One Year Course Sequence- Full-Time Track Spring Admission

Course	Title	Credit Hours
First Year		
First Minimester (Spring)		
NURS 3370	Professional Development and Inter-professional Collaboration	3
NURS 3302	Contemporary Issues in Nursing and Healthcare	3
	Credit Hours	**6**
Second Minimester (Spring)		
NURS 3304	Holistic Assessment Across the Lifespan	3
NURS 3310	Evidence-Based Nursing Practice and Research	3
	Credit Hours	**6**
Third Minimester (Summer)		
NURS 3401	Population Focused Community Health Care	4
NURS 3102	Population Focused Community Health Care - Clinical	1
	Credit Hours	**5**
Fourth Minimester (Summer)		
NURS 3312	Nursing Informatics	3

NURS 3320	Public and Global Health Policy	3
	Credit Hours	**6**
Fifth Semester (Fall)		
NURS 3408	Leadership and Management in Professional Nursing	4
NURS 3108	Leadership and Management in Professional Nursing - Clinical	1
	Credit Hours	**5**
Sixth Minimester (Fall)		
NURS 3301	Nursing Capstone - Capstone	3
	Credit Hours	**3**
	Total Credit Hours	**31**

18-Month Course Sequence- Part-Time Track Fall Admission

TSI Liable

100% Online

Course	Title	Credit Hours
First Year		
First Minimester (Fall)		
NURS 3370	Professional Development and Inter-professional Collaboration	3
	Credit Hours	**3**
Second Minimester (Fall)		
NURS 3304	Holistic Assessment Across the Lifespan	3
NURS 3310	Evidence-Based Nursing Practice and Research	3
	Credit Hours	**6**
Third Minimester (Spring)		
NURS 3401	Population Focused Community Health Care	4
NURS 3102	Population Focused Community Health Care - Clinical	1
	Credit Hours	**5**
Fourth Minimester (Spring)		
NURS 3312	Nursing Informatics	3
	Credit Hours	**3**
Fifth Minimester (Summer)		
NURS 3408	Leadership and Management in Professional Nursing	4
NURS 3108	Leadership and Management in Professional Nursing - Clinical	1
	Credit Hours	**5**
Sixth Minimester (Summer)		
NURS 3320	Public and Global Health Policy	3
	Credit Hours	**3**
Seventh Minimester (Fall)		
NURS 3302	Contemporary Issues in Nursing and Healthcare	3
	Credit Hours	**3**
Eighth Minimester (Fall)		
NURS 3301	Nursing Capstone - Capstone	3
	Credit Hours	**3**
	Total Credit Hours	**31**

18-Month Course Sequence- Part-Time Track Spring Admission

TSI Liable

100% Online

Course	Title	Credit Hours
First Year		
First Minimester (Spring)		
NURS 3370	Professional Development and Inter-professional Collaboration	3
	Credit Hours	**3**
Second Minimester (Spring)		
NURS 3304	Holistic Assessment Across the Lifespan	3
NURS 3310	Evidence-Based Nursing Practice and Research	3
	Credit Hours	**6**
Third Minimester (Summer)		
NURS 3401	Population Focused Community Health Care	4
NURS 3102	Population Focused Community Health Care - Clinical	1
	Credit Hours	**5**
Fourth Minimester (Summer)		
NURS 3312	Nursing Informatics	3
	Credit Hours	**3**
Fifth Minimester (Fall)		
NURS 3408	Leadership and Management in Professional Nursing	4
NURS 3108	Leadership and Management in Professional Nursing - Clinical	1
	Credit Hours	**5**
Sixth Minimester (Fall)		
NURS 3320	Public and Global Health Policy	3
	Credit Hours	**3**
Seventh Minimester (Spring)		
NURS 3302	Contemporary Issues in Nursing and Healthcare	3
	Credit Hours	**3**
Eighth Minimester (Spring)		
NURS 3301	Nursing Capstone - Capstone	3
	Credit Hours	**3**
	Total Credit Hours	**31**

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- Division of Liberal Arts (p. 160)
- Division of Social & Behavioral Sciences (p. 180)
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Division of Business, Public Safety, and Technology

Students are admitted to South Texas College in accordance with College policies. General admission to the College does not imply admission to all programs of the College. The Fire Science and Law Enforcement programs at South Texas College are Selective Programs with application requirements. Application requirements are included in the description of these programs.

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Advanced Manufacturing Technology

The Advanced Manufacturing Technology program is first in the State of Texas to gain accreditation through the National Institute for Metalworking Skills (NIMS).

The National Institute for Metalworking Skills (NIMS) is the nation's only ANSI accredited developer of precision manufacturing skill standards and competency assessments. NIMS certifies an individual's skills against standards and accredits programs that meet their quality requirements. NIMS stakeholders represent over 6,000 American companies.

The Precision Manufacturing Certificate program provides an environment to develop technical skills that are highly marketable to the area's industries. Most of the courses are set up to simulate actual working environments.

Technical coursework begins in the first semester in order to develop a common skill base for the program. During their first semester a student will gain the knowledge necessary to interpret industrial prints, operate machine tools, and utilize software to program Computer Numerical Controlled (CNC) machines.

Manufacturing Technician

Occupational Skills Award

The Occupational Skills Award (OSA) was created for students interested in a career as a manufacturing technician. The curriculum provides training on basic blueprint reading, machine shop, and precision tools and measurements commonly used in the manufacturing industry. This OSA will advance student's knowledge of the basic manufacturing industry skills needed to work in the field.

Mechatronics Technician

Occupational Skills Award

This Occupational Skills Award (OSA) prepares students for industrial maintenance and light repair. This program provides training on robotic fundamentals, basic circuits and fluid power. This OSA will advance student's knowledge of basic industrial maintenance skills needed for real world experience.

Precision Manufacturing Technology

Certificate

This curriculum offers training on a variety of advanced machining technology commonly used in machine shops and focuses on developing practical machining skills. Classroom analysis of various jobs and machine operations increases the student's capabilities as a machinist. General mathematics and communications skills are included to prepare students to work with technical advances in the machining industry.

Students are eligible to take the National Institute of Metalworking Skills (NIMS) certification exams, which are administered at South Texas College by certified faculty. Upon completion, this specialty will allow the student to continue in the Advanced Manufacturing Technology's two-year Associate of Applied Science Degree program or permit the student to work in a highly rewarding career field.

Precision Manufacturing Technology

Associate of Applied Science

This degree is designed to provide students with the opportunity for hands-on experience necessary for employment as a machine operator, with a focus on computer enhanced manufacturing processes. Through the integration of mathematics, metallurgy, programmable machinery, shop skills, and computer-assisted machining techniques, students can acquire the necessary skills for employment in an industrial environment. Graduates are eligible to take the National Institute of Metalworking Skills (NIMS)

certification exams, which are administered at South Texas College by certified faculty.

Technical coursework includes: machine tool operation, Computer Numerical Control (CNC) programming and operation, parametric solid modeling, and material testing. Specialty coursework includes: Computer Aided Drafting (CAD), Computer Aided Manufacturing (CAM), tool and fixture design, and multi-axis machine programming.

Robotics & Mechatronics Technology

Certificate

This specialization is a blend of mechanics and electronics. Mechatronics implements techniques in robotics, controls theory, computing architecture and electronics technology. This program will prepare students with the hands-on training they need to work in this industry. Graduates may find employment as technicians assisting engineers.

Program Learning Outcomes

Precision Manufacturing Technology Certificate

1. Students will be able to interpret the fundamentals of Cartesian coordinates, the G & M code system, and how they apply to CNC machining and setup.
2. The student will be able to properly interpret prints by understanding dimensions, tolerances, sectional views, orthographic projections, and auxiliary views.
3. The student will be able to evaluate shop and personal safety hazards common to the workplace, machine workpieces using the vertical mill and lathes equipment.

Precision Manufacturing Technology Associate of Applied Science

1. Students will be able to utilize the proper tools and procedures to operate and set up a trainer plastic injection molding machine.
2. Students will be able to utilize advanced machining procedures to design and build special tools.
3. Students will be able to complete a design project using CAD/CAM software and advanced machining techniques.
4. The student will be able to perform machining operations according to specifications and given tolerances.
5. Students will apply Computer Aided Manufacturing (CAM) software in conjunction with CNC machinery to produce machined components.

Robotics & Mechatronics Technology Certificate

1. Students will demonstrate knowledge of numbering systems, tags, switches, timers, counters, relay and ladder logic used in a programmable logic controllers.
2. Students will demonstrate knowledge of basic fluid power theory, component operation and demonstrate fluid power circuits using electrical and manual controls.
3. Students will use teach pendants to program robotic arm, identify different types of robot control systems, and end-of-arm tooling.

Advisory Committee Members

Advanced Manufacturing Technology & Mechatronics

Advisory Committee Chair – Timothy Andre Jones, Mfg. Engineering Manager, Universal Metal Products
Rubi Cantu, HR Manager – Regal Rexnord, Inc.
Lutz Blume, Co-Owner- Priority Tooling Solutions, US Inc.
Edgar Turrubiates, Additive & Automation SPO - General Electric
Mike Willis, South Texas Manufacturers Association.
Robinson, Plant Manager - Grand Rapids Foam Technology.
Juan Luna, Engineering Manager - General Electric Aviation.
Horacio Salinas, Machining Operations Manager - IHC Suspension.
Pedro Garcia, Co-Owner - B1nary Technologies.
Lorenzo Derbez, Machining Operations Manager - Galvotec Alloys Inc.

Occupational Skills Award

- Manufacturing Technician Occupational Skills Award (p. 126)
- Mechatronics Technician Occupational Skills Award (p. 126)

Certificates

- Precision Manufacturing Technology Certificate (p. 126)
- Robotics & Mechatronics Technology Certificate (p. 127)

Associate Degree

- Precision Manufacturing Technology Associate of Applied Science (p. 127)

Manufacturing Technician Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
DFTG 1325	Blueprint Reading and Sketching	3
MCHN 1338	Basic Machine Shop I	3
MCHN 1320	Precision Tools and Measurement	3
	Credit Hours	**9**
	Total Credit Hours	**9**

Mechatronics Technician Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
RBTC 1405	Robotic Fundamentals	4
CETT 1409	DC/AC Circuits	4
ELMT 1405	Basic Fluid Power	4
	Credit Hours	**12**
	Total Credit Hours	**12**

Precision Manufacturing Technology Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
DFTG 1325	Blueprint Reading and Sketching	3
MCHN 1338	Basic Machine Shop I	3
MCHN 1320	Precision Tools and Measurement	3
MCHN 2303	Fundamentals of Computer Numerical Controlled (CNC) Machine Controls	3
	Credit Hours	**12**
Spring		
DFTG 1313	Drafting for Specific Occupations	3
MCHN 1343	Machine Shop Mathematics	3
MCHN 1326	Introduction to Computer-Aided Manufacturing (CAM) [1]	3
MCHN 1352	Intermediate Machining I	3
	Credit Hours	**12**
	Total Credit Hours	**24**

[1] Capstone: Successfully passing MCHN 1326 Introduction to Computer-Aided Manufacturing (CAM).

Robotics & Mechatronics Technology Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
RBTC 1405	Robotic Fundamentals	4
CETT 1409	DC/AC Circuits	4
ELMT 1405	Basic Fluid Power	4
RBTC 1401	Programmable Logic Controllers	4
	Credit Hours	**16**
Spring		
INMT 2303	Pumps, Compressors & Mechanical Drives	3
RBTC 1447	Electro-Mechanical Devices	4
MAAI 1470	AI in Manufacturing	4
CETT 2189	Internship - Computer Engineering Technology	1
	Credit Hours	**12**
	Total Credit Hours	**28**

Precision Manufacturing Technology Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
DFTG 1325	Blueprint Reading and Sketching	3
MCHN 1338	Basic Machine Shop I	3
MCHN 2303	Fundamentals of Computer Numerical Controlled (CNC) Machine Controls	3
MCHN 1320	Precision Tools and Measurement	3
	Credit Hours	**12**
Spring		
DFTG 1313	Drafting for Specific Occupations	3
MCHN 1343	Machine Shop Mathematics	3
MCHN 1352	Intermediate Machining I	3
MCHN 1326	Introduction to Computer-Aided Manufacturing (CAM)	3
	Credit Hours	**12**
Summer		
ENGL 1301	Composition I [1]	3
SPCH 1311	Introduction to Speech Communication [1]	3
Social and Behavioral Sciences Elective (p. 103) [1]		3
	Credit Hours	**9**
Second Year		
Fall		
MCHN 2447	Specialized Tools and Fixtures	4
MCHN 2435	Advanced CNC Machining	4
MCHN 2341	Advanced Machining I	3
Humanities Elective (p. 103) [1]		3
	Credit Hours	**14**
Spring		
MCHN 1319	Manufacturing Materials and Processes	3
Math and Natural Sciences Elective (p. 104) [1]		3-4
MCHN 2438	Advanced Computer-Aided Manufacturing (CAM)	4
MCHN 2382	CAPSTONE: Tool & Die Technology	3
	Credit Hours	**13-14**
	Total Credit Hours	**60-61**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Architectural and Engineering Design Technology

Architectural and Engineering Design Technology

Certificate

This specialization is designed to provide a pathway to the fields of architectural, visual and civil engineering technologies. Students take basic courses that introduce them to a wide range of disciplines in the design-build community. In addition, students are introduced to architecture through an academic course and provided an opportunity to transfer credit to a four-year institution.

Specialization: Architectural and Visual Technology

Certificate and Associate of Applied Science

This program prepares students for careers in the design, building and general business sectors. Students learn to communicate design solutions for architects, engineers, builders and development companies through construction documents and numerous 2D and 3D visualizations. Students are trained in various industry standard software including AutoCad, Revit, Lumion, Photoshop and Illustrator. Upon completion of this program, students will be skilled in emerging technologies such as 3D printing, Building Information Modeling (BIM), Visual and Augmented Reality and advanced graphic techniques. In addition, students are introduced to architecture through several

academic courses and provided an opportunity to transfer credit to a four-year institution.

Specialization: Civil Engineering Technology

Certificate and Associate of Applied Science

This degree is designed to assist students in preparing architectural, structural and civil construction documents for commercial, industrial and civil projects. Students are trained in various industry standard software including AutoCad, Revit, Microstation and Civil 3D to produce construction documents. They develop skills in the production of working/study models, Building Information Modeling (BIM), 3D printing and through specialized courses learn basic civil engineering technologies and surveying techniques. In addition, students are introduced to architecture through several academic courses and provided an opportunity to transfer credit to a four-year institution.

Program Learning Outcomes

Architectural and Engineering Design Technology Certificate

1. Students will use CAD hardware and software to create, organize, display, and plot/print working drawings.
2. Students will identify the importance and use of symbols, terminology, and standard abbreviations in construction documents.
3. Students will be able to describe professions in the Architectural, Engineering, and Construction (AEC) industry.
4. Students will utilize equipment and technologies used in the Architectural, Engineering, and Construction (AEC) industry.

Specialization: Architectural and Visual Technology Certificate

1. Students will identify the importance and use of symbols, terminology, and standard abbreviation in construction documents.
2. Students will apply fundamental visualization skills in architectural projects.
3. Students will prepare multimedia presentations of architectural projects.
4. Students will utilize equipment and technologies used in the Architectural, Engineering, and Construction (AEC) industry.

Specialization: Architectural and Visual Technology Associate of Applied Science

1. Students will be able to describe professions in the Architectural, Engineering, and Construction (AEC) industry.
2. Students will apply fundamentals and standards in development of graphic solutions for the Architectural, Engineering, and Construction (AEC) industry.
3. Students will be able to identify and interpret construction documents and their components.
4. Students will utilize equipment and technologies used in the Architectural, Engineering, and Construction (AEC) industry.
5. Students will be able to integrate advanced graphic skills in the creation and presentation of construction documents for production of Architectural, Engineering, and Construction (AEC) industry projects.
6. Students will be able to apply specialized skills to a designated internship position related to the Architectural, Engineering, and Construction (AEC) industry.

Specialization: Civil Engineering Technology Certificate

1. Students will apply fundamental drafting skills to create basic maps and drawings in the civil engineering discipline.
2. Students will use surveying instruments and equipment on site and keep a set of field notes.
3. Students will prepare civil engineering-related drawings and basic calculations utilizing field data.
4. Students will utilize equipment and technologies used in the Architectural, Engineering, and Construction (AEC) industry.

Specialization: Civil Engineering Technology Associate of Applied Science

1. Students will be able to describe professions in the Architectural, Engineering, and Construction (AEC) industry.
2. Students will apply fundamentals and standards in development of graphic solutions for the Architectural, Engineering, and Construction (AEC) industry.
3. Students will be able to identify and interpret construction documents and their components.
4. Students will utilize equipment and technologies used in the Architectural, Engineering, and Construction (AEC) industry.
5. Students will be able to integrate advanced graphic skills in the creation and presentation of construction documents for production of Architectural, Engineering, and Construction (AEC) industry projects.
6. Students will be able to apply specialized skills to a designated internship position related to the Architectural, Engineering, and Construction (AEC) industry.

Advisory Committee Members

Hugo Avila, PE, Senior Project Manager, Associate, DBR Engineering Consultants
Yvette Barrera, PE, CFM, Assistant District General Manager, Hidalgo County Drainage District 1
Sergio Castillo, Production Manager, Sam Garcia Architects
Alfonso Soto, PE, D.GE, F.ASCE, Senior Principal, Terracon
Katrin Leonard, PE, Vice President, Raba-Kistner Consultants, Inc.
Cesar Alejandro Roque, AIA, Rike Ogden Figueroa Allex Architects, Inc.
Heriberto Cavazos, PE, Partner, Green, Rubiano & Associates
Erica Salinas, RID, NCIDQ, PBK Architects

Certificates

- Architectural and Engineering Design Technology Certificate (p. 129)
- Architectural and Visual Technology Certificate (p. 129)
- Civil Engineering Technology Certificate (p. 129)

Associate Degrees

- Architectural and Engineering Design Technology
  - Specialization: Architectural and Visual Technology Associate of Applied Science (p. 129)

- Specialization: Civil Engineering Technology Associate of Applied Science (p. 129)

Architectural and Engineering Design Technology Certificate

TSI Exempt

100% Online

Course	Title	Credit Hours
Fall		
DFTG 1409	Basic Computer-Aided Drafting	4
DFTG 1315	Architectural Blueprint Reading	3
ARCH 1311	Introduction to Architecture	3
ARCE 1421	Architectural Illustration	4
DFTG 1470	Introduction to Civil Drafting	4
	Credit Hours	**18**
	Total Credit Hours	**18**

Architectural and Visual Technology Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
DFTG 1409	Basic Computer-Aided Drafting	4
DFTG 1315	Architectural Blueprint Reading	3
ARCH 1311	Introduction to Architecture	3
ARCE 1421	Architectural Illustration	4
	Credit Hours	**14**
Spring		
DFTG 2419	Intermediate Computer-Aided Drafting	4
INDS 1445	Commercial Design I	4
DFTG 2428	Capstone: Architectural Drafting-Commercial	4
	Credit Hours	**12**
	Total Credit Hours	**26**

Civil Engineering Technology Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
DFTG 1409	Basic Computer-Aided Drafting	4
DFTG 1315	Architectural Blueprint Reading	3
ARCH 1311	Introduction to Architecture	3
DFTG 1470	Introduction to Civil Drafting	4
	Credit Hours	**14**
Spring		
DFTG 2419	Intermediate Computer-Aided Drafting	4
SRVY 1413	Plane Surveying	4
DFTG 1430	Civil Drafting I [1]	4
	Credit Hours	**12**
	Total Credit Hours	**26**

[1] Capstone: Successfully passing DFTG 1430 Civil Drafting I.

Architectural & Engineering Design Technology Specialization: Architectural and Visual Technology Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
DFTG 1409	Basic Computer-Aided Drafting	4
DFTG 1315	Architectural Blueprint Reading	3
ARCH 1311	Introduction to Architecture	3
ARCE 1421	Architectural Illustration	4
	Credit Hours	**14**
Spring		
DFTG 2419	Intermediate Computer-Aided Drafting	4
INDS 1445	Commercial Design I	4
DFTG 2428	Capstone: Architectural Drafting-Commercial	4
	Credit Hours	**12**
Summer		
Math Elective (p. 104) [1]		3
ENGL 1301	Composition I [1]	3
	Credit Hours	**6**
Second Year		
Fall		
DFTG 1441	Intermediate Technical Animation and Rendering	4
PHTC 2431	Architectural Photography	4
ARCH 1301	Architectural History I [1]	3
DFTG 2331	Advanced Technologies in Architectural Design and Drafting	3
	Credit Hours	**14**
Spring		
Social and Behavioral Sciences Elective (p. 103) [1]		3
ARCH 1302	Architectural History II [1]	3
DFTG 2438	Final Project - Advanced Drafting	4
DFTG 1480	Cooperative Education	4
	Credit Hours	**14**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Architectural & Engineering Design Technology Specialization: Civil Engineering Technology Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
DFTG 1409	Basic Computer-Aided Drafting	4
DFTG 1315	Architectural Blueprint Reading	3
ARCH 1311	Introduction to Architecture	3
DFTG 1470	Introduction to Civil Drafting	4
	Credit Hours	**14**

Spring		
DFTG 2419	Intermediate Computer-Aided Drafting	4
SRVY 1413	Plane Surveying	4
DFTG 1430	Civil Drafting I	4
	Credit Hours	**12**
Summer		
Math Elective (p. 104) [1]		3
ENGL 1301	Composition I [1]	3
	Credit Hours	**6**
Second Year		
Fall		
ARCE 1452	Structural Drafting	4
ARCH 1301	Architectural History I [1]	3
DFTG 2470	Civil Drafting II	4
DFTG 2371	Civil Drafting Visualization	3
	Credit Hours	**14**
Spring		
Social and Behavioral Sciences Elective (p. 103) [1]		3
ARCH 1302	Architectural History II [1]	3
DFTG 2438	Final Project - Advanced Drafting [2]	4
DFTG 1480	Cooperative Education	4
	Credit Hours	**14**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

[2] Capstone: Successfully passing DFTG 2438 Final Project - Advanced Drafting.

Architecture

Associate of Science

The Associate of Science (AS) in Architecture prepares students who are interested in pursuing a career in the field of Architecture. Students develop skills in architectural history, design, graphics, and technology. They receive fundamental training in software such as AutoCad, Revit, Photoshop, and Illustrator, as well as other design software and equipment. The degree is designed to transfer seamlessly into four-year universities that offer a Bachelor in Architecture anywhere in the state of Texas.

Program Learning Outcomes

1. Communication Skills: Graduates will be able to communicate ideas within the professional and public setting. ARCH 2604
2. Design Thinking Skills: Graduates will be able to utilize design thinking to articulate a project through the design development phase. ARCH 2604
3. History and Global Culture: Graduates will recognize the relationship between buildings and their cultural, historical, and physical contexts, which may include consideration of vernacular and regional settings appropriate to the period. ARCH 1302
4. Professional Practice: Graduates will explain the collaborative relationship of architecture and allied professions. ARCH 2312
5. Graphics: Graduates will communicate design ideas graphically in a range of media. ARCH 2604
6. Constructability: Graduates will demonstrate basic principles of constructability, such as building materials, building infrastructure, structural systems, building envelope, and sustainability. ARCH 2312

TSI Liable

Field of Study - 33 Credit Hours		
ARCH 1311	Introduction to Architecture	3
ARCH 1302	Architectural History II	3
ARCH 1303	Architectural Design I	3
ARCH 1304	Architectural Design II	3
ARCH 2603	Architectural Design III	6
ARCH 2604	Architectural Design IV	6
ARCH 1307	Architectural Graphics I	3
ARCH 1308	Architectural Graphics II	3
ARCH 2312	Architectural Technology	3
STC Core Curriculum - 27 Credit Hours		
Complete a minimum of 27 credit hours of required Core Curriculum including the following: [1]		27
Creative Arts		
ARCH 1301	Architectural History I	
Life and Physical Sciences		
PHYS 1401	College Physics I	
PHYS 1402	College Physics II	
Mathematics		
MATH 2412	Pre-Calculus Math [2]	
Core Component Area Option		
SPCH 1311	Introduction to Speech Communication	
Total Credit Hours		**60**

[1] In addition to the courses in the Field of Study, the student is required to take 27 credit hours from the STC Core Curriculum.

[2] Has a prerequisite of MATH 1414 College Algebra or MATH 1324 Mathematics for Business & Social Sciences.

Recommended After Completion of Degree to be Core Complete

Students who would like to be Core complete upon transfer should also complete courses from the following Core component areas.

Government/Political Science	
GOVT 2305	Federal Government
GOVT 2306	Texas Government
American History	
HIST 1301	United States History I
or HIST 2327	Mexican-American History I
or HIST 2381	African American History I
HIST 1302	United States History II
or HIST 2328	Mexican-American History II
or HIST 2382	African American History II
*Creative Arts Elective - Core Curriculum (Transfer)**	
*Additional Creative Arts Elective may be required depending on transferring institution	
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)	

TSI Liable

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
ARCH 1311	Introduction to Architecture	3
ARCH 1301	Architectural History I	3
ARCH 1303	Architectural Design I	3
ARCH 1307	Architectural Graphics I	3
ENGL 1301	Composition I	3
	Credit Hours	**15**
Spring		
ARCH 1308	Architectural Graphics II	3
ARCH 1304	Architectural Design II	3
MATH 2412	Pre-Calculus Math [1]	4
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
	Credit Hours	**13**
Summer		
ENGL 1302	Composition II - Rhetoric	3
PHYS 1401	College Physics I	4
	Credit Hours	**7**
Second Year		
Fall		
ARCH 1302	Architectural History II	3
ARCH 2603	Architectural Design III	6
PHYS 1402	College Physics II	4
	Credit Hours	**13**
Spring		
ARCH 2312	Architectural Technology	3
ARCH 2604	Architectural Design IV	6
SPCH 1311	Introduction to Speech Communication	3
	Credit Hours	**12**
	Total Credit Hours	**60**

[1] Has a prerequisite of MATH 1414 College Algebra or MATH 1324 Mathematics for Business & Social Sciences.

Recommended After Completion of Degree to be Core Complete

Students who would like to be Core complete upon transfer should also complete courses from the following Core component areas.

Government/Political Science	
GOVT 2305	Federal Government
GOVT 2306	Texas Government
American History	
HIST 1301	United States History I
or HIST 2327	Mexican-American History I
or HIST 2381	African American History I
HIST 1302	United States History II
or HIST 2328	Mexican-American History II
or HIST 2382	African American History II
Creative Arts Elective - Core Curriculum (p. 101)	
Additional Creative Arts Elective may be required depending on transferring institution	
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)	

Automotive Technology

Automotive Brake Systems

Occupational Skills Award

This OSA award prepares students for Automotive Maintenance and Light repair Certificate and provides instruction on diagnosing automotive brake, ABS, and stability control systems. This OSA will advance students knowledge of multi manufacturers system operations & diagnostic skills for real world experience.

Suspension and Steering

Occupational Skills Award

The Automotive Suspension and Steering Occupational Skills Award prepares the student for real world experience. The Automotive suspension & steering OSA will provide the knowledge in Front suspension systems, rear suspension systems, Electronic steering, & Alignment processes for multi manufacture specification procedures. This will advance the knowledge of the students experience in suspension & steering systems.

Automotive Technology

Certificate and Associate of Applied Science

The Automotive Technology program is designed to prepare students for an entry-level employment in the high technology automotive service industry.

Students will gain knowledge in automotive heating and air conditioning systems, electrical/electronic systems, fuel injection, both manual and automatic transmissions/transaxles, engine performance, brake systems, steering and suspension systems, and computerized automotive control systems. Emphasis will be placed on hands-on learning in the labs to develop diagnostic and troubleshooting skills, as well as repair procedures.

Graduates of the Automotive Technology program are typically placed in dealerships, independent garages and specialty automotive repair facilities and quick service shops. Courses taken for completion of the Certificate Program can be applied toward completion of the Associate of Applied Science Degree in Automotive Technology.

Specialization: GM-ASEP (Automotive Service Educational Program)

Associate of Applied Science

What is GM-ASEP? ASEP is an educational partnership between South Texas College and General Motors Corporation. GM ASEP streamlines the path to becoming a highly trained automotive technician to less than two years. GM ASEP instructors are GM trained and in touch with the latest automotive trends. You will be learning from the best. Learn how to identify, analyze and solve complex automotive problems. Theory and practical application will come together as you spend time working on actual customer vehicles.

The curriculum reflects current GM technology. ASEP provides classroom and laboratory training that is reinforced by on-the-job experience in a GM dealership. It is a comprehensive, two-year program.

Program Learning Outcomes

Automotive Technology Certificate

1. Students will be able to apply electrical principles and interpret wiring schematics and symbols.
2. Students will be able to identify ignition systems, components, and their configurations.

3. Students will be able to diagnose and repair antilock brake systems.
4. Students will be able to diagnose and repair automatic transmissions and transaxles.

Automotive Technology Associate of Applied Science

1. Students will be able to apply electrical principles and interpret wiring schematics and symbols.
2. Students will be able to identify ignition systems, components, and their configurations.
3. Students will be able to diagnose and repair vehicle air condition system by performing an HVAC Performance Test.
4. Students will be able to diagnose and repair vehicles with the proper use of a digital multimeter.
5. Students will be able to diagnose and repair automatic transmissions and transaxles.

Automotive Maintenance and Light Repair Certificate

1. Students will be able to apply electrical principles and interpret wiring schematics and symbols.
2. Students will be able to diagnose and repair vehicle air condition system by performing an HVAC Performance Test.
3. Students will be able to diagnose and repair antilock brake systems.

Specialization: GM-ASEP (Automotive Service Educational Program), Associate of Applied Science

1. Students will be able to apply electrical principles and interpret wiring schematics and symbols.
2. Students will be able to identify ignition systems, components, and their configurations.
3. Students will be able to diagnose and repair vehicles with the proper use of a digital multimeter.
4. Students will be able to diagnose and repair automatic transmissions and transaxles.
5. Students will be able to diagnose and repair vehicle air condition system by performing an HVAC Performance Test.

Advisory Committee Members Automotive Technology

Bill Seawell, Automotive Sales, PSI
Chet Hatzold, Service Specialist, Hunter Equipment
Eduardo De Leon, Salesman, O'Reilly Auto Parts
Sergio Trevino, Territory Sales Manager., O'Reilly Auto Parts
Joe Gonzalez, Salesman, Burton Companies
Scott Vaughan, Owner, Burton Companies

GM-ASEP Technology

Adalberto Barron, Auto Technician, Bert Ogden
Bill Seawell, Automotive Sales Rep., PSI.
Chris Hatzold, Service Manager, Bert Ogden
Rose Crookston, General Motors
Joko Winarto, Service and Parts Rep., GM
Lupe Salazar, Service Manager, Clark Chevrolet

Occupational Skills Award

- Automotive Brake Systems Occupational Skills Award (p. 132)
- Suspension & Steering Occupational Skills Award (p. 132)

Certificates

- Automotive Technology Certificate (p. 132)
- Automotive Maintenance and Light Repair Certificate (p. 133)

Associate Degrees

- Automotive Technology Associate of Applied Science (p. 133)
- Automotive Technology Specialization: GM-ASEP (Automotive Service Educational Program) Associate of Applied Science (p. 133)

Automotive Brake Systems Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
AUMT 1201	Introduction and Theory of Automotive Technology	2
AUMT 1407	Automotive Electrical Systems	4
AUMT 1410	Automotive Brake Systems	4
AUMT 1266	Practicum I	2
	Credit Hours	**12**
	Total Credit Hours	**12**

Suspension & Steering Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
AUMT 1201	Introduction and Theory of Automotive Technology	2
AUMT 1407	Automotive Electrical Systems	4
AUMT 1416	Automotive Suspension and Steering Systems	4
AUMT 1266	Practicum I	2
	Credit Hours	**12**
	Total Credit Hours	**12**

Automotive Technology Certificate

Course	Title	Credit Hours
Fall		
AUMT 1201	Introduction and Theory of Automotive Technology	2
AUMT 1407	Automotive Electrical Systems	4
AUMT 1410	Automotive Brake Systems	4
AUMT 1416	Automotive Suspension and Steering Systems	4
	Credit Hours	**14**
Spring		
AUMT 1419	Automotive Engine Repair	4
AUMT 2417	Automotive Engine Performance Analysis I	4
AUMT 2425	Automatic Transmission and Transaxle	4
	Credit Hours	**12**

Summer		
AUMT 2313	Automotive Drive Train and Axles	3
AUMT 1345	Automotive Climate Control Systems	3
AUMT 2434	Automotive Engine Performance Analysis II	4
AUMT 1265	Practicum I	2
	Credit Hours	**12**
	Total Credit Hours	**38**

Automotive Maintenance and Light Repair Certificate

Course	Title	Credit Hours
Fall		
AUMT 1345	Automotive Climate Control Systems	3
AUMT 1410	Automotive Brake Systems	4
AUMT 1416	Automotive Suspension and Steering Systems	4
AUMT 1407	Automotive Electrical Systems	4
AUMT 1264	Practicum I	2
	Credit Hours	**17**
	Total Credit Hours	**17**

Automotive Technology Associate of Applied Science

Course	Title	Credit Hours
First Year		
Fall		
AUMT 1201	Introduction and Theory of Automotive Technology	2
AUMT 1407	Automotive Electrical Systems	4
AUMT 1410	Automotive Brake Systems	4
AUMT 1416	Automotive Suspension and Steering Systems	4
	Credit Hours	**14**
Spring		
AUMT 1419	Automotive Engine Repair	4
AUMT 2417	Automotive Engine Performance Analysis I	4
AUMT 2425	Automatic Transmission and Transaxle	4
SPCH 1311	Introduction to Speech Communication [1]	3
	Credit Hours	**15**
Summer		
ENGL 1301	Composition I [1]	3
Humanities Elective (p. 103) [1]		3
	Credit Hours	**6**
Second Year		
Fall		
AUMT 2313	Automotive Drive Train and Axles	3
AUMT 1345	Automotive Climate Control Systems	3
AUMT 2434	Automotive Engine Performance Analysis II	4
PSYC 2301	General Psychology [1]	3
	Credit Hours	**13**
Spring		
CSIR 1355	Industry Certifications	3
AUMT 2421	Automotive Electrical Diagnosis and Repair	4
Math and Natural Sciences Elective (p. 104) [1]		3
AUMT 2264	Practicum I	2
	Credit Hours	**12**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Automotive Technology Specialization: GM-ASEP (Automotive Service Educational Program) Associate of Applied Science

Course	Title	Credit Hours
First Year		
Fall		
AUMT 1407	Automotive Electrical Systems	4
SPCH 1311	Introduction to Speech Communication [1]	3
AUMT 1419	Automotive Engine Repair	4
AUMT 1266	Practicum I	2
	Credit Hours	**13**
Spring		
AUMT 2421	Automotive Electrical Diagnosis and Repair	4
AUMT 2417	Automotive Engine Performance Analysis I	4
PSYC 2301	General Psychology [1]	3
AUMT 1267	Practicum II	2
	Credit Hours	**13**
Summer		
AUMT 1316	Automotive Suspension and Steering Systems-GM-ASEP	3
AUMT 1345	Automotive Climate Control Systems	3
Humanities Elective (p. 103) [1]		3
	Credit Hours	**9**
Second Year		
Fall		
AUMT 2313	Automotive Drive Train and Axles	3
ENGL 1301	Composition I [1]	3
AUMT 1410	Automotive Brake Systems	4
AUMT 2266	Practicum III-GM ASEP	2
	Credit Hours	**12**
Spring		
Math and Natural Sciences Elective (p. 104) [1]		3
AUMT 2434	Automotive Engine Performance Analysis II	4
AUMT 2425	Automatic Transmission and Transaxle	4
AUMT 2267	CAPSTONE: Practicum IV-GM ASEP	2
	Credit Hours	**13**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Business Administration

International Business

Occupational Skills Award

This award is designed for students interested, or currently working, in the field of international commerce. After completion of this OSA, our recipients could begin working in positions such as Import/Export Clerk, Warehouse Manager and other similar occupations in the international commerce field.

Accounting Clerk

Certificate

This program is designed to prepare students for an entry-level position in the field of Accounting. Graduates of this program will have the skills, knowledge and abilities to perform general accounting duties.

Management

Certificate

This program will prepare students for an entry-level position in the private or public sector. Graduates of this program will have the skills, knowledge and abilities to perform general managerial duties.

Marketing

Certificate

This program will prepare students for an entry-level position in the field of marketing and sales. Graduates of this program will have the skills, knowledge and abilities to perform general marketing duties.

Specialization: Accounting

Associate of Applied Science

This program will prepare students for entry into the accounting profession. The two-year program emphasizes internal accounting procedures and generally accepted principles as they apply to external reporting.

Specialization: Management

Associate of Applied Science

This program will prepare students for various managerial positions such as entry-level management trainee. The program will prepare students in areas such as communication skills, accounting, human resource management, marketing, problem solving and decision-making.

Specialization: Marketing

Associate of Applied Science

This program will prepare students for an entry-level position in marketing and sales. The program will prepare students in areas such as communication skills, sales, product design, advertisement and public relations.

Business Administration (Transfer Plan)

Associate of Arts

This degree is designed for those students who plan to transfer to a four-year college or university to earn a Bachelor of Business Administration, a Bachelor of Arts, or a Bachelor of Science Degree. Students take classes to complete state general education requirements and a combination of business classes in accounting, computers and economics which fulfill the Associate of Arts Degree in Business Administration. Upon transferring to a four-year college or university, students may choose a concentration in Accounting, Economics, General Business, Finance, International Business, Information Systems, Management or Marketing.

Note: All of the above Business Administration programs are ACBSP Accredited.

Program Learning Outcomes

Accounting Clerk Certificate

1. Students will complete each step in the accounting cycle.
2. Students will prepare a payroll register for a business.
3. Students will prepare and maintain company accounting records utilizing computer integrated software.

Management Certificate

1. Students will explain the forms of organizing a business in the current business environment.
2. Students will identify and explain business functions of Marketing, Management, Finance and Accounting.
3. Students will compare and contrast the contemporary theories of motivation.
4. Students will describe the communication process model including identification of the appropriate channel and medium.

Marketing Certificate

1. Students will explain the function and role of marketing in a business organization.
2. Students will explain the 4 P's of marketing (product, price, promotion, place).
3. Students will formulate three marketing strategies using demographic factors which influence consumer purchases.

Specialization: Accounting Associate of Applied Science

1. Students will prepare the Income Statement, Balance Sheet, and Statement of Stockholder's Equity.
2. Students will complete each step in the accounting cycle.
3. Students will prepare a statement of cost of goods manufactured and a cost of production report.
4. Students will prepare an operating budget.
5. Students will prepare and maintain company accounting records utilizing computer integrated software.

Specialization: Management Associate of Applied Science

1. Students will explain the forms of organizing a business in the current business environment.
2. Students will identify and explain business functions of Marketing, Management, Finance, and Accounting.
3. Students will compare and contrast the contemporary theories of motivation.
4. Students will describe the communication process including identification of the appropriate channel and medium.
5. Students will identify the problems solving steps for decision-making within an organization.

Specialization: Marketing Associate of Applied Science

1. Students will explain the function and role of marketing in a business organization.
2. Students will explain the 4 P's of marketing (product, price, promotion, place).
3. Students will formulate three marketing strategies using demographic factors which influence consumer purchases.

4. Students will evaluate three marketing issues within an organization and provide possible solutions based on marketing data and information.
5. Students will explain primary sources used in marketing research.

Business Administration Associate of Arts (Transfer Plan)

1. Students will identify the phases of the business cycle in the contemporary economy.
2. Identify the determinants of supply and demand and demonstrate how the shifts affect equilibrium price and outputs.
3. Students will have an assessment on financial statement preparation of the Income Statement, Balance Sheet, and Statement of Stockholder's Equity.
4. Students will have an assessment that requires the preparation of a statement a cost of goods manufactured and a cost of production report.
5. Students will explain the forms of organizing a business in the current business environment.
6. Students will demonstrate how to collect data, represent data (with tables, graphs, and numbers), analyze data, and interpret data.

Advisory Committee Members

(For Workforce Programs Only)

Accounting

Melinda Bosquez, Burton McCumber
Angie Vela, City of Mission
Edelmiro Alaniz, Alaniz & Associates
Jason O. Peña, Garcia & Peña CPA's
Erika Pheanis, Magic Valley Electric Cooperative
Michael Redding, D&J Site Construction, LLC
Cristobal Rodriguez, Liberty Tax

Management

Mike Willis, South Texas Manufacturing Association
Noe Estrada, Child Fund International
Benita Valadez, RAM/VAL Inc.
Salvador Dominguez, Emerson
Patrick Gonzalez, The Woodmen Life Company

Marketing

Stephanie Hawk, Cobalt Digital Marketing
Oriol Zertuche, CODESM
John King, CEO Imagine It Studios
Jerry Sanchez, ImageHouse Media
Helen Escobar, Roma Independent School District
Eloy (Juan) Garza, Career Bridge

(For Academic Program Only)

TSI Liable

Field of Study - 18 Credit Hours		
Discipline Foundation Courses (12 SCH):		
ACCT 2301	Principles of Financial Accounting	3
ACCT 2302	Principles of Managerial Accounting	3
ECON 2302	Principles of Economics II - Micro	3
BUSI 1301	Business Principles	3
Directed Electives (UTRGV) (6 SCH): [1]		
BCIS 1305	Business Computer Applications	3
BUSI 2305	Business Statistics	3
STC Core Curriculum - 42 Credit Hours		
Complete 42 credit hours of required Core Curriculum [2]		42
Total Credit Hours		**60**

[1] The listed Directive Electives are for students pursuing to transfer to The University of Texas at Rio Grande Valley. Students pursuing a different transfer institution should see and advisor for selection of Directed Electives.

[2] Business Administration majors must take ECON 2301 Principles of Economics I - Macro to fulfill the Social/Behavioral Science component and must take MATH 1324 Mathematics for Business & Social Sciences to fulfill the Mathematics component of the Core Curriculum.

Occupational Skills Award

- International Business Occupational Skills Award (p. 135)

Certificates

- Accounting Clerk Certificate (p. 135)
- Management Certificate (p. 136)
- Marketing Certificate (p. 136)

Associate Degrees

- Business Administration
  - Specialization: Accounting Associate of Applied Science (p. 136)
  - Specialization: Management Associate of Applied Science (p. 137)
  - Specialization: Marketing Associate of Applied Science (p. 137)
- Business Administration (Transfer Plan) (p. 138)

International Business Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
BUSI 1301	Business Principles	3
BMGT 1327	Principles of Management	3
BUSI 2301	Business Law	3
IBUS 1305	Introduction to International Business and Trade	3
	Credit Hours	**12**
	Total Credit Hours	**12**

Accounting Clerk Certificate

TSI Exempt

100% Online

Course	Title	Credit Hours
Fall		
ACNT 1303	Introduction to Accounting I	3
COSC 1301 or ITSC 1409 or ACNT 1413	Introduction to Computing or Integrated Software Applications I or Computerized Accounting Applications	3-4
BUSI 1301	Business Principles	3
BMGT 1305	Communications in Management	3

BMGT 2303	Problem Solving and Decision Making	3
	Credit Hours	**15-16**
Spring		
ACNT 1304	Introduction to Accounting II	3
ACNT 1411	Introduction to Computerized Accounting	4
ACNT 1329	Payroll and Business Tax Accounting	3
BMGT 1327	Principles of Management	3
ACNT 2266	Practicum - Accounting	2
	Credit Hours	**15**
	Total Credit Hours	**30-31**

Management Certificate

TSI Exempt

100% Online

Course	Title	Credit Hours
Fall		
ACNT 1303	Introduction to Accounting I	3
COSC 1301 or ITSC 1409 or ACNT 1413	Introduction to Computing or Integrated Software Applications I or Computerized Accounting Applications	3-4
BUSI 1301	Business Principles	3
BUSG 1303	Principles of Finance	3
BMGT 1327	Principles of Management	3
Business Elective - Select one of the following:		3
BMGT 1371	Business Conduct	
BMGT 1331	Production and Operations Management	
BUSG 1302	E-Business Management	
	Credit Hours	**18-19**
Spring		
MRKG 1311	Principles of Marketing	3
BMGT 1305	Communications in Management	3
HRPO 2301	Human Resources Management	3
BUSG 2309	Small Business Management/ Entrepreneurship	3
BMGT 2268	CAPSTONE: Business Administration Practicum	2
	Credit Hours	**14**
	Total Credit Hours	**32-33**

Marketing Certificate

TSI Exempt

100% Online

Course	Title	Credit Hours
Fall		
ACNT 1303	Introduction to Accounting I	3
COSC 1301 or ITSC 1409 or ACNT 1413	Introduction to Computing or Integrated Software Applications I or Computerized Accounting Applications	3-4
BMGT 1327	Principles of Management	3
BMGT 2303	Problem Solving and Decision Making	3
MRKG 1311	Principles of Marketing	3
	Credit Hours	**15-16**
Spring		
BUSI 1301	Business Principles	3
BMGT 1305	Communications in Management	3
MRKG 1301	Customer Relationship Management	3
MRKG 2312 or MRKG 2348	e-Commerce Marketing or Marketing Research and Strategies	3
BMGT 2268	CAPSTONE: Business Administration Practicum	2
	Credit Hours	**14**
	Total Credit Hours	**29-30**

Business Administration Specialization: Accounting Associate of Applied Science

TSI Liable

100% Online

Course	Title	Credit Hours
First Year		
Fall		
ENGL 1301	Composition I [1]	3
ACNT 1303	Introduction to Accounting I	3
COSC 1301 or ITSC 1409 or ACNT 1413	Introduction to Computing or Integrated Software Applications I or Computerized Accounting Applications	3-4
BUSI 1301	Business Principles	3
BMGT 1327	Principles of Management	3
	Credit Hours	**15-16**
Spring		
BMGT 1305	Communications in Management	3
ACCT 2301	Principles of Financial Accounting [1]	3
ACNT 1329	Payroll and Business Tax Accounting	3
ACNT 1411	Introduction to Computerized Accounting	4
SPCH 1321	Business and Professional Communication	3
	Credit Hours	**16**
Second Year		
Fall		
Humanities Elective (p. 103) [1]		3
BUSG 2309	Small Business Management/ Entrepreneurship	3
MATH 1324	Mathematics for Business & Social Sciences [1]	3
ACCT 2302	Principles of Managerial Accounting	3
BMGT 2303	Problem Solving and Decision Making	3
	Credit Hours	**15**
Spring		
ACNT 2309	Cost Accounting	3
Accounting Elective - Select one of the following:		3
ACNT 1331	Federal Income Tax: Individual	
ACNT 2331	Internal Control and Auditing	

ACNT 1413	Computerized Accounting Applications	
ACNT 1374	Computerized Accounting II	
ACNT 2330	Government and Not-for-Profit Accounting	
ECON 2301	Principles of Economics I - Macro [1]	3
Accounting Elective - Select one of the following:		3
ACNT 1331	Federal Income Tax: Individual	
ACNT 2331	Internal Control and Auditing	
ACNT 1413	Computerized Accounting Applications	
ACNT 1374	Computerized Accounting II	
ACNT 2330	Government and Not-for-Profit Accounting	
ACNT 2267	Practicum - Accounting	2
	Credit Hours	**14**
	Total Credit Hours	**60-61**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Business Administration Specialization: Management Associate of Applied Science

TSI Liable

100% Online

Course	Title	Credit Hours
First Year		
Fall		
ENGL 1301	Composition I [1]	3
COSC 1301 or ITSC 1409 or ACNT 1413	Introduction to Computing or Integrated Software Applications I or Computerized Accounting Applications	3-4
BUSI 1301	Business Principles	3
BUSG 1303	Principles of Finance	3
BMGT 1327	Principles of Management	3
Business Elective - Select one of the following:		3
BMGT 1371	Business Conduct	
BMGT 1331	Production and Operations Management	
BUSG 1302	E-Business Management	
	Credit Hours	**18-19**
Spring		
MRKG 1311	Principles of Marketing	3
SPCH 1321	Business and Professional Communication	3
ACNT 1303	Introduction to Accounting I	3
BMGT 1305	Communications in Management	3
HRPO 2301	Human Resources Management	3
BMGT 2303	Problem Solving and Decision Making	3
	Credit Hours	**18**
Second Year		
Fall		
Math and Natural Sciences Elective (p. 104) [1,2]		4
BUSI 2301	Business Law	3
BUSG 2309	Small Business Management/ Entrepreneurship	3
	Credit Hours	**10**
Spring		
Humanities Elective (p. 103) [1]		3
Social and Behavioral Sciences Elective (p. 103) [1]		3
BMGT 1309	Information and Project Management	3
ECON 2301	Principles of Economics I - Macro [1]	3
BMGT 2269	Practicum	2
	Credit Hours	**14**
	Total Credit Hours	**60-61**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

[2] Students must take a 4 credit hour course in order to fulfill the Math and Natural Sciences Elective

Business Administration Specialization: Marketing Associate of Applied Science

TSI Liable

100% Online

Course	Title	Credit Hours
First Year		
Fall		
ENGL 1301	Composition I [1]	3
COSC 1301 or ITSC 1409 or ACNT 1413	Introduction to Computing or Integrated Software Applications I or Computerized Accounting Applications	3-4
BMGT 1327	Principles of Management	3
BMGT 2303	Problem Solving and Decision Making	3
MRKG 1311	Principles of Marketing	3
	Credit Hours	**15-16**
Spring		
ACNT 1303	Introduction to Accounting I	3
SPCH 1321	Business and Professional Communication	3
BMGT 1305	Communications in Management	3
MRKG 2312 or MRKG 2348	e-Commerce Marketing or Marketing Research and Strategies	3
MRKG 1301	Customer Relationship Management	3
	Credit Hours	**15**
Second Year		
Fall		
BUSI 1301	Business Principles	3
Math and Natural Sciences Elective (p. 104) [1,2]		4
MRKG 2349	Advertising and Sales Promotion	3
BUSG 2309	Small Business Management/ Entrepreneurship	3
MRKG 2333	Principles of Selling	3
	Credit Hours	**16**
Spring		
Humanities Elective (p. 103) [1]		3
Social and Behavioral Sciences Elective (p. 103) [1]		3

MRKG 1313	Public Relations	3
ECON 2301	Principles of Economics I - Macro [1]	3
BMGT 2268	CAPSTONE: Business Administration Practicum	2
	Credit Hours	**14**
	Total Credit Hours	**60-61**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

[2] Students must take a 4 credit hour course in order to fulfill the Math and Natural Sciences Elective.

Business Administration (Transfer Plan)

TSI Liable

100% Online

Course	Title	Credit Hours
First Year		
Fall		
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
ENGL 1301	Composition I	3
BCIS 1305	Business Computer Applications [1]	3
BUSI 1301	Business Principles	3
	Credit Hours	**12**
Spring		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
ENGL 1302	Composition II - Rhetoric	3
Creative Arts Elective - Core Curriculum (p. 101)		3
MATH 1324	Mathematics for Business & Social Sciences	3
ACCT 2301	Principles of Financial Accounting	3
	Credit Hours	**15**
Second Year		
Fall		
GOVT 2305	Federal Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
ACCT 2302	Principles of Managerial Accounting	3
ECON 2301	Principles of Economics I - Macro	3
	Credit Hours	**13**
Spring		
GOVT 2306	Texas Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
ECON 2302	Principles of Economics II - Micro	3
BUSI 2305	Business Statistics [1]	3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Component Area Option - Core Curriculum (p. 102)		4
	Credit Hours	**20**
	Total Credit Hours	**60**

[1] The listed Directive Electives are for students pursuing to transfer to The University of Texas at Rio Grande Valley. Students pursuing a different transfer institution should see and advisor for selection of Directed Electives.

Construction Supervision

Facility Maintenance

Occupational Skills Award

This OSA was created for students interested in a career as a facility maintenance worker, as well as those currently working in a building trades-related profession who want to expand their proficiencies. This program provides training on basic electrical systems, construction and air conditioning in the commercial and residential setting. Students can continue for an Electrician Assistant, Construction Supervision Assistant, or Heating, Ventilation, Air Conditioning and Refrigeration Technology Certificate.

Construction Supervision Assistant

Certificate

The Construction Supervision Assistant Certificate program will prepare students to serve as assistants to a construction supervisor or project manager. The skills acquired will prepare the student to assist a Construction Manager, Project Manager or Superintendent in the supervision and management of projects related to construction of commercial, industrial, residential buildings, engineering projects like roads, bridges and utility systems. Construction includes both new construction and remodeling, additions, maintenance and repairs. The student will focus on acquiring the skills necessary to assist in the monitoring of construction processes to include but not limited to, construction safety, construction estimating, building codes and inspections and construction management duties.

Graduates of the program will be prepared for entry level positions such as junior estimator, assistant of construction superintendents, program managers and/ or general contractors.

Construction Supervision

Associate of Applied Science

The Construction Supervision program will prepare students for supervision and management careers related to construction of commercial, industrial, residential buildings, engineering projects like roads, bridges and utility systems. Construction includes both new construction and remodeling, additions, maintenance and repairs.

The Construction Supervision student will focus on acquiring the skills necessary to monitor, direct and conduct supervision processes to include but not limited to construction safety, planning, scheduling, coordinating, estimating, construction tools and techniques, and supervising all or part of the construction activities. Additionally, students will develop skills in hiring and oversight of specialty trade contractors, accessing risk and safety factors on site.

Graduates of the program will be prepared for entry level positions such as assistant construction superintendent, junior estimator, program manager or general contractor for property owners, developers or construction management firms.

Program Learning Outcomes

Certificate

1. Students will be able to apply building codes and the necessary skills to inspect construction projects.

2. Students will be able to interpret construction plans and specifications related to construction projects.
3. Students will be able to prepare estimates for construction projects.

Associate of Applied Science

1. Students will be able to demonstrate safety practices and procedures to oversee a construction site.
2. Students will be able to apply supervisory and management skills.
3. Students will be able to prepare estimates for construction projects.
4. Students will be able to apply building codes and the necessary skills to inspect construction projects.
5. Students will be able to interpret construction plans and specifications related to construction projects.

Advisory Committee Members

Joey Trevino, Executive Director, RGV-Associated General Contractors of America
Smith, Isaac, Co-Owner - Matt's Building Materials
Melgoza, Ruby, Manager, RB Doors & Hardware
Christopher Vaughn, Vice President - Operations, Esperanza Homes
Manny Gonzalez, Manager - McCoy's Lumber Pharr
Rene Capistran - CEO-President - NOBLE Texas Builders
Mac Garcia, Esperanza Homes
Ezer Hernandez, Esperanza Homes
Robert Perez, Perez Family Homes, LLC
Valeria Garza, Riverside Development Services, LLC

Occupational Skills Award

- Facility Maintenance Occupational Skills Award (p. 139)

Certificate

- Construction Supervision Assistant (p. 139)

Associate Degree

- Construction Supervision Associate of Applied Science (p. 139)

Facility Maintenance Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
CNBT 1418	Construction Tools and Techniques	4
ELPT 1429	Residential Wiring	4
HART 1410	HVAC Shop Practices and Tools	4
	Credit Hours	**12**
	Total Credit Hours	**12**

Construction Supervision Assistant Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
CNBT 1210	Basic Construction Safety	2
CNBT 1411	Construction Materials and Methods I	4
CNBT 1400	Residential and Light Commercial Construction Drawings	4
CNBT 1342	Building Codes and Inspections	3
	Credit Hours	**13**
Spring		
CNBT 2442	Construction Management I [1]	4
CNBT 1446	Construction Estimating I	4
CNBT 1402	Mechanical, Electrical & Plumbing Systems in Construction I	4
CNBT 1315	Field Engineering I	3
	Credit Hours	**15**
	Total Credit Hours	**28**

[1] Capstone: Successfully passing CNBT 2442 Construction Management I.

Construction Supervision Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
CNBT 1210	Basic Construction Safety	2
CNBT 1411	Construction Materials and Methods I	4
CNBT 1400	Residential and Light Commercial Construction Drawings	4
CNBT 1342	Building Codes and Inspections	3
	Credit Hours	**13**
Spring		
CNBT 2442	Construction Management I	4
CNBT 1446	Construction Estimating I	4
CNBT 1402	Mechanical, Electrical & Plumbing Systems in Construction I	4
CNBT 1315	Field Engineering I	3
	Credit Hours	**15**
Summer		
PSYC 2301 or SOCI 1301	General Psychology [1] or Introductory Sociology	3
Math Elective (p. 104) [1]		3-4
	Credit Hours	**6-7**
Second Year		
Fall		
CNBT 2317	Green Building	3
CNBT 1459	Project Scheduling	4
CNBT 2344	Construction Management II	3
CNBT 1418	Construction Tools and Techniques	4
	Credit Hours	**14**
Spring		
CNBT 1380	CAPSTONE: Cooperative Education	3
Humanities Elective (p. 103) [1]		3
COSC 1301	Introduction to Computing [1]	3
ENGL 1301	Composition I [1]	3
	Credit Hours	**12**
	Total Credit Hours	**60-61**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement.

Cosmetology

Cosmetology Operator

Certificate

This program is designed to prepare students with proper theory knowledge and a variety of hands-on training skills in hair, skin, nails, safety and sanitation. The curriculum will provide a pathway toward higher education credentials while also meeting local industry needs for prospective students interested in a career in Cosmetology.

Program Learning Outcomes

1. Employ safety and sanitation laws and rules according to the state licensing agency.
2. Demonstrate the essential services of nail services and exhibit workplace competencies.
3. Implement skin care procedures and exhibit workplace competencies.
4. Perform basic competencies related to the artistry of hair design and chemical reformation.

Advisory Committee Members

Linda Guerra, Cosmetology Instructor, Seguin ISD
Cynthia Valdez, Salon Owner/Hairdresser, Little Thrills Salon
Claudia Villarreal, Salon Owner/Hair Stylist, Renee's Beauty and Hair Salon
Maida Ortega, Education Director, Vogue College of Cosmetology
Mary Chapa, Salon Owner/Cosmetologist, Lavish Beauty Lounge

Cosmetology Operator Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
CSME 1401	Orientation to Cosmetology	4
CSME 1405	Fundamentals of Cosmetology	4
CSME 1348	Principles of Skin Care	3
CSME 1443	Manicuring and Related Theory	4
	Credit Hours	**15**
Spring		
CSME 1451	Artistry of Hair, Theory and Practice	4
CSME 1453	Chemical Reformation And Related Theory	4
CSME 2441	Preparation For The State Licensing Examination	4
	Credit Hours	**12**
	Total Credit Hours	**27**

Culinary Arts

Commercial Baking

Certificate

This certificate prepares students to serve under the supervision of pastry chefs, bakers and other food service professionals as bakery support staff and commercial bakery workers.

Commercial Cooking

Certificate

This certificate prepares students to serve under the supervision of chefs and other food service professionals as kitchen support staff and commercial food preparation workers.

Culinary Arts

Associate of Applied Science

The program prepares students through lecture and lab courses in culinary arts, nutrition, supervision, a practicum and general education courses. This degree leads to careers in restaurants, catering, hotels and resorts and other commercial food services. Graduates take positions as sous-chefs, professional assistants to chefs or culinary managers, supervisors of food production and service, stewards, banquet managers, purchasing agents or restaurant supervisors.

Specialization: Baking and Pastry Arts

Associate of Applied Science

The program prepares students through lecture and lab courses in culinary arts, baking, nutrition, supervision, a practicum and general education courses. This degree leads to careers in restaurants, catering, hotels/resorts, bakeries, pastry shops, cake shops and other commercial food services. Graduates take positions as a baker assistant, assistant pastry chef, cake decorating assistant or bakery supervisor.

Specialization: Restaurant Management

Associate of Applied Science

The program prepares students through lecture and lab courses in culinary arts, business principles, dining room management, food and beverage management, leadership and supervision. This degree leads to careers in restaurants, catering companies, hotels, resorts and cafes. Graduates take positions such as dining room manager, restaurant manager, kitchen manager or events manager.

Program Learning Outcomes

Commercial Baking Certificate

1. Students will be able to demonstrate technical proficiency in a kitchen.
2. Students will be able to evaluate guidelines to maintain food safety throughout the flow of food, from purchasing to serving.
3. Students will demonstrate the proper mixing method required to produce various products with choux dough and custards.

Commercial Cooking Certificate

1. Students will be able to demonstrate technical proficiency in a kitchen.
2. Students will be able to evaluate guidelines to maintain food safety throughout the flow of food, from purchasing to serving.
3. Students will demonstrate proficiency in knife skills, utilize commercial kitchen equipment and tools.

Culinary Arts Associate of Applied Science

1. Students will be able to demonstrate technical proficiency in a kitchen.
2. Students will be able to evaluate guidelines to maintain food safety throughout the flow of food, from purchasing to serving.
3. Students will demonstrate proficiency in knife skills, utilize commercial kitchen equipment and tools.
4. Students will produce various foods utilizing multiple cooking methods without

a recipe and evaluate the concept of food presentation.
5. Students will demonstrate proper batch cooking, manipulate recipe quantities and cooking to service.

Specialization: Baking and Pastry Arts, Associate of Applied Science

1. Students will be able to demonstrate technical proficiency in a kitchen.
2. Students will be able to evaluate guidelines to maintain food safety throughout the flow of food, from purchasing to serving.
3. Students will demonstrate the proper mixing method required to produce various products with choux doughs and custards.
4. Students will design a variety of individual desserts following commercially acceptable production standards of uniformity and artistic presentation.
5. Students will explain baking terms, equipment, methods, and recipe conversion.

Specialization: Restaurant Management, Associate of Applied Science

1. Students will be able to evaluate guidelines to maintain food safety throughout the flow of food, from purchasing to serving.
2. Students will plan a catering event with logistics, menu planning, contracts, and equipment list.
3. Students will develop a code of conduct, employee handbook, company mission and vision, and industry market analysis.
4. Students will demonstrate strategic planning of food service layout, design, and required equipment to optimize profitability.
5. Students will demonstrate the ability to plan and execute cost-effective food service operations.

Advisory Committee Members

Larry Delgado, Executive Chef/Owner, The Delgado Collective
Marcel Fortuin, Chef/Independent Restaurant Consultant
Cynthia Ebrom, Pastry Chef/Owner, Cynthia's Cakes
Amy Houston, Pastry Chef/ Owner, Happiness Cupcakes
Eugenio Uribe, Executive Chef, El Divino
Alyssa Cantu, Chef/ Owner, The Gremlin
A.J. Singh, Founding Director, Hospitality and Tourism Management Program UTRGV
Raquel Rivera, Chef/Owner, Bonhomia

Certificates

- Commercial Baking Certificate (p. 141)
- Commercial Cooking Certificate (p. 141)

Associate Degrees

- Culinary Arts Associate of Applied Science (p. 141)
- Culinary Arts Associate of Applied Science - Specialization: Baking and Pastry Arts (p. 142)
- Culinary Arts Associate of Applied Science - Specialization: Restaurant Management (p. 142)

Commercial Baking Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
CHEF 1305	Sanitation and Safety	3
PSTR 1301	Fundamentals of Baking	3
PSTR 1306	Cake Decorating I	3
PSTR 1310	Pies, Tarts, Teacakes and Cookies	3
	Credit Hours	**12**
Spring		
PSTR 1305	Breads and Rolls	3
PSTR 2301	Chocolates and Confections	3
PSTR 2331	Advanced Pastry Shop	3
PSTR 1264	CAPSTONE: Practicum I	2
	Credit Hours	**11**
	Total Credit Hours	**23**

Commercial Cooking Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
CHEF 1305	Sanitation and Safety	3
CHEF 1301	Basic Food Preparation	3
PSTR 1301	Fundamentals of Baking	3
CHEF 1371	Professional Kitchen Essentials	3
	Credit Hours	**12**
Spring		
RSTO 2307	Catering	3
CHEF 1345	International Cuisine	3
CHEF 2301	Intermediate Food Preparation	3
CHEF 1264	CAPSTONE: Practicum I	2
	Credit Hours	**11**
	Total Credit Hours	**23**

Culinary Arts Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
CHEF 1301	Basic Food Preparation	3
CHEF 1305	Sanitation and Safety	3
PSTR 1301	Fundamentals of Baking	3
ENGL 1301	Composition I [1]	3
CHEF 1371	Professional Kitchen Essentials	3
	Credit Hours	**15**
Spring		
CHEF 2301	Intermediate Food Preparation	3
RSTO 2307	Catering	3
RSTO 2301	Principles of Food and Beverage Controls	3
RSTO 1204	Dining Room Service	2
Speech Elective [1]		3
	Credit Hours	**14**
Second Year		
Fall		
CHEF 1345	International Cuisine	3
PSTR 2331	Advanced Pastry Shop	3
BIOL 1322	Nutrition and Diet Therapy [1]	3
CHEF 1340	Meat Preparation and Cooking	3
BUSI 1301	Business Principles	3
Social and Behavioral Sciences Elective (p. 103) [1]		3
	Credit Hours	**18**

Spring		
CHEF 2331	Advanced Food Preparation	3
RSTO 1201	Beverage Management	2
CHEF 1341	American Regional Cuisine	3
Humanities Elective (p. 103) [1]		3
CHEF 2264	CAPSTONE: Practicum II	2
	Credit Hours	**13**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Culinary Arts Associate of Applied Science - Specialization: Baking and Pastry Arts

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
CHEF 1301	Basic Food Preparation	3
CHEF 1305	Sanitation and Safety	3
PSTR 1301	Fundamentals of Baking	3
ENGL 1301	Composition I [1]	3
PSTR 1302	Cake Baking and Production	3
	Credit Hours	**15**
Spring		
PSTR 1310	Pies, Tarts, Teacakes and Cookies	3
PSTR 1306	Cake Decorating I	3
RSTO 2301	Principles of Food and Beverage Controls	3
PSTR 1305	Breads and Rolls	3
Speech Elective [1]		3
	Credit Hours	**15**
Second Year		
Fall		
PSTR 2331	Advanced Pastry Shop	3
PSTR 2301	Chocolates and Confections	3
BIOL 1322	Nutrition and Diet Therapy [1]	3
Social and Behavioral Sciences Elective (p. 103) [1]		3
BUSI 1301	Business Principles	3
	Credit Hours	**15**
Spring		
PSTR 2307	Cake Decorating II	3
PSTR 1440	Plated Desserts	4
PSTR 1342	Quantity Bakeshop Production	3
Humanities Elective (p. 103) [1]		3
PSTR 2264	Capstone: Practicum	2
	Credit Hours	**15**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Culinary Arts Associate of Applied Science - Specialization: Restaurant Management

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
CHEF 1301	Basic Food Preparation	3
CHEF 1305	Sanitation and Safety	3
MATH 1324	Mathematics for Business & Social Sciences [1]	3
HAMG 1321	Introduction to Hospitality Industry	3
	Credit Hours	**12**
Spring		
CHEF 1371	Professional Kitchen Essentials	3
RSTO 1204	Dining Room Service	2
RSTO 1201	Beverage Management	2
PSTR 1301	Fundamentals of Baking	3
ECON 2301	Principles of Economics I - Macro [1]	3
	Credit Hours	**13**
Summer		
ENGL 1301	Composition I [1]	3
RSTO 2301	Principles of Food and Beverage Controls	3
	Credit Hours	**6**
Second Year		
Fall		
RSTO 2307	Catering	3
RSTO 1306	Facilities Layout and Design	3
PHIL 1301	Introduction to Philosophy [1]	3
RSTO 1321	Menu Management	3
	Credit Hours	**12**
Spring		
CHEF 2301	Intermediate Food Preparation	3
ECON 2302	Principles of Economics II - Micro	3
ENGL 1302	Composition II - Rhetoric	3
HAMG 2305	Hospitality Management and Leadership	3
	Credit Hours	**12**
Summer		
Humanities Elective (p. 103) [1]		3
RSTO 2264	CAPSTONE: PRACTICUM	2
	Credit Hours	**5**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Diesel Technology

Diesel Technology

Certificate and Associate of Applied Science

The Diesel Technology industry is a rapidly growing industry which is requiring a growing number of qualified technicians. The Diesel Technology student will acquire the knowledge and skills necessary for the repair of diesel engines, electrical and electronic control systems, hydraulic systems, air brakes, suspension, steering, and transmissions through a combination of lecture and lab work, to include troubleshooting and diagnostic procedures.

Program Learning Outcomes

Certificate

1. Students will demonstrate a fundamental knowledge of diesel engines and perform repairs.
2. Students will be able to diagnose and service air brake systems.
3. Students will be able to troubleshoot and repair electrical systems.
4. Students will be able to demonstrate an understanding of pressure and flow in hydraulic systems.

5. Students will be able to troubleshoot and repair vehicle electronic systems using diagnostic service equipment.

Associate of Applied Science

1. Students will be able to demonstrate a fundamental knowledge of diesel engines and perform repairs.
2. Students will be able to diagnose and service air brake systems.
3. Students will be able to troubleshoot and repair electrical systems.
4. Students will be able to demonstrate an understanding of pressure and flow in hydraulic systems.
5. Students will troubleshoot and repair vehicle electronic systems using diagnostic service equipment.

Advisory Committee Members

Richard Estevanes, Owner PR/GM, Mid Valley Truck & Trailer, Chair of Advisory Committee
Sigifredo Gandaria, Service Manager, Rush Truck Center
Ted Ackerman, Service Manager, Thermo King
Guadalupe Pena, Service Manager, Holt (Trucks)
Guadalupe Guajardo Jr., Service Manager, Holt Cat

Scott Freeman, Shop Foreman, HEB
Robert Canales, District Manager, Waste Connections
Kathy Stanfill, Service Manager, Shop Advisor, Doggett Freightliner
Omar Rios, Shop Foreman, Briggs Equipment
Rigoberto Martinez, Shop Foreman, Mobile Service
Miguel Arellano, Shop Foreman, Waste Connections
Juan Pena, Service Manager, Doggett Freightliner

Certificate

- Diesel Technology Certificate (p. 143)

Associate Degree

- Diesel Technology Associate of Applied Science (p. 143)

Diesel Technology Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
DEMR 1401	Diesel Shop Safety and Procedures	4
DEMR 1405	Basic Electrical Systems	4
DEMR 1410	Diesel Engine Testing and Repair I	4
DEMR 1229	Preventative Maintenance	2
	Credit Hours	**14**
Spring		
DEMR 1442	Power Train Applications I	4
DEMR 2432	Electronic Controls	4
DEMR 1416	Basic Hydraulics	4
DEMR 1323	Heating, Ventilation, and Air Conditioning Troubleshooting and Repair	3
	Credit Hours	**15**
Summer		
WLDG 1428	Introduction to Shielded Metal Arc Welding (SMAW)	4
DEMR 1417	Basic Brake Systems	4
DEMR 1230	Steering and Suspension I	2
DEMR 1303	Basic Driving Skills	3
Capstone: Successful completion of a departmental exit exam		
	Credit Hours	**13**
	Total Credit Hours	**42**

Diesel Technology Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
DEMR 1401	Diesel Shop Safety and Procedures	4
DEMR 1405	Basic Electrical Systems	4
DEMR 1410	Diesel Engine Testing and Repair I	4
DEMR 1229	Preventative Maintenance	2
	Credit Hours	**14**
Spring		
DEMR 1442	Power Train Applications I	4
DEMR 2432	Electronic Controls	4
DEMR 1416	Basic Hydraulics	4
DEMR 1323	Heating, Ventilation, and Air Conditioning Troubleshooting and Repair	3
	Credit Hours	**15**
Second Year		
Fall		
WLDG 1428	Introduction to Shielded Metal Arc Welding (SMAW)	4
DEMR 1417	Basic Brake Systems	4
DEMR 1230	Steering and Suspension I	2
DEMR 1303	Basic Driving Skills	3
DEMR 1266	CAPSTONE: Practicum	2
	Credit Hours	**15**
Spring		
Math and Natural Sciences Elective (p. 104) [1]		4
Social and Behavioral Sciences Elective (p. 103) [1]		3
Humanities Elective (p. 103) [1]		3
SPCH 1318	Interpersonal Communications [1]	3
ENGL 1301	Composition I [1]	3
	Credit Hours	**16**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Electrician Technology

Electrician's Helper

Occupational Skills Award

This OSA was created for students interested in a career as an electrician's helper, as well as those currently working in a building trades-related profession who want to update or improve their proficiencies.

This program provides training on basic electrical systems in the commercial, residential and industrial setting and prepares students for an Electrician Assistant Certificate.

Electrician Assistant

Certificate

The Electrician Assistant program will prepare students to help assemble, install, test and maintain electrical systems. They will be trained to read blueprints, plan and layout wiring for residential, commercial and industrial projects to meet job specifications of local and state NEC codes. Additionally, students will diagnose malfunctioning systems, apparatus and components, using testing devices such as ohmmeters and voltmeters.

Graduates of this program will also gain knowledge in the installation of electrical systems in factories, office buildings, homes and other structures. Graduates will be eligible to apply for an apprentice license and work under the direct supervision of a Master Electrician to obtain the Journeyman License, followed by an examination for licensure after completion of 8,000 hours of field experience.

Electrician Technology

Associate of Applied Science

The Electrician Technology Associate of Applied Science degree will further the study of the necessary technical, academic, work habit, communication and interpersonal skills required for employment in the field. The curriculum will include studies in electrical theory that will advance into complex electrical systems, building upon the knowledge and skills acquired throughout the program.

The program will also prepare students to apply technical knowledge and skills to install, operate, maintain and repair of electric equipment and systems such as residential, commercial, industrial projects, wind and solar technology, electric-power wiring, DC and AC motors, controls and electrical distribution panels. Instruction will also include the study of the principles of electrical systems, wiring, power transmission, safety, industrial, electrical testing/inspection and applicable codes and standards.

Program Learning Outcomes

Certificate

1. Students will be able to formulate material, equipment and labor cost.
2. Student will demonstrate safety practices and proper use of electrical tools.
3. Students will be able to interpret the National Electrical Code book for safety practices.
4. Demonstrate the ability to identify series and parallel circuits.

Associate of Applied Science

1. Students will convert wiring diagram into a ladder diagram.
2. Student will demonstrate safety practices and proper use of electrical tools.
3. Students will be able to interpret the National Electrical Code book for safety practices.
4. Demonstrate the ability to identify series and parallel circuits.
5. Students will be able to define renewable energy systems.

Advisory Committee Members

Agapito Perez Jr., Enlighten Electric
Carlos Perez, CEP Electric and Solar, LLC
Enrique Aguirre, IBEW
Irene Sanchez, Metro Electric
Jesus Alaniz, Magic Valley Electric
Juan E. Pastor, City of Edinburg Code Enforcement
Mario Garza, Committee Chairperson
Moises Hernandez, Komplex Electric
Natalia Velasquez, City of Edinburg
Servando Gutierrez, STX Electric

Occupational Skills Award

- **Electrician's Helper Occupational Skills Award**

Certificate

- Electrician Assistant Certificate (p. 144)

Associate Degree

- Electrician Technology Associate of Applied Science (p. 144)

Electrician's Helper Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
ELPT 1419	Fundamentals of Electricity I	4
ELPT 1325	National Electrical Code I	3
ELPT 1429	Residential Wiring	4
	Credit Hours	**11**
	Total Credit Hours	**11**

Electrician Assistant Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
ELPT 1411	Basic Electrical Theory	4
ELPT 1419	Fundamentals of Electricity I	4
ELPT 1325	National Electrical Code I	3
ELPT 1429	Residential Wiring	4
	Credit Hours	**15**
Spring		
ELPT 1420	Fundamentals of Electricity II	4
ELPT 1445	Commercial Wiring	4
ELPT 2325	National Electrical Code II	3
ELPT 2437	Electrical Planning and Estimating [1]	4
	Credit Hours	**15**
	Total Credit Hours	**30**

[1] Capstone: Successfully passing ELPT 2437 Electrical Planning and Estimating.

Electrician Technology Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
ELPT 1411	Basic Electrical Theory	4
ELPT 1419	Fundamentals of Electricity I	4
ELPT 1325	National Electrical Code I	3
ELPT 1429	Residential Wiring	4
	Credit Hours	**15**
Spring		
ELPT 1420	Fundamentals of Electricity II	4
ELPT 1445	Commercial Wiring	4
ENGL 1301	Composition I [1]	3

ELPT 2325	National Electrical Code II	3
	Credit Hours	**14**
Second Year		
Fall		
SPCH 1311	Introduction to Speech Communication [1]	3
ELPT 2437	Electrical Planning and Estimating	4
ELPT 1357	Industrial Wiring	3
ELPT 2319	Programmable Logic Controllers I	3
	Credit Hours	**13**
Spring		
MATH 1332	Contemporary Mathematics [1]	3
ELMT 1411	Solar Fundamentals	4
WIND 2359	Wind Power Delivery System	3
Humanities Elective (p. 103) [1]		3
	Credit Hours	**13**
Third Year		
Fall		
Social and Behavioral Sciences Elective (p. 103) [1]		3
ELPT 2264	Practicum- Field Experience	2
	Credit Hours	**5**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement.

Fire Science

This program is a Selective Program. Application requirements are included in the description below.

Basic Firefighter

Certificate

This program is designed to prepare students for the firefighting occupation. Students of the Basic Structure Fire Training Program, also known as the Fire Academy, will learn the functions of fire equipment, including the fire apparatus, as well as both the theory and practical application of firefighting technology. The program will prepare students for the Texas Basic Structure Fire Suppression certificate in accordance with the standards from the Texas Commission on Fire Protection. After a student has met the state's certification requirements, the student may be hired as a paid firefighter by Texas fire departments; other states may also recognize the certification if the student applies for and meets the qualifications for the optional IFSAC seal.

Application Requirements

In order to be considered for entry into the South Texas College Fire Academy/Firefighter Certificate, all applicants must complete the requirements below which will be evaluated for accuracy, passing scores, and acceptable outcomes:

A. Must be at least 18 years of age.
B. Applicants with military background must have an honorable discharge to apply.
C. Complete Fire Academy application (published on program webpage).
D. Pass Physical Fitness Test administered by Fire Academy. Information about test dates are published on program webpage. (Applicant must have valid identification to participate in test.)
E. Submit fingerprints for criminal history check through a state/national database. Applicants convicted of a Class A Misdemeanor, or above, or convicted of a Class B misdemeanor within the last 10 years will not be considered.
F. Clearance by medical doctor.
G. Must provide the following documents:
   - Certified Copy of Court Disposition (for all charges on criminal history)
   - Proof of U.S. Citizenship or Resident Alien
   - Valid Texas Driver's License
   - Official high school transcript (accredited) or proof of GED completion
   - Military Discharge Form (DD 214), if applicable.

Fire Science Technology

Associate of Applied Science

The Fire Science Technology Associate Degree program is designed to build on students' knowledge of the firefighting occupation. The program will prepare students for firefighter certifications beyond the basic fire suppression certification according to the standards from the Texas Commission on Fire Protection. Students will also be introduced to the organization and management of a fire department and the relationship of government agencies to the fire service. It also provides a sound foundation for continuous higher learning in fire protection, administration, and management.

Program Learning Outcomes

Certificate

1. The student will be able to identify the skills necessary in the firefighting occupation, such as utilizing communication equipment, extinguishers, ladders, SCBAs, and various other firefighting equipment.
2. The student will be able to describe the functions of firefighting equipment, fire apparatus, and the theory and practical applications of firefighting technology.
3. The student will be able to describe the characteristics of a live fire and other duties set forth by the Texas Commission of Fire Protection for basic fire suppression.

Associate of Applied Science

1. The student will be able to identify the skills necessary in the firefighting occupation, such as utilizing communication equipment, extinguishers, ladders, SCBAs, and various other firefighting equipment.
2. The student will be able to describe the functions of firefighting equipment, fire apparatus, and the theory and practical applications of firefighting technology.
3. The student will be able to describe the characteristics of a live fire and other duties set forth by the Texas Commission of Fire Protection for basic fire suppression.
4. The student will be able to identify the concepts of Pre-Incident Planning.
5. The student will be able to identify concepts related to vehicle extraction.

Advisory Committee Members

Dr. Armando Ocaña, Mayor, City of Mission
Adrian Garcia, Fire Chief, Mission Fire Department
Juan Gloria, Fire Chief, McAllen Fire Department
Carlos Arispe, Deputy Chief, Pharr Fire Department

Rogelio Contreras, Fire Chief, Alamo Fire Department

Baldo Perez, Deputy Fire Chief, Edinburg Fire Department
Manuel Muniz, Fire Chief, Rio Grande City Fire Department

Certificate

- Basic Firefighter Certificate (p. 146)

Associate Degree

- Fire Science Technology, Associate of Applied Science (p. 146)

Basic Firefighter Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
FIRS 1301	Firefighter Certification I	3
FIRS 1407	Firefighter Certification II	4
FIRS 1313	Firefighter Certification III	3
FIRS 1319	Firefighter Certification IV	3
FIRS 1423	Firefighter Certification V	4
FIRS 1203	Firefighter Agility and Fitness Preparation	2
FIRS 1329	Firefighter Certification VI	3
FIRS 1433	Firefighter Certification VII	4
	Credit Hours	**26**
	Total Credit Hours	**26**

Fire Science Technology Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
FIRS 1301	Firefighter Certification I	3
FIRS 1407	Firefighter Certification II	4
FIRS 1313	Firefighter Certification III	3
FIRS 1319	Firefighter Certification IV	3
FIRS 1203	Firefighter Agility and Fitness Preparation	2
	Credit Hours	**15**
Spring		
FIRS 1423	Firefighter Certification V	4
FIRS 1329	Firefighter Certification VI	3
FIRS 1433	Firefighter Certification VII	4
Math and Natural Sciences Elective (p. 104) [1]		3
	Credit Hours	**14**
Second Year		
Fall		
ENGL 1301	Composition I [1]	3
FIRT 1427	Building Construction in the Fire Service	4
FIRT 1353	Legal Aspects of Fire Protection	3
FIRT 1309	Fire Administration I	3
GOVT 2306	Texas Government [1]	3
	Credit Hours	**16**
Spring		
SPCH 1315	Public Speaking [1]	3
FIRT 1333	Fire Chemistry I	3
FIRT 1338	Fire Protection Systems	3
FIRT 1301	Fundamentals of Fire Protection	3
Humanities Elective (p. 103) [1]		3
	Credit Hours	**15**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement.

Escrowed Credit

Upon successful completion of FIRT 1427 Building Construction in the Fire Service and FIRT 1353 Legal Aspects of Fire Protection, students who have successfully completed and maintain Firefighter Certification through a Texas Commission on Fire Protection licensed Fire Academy will be awarded 26 credit hours for the following courses:

FIRS 1301	Firefighter Certification I	3
FIRS 1407	Firefighter Certification II	4
FIRS 1313	Firefighter Certification III	3
FIRS 1319	Firefighter Certification IV	3
FIRS 1203	Firefighter Agility and Fitness Preparation	2
FIRS 1423	Firefighter Certification V	4
FIRS 1329	Firefighter Certification VI	3
FIRS 1433	Firefighter Certification VII	4
Total Credit Hours		**26**

Heating, Ventilation, Air Conditioning and Refrigeration Technology

Heating, Ventilation, Air Conditioning and Refrigeration Technology

Certificate

The Heating, Ventilation, Air Conditioning and Refrigeration (HVACR) field will prepare students to service, repair, install, maintain and troubleshoot mechanical systems in the residential industry. These mechanical systems include; heating, cooling and indoor air quality.

Career preparation requires extensive educational training in high temperature refrigeration systems, electrical controls, cooling/heating systems, duct design, duct fabrication, and residential heat gain and loss calculations. Additional key skills implemented in the program include; customer service, attention to detail, troubleshooting and diagnosing problems, time management, dismantling and reassembling of mechanical systems.

Some of the opportunities for employment in Heating, Ventilation, Air Conditioning and Refrigeration include: equipment installers, maintenance, service and repair.

Associate of Applied Science

The Heating, Ventilation, Air Conditioning and Refrigeration (HVACR) field will prepare students to install, maintain and troubleshoot mechanical systems in commercial, residential and industrial environments. These mechanical systems include heating, cooling, ventilation of indoor environments and refrigeration.

Heating, Ventilation, Air Conditioning and Refrigeration (HVACR) technicians are primarily trained in the service, repair, maintenance and installation of equipment including residential, commercial and industrial systems. Technicians are also trained in maintaining cooling/heating systems in order to save energy consumption by implementing advance technology controls.

Career preparation requires extensive educational training in refrigeration systems, electrical controls, pneumatic controls, cooling/heating systems, duct design, duct fabrication and residential/commercial heat gain and loss calculations. Additional key skills implemented in the program include customer service, attention to detail, troubleshooting and diagnosing problems, time management, dismantling and reassembling of mechanical systems.

Some of the opportunities for employment in Heating, Ventilation, Air Conditioning and Refrigeration include engineers in sales, application and operating, equipment installers, preventive maintenance, service and repair, wholesale and sheet metal specialist.

Program Learning Outcomes

Certificate

1. Students will demonstrate safety practices.
2. Demonstrate the use of HVACR testing tools to troubleshoot residential air conditioning systems and their components.
3. Apply industry standards to do load calculation with air distribution layout.
4. The students will be able to safely wire and install residential air conditioning equipment and evaluate system performance.

Associate of Applied Science

1. Students will demonstrate chilled water system concept.
2. Demonstrate the use of HVACR testing tools to troubleshoot commercial air conditioning systems and their components.
3. Analyze and compare medium and low temperature system refrigeration equipment sequence of operation and accessories.
4. Apply industry standards to test and balance airflow.
5. Students will be able to read commercial construction blueprints for service and installation procedures.

Advisory Committee Members

Jay Villegas, Frontier Air Conditioning – Committee President
Rick Andreatos, National Commercial Equipment Repair
Rudy Cantu, Goodman
Albert Cortez, Walmart
Matt Cypher, Cytech Heating and Cooling
Adolfo De Leon, Crimson Refrigeration
Juan Garcia, Garcia AC Service
Adolfo Gonzalez, Johnstone Supply
Sarah Hammond, Atlas Electrical, Air Conditioning, Refrigeration & Plumbing Services, Inc.
Luis Hess, Hess Air
Steven Mojica, CoolSys Refrigeration
Frank Nunez, Johnson Supply
Arnold Ramirez, Gemaire Distributors
Ruben Sanchez, Colair Inc.
Sergio Sanchez, Insco Distributing
Jose Luis Vazquez, Perry Mechanical
Robert Villarreal, Standard Supply & Distributing Co Inc
Joe Villegas, Frontier Air Conditioning
Norma Yado, City of McAllen
Joe Yarrison, Joe's Comfort Air
Edgar Zamora, RGV Extreme Air Services

Certificate

- Heating, Ventilation, Air Conditioning and Refrigeration Technology Certificate (p. 147)

Associate Degree

- Heating, Ventilation, Air Conditioning and Refrigeration Technology Associate of Applied Science (p. 147)

Heating, Ventilation, Air Conditioning and Refrigeration Technology Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
HART 1401	Basic Electricity for HVAC	4
HART 1407	Refrigeration Principles	4
HART 1410	HVAC Shop Practices and Tools	4
	Credit Hours	**12**
Spring		
HART 1445	Gas and Electrical Heating	4
HART 2431	Advanced Electricity for HVAC	4
HART 2445	Residential Air Conditioning Systems Design	4
HART 2438	Capstone: Air Conditioning Installation and Startup	4
	Credit Hours	**16**
	Total Credit Hours	**28**

Heating, Ventilation, Air Conditioning and Refrigeration Technology Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
HART 1401	Basic Electricity for HVAC	4
HART 1407	Refrigeration Principles	4
HART 1410	HVAC Shop Practices and Tools	4
ENGL 1301	Composition I [1]	3
	Credit Hours	**15**
Spring		
HART 2431	Advanced Electricity for HVAC	4
HART 2445	Residential Air Conditioning Systems Design	4
HART 2438	Capstone: Air Conditioning Installation and Startup	4
HART 1445	Gas and Electrical Heating	4
	Credit Hours	**16**
Second Year		
Fall		
HART 2434	Advanced Air Conditioning Controls	4
HART 2441	Commercial Air Conditioning	4
HART 2442	Commercial Refrigeration	4

Math Elective (p. 104) [1]		3-4
	Credit Hours	**15-16**
Spring		
SPCH 1311	Introduction to Speech Communication [1]	3
HART 2588	Internship - Heating, Air Conditioning, Ventilation and Refrigeration Maint. Technology/Technician	5
Humanities Elective (p. 103) [1]		3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102) [1]		3
	Credit Hours	**14**
	Total Credit Hours	**60-61**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Human Resources

Human Resources Clerk

Occupational Skills Award

The Human Resources (HR) Clerk Occupational Skills Award is a recognition plan designed to acknowledge and compliment the skills and competencies demonstrated by individuals working an entry-level transactional role in an HR department. The occupational skills award aims to highlight the key knowledge that contribute to the efficient and effective functioning of the human resources department within an organization.

Payroll Assistant

Certificate

The Payroll Assistant Certificate is designed to equip students with the knowledge and skills necessary to excel in the field of payroll administration. The certificate plan provides a comprehensive understanding of payroll processes, laws and regulations, and software applications by preparing students for entry-level positions in payroll or for cross-departmental support in payroll departments across various industries. Graduates from this certificate plan will be capable of handling various payroll-related tasks by offering a blend of theoretical knowledge and practical skills to thrive in this specialized field. Successfully completed course credits may be applied to the Human Resources Assistant Certificate or the Human Resources Specialist Associate of Applied Science degree.

Recruiting Assistant

Certificate

The Recruiter Assistant Certificate is designed to prepare students with entry-level positions in the dynamic field of human resources with a focus on recruitment. This certificate plan equips students with the foundational skills and knowledge required to assist HR professionals in sourcing, screening, and hiring the best talent for organizations. A combination of theoretical knowledge with practical skills create a solid foundation for individuals seeking to start a career in human resources, specifically, acquiring people into organizations across various industries. Successfully completed course credits may be applied to the Human Resources Assistant Certificate or the Human Resources Specialist Associate of Applied Science degree.

Human Resources Assistant

Certificate

The Human Resources Assistant Certificate is designed to provide students with the essential knowledge and skills required to embark on a career in the field of human resources. The comprehensive curriculum includes the specializations of payroll assistant and recruiting assistant of the HR program. This certificate plan covers fundamental HR principles, best practices for policies and procedures, and a solid foundation of HR functions for individuals seeking to start a career in human resources. Students receive a combination of theoretical knowledge with practical skills necessary for success in HR roles. Successfully completed course credits may be applied to the Human Resources Specialist Associate of Applied Science degree.

Human Resources Specialist

Associate of Applied Science

The Associate of Applied Science Human Resources Specialist is designed to provide students with advanced knowledge and specialized skills in the field of human resources. This degree plan goes beyond the basics, offering a more in-depth understanding of HR practices and strategies. Students pursuing this program are prepared for specialized roles that require a deeper level of expertise in areas such as payroll processes, recruitment, organizational development, compensation and benefits management, HR legal compliance, workplace investigations, HR information systems, and management and labor relations. Students are equipped with advanced level expertise in key areas of human resources, allowing them to move into mid-level careers in the human resources industry.

The degree plan includes a combination of general core courses and business courses. A select number of successfully completed course credits may be applied to the undergraduate Bachelor of Applied Science degree in Organizational Leadership or the Bachelor of Applied Technology degree in Operations Management, giving the student a time advantage for completion a post-graduate degree.

Program Learning Outcomes

Payroll Assistant Certificate

1. Graduates will evaluate the utility and value of information needed to manage human resources systems that capture employee data.
2. Graduates will evaluate the utility and value of information needed to manage human resources systems that capture employee data.
3. Graduates will distinguish key standards and concepts relating to U.S. employment law and regulations that affect organizational human resource functions, policies, and practices.

Recruiting Assistant Certificate

1. Graduates will recall human resources staffing activities with an emphasis on recruiting, acquiring, deploying, and retaining employees in an organization.
2. Graduates will evaluate the utility and value of information needed to manage human resources systems that capture employee data.
3. Graduates will describe the major characteristics of the field of organizational behavior by explaining individual and group behavior, and organizational processes in human resource management.

Human Resources Assistant Certificate

1. Graduates will recall human resources staffing activities with an emphasis on recruiting, acquiring, deploying, and retaining employees in an organization.
2. Graduates will practice a learning plan that applies theory, concepts, and skills involving specialized materials, tools, equipment, interactions, and procedures with the occupation of the human resources and business industry.
3. Graduates will describe the major characteristics of the field of organizational behavior by explaining individual and group behavior, and organizational processes in human resource management.
4. Graduates will distinguish key standards and concepts relating to U.S. employment law and regulations that affect organizational human resource functions, policies, and practices.

Human Resources Specialist Associate of Applied Science

1. Graduates will recall human resources staffing activities with an emphasis on recruiting, acquiring, deploying, and retaining employees in an organization.
2. Graduates will describe the major characteristics of the field of organizational behavior by explaining individual and group behavior, and organizational processes in human resource management.
3. Graduates will describe the major characteristics of the field of organizational behavior by explaining individual and group behavior, and organizational processes in human resource management.
4. Graduates will distinguish key standards and concepts relating to U.S. employment law and regulations that affect organizational human resource functions, policies, and practices.
5. Graduates will practice a learning plan that applies theory, concepts, and skills involving specialized materials, tools, equipment, interactions, and procedures with the occupation of the human resources and business industry.

Advisory Committee Members

Adrian Aguilar, Workforce Solutions
Araceli De La Garza, Denso Ten America
Claudia Olivares, ContactPoint 360
Daisy Alviso, Wonderful Citrus
Debbie Bocanegra, Magic Valley Electric COOP
Isabel Torres, Spectrum
Ruth Chapa, Wonderful Citrus
Teshawn Leslie, PSJA ISD

Occupational Skills Award

- Human Resource Clerk Occupational Skills Award (p. 149)

Certificates

- Human Resources Assistant Certificate (p. 149)
- Payroll Assistant Certificate (p. 149)
- Recruiting Assistant Certificate (p. 149)

Associate Degree

- Human Resources Specialist Associate of Applied Science (p. 150)

Human Resource Clerk Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
HRPO 1311	Human Relations	3
HRPO 2301	Human Resources Management	3
HRPO 2303	Employment Practices	3
	Credit Hours	**9**
	Total Credit Hours	**9**

Human Resources Assistant Certificate

TSI Exempt

100% Online

Course	Title	Credit Hours
Fall		
ACNT 1303	Introduction to Accounting I	3
BMGT 2303	Problem Solving and Decision Making	3
ITSC 1409	Integrated Software Applications I	4
HRPO 2301	Human Resources Management	3
HRPO 2305	Human Resources Information Systems	3
	Credit Hours	**16**
Spring		
HRPO 2306	Benefits and Compensation	3
HRPO 1311	Human Relations	3
HRPO 2303	Employment Practices	3
BMGT 1305	Communications in Management	3
HRPO 2307	Organizational Behavior	3
HRPO 2371	Human Resources Laws	3
HRPO 1280	Human Resources COOP	2
	Credit Hours	**20**
	Total Credit Hours	**36**

Payroll Assistant Certificate

TSI Exempt

100% Online

Course	Title	Credit Hours
Fall		
ACNT 1303	Introduction to Accounting I	3
ACNT 1329	Payroll and Business Tax Accounting	3
HRPO 2306	Benefits and Compensation	3
ITSC 1409	Integrated Software Applications I	4
HRPO 2305	Human Resources Information Systems	3
HRPO 2187	Internship - Human Resources Management	1
	Credit Hours	**17**
	Total Credit Hours	**17**

Recruiting Assistant Certificate

TSI Exempt

100% Online

Course	Title	Credit Hours
Fall		
HRPO 2301	Human Resources Management	3
HRPO 2303	Employment Practices	3
ITSC 1409	Integrated Software Applications I	4
HRPO 2307	Organizational Behavior	3
HRPO 2305	Human Resources Information Systems	3
HRPO 1281	COOP - Human Resources Management	2
	Credit Hours	**18**
	Total Credit Hours	**18**

Human Resources Specialist Associate of Applied Science

TSI Liable

100% Online

Course	Title	Credit Hours
First Year		
Fall		
ENGL 1301	Composition I [1]	3
HRPO 2301	Human Resources Management	3
HRPO 2305	Human Resources Information Systems	3
BMGT 2303	Problem Solving and Decision Making	3
ACNT 1303	Introduction to Accounting I	3
	Credit Hours	**15**
Spring		
ACNT 1329	Payroll and Business Tax Accounting	3
HRPO 1302	Human Resources Training and Development	3
SPCH 1321	Business and Professional Communication [1]	3
HRPO 1305	Management and Labor Relations	3
HRPO 2303	Employment Practices	3
	Credit Hours	**15**
Second Year		
Fall		
Social and Behavioral Sciences Elective (p. 103) [1]		3
HRPO 2304	Employee Relations	3
HRPO 2371	Human Resources Laws	3
HRPO 2307	Organizational Behavior	3
Math and Natural Sciences Elective (p. 104) [1,2]		4
	Credit Hours	**16**
Spring		
ACCT 2301 or BCIS 1305	Principles of Financial Accounting or Business Computer Applications	3
HRPO 2306	Benefits and Compensation	3
HRPO 2288	Internship - Human Resources Management	2
Humanities Elective (p. 103) [1]		3
Human Resources Elective		3
Select one of the following:		
HRPO 1311	Human Relations	
HRPO 2372	Risk Management	
	Credit Hours	**14**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

[2] Students must take a 4 credit hour course in order to fulfill the Math and Natural Sciences Elective.

Law Enforcement

This program is a Selective Program. Application requirements are included in the description below.

County Corrections Specialist

Occupational Skills Award

This Occupational Skills Award (OSA) is designed to prepare students for a profession as a county corrections officer. County corrections academy students will learn the role and responsibilities of a county correction officer and become knowledgeable in classification, intake procedures and facility security protocols. The county corrections academy will prepare students for Texas Commission on Law Enforcement county corrections officer licensing standards.

Basic Peace Officer

Certificate

This program is designed to prepare students for a profession in law enforcement. Police academy students will learn the role and responsibilities of a law enforcement officer and become knowledgeable in Texas Criminal and Traffic law. The police academy will prepare students for peace officer certifications according to the standards from the Texas Commission on Law Enforcement Officers.

Application Requirements

In order to be considered for entry into the South Texas College Police Academy/Basic Peace Officer certificate, all applicants must complete the requirements below which will be evaluated for accuracy, passing scores and acceptable outcomes:

A. Must be at least 21 years of age by the completion of the police academy.
B. Applicants with military background must have an honorable discharge to apply.
C. Complete Police Academy application (published on program webpage).
D. Pass Physical Fitness Test administered by Police Academy. Information about test dates are published on program webpage. (Applicant must have valid identification to participate in test.).
E. Complete Personal History Statement.
F. Pass a Polygraph Examination. (Examiner approved by the Pharr Police Department.)
G. Submit fingerprints for criminal history check through a state/national database. Applicants convicted of a Class A Misdemeanor, or above, or convicted of a Class B misdemeanor within the last 10 years will not be considered.
H. Pass medical screening to include urinalysis. (Medical doctor approved by the Pharr Police Department.)
I. Pass psychological screening. (Doctor approved by the Pharr Police Department.)
J. Must provide the following documents:
   - Certified Copy of Court Disposition (for all charges on criminal history)
   - Licensee Medical Condition Declaration (TCOLE L-2 Form)
   - Licensee Psychological and Emotional Health Declaration (TCOLE L-3 Form)

- Proof of U.S. Citizenship
- Valid Texas Driver's License
- Official high school transcript (accredited) or proof of GED completion.
- Military Discharge Form (DD 214), if applicable.

Law Enforcement

Associate of Applied Science

The Law Enforcement Associate Degree program offers the educational opportunity for veteran officers already in the field to expand upon their knowledge base. The program also provides the necessary foundation for those interested in pursuing a career in law enforcement.

Program Learning Outcomes

Basic Peace Officer Certificate

1. Demonstrate effective written communication skills that includes conducting interviews and writing police reports.
2. Identify traffic laws related to the safe operation of vehicles on highways.
3. Identify procedures related to crime scene investigations.

Law Enforcement Associate of Applied Science

1. Demonstrate effective written communication skills that includes conducting interviews and writing police reports.
2. Identify traffic laws related to the safe operation of vehicles on highways.
3. Identify procedures related to crime scene investigations.
4. Interpret legal procedures related to arrest, search, and seizure.
5. Identify various narcotics and other dangerous drugs.

Advisory Committee Members

Juan Gonzalez, Acting Chief of Police, Pharr Police Department
J.E. "Eddie" Guerra, Sheriff, Hidalgo County Sheriff's Office
Dr. Joel Rivera, Chief of Police, Weslaco Police Department
Mark Perez, Chief of Police, Alton Police Department
Dr. David Friedlein, Reserve Captain, Hidalgo County Sheriff's Office
Dr. Jonathon Flores, City Manager, City of Pharr
Jaime Ayala, Chief of Police, Edinburg Police Department
Noe Castillo, Chief of Police, Rio Grande City Police Department

Occupational Skills Award

- County Corrections Specialist Occupational Skills Award (p. 151)

Certificate

- Basic Peace Officer Certificate - Spring Admission (p. 151)
- Basic Peace Officer Certificate - Summer Admission (p. 151)

Associate Degree

- Law Enforcement Associate of Applied Science (p. 151)

County Corrections Specialist Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
CJCR 1300	Basic Jail Course	3
CJSA 1348	Ethics in Criminal Justice	3
CJLE 1327	Interviewing and Report Writing for CJ Professions	3
	Credit Hours	**9**
	Total Credit Hours	**9**

Basic Peace Officer Certificate* - Spring Admission

TSI Exempt

Course	Title	Credit Hours
Spring		
CJLE 1506	Basic Peace Officer I	5
CJLE 1512	Basic Peace Officer II	5
CJLE 1518	Basic Peace Officer III	5
CJLE 1524	Basic Peace Officer IV	5
CJLE 1135	Police Academy Fitness I	1
	Credit Hours	**21**
Summer		
CJLE 1429	Basic Peace Officer V	4
	Credit Hours	**4**
	Total Credit Hours	**25**

*Capstone: Successful completion of comprehensive exam.

Basic Peace Officer Certificate* - Summer Admission

TSI Exempt

Course	Title	Credit Hours
Summer		
CJLE 1506	Basic Peace Officer I	5
	Credit Hours	**5**
Fall		
CJLE 1512	Basic Peace Officer II	5
CJLE 1518	Basic Peace Officer III	5
CJLE 1524	Basic Peace Officer IV	5
CJLE 1429	Basic Peace Officer V	4
CJLE 1135	Police Academy Fitness I	1
	Credit Hours	**20**
	Total Credit Hours	**25**

*Capstone: Successful completion of comprehensive exam.

Law Enforcement Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
ENGL 1301	Composition I [1]	3
CJSA 1322 or CRIJ 1301	Introduction to Criminal Justice or Introduction to Criminal Justice	3
CJSA 1313 or CRIJ 1306	Court Systems and Practices or Court Systems and Practices	3
CJSA 1325	Criminology	3
CJSA 1348	Ethics in Criminal Justice	3

CJLE 1249	Intermediate Arrest, Search and Seizure	2
	Credit Hours	**17**
Spring		
Social and Behavioral Sciences Elective [1]		3
Recommended:		
PSYC 2301	General Psychology	
CJSA 1327 or CRIJ 1310	Fundamentals of Criminal Law or Fundamentals of Criminal Law	3
CJSA 1359 or CRIJ 2328	Police System and Practices (or HMSY 1342) or Police Systems and Practices	3
CJSA 1351	Use of Force	3
CJLE 1327	Interviewing and Report Writing for CJ Professions	3
CJLE 1333 or CJSA 2300	Traffic Law and Investigations (or HMSY 1371) or Legal Aspects of Law Enforcement	3
	Credit Hours	**18**
Second Year		
Fall		
Math Elective (p. 104) [1]		3
CJSA 1312	Crime in America	3
CJLE 1259	Intermediate Spanish for Law Enforcement	2
CJLE 1174	Current Events in Law Enforcement	1
CJLE 1345	Intermediate Crime Scene Investigation	3
	Credit Hours	**12**
Spring		
Speech Elective [1]		3
Humanities Elective (p. 103) [1]		3
Law Enforcement Elective		3
Select One:		
CJLE 1325	Criminal Justice Survey	
HMSY 1337	Introduction to Homeland Security	
CJLE 1374	Stress Management for Law Enforcement Officers	
CJLE 1303	Basic Telecommunication Certification	
CJCR 1300	Basic Jail Course	
CJLE 2345	Vice and Narcotics Investigation	3
CJLE 2168	Practicum	1
	Credit Hours	**13**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Basic Peace Officer - Escrowed Credit

Escrowed Credit: Upon successful completion of CJSA 1348 Ethics in Criminal Justice and CJLE 1249 Intermediate Arrest, Search and Seizure, students who have successfully completed the Texas Commission on Law Enforcement Officers and Education 618 hour Basic Peace Officer certification will be awarded 23 credits for the following courses:

CJSA 1313	Court Systems and Practices	3
CJSA 1322	Introduction to Criminal Justice	3
CJSA 1327	Fundamentals of Criminal Law	3
CJSA 1359	Police System and Practices	3
CJLE 1327	Interviewing and Report Writing for CJ Professions	3
CJLE 1333	Traffic Law and Investigations	3
CJSA 1312	Crime in America	3
CJLE 1259	Intermediate Spanish for Law Enforcement	2
Total Credit Hours		**23**

U.S. Border Patrol - Escrowed Credit

Upon successful completion of CJSA 1348 Ethics in Criminal Justice and CJLE 1249 Intermediate Arrest, Search and Seizure, students who have successfully completed the U.S. Border Patrol Integrated Basic Training Academy will be awarded 17 hours credit for the following courses:

CJSA 1313	Court Systems and Practices	3
CJSA 1322	Introduction to Criminal Justice	3
CJSA 1327	Fundamentals of Criminal Law	3
CJSA 2300	Legal Aspects of Law Enforcement	3
HMSY 1337	Introduction to Homeland Security	3
CJLE 1259	Intermediate Spanish for Law Enforcement	2
Total Credit Hours		**17**

U.S. CBP Field Operations Academy - Escrowed Credit

Upon the successful completion of CJSA 1348 Ethics in Criminal Justice and CJLE 1249 Intermediate Arrest, Search and Seizure, students who have successfully completed the U.S. Customs and Border Protection Field Operations Academy will be awarded 12 hours credit for the following courses:

CJSA 1327	Fundamentals of Criminal Law	3
HMSY 1342	Understanding and Combating Terrorism	3
HMSY 1337	Introduction to Homeland Security	3
HMSY 1371	Homeland Security Laws	3
Total Credit Hours		**12**

U.S. Coast Guard Maritime Law Enforcement Academy - Escrowed Credit

Upon the successful completion of CJSA 1348 Ethics in Criminal Justice and CJLE 1249 Intermediate Arrest, Search and Seizure, students who have successfully completed the U.S. Coast Guard Maritime Law Enforcement Academy (MLEA) will be awarded 15 hours credit for the following courses:

CJLE 2345	Vice and Narcotics Investigation	3
CJSA 1322	Introduction to Criminal Justice	3
HMSY 1337	Introduction to Homeland Security	3
HMSY 1342	Understanding and Combating Terrorism	3

HMSY 1371	Homeland Security Laws	3
Total Credit Hours		**15**

U.S. Navy Master-at-Arms "A" School - Escrowed Credit

Upon the successful completion of CJSA 1348 Ethics in Criminal Justice and CJLE 1249 Intermediate Arrest, Search and Seizure, students who have successfully completed the U.S. Navy Master-at-Arms "A" School will be awarded 18 hours credit for the following courses:

CJSA 1327	Fundamentals of Criminal Law	3
HMSY 1337	Introduction to Homeland Security	3
CJLE 1327	Interviewing and Report Writing for CJ Professions	3
CJLE 1345	Intermediate Crime Scene Investigation	3
HMSY 1342	Understanding and Combating Terrorism	3
CJSA 1351	Use of Force	3
Total Credit Hours		**18**

Basic County Corrections - Escrowed Credit

Upon the successful completion of CJSA 1348 Ethics in Criminal Justice and CJLE 1249 Intermediate Arrest, Search and Seizure, students who have successfully completed the Basic County Corrections Course will be awarded 3 hours credit for the following course:

CJCR 1300	Basic Jail Course	3
Total Credit Hours		**3**

Basic Telecommunicator Licensing - Escrowed Credit

Upon the successful completion of CJSA 1348 Ethics in Criminal Justice and CJLE 1249 Intermediate Arrest, Search and Seizure, students who have successfully completed the Basic Telecommunicator Licensing Course or Basic Telecommunication Certification Course will be awarded 3 hours credit for the following course:

CJLE 1303	Basic Telecommunication Certification	3
Total Credit Hours		**3**

Criminal Investigator Training Program - Escrowed Credit

Upon the successful completion of CJSA 1348 Ethics in Criminal Justice and CJLE 1249 Intermediate Arrest, Search and Seizure, students who have successfully completed the FLETC Criminal Investigator Training Program will be awarded 6 hours credit for the following courses:

CJSA 1313	Court Systems and Practices	3
CJSA 1359	Police System and Practices	3
Total Credit Hours		**6**

Land Management Training Program - Escrowed Credit

Upon the successful completion of CJSA 1348 Ethics in Criminal Justice and CJLE 1249 Intermediate Arrest, Search and Seizure, students who have successfully completed the FLETC Land Management Training Program will be awarded 9 hours credit for the following courses:

CJSA 1322	Introduction to Criminal Justice	3
CJSA 1327	Fundamentals of Criminal Law	3
CJSA 1359	Police System and Practices	3
Total Credit Hours		**9**

Uniform Police Training Program - Escrowed Credit

Upon the successful completion of CJSA 1348 Ethics in Criminal Justice and CJLE 1249 Intermediate Arrest, Search and Seizure, students who have successfully completed the FLETC Uniform Police Training Program will be awarded 6 hours credit for the following courses:

CJSA 1322	Introduction to Criminal Justice	3
CJSA 1359	Police System and Practices	3
Total Credit Hours		**6**

Office Administration

Information Processing Specialist

Occupational Skills Award

The Information Processing Specialist Occupational Skills Award is designed to equip students with the essential skills and knowledge needed to excel in roles that involve information management, data processing, and related tasks. The award is tailored to meet the demands of a rapidly evolving field in information technology. The select courses prepare students for entry-level data entry, database, or data clerk positions in various organizational departments. Successfully completed courses may be applied to the Office Specialist Certificate or the Administrative Office Assistant Associate of Applied Science degree.

Legal Office Specialist

Occupational Skills Award

The Legal Office Specialist Occupational Skills Award is designed to equip students with basic skills required for entry-level roles in legal office settings. The award focuses on providing training from select courses with the aim to provide specialized training and practical expertise to perform key tasks within the legal profession in office administration. The award provides a targeted pathway for individuals seeking to pursue educational advancement within the legal field. Successfully completed courses may be applied to the Legal Office Specialist Certificate.

Office Clerk

Occupational Skills Award

The Office Clerk Occupational Skills Award is designed to provide students with the fundamental skills required for success in entry-level administrative positions. Students are equipped to contribute efficient functioning of office environments across different industries. Select courses provide curriculum in keyboarding, word processing software, practical application of basic business language usage skills, and foundational knowledge of administrative office procedures. Successfully completed courses may

be applied to the Office Specialist Certificate or the Administrative Office Assistant Associate of Applied Science degree.

Legal Office Specialist

Certificate

The Legal Office Specialist Certificate is designed to prepare students with specialized training for administrative roles within legal settings. The certificate plan focuses on providing students with the unique skills and knowledge required to support legal professions and efficiently manage legal office operations. The plan also provides students with specialized skills to thrive in administrative roles within the legal field. Graduates will contribute effectively to the efficient functioning of legal offices and gain valuable experience in the legal profession. A select number of successfully completed courses may be applied to the Administrative Office Assistant Associate of Applied Science degree giving students a time advantage for its completion.

Office Specialist

Certificate

The Office Specialist Certificate is designed to prepare students with a comprehensive skill set required for roles in office administration. This certificate plan focuses on providing students with both foundational and intermediate to advanced skills necessary in diverse office environments. Well-rounded knowledge prepares students for immediate entry into the workforce with the skills needed to thrive in various administrative roles specializing in an office environment. Successfully completed courses may be applied to the Administrative Office Assistant Associate of Applied Science degree giving students a time advantage for its completion.

Administrative Office Assistant

Associate of Applied Science

The Administrative Office Assistant Associate of Applied Science is designed to provide students with a solid foundation in advanced administrative and office management knowledge. This degree plan includes the specialization of Office Specialist and prepares students for diverse roles in office administration by equipping them with a combination of transactional, operational, and practical skills required to contribute effectively and efficiently to the rapidly evolving work of information processing and technology.

The curriculum highlights advanced office applications with a special emphasis on decision-making, goal setting, management theories, and critical thinking used for information management. Students will be well prepared in data processing, software applications, and related tasks such as administrative project management. Graduates will be qualified for mid-to higher-level positions in various administrative roles. Successfully completed courses may be applied toward the Bachelor of Applied Science degree in Organizational Leadership or the Bachelor of Applied Technology degree in Operations Management giving the student a time advantage for its completion.

Program Learning Outcomes

Legal Office Specialist Certificate

1. Graduates will implement administrative office management by organizing, storing, and retrieving information when using data from visual, written, or verbal communication.
2. Graduates will apply advanced office applications with a special emphasis on problem solving by using management theories as a foundation for critical thinking.
3. Graduates will demonstrate attention to detail by applying the placement of information using process, data, and information ordering skills.
4. Graduates will practice a learning plan that applies theory, concepts, and skills involving specialized materials, tools, equipment, interactions, and procedures relating to the occupation of office administration in business environments.

Office Specialist Certificate

1. Graduates will implement administrative office management by organizing, storing, and retrieving information when using data from visual, written, or verbal communication.
2. Graduates will apply advanced office applications with a special emphasis on problem solving by using management theories as a foundation for critical thinking.
3. Graduates will recall decision-making concepts that apply to administrative office projects by examining information from software and technology applications.
4. Graduates will practice a learning plan that applies theory, concepts, and skills involving specialized materials, tools, equipment, interactions, and procedures relating to the occupation of office administration in business environments.

Administrative Office Assistant Associate of Applied Science

1. Graduates will implement administrative office management by organizing, storing, and retrieving information when using data from visual, written, or verbal communication.
2. Graduates will apply advanced office applications with a special emphasis on problem solving by using management theories as a foundation for critical thinking.
3. Graduates will recall decision-making concepts that apply to administrative office projects by examining information from software and technology applications.
4. Graduates will practice a learning plan that applies theory, concepts, and skills involving specialized materials, tools, equipment, interactions, and procedures relating to the occupation of office administration in business environments.
5. Graduates will demonstrate attention to detail by applying the placement of information using process, data, and information ordering skills.

Advisory Committee Members

Cecilia Garza, City of McAllen
Leeanna Rosel, City of Edinburg
Velma Segura, Law Office of David Cazares

Occupational Skills Award

- Information Processing Specialist Occupational Skills Award (p. 155)
- Legal Office Specialist Occupational Skills Award (p. 155)
- Office Clerk Occupational Skills Award (p. 155)

Certificates

- Legal Office Specialist Certificate (p. 155)
- Office Specialist Certificate (p. 155)

Associate Degrees

- Administrative Office Assistant Associate of Applied Science (p. 155)

Information Processing Specialist Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
POFI 2301	Word Processing	3
POFI 2340	Advanced Word Processing	3
POFT 1328	Business Presentations	3
	Credit Hours	**9**
	Total Credit Hours	**9**

Legal Office Specialist Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
LGLA 1307	Introduction to Law and the Legal Professions	3
POFL 1303	Legal Office Procedures I	3
POFL 1340	Legal Office Procedures II	3
	Credit Hours	**9**
	Total Credit Hours	**9**

Office Clerk Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
POFI 2301	Word Processing	3
POFT 1301	Business English	3
POFT 1309	Administrative Office Procedures I	3
POFT 1329	Beginning Keyboarding	3
	Credit Hours	**12**
	Total Credit Hours	**12**

Legal Office Specialist Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
POFI 2301	Word Processing	3
POFL 1303	Legal Office Procedures I	3
POFT 1301	Business English	3
POFT 1329	Beginning Keyboarding	3
	Credit Hours	**12**
Spring		
POFI 2340	Advanced Word Processing	3
POFL 2301	Legal Document Processing	3
POFT 1319	Records and Information Management I	3
POFT 1328	Business Presentations	3
POFT 2312	Business Correspondence and Communication	3
	Credit Hours	**15**
Summer		
POFL 1340	Legal Office Procedures II	3
POFL 2264	CAPSTONE: Practicum	2
	Credit Hours	**5**
	Total Credit Hours	**32**

Office Specialist Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
POFI 2301	Word Processing	3
POFT 1301	Business English	3
POFT 1309	Administrative Office Procedures I	3
POFT 1329	Beginning Keyboarding	3
	Credit Hours	**12**
Spring		
POFI 2340	Advanced Word Processing	3
POFT 1319	Records and Information Management I	3
POFT 1328	Business Presentations	3
POFI 1349	Spreadsheets	3
POFT 2312	Business Correspondence and Communication	3
	Credit Hours	**15**
Summer		
POFT 1349	Administrative Office Procedures II	3
POFT 1165	Practicum	1
	Credit Hours	**4**
	Total Credit Hours	**31**

Administrative Office Assistant Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
POFI 2301	Word Processing	3
POFT 1301	Business English	3
POFT 1309	Administrative Office Procedures I	3
POFT 1329	Beginning Keyboarding	3
Social and Behavioral Sciences Elective (p. 103) [1]		3
	Credit Hours	**15**
Spring		
POFI 1349	Spreadsheets	3
POFI 2340	Advanced Word Processing	3
POFT 1319	Records and Information Management I	3
POFT 1328	Business Presentations	3
POFT 2312	Business Correspondence and Communication	3
	Credit Hours	**15**
Summer		
POFT 1349	Administrative Office Procedures II	3
	Credit Hours	**3**
Second Year		
Fall		
ACNT 1303	Introduction to Accounting I	3
POFT 2331	Administrative Project Solutions	3
Humanities Elective (p. 103) [1]		3
Speech Elective [1]		3
	Credit Hours	**12**
Spring		
BMGT 1301	Supervision	3
ENGL 1301	Composition I [1]	3

POFT 2303	Speed and Accuracy Building	3
Math and Natural Sciences Elective (p. 104) [1,2]		4
	Credit Hours	**13**
Summer		
POFT 2264	CAPSTONE: Practicum	2
	Credit Hours	**2**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

[2] Students must take a 4 credit hour course in order to fulfill the Math and Natural Sciences Elective.

Paralegal

Family Law

Occupational Skills Award

The Family Law Occupational Skills Award (OSA) is designed to provide students with foundational knowledge related to family law matters. The award is ideal for individuals seeking to learn more about the legal support required for family law settings. A select number of courses introduce and prepare the student for a legal assisting career in a family law practice setting. Successfully completed courses may be applied toward the Paralegal Associate of Applied Science degree providing a time advantage for completion.

Immigration Law

Occupational Skills Award

The Immigration Law Occupational Skills Award (OSA) is designed to provide students with foundational knowledge related to immigration law matters. The award is ideal for individuals seeking to learn more about the legal support required for immigration law settings. A select number of courses introduce and prepare the student for a legal assisting career in an immigration law practice setting. Successfully completed courses may be applied toward the Paralegal Associate of Applied Science degree providing a time advantage for completion.

Paralegal

Associate of Applied Science

The Paralegal Associate of Applied Science (AAS) is a comprehensive degree plan designed to provide students with the knowledge and practical skills necessary to work as paralegals or legal assistants. This program combines theoretical legal knowledge and applied practical skills to prepare graduates for a variety of roles within the legal profession. Students also develop foundational legal knowledge, document preparation, and analytical thinking skills in legal research and writing. Graduates are equipped to contribute effectively to legal teams, ensuring the smooth functioning of the legal processes. A select number of successfully completed courses may be applied toward the Bachelor of Applied Science degree in Organizational Leadership providing a time advantage for completion.

Program Learning Outcomes

1. The student will define and properly use terminology relating to the specific area of law.
2. The student will prepare documents in various areas of legal practice.
3. The students will analyze complex legal issues and questions and apply research strategies and the use of primary and secondary sources to formulate answer or argument.
4. The student will explain the ethical obligations and responsibilities of the legal profession with particular emphasis on the paralegal's role and be able to apply those obligations in class and real world settings.
5. The student will use correct legal office procedures with respect to client intake, document preparation and filing.

Advisory Committee Members

Ana Magallanes, Law Offices of Carlos Ortegon
Lola Borjas, Law Offices of Richard Gonzales
Melissa Espinoza, Pawlker Law Firm
Raquel M. Nevarez, Hidalgo County District Court #476
Sylvia Mata, Cameron County District Court
Sylvia Rocha Martinez, Law Offices of Rene Flores

Occupational Skills Award

- Family Law Occupational Skills Award (p. 156)
- Immigration Law Occupational Skills Award (p. 156)

Associate Degree

- Paralegal Associate of Applied Science (p. 156)

Family Law Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
LGLA 1307	Introduction to Law and the Legal Professions	3
LGLA 1355	Family Law	3
LGLA 1344	Texas Civil Litigation	3
LGLA 2333	Advanced Legal Document Preparation	3
	Credit Hours	**12**
	Total Credit Hours	**12**

Immigration Law Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
LGLA 1307	Introduction to Law and the Legal Professions	3
LGLA 1359	Immigration Law	3
LGLA 1342	Federal Civil Litigation	3
LGLA 2333	Advanced Legal Document Preparation	3
	Credit Hours	**12**
	Total Credit Hours	**12**

Paralegal Associate of Applied Science

TSI Liable

100% Online

Course	Title	Credit Hours
First Year		
Fall		
ARTS 1301	Art Appreciation [1]	3

LGLA 1305	Legal Writing	3
LGLA 1307	Introduction to Law and the Legal Professions	3
LGLA 1303	Legal Research	3
	Credit Hours	**12**
Spring		
POFT 1301	Business English	3
LGLA 1342	Federal Civil Litigation	3
POFI 2301 or LGLA 2333	Word Processing or Advanced Legal Document Preparation	3
Math and Natural Sciences Elective (p. 104) [1,2]		4
	Credit Hours	**13**
Summer Session I		
SPCH 1321	Business and Professional Communication [1]	3
LGLA 1351	Contracts	3
	Credit Hours	**6**
Second Year		
Fall		
ENGL 1301	Composition I [1]	3
LGLA 1353	Wills, Trusts and Probate Administration	3
LGLA 2303	Torts and Personal Injury Law	3
LGLA 2313	Criminal Law and Procedure	3
	Credit Hours	**12**
Spring		
LGLA 1355 or LGLA 1359	Family Law or Immigration Law	3
LGLA 2311	Business Organizations	3
LGLA 2309	Real Property	3
LGLA 1344	Texas Civil Litigation	3
	Credit Hours	**12**
Summer Session II		
PSYC 2301	General Psychology [1]	3
LGLA 2266	Practicum: Paralegal	2
	Credit Hours	**5**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

[2] Students must take a 4 credit hour course in order to fulfill the Math and Natural Sciences Elective.

Surveying and Geospatial Technology

Surveying and Geospatial Technology

Certificate and Associate of Applied Science

The program offers detailed instruction on land, route, control and engineering design surveying, focusing on learning the legal principles of boundary location, evaluating property corners, describing the land, calculating land areas and mapping the collected data of the natural and built environment. Students are trained in using modern surveying and mapping technologies such as Global Positioning Systems (GPS), Geographic Information Systems (GIS), Unmanned Aerial Vehicles - UAV (drones) and specialized software to collect, map and analyze geographic data for projects in the Architectural, Engineering and Construction (AEC) industry.

The certificate and Associate of Applied Science degree can provide students with opportunities to complete the educational requirements for the Surveyor in Training (SIT) exam. Students will also have work-based learning opportunities in the cooperative education course offered in the Associate degree.

Graduates of the program will be prepared for entry-level positions such as surveying and mapping technicians, engineering survey technicians, land survey technicians and construction survey technicians.

Program Learning Outcomes

Surveying and Geospatial Technology, Certificate

1. Utilize equipment and technologies used in the surveying profession.
2. Research General Land Office records and review boundary location court cases.
3. Utilize CAD software to prepare a boundary plat.

Surveying and Geospatial Technology, Associate of Applied Science

1. Apply advanced equipment and technologies skills used in the surveying profession.
2. Explain the concepts and calculations associated with the inspection, evaluation and design of a route.
3. Stake horizontal, vertical curves and prepare topographic project.
4. Plan the control for projects based upon State Plane Coordinates.
5. Apply specialized skills to a designated internship position related to the survey profession.

Advisory Committee Members

Robert Saenz, PE, Vice President & Director of Land Development, Halff Associates, Inc.
Andres Palma, PE, President & Chief Geotechnical Engineer, Millenium Engineers Group, Inc.
Robert Tamez, RPLS, PE, Vice President, Melden & Hunt, Inc.
Manuel Carrizales, RPLS, EIT, President, Carrizales Land Surveying
Jessica M. Maldonado, PE, PMP, CFM, Director of Professional Services, SAMES Engineering
San Isidro P. Navarro, Director of Civil Engineering, Hinojosa Engineering, Inc.

Certificate

- Surveying and Geospatial Technology Certificate (p. 157)

Associate Degree

- Surveying and Geospatial Technology Associate of Applied Science (p. 158)

Surveying and Geospatial Technology Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
SRVY 1301	Introduction To Surveying	3
DFTG 1409	Basic Computer-Aided Drafting	4
SRVY 2343	Surveying - Legal Principles I	3
DFTG 1470	Introduction to Civil Drafting	4
	Credit Hours	**14**
Spring		
SRVY 1341	Land Surveying	3

SRVY 1335	Land Surveying Applications	3
SRVY 2344	Surveying - Legal Principles II	3
SRVY 2309	Computer Aided Mapping [1]	3
	Credit Hours	**12**
	Total Credit Hours	**26**

[1] Capstone: Successfully passing SRVY 2309 Computer Aided Mapping.

Surveying and Geospatial Technology Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
SRVY 1301	Introduction To Surveying	3
DFTG 1409	Basic Computer-Aided Drafting	4
SRVY 2343	Surveying - Legal Principles I	3
SPCH 1321	Business and Professional Communication	3
	Credit Hours	**13**
Spring		
SRVY 1341	Land Surveying	3
SRVY 1335	Land Surveying Applications	3
SRVY 2344	Surveying - Legal Principles II	3
SRVY 2309	Computer Aided Mapping	3
MATH 1414	College Algebra	4
	Credit Hours	**16**
Summer		
PSYC 2301	General Psychology	3
ENGL 1301	Composition I	3
	Credit Hours	**6**
Second Year		
Fall		
GISC 1311	Introduction to Geographic Information Systems (GIS)	3
SRVY 2339	Engineering Design Surveying	3
SRVY 2341	Engineering Design Surveying Lab	3
MATH 2412	Pre-Calculus Math	4
	Credit Hours	**13**
Spring		
SRVY 2331	Geodetic Surveying And Mapping	3
SRVY 2335	Geodetic Surveying And Mapping Application	3
ARCH 1301	Architectural History I	3
SRVY 1380	Cooperative Education - Survey Technology/ Surveying	3
	Credit Hours	**12**
	Total Credit Hours	**60**

Welding

Welding

Occupational Skills Award

The South Texas College Welding OSA (Occupational Skills Award) will enable a student to seek an entry level welding position; with potential AWS D1.1 Certification from the WLDG 1428 course.

Combination Welding

Certificate

This three semester program will prepare the students for entry level positions with skills in four welding processes (Shielded Metal Arc Welding, Gas Metal Arc Welding, Gas Tungsten Arc Welding and Flux Core Arc Welding).

Students will perform fillets, lap, corner joint and V groove welds with backing and open groove in the Flat, Horizontal, Vertical-up and Overhead positions. Students will gain knowledge in lay out and fabrication as well as blueprint reading for the welders, welding safety and metallurgy.

Graduate candidates will be eligible to take a welding performance qualification test in accordance with American Welding Society, as used in the industry.

Structural Welding

Certificate

This two semester program will prepare the students for entry level positions with skills in four welding processes (Shielded Metal Arc Welding, Gas Metal Arc Welding, Gas Tungsten Arc Welding and Flux Core Arc Welding) but does not go into the advanced welding level (open groove and pipe) as does the combination certificate.

Students will perform fillets, lap, corner and tee's joint welds in the Flat, Horizontal, Vertical-up and Overhead positions.

Graduate candidates will be eligible to take a welding performance qualification test in accordance with American Welding Society, as used in the industry.

Welding

Associate of Applied Science

This four semester program will prepare the students for entry level positions with skills in four welding processes (Shielded Metal Arc Welding, Gas Metal Arc Welding, Gas Tungsten Arc Welding and Flux Core Arc Welding). Students will perform fillets, lap, corner joint and V groove welds with backing and open groove in the Flat, Horizontal, Vertical-up and Overhead positions. Students will gain knowledge in lay out and fabrication as well as blueprint reading for the welders, welding safety and metallurgy. The curriculum also includes 15 credit hours of General Education coursework. Graduate candidates will be eligible to take a welding performance qualification test in accordance with American Welding Society, as used in industry.

Program Learning Outcomes

Combination Welding Certificate

1. Students will be able to execute proper welding techniques required to pass the welding performance qualification test in various positions.
2. Students will be able to perform fillet and V-groove welds in the flat, horizontal, vertical-up, and overhead positions.
3. Students will be able to apply proper techniques to produce layouts and fabrication.

4. Students will be able to execute proper Gas Tungsten Arc Welds according to industry standards.

Structural Welding Certificate

1. Students will be able to execute proper welding techniques required to pass the welding performance qualification test in various positions.
2. Students will be able to perform fillet and V-groove welds in the flat, horizontal, vertical-up, and overhead positions.
3. Students will be able to apply proper techniques to produce layouts and fabrication.
4. Students will be able to execute proper Gas Tungsten Arc Welds according to industry standards.

Welding Associate of Applied Science

1. Students will be able to execute proper welding techniques required to pass the welding performance qualification test in various positions.
2. Students will be able to perform fillet and V-groove welds in the flat, horizontal, vertical-up, and overhead positions.
3. Students will be able to apply proper techniques to produce layouts and fabrication.
4. Students will be able to execute proper Gas Tungsten Arc Welds according to industry standards.
5. Students will be able to use basic math and measurement techniques to solve problems related to welding processes.

Advisory Committee Members

Reynaldo Rivera, CV Industrial
Javier Olmos, Airgas
Raul Robles, Robles Consulting, LLC
Bobby Quintero, RAM Welding Inspections
Robert Quintero, Palmer Steel Supplies, Inc.
Jerry Lefner, Alamo Iron Works
Giovanni Olivos - CV Industrial Jesse Mendoza - United Welding Supply

Occupational Skills Award

- Welding Occupational Skills Award (p. 159)

Certificates

- Combination Welding Certificate (p. 159)
- Structural Welding Certificate (p. 159)

Associate Degree

- Welding Associate of Applied Science (p. 160)

Welding Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
WLDG 1327	Welding Codes and Standards	3
WLDG 1317	Introduction to Layout and Fabrication	3
WLDG 1428	Introduction to Shielded Metal Arc Welding (SMAW)	4
WLDG 1430	Introduction to Gas Metal Arc Welding (GMAW)	4
	Credit Hours	**14**
	Total Credit Hours	**14**

Combination Welding Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
WLDG 1317	Introduction to Layout and Fabrication	3
WLDG 1327	Welding Codes and Standards	3
WLDG 1428	Introduction to Shielded Metal Arc Welding (SMAW)	4
WLDG 1430	Introduction to Gas Metal Arc Welding (GMAW)	4
	Credit Hours	**14**
Spring		
WLDG 1457	Intermediate Shielded Metal Arc Welding (SMAW)	4
WLDG 1312	Introduction to Flux Cored Arc Welding (FCAW)	3
WLDG 1453	Intermediate Layout and Fabrication	4
WLDG 1434	Introduction to Gas Tungsten Arc Welding (GTAW)	4
	Credit Hours	**15**
Summer		
WLDG 2451	Advanced Gas Tungsten Arc Welding (GTAW) [1]	4
WLDG 2406	Intermediate Pipe Welding [1]	4
WLDG 2413	Capstone: Intermediate Welding Using Multiple Processes	4
	Credit Hours	**12**
	Total Credit Hours	**41**

[1] Capstone: Successfully passing WLDG 2451 Advanced Gas Tungsten Arc Welding (GTAW) and WLDG 2406 Intermediate Pipe Welding.

Structural Welding Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
WLDG 1317	Introduction to Layout and Fabrication	3
WLDG 1327	Welding Codes and Standards	3
WLDG 1428	Introduction to Shielded Metal Arc Welding (SMAW)	4
WLDG 1430	Introduction to Gas Metal Arc Welding (GMAW)	4
	Credit Hours	**14**
Spring		
WLDG 1457	Intermediate Shielded Metal Arc Welding (SMAW)	4
WLDG 1312	Introduction to Flux Cored Arc Welding (FCAW)	3
WLDG 1453	Intermediate Layout and Fabrication [1]	4
WLDG 1434	Introduction to Gas Tungsten Arc Welding (GTAW)	4
	Credit Hours	**15**
	Total Credit Hours	**29**

[1] Capstone: Successfully passing WLDG 1453 Intermediate Layout and Fabrication.

Welding Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
ENGL 1301	Composition I [1]	3
Humanities Elective (p. 103) [1]		3
WLDG 1327	Welding Codes and Standards	3
WLDG 1317	Introduction to Layout and Fabrication	3
WLDG 1428	Introduction to Shielded Metal Arc Welding (SMAW)	4
	Credit Hours	**16**
Spring		
Math Elective (p. 104) [1]		3
WLDG 1430	Introduction to Gas Metal Arc Welding (GMAW)	4
WLDG 1457	Intermediate Shielded Metal Arc Welding (SMAW)	4
WLDG 1434	Introduction to Gas Tungsten Arc Welding (GTAW)	4
	Credit Hours	**15**
Summer		
WLDG 1453	Intermediate Layout and Fabrication	4
WLDG 1312	Introduction to Flux Cored Arc Welding (FCAW)	3
WLDG 2406	Intermediate Pipe Welding	4
Social and Behavioral Sciences Elective (p. 103) [1]		3
	Credit Hours	**14**
Second Year		
Fall		
WLDG 2435	Advanced Layout and Fabrication	4
WLDG 2413	Capstone: Intermediate Welding Using Multiple Processes	4
WLDG 2451	Advanced Gas Tungsten Arc Welding (GTAW)	4
Speech Elective [1]		3
	Credit Hours	**15**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Division of Liberal Arts

Students are admitted to South Texas College in accordance with College policies. General admission to the College does not imply admission to all programs of the College.

Fine & Performing Arts

Dance (p. 161)

- Dance, Field of Study (Associate of Arts)

Drama (p. 162)

- Drama, Field of Study (Associate of Arts) (p. 162)

Graphic Arts (p. 163)

- Graphic Arts, Field of Study (Associate of Arts) (p. 163)

Music (p. 164)

- Music, Field of Study (Associate of Arts) (p. 164)

Visual Arts (p. 166)

- Visual Arts, Field of Study (Associate of Arts) (p. 166)

Humanities

American Sign Language and Interpreting Studies (p. 167)

- Deaf Support Specialist (Certificate) (p. 167)
- Trilingual Interpreter (Certificate) (p. 167)
  - Specialization: Sign Language Interpreter (Associate of Applied Science) (p. 167)

Communication

- Communication, Field of Study
  - Concentration: Advertising/Public Relations, Field of Study (Associate of Arts) (p. 169)
  - Concentration: Communication Studies, Field of Study (Associate of Arts) (p. 170)

English (p. 171)

- English, Field of Study (Associate of Arts) (p. 171)

History (p. 172)

- History, Field of Study (Associate of Arts) (p. 172)

Interdisciplinary Studies (p. 173)

- Interdisciplinary Studies, Field of Study (Associate of Arts) (p. 173)

Language and Cultural Studies

- Language and Cultural Studies, Field of Study
  - Concentration: American Sign Language (Associate of Arts) (p. 174)
  - Concentration: Spanish (Associate of Arts) (p. 175)

Mexican-American Studies (p. 176)

- Mexican-American Studies, Field of Study (Associate of Arts) (p. 176)

Philosophy (p. 177)

- Philosophy, Field of Study (Associate of Arts) (p. 177)

Fine and Performing Arts

Dance (p. 161)

- Dance, Field of Study (Associate of Arts)

Drama (p. 162)

- Drama, Field of Study (Associate of Arts)

Graphic Arts (p. 163)

- Graphic Arts, Field of Study (Associate of Arts)

Music (p. 164)

- Music, Field of Study (Associate of Arts)

Visual Arts (p. 166)

- Visual Arts, Field of Study (Associate of Arts)

Dance

Associate of Arts

The Associate of Arts in Dance will prepare students to develop the necessary academic, technical and analytical skills that will provide them with a measurable foundation in the basics of sound dance practices. As with any liberal arts degree, salaries vary according to the career path chosen by the degree holder. With an Associate of Arts in Dance from STC, students will have attained the pre-professional foundation skills necessary to compete for beginning positions as dance instructors and/or performers.

In addition to career options in the field of Dance, students with an Associate of Arts in Dance may also choose to pursue advanced degrees in related fields such as education, history and criticism, choreography, arts management, directing or performance. After receiving their associate degree, students who desire a career as dance educators and who earn a bachelor's degree in this field would be eligible for employment in most public school districts, providing they obtain the necessary teaching certification. Students who earn a Bachelor of Arts or a Bachelor of Fine Arts in Dance can also expect to be marketable in other areas of business and the arts requiring a combination of verbal, visual and leadership skills. The associate and bachelor's degrees would serve as the foundation for specialized studies in dance such as scene and lighting design, costume design, choreography, directing, performance arts management and dramaturgy. Curriculum: The Associate of Art in Dance would require students to complete 60 semester credit hours (SCH) of transferable course work from the Academic Course Guide Manual. Admissions Requirements: The admissions requirements for this program would follow the general admissions policies set forth in the South Texas College catalog.

Program Learning Outcomes

1. Students will articulate and examine movement vocabulary and practices of Ballet dance technique. Exemplify an understanding of dance technique, process and classroom etiquette.
2. Demonstrate the ability to read, understand and critically analyze the ideas of world cultures' belief systems and practices presented in our dance textbooks and resources.
3. Demonstrate the ability to present information, clearly, logically through dance performance. Discuss and recognize the roles of the dancer as soloist and as a member of an ensemble.
4. Demonstrate both an understanding and practical application of the strategies, games and scores implicit in dance composition.
5. Demonstrate intermediate level movement skills, concentration, awareness and physical control while performing movement for artistic expression.

TSI Liable

Field of Study - 18 Credit Hours		
DANC 1201	Dance Composition - Improvisation	2
DANC 1245	Beginning Modern Dance	2
DANC 1241	Beginning Ballet	2
DANC 1301	Dance Composition - Choreography	3
DANC 1151	Freshman Dance Performance [1]	1
DANC 1128	Ballroom and Social Dance	1
DANC 2151	Sophomore Dance Performance [1]	1
DANC 2245	Intermediate Modern Dance	2
DANC 2241	Intermediate Ballet	2
STC Core Curriculum - 42 Credit Hours		
Complete 42 credit hours of required Core Curriculum [2]		42
Total Credit Hours		**60**

[1] Dance majors must take DANC 1151 Freshman Dance Performance and DANC 2151 Sophomore Dance Performance twice to meet the Field of Study 18 credit hours.

[2] In addition to the courses in the Field of Study, the student is required to take 42 hours from the STC Core Curriculum (p. 100). **Dance majors must take DANC 1305 World Dance - World Dance to fulfill the Creative Arts component of the Core Curriculum.**

TSI Liable

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
DANC 1201	Dance Composition - Improvisation	2
DANC 1245	Beginning Modern Dance	2
DANC 1151	Freshman Dance Performance [1]	1
DANC 1305	World Dance	3
ENGL 1301	Composition I	3
HIST 1301 or HIST 2327 or HIST 2381	United States History I or Mexican-American History I or African American History I	3
	Credit Hours	**14**
Spring		
DANC 2245	Intermediate Modern Dance	2
DANC 1301	Dance Composition - Choreography	3
DANC 1151	Freshman Dance Performance [1]	1
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
ENGL 1302	Composition II - Rhetoric	3
HIST 1302 or HIST 2328 or HIST 2382	United States History II or Mexican-American History II or African American History II	3
	Credit Hours	**15**
Summer		
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Recommended:		
PHIL 2303	Introduction to Logic	
DANC 1128	Ballroom and Social Dance	1
	Credit Hours	**4**
Second Year		
Fall		
DANC 1241	Beginning Ballet	2
DANC 2151	Sophomore Dance Performance [1]	1
GOVT 2305	Federal Government	3

Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Mathematics Elective - Core Curriculum (p. 100)		3-4
Recommended:		
MATH 1414 or MATH 133	College Algebra or Contemporary Mathematics	
	Credit Hours	**13-14**
Spring		
DANC 2151	Sophomore Dance Performance [1]	1
DANC 2241	Intermediate Ballet	2
GOVT 2306	Texas Government	3
Speech Elective - Component Area Option - Core Curriculum		3
Recommended:		
SPCH 1311 or SPCH 1315	Introduction to Speech Communication or Public Speaking	
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Component Area Option - Core Curriculum (if required) (p. 102)		1-2
Recommended:		
SPCH 1318 or KINE 1164	Interpersonal Communications or Introduction to Physical Fitness and Wellness	
	Credit Hours	**14-15**
	Total Credit Hours	**60-62**

[1] Dance majors must take DANC 1151 Freshman Dance Performance and DANC 2151 Sophomore Dance Performance twice to meet the Field of Study 18 credit hours.

Drama

Associate of Arts

The program is intended to enable students to develop the necessary academic, technical and analytical skills that will provide them with a measurable foundation in the basics of sound theater practices. This degree is useful to an individual seeking employment in the entertainment and media industries. As with any liberal arts degree, salaries vary according to the field chosen by the degree holder. With an Associate of Arts degree in Drama from STC, students will have attained the pre-professional foundation skills necessary to compete for beginning positions as technicians and/or performers.

In addition to career options in the field of Drama, students with AA-Drama degrees may also choose to pursue advanced degrees in related fields such as television, film, radio, industrial presentations, arts management and public relations. Students who desire a career as Drama educators and who earn a Bachelor's degree in this field would be eligible for employment in most public school districts, providing they obtain the necessary teaching certification. Students who earn a BA or BFA degree in Drama can also expect to be marketable in the business or corporate world in areas requiring a combination of verbal, visual and leadership skills. The AA and BA/BFA degrees also serve as the foundation for specialized studies in Drama such as Scene and Lighting Design, Costume Design, Technical Direction, Playwriting, Directing, Performance, Arts Management and Dramaturgy. Completion of the MA/MFA and Ph.D. coursework would make the graduates eligible for teaching positions at colleges and universities.

Program Learning Outcomes

1. Students will practice technical theatre skills and execute the best method identified for the construction of sets, props and costumes for a production.
2. Students will organize and perform backstage protocol required to ensure the execution and run of a live theatrical performance.
3. Students will analyze scripts and develop characters for performance by utilizing acting methodologies and practices.
4. Students will construct sets; hang and focus lighting instruments; build props; and utilize backstage protocol by following production plots and schematics.
5. Students will execute theatrical makeup techniques and application in the design and creation of characters within a production.
6. Students will analyze scripts and articulate a broad contextual understanding of dramatic literature.

TSI Liable

Field of Study - 18 Credit Hours		
DRAM 1120	Theater Practicum I	1
DRAM 1121	Theater Practicum II	1
DRAM 2120	Theater Practicum III	1
DRAM 1330	Stagecraft I	3
DRAM 1341 or DRAM 1342	Stage Makeup Costume Technology	3
DRAM 1351	Acting I	3
DRAM 1352	Acting II	3
DRAM 2355	Script Analysis	3
STC Core Curriculum - 42 Credit Hours		
Complete 42 credit hours of required Core Curriculum [1,2]		42
Creative Arts		
DRAM 1310	Theater Appreciation [3]	
Total Credit Hours		**60**

[1] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100). These courses must not duplicate courses taken to fulfill field of study requirements.

[2] Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

[3] Drama majors must take DRAM 1310 Theater Appreciation to fulfill the Creative Arts component of the core curriculum.

TSI Liable

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
DRAM 1330	Stagecraft I [1]	3
DRAM 1351	Acting I	3
DRAM 1310	Theater Appreciation	3
ENGL 1301	Composition I	3
Select one of the following:		3
HIST 1301	United States History I	
HIST 2327	Mexican-American History I	
HIST 2381	African American History I	
	Credit Hours	**15**

Spring		
DRAM 1120	Theater Practicum I	1
DRAM 1341 or DRAM 1342	Stage Makeup [2] or Costume Technology	3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
ENGL 1302	Composition II - Rhetoric	3
Select one of the following:		3
HIST 1302	United States History II	
HIST 2328	Mexican-American History II	
HIST 2382	African American History II	
	Credit Hours	**13**
Summer		
DRAM 1121	Theater Practicum II	1
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Recommended:		
PHIL 2303	Introduction to Logic	
	Credit Hours	**4**
Second Year		
Fall		
DRAM 2120	Theater Practicum III	1
DRAM 1352	Acting II [3]	3
GOVT 2305	Federal Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Mathematics Elective - Core Curriculum (p. 100)		3-4
Recommended:		
MATH 1332	Contemporary Mathematics	
MATH 1414	College Algebra	
	Credit Hours	**14-15**
Spring		
DRAM 2355	Script Analysis [4]	3
GOVT 2306	Texas Government	3
Speech Elective - Component Area Option - Core Curriculum		3
Recommended:		
SPCH 1311	Introduction to Speech Communication	
SPCH 1315	Public Speaking	
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Component Area Option - Core Curriculum (if required) (p. 102)		1-2
Recommended:		
SPCH 1318	Interpersonal Communications	
KINE 1164	Introduction to Physical Fitness and Wellness	
	Credit Hours	**14-15**
	Total Credit Hours	**60-62**

[1] DRAM 1330 Stagecraft I offered only Fall semester
[2] DRAM 1341 Stage Makeup (odd years) or DRAM 1342 Costume Technology (even years) offered only Spring semester
[3] DRAM 1352 Acting II offered only Fall semester
[4] DRAM 2355 Script Analysis offered only Spring Semester.

Graphic Arts

Associate of Arts

The Associate of Arts with a field of study in Graphic Arts is a program of study that combines studio courses in art and design with a broad range of liberal arts courses. The two-year degree program prepares students for creative positions in the workforce, and provides skills, values and knowledge in the liberal and creative arts. Additionally, students are prepared for transfer into university bachelor's degree programs and are trained in computer graphics software and portfolio preparation.

Program Learning Outcomes

1. Students will demonstrate the ability to communicate concepts of design.
2. Students will analyze and integrate trends of contemporary design to produce original works, using computer-based media.
3. Students will demonstrate critical thinking skills by communicating specific concepts using photographic imagery.
4. Students will demonstrate competency in applying the steps of the effective workflow as it relates to graphic design.
5. Students will demonstrate creative thinking by creating appropriate visual images for specific audiences or occasions.

TSI Liable

Courses of Study - 18 Credit Hours [1]		
ARTS 1316	Drawing I	3
ARTS 1311	Design I	3
ARTS 2333	Printmaking	3
ARTS 2348	Digital Media	3
ARTS 2313	Graphic Design	3
ARTS 2356	Photography I (Fine Arts Emphasis)	3
STC Core Curriculum - 42 Credit Hours		
Complete 42 credit hours of required Core Curriculum including the following: [2,3]		42
Creative Arts		
ARTS 1303	Art History I	
Language, Philosophy & Culture		
ARTS 1304	Art History II	
Total Credit Hours		**60**

[1] **NOTE:** Additional materials and supplies may be required. It is the responsibility of the student to purchase these materials when needed.
[2] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100). These courses must not duplicate courses taken to fulfill field of study requirements.
[3] Students who select a 3 credit hours Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI Liable

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
ENGL 1301	Composition I	3
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
ARTS 1316	Drawing I	3
ARTS 1311	Design I	3
	Credit Hours	**12**
Spring		
ENGL 1302	Composition II - Rhetoric	3
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
ARTS 2333	Printmaking	3

Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
	Credit Hours	**12**
Summer		
GOVT 2305	Federal Government	3
Speech Elective - Component Area Option - Core Curriculum		3
Recommended:		
SPCH 1311	Introduction to Speech Communication	
SPCH 1315	Public Speaking	
	Credit Hours	**6**
Second Year		
Fall		
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Mathematics Elective - Core Curriculum (p. 100)		3-4
Recommended:		
MATH 1332	Contemporary Mathematics	
MATH 1414	College Algebra	
ARTS 1303	Art History I (Creative Arts Elective Core Curriculum)	3
ARTS 2348	Digital Media	3
Component Area Option - Core Curriculum (if required) (p. 102)		1
	Credit Hours	**14**
Spring		
GOVT 2306	Texas Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
ARTS 1304	Art History II (Language, Philosophy & Culture Elective Core Curriculum)	3
ARTS 2356	Photography I (Fine Arts Emphasis)	3
ARTS 2313	Graphic Design	3
	Credit Hours	**16**
	Total Credit Hours	**60**

Music

Associate of Arts

The Associate of Arts in Music Degree[1] is a two-year program of foundational instruction in music theory, applied instrumental, voice or music composition, piano proficiency, solo and ensemble performance practice and music history. These foundational studies are designed for transferability to higher education institutions by the serious music student wishing to complete a Bachelor of Arts or Bachelor of Music Degree. Music ensembles are open for participation to the general student body by permission of the ensemble director. Instrumental, voice and music composition lessons are also available to non-music major students.

[1] The Associate of Arts in Music does not transfer as core complete. The student is encouraged to complete the additional coursework during their junior year or at South Texas College before transferring to a university.

Program Learning Outcomes

1. Students will evaluate diverse works of music using essential musical skills of listening and music analysis.
2. Students will apply skills of genre specific musical style and music theory to their individual and music ensemble performances.
3. Students will demonstrate the ability to read and write music using essential theoretical principles of melody, harmony and rhythm.
4. Students will identify musical works and products of history, society, and culture by describing the impact societal and cultural pressures had on individual composers and the composition of specific musical works.
5. Students will identify musical time periods, canonical works, and significant composers in Western art music by applying the skills of active listening and musical analysis to aural and notated examples.

TSI Liable

Field of Study - 31 credit hours

Musical Arts Foundation (16 Credits)		
MUSI 1311	Music Theory I	3
MUSI 1312	Music Theory II	3
MUSI 2311	Music Theory III	3
MUSI 2312	Music Theory IV	3
MUSI 1116	Sight Singing and Ear Training I	1
MUSI 1117	Sight Singing and Ear Training II	1
MUSI 2116	Sight Singing and Ear Training III	1
MUSI 2117	Sight Singing and Ear Training IV	1
Piano Classes (3 Credits)		
MUSI 1181	Piano Class I	1
MUSI 1182	Piano Class II	1
MUSI 2181	Piano Class III	1
Applied Electives		
Select a minimum of 8 credit hours of the following: [1]		8
MUAP 1201	Applied Violin I	
MUAP 1221	Applied Violin II	
MUAP 1202	Applied Viola I	
MUAP 1222	Applied Viola II	
MUAP 1203	Applied Cello I	
MUAP 1223	Applied Cello II	
MUAP 1204	Applied Double Bass I	
MUAP 1224	Applied Double Bass II	
MUAP 1205	Applied Flute I	
MUAP 1225	Applied Flute II	
MUAP 1206	Applied Clarinet I	
MUAP 1226	Applied Clarinet II	
MUAP 1207	Applied Saxophone I	
MUAP 1227	Applied Saxophone II	
MUAP 1208	Applied Trumpet I	
MUAP 1228	Applied Trumpet II	
MUAP 1209	Applied French Horn I	
MUAP 1229	Applied French Horn II	
MUAP 1210	Applied Trombone I	
MUAP 1230	Applied Trombone II	
MUAP 1211	Applied Euphonium I	
MUAP 1231	Applied Euphonium II	
MUAP 1212	Applied Oboe I	
MUAP 1232	Applied Oboe II	
MUAP 1213	Applied Bassoon I	
MUAP 1233	Applied Bassoon II	
MUAP 1214	Applied Tuba I	
MUAP 1234	Applied Tuba II	
MUAP 1215	Applied Percussion I	
MUAP 1235	Applied Percussion II	
MUAP 1216	Applied Guitar I	
MUAP 1236	Applied Guitar II	
MUAP 1217	Applied Piano I	
MUAP 1237	Applied Piano II	
MUAP 1218	Applied Voice I	

MUAP 1238	Applied Voice II	
MUAP 1219	Applied Music Composition I	
MUAP 1239	Applied Music Composition II	
MUAP 1220	Applied Conducting I	
MUAP 1240	Applied Conducting II	
MUAP 2201	Applied Violin III	
MUAP 2221	Applied Violin IV	
MUAP 2202	Applied Viola III	
MUAP 2222	Applied Viola IV	
MUAP 2203	Applied Cello III	
MUAP 2223	Applied Cello IV	
MUAP 2204	Applied Double Base III	
MUAP 2224	Applied Double Bass IV	
MUAP 2205	Applied Flute III	
MUAP 2225	Applied Flute IV	
MUAP 2206	Applied Clarinet III	
MUAP 2226	Applied Clarinet IV	
MUAP 2207	Applied Saxophone III	
MUAP 2227	Applied Saxophone IV	
MUAP 2208	Applied Trumpet III	
MUAP 2228	Applied Trumpet IV	
MUAP 2209	Applied French Horn III	
MUAP 2229	Applied French Horn IV	
MUAP 2210	Applied Trombone III	
MUAP 2230	Applied Trombone IV	
MUAP 2211	Applied Euphonium III	
MUAP 2231	Applied Euphonium IV	
MUAP 2212	Applied Oboe III	
MUAP 2232	Applied Oboe IV	
MUAP 2213	Applied Bassoon III	
MUAP 2233	Applied Bassoon IV	
MUAP 2214	Applied Tuba III	
MUAP 2234	Applied Tuba IV	
MUAP 2215	Applied Percussion III	
MUAP 2235	Applied Percussion IV	
MUAP 2216	Applied Guitar III	
MUAP 2236	Applied Guitar IV	
MUAP 2217	Applied Piano III	
MUAP 2237	Applied Piano IV	
MUAP 2218	Applied Voice III	
MUAP 2238	Applied Voice IV	
MUAP 2219	Applied Music Composition III	
MUAP 2239	Applied Music Composition IV	
MUAP 2220	Applied Conducting III	
MUAP 2240	Applied Conducting IV	
Ensemble Electives (4 Credits)		
Complete a minimum of 4 credit hours of the following: [1]		4
MUEN 1121	Band Ensemble	
MUEN 1131	Mariachi Ensemble	
MUEN 1132	Jazz Ensemble	
MUEN 1133	Guitar Ensemble	
MUEN 1134	String Ensemble	
MUEN 1135	Percussion Ensemble	
MUEN 1136	Woodwind Ensemble	
MUEN 1137	Brass Ensemble	
MUEN 1138	Modern Band Ensemble	
MUEN 1141	Choir Ensemble	
STC Core Curriculum - 29 credit hours		
Complete 29 credit hours of required Core Curriculum including the following: [2,3,4]		29
Language, Philosophy & Culture		
MUSI 1307	Music Literature	
Total Credit Hours		**60**

[1] Students must not duplicate courses taken to meet Core Curriculum Requirements.
[2] In addition to the courses in the Field of Study, the student is required to take 33 credit hours from the STC Core Curriculum (p. 100).
[3] Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.
[4] Students must not duplicate courses taken to meet Field of Study requirements.

Please note students will not be core complete upon completing this degree program.

Recommended After Completion of Degree to be Core Complete

Students who would like to be Core complete upon transfer should also complete courses from the following Core component areas:

HIST 1302	United States History II	3
or HIST 2328	Mexican-American History II	
Creative Arts Elective - Core Curriculum (p. 101)		3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Speech Elective-Component Area Option-Core Curriculum		3
Component Area Option - Core Curriculum (p. 102)		1

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
ENGL 1301	Composition I	3
MUSI 1311	Music Theory I	3
MUSI 1116	Sight Singing and Ear Training I	1
MUSI 1181	Piano Class I	1
Applied Elective - Field of Study [1]		2
Ensemble Elective - Field of Study [2]		1
	Credit Hours	**14**
Spring		
MATH 1332	Contemporary Mathematics	3
ENGL 1302	Composition II - Rhetoric	3
MUSI 1117	Sight Singing and Ear Training II	1
MUSI 1312	Music Theory II	3
MUSI 1182	Piano Class II	1
Applied Elective - Field of Study [1]		2
Ensemble Elective - Field of Study [2]		1
	Credit Hours	**14**
Second Year		
Fall		
GOVT 2305	Federal Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
MUSI 2116	Sight Singing and Ear Training III	1
MUSI 2311	Music Theory III	3

MUSI 2181	Piano Class III	1
Applied Elective - Field of Study [1]		2
Elective - Field of Study [2]		1
	Credit Hours	**15**
Spring		
GOVT 2306	Texas Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
MUSI 1307	Music Literature	3
MUSI 2117	Sight Singing and Ear Training IV	1
MUSI 2312	Music Theory IV	3
Applied Elective - Field of Study [1]		2
Ensemble Elective - Field of Study [2]		1
	Credit Hours	**17**
	Total Credit Hours	**60**

[1] Courses to be chosen from the Music Applied Instruments Field of Study
[2] Courses to be chosen from the Music Ensembles Field of Study

Recommended After Completion of Degree to be Core Complete

Students who would like to be Core complete upon transfer should also complete courses from the following Core component areas:

HIST 1302	United States History II	3
or HIST 2328	Mexican-American History II	
Creative Arts Elective - Core Curriculum (p. 101)		3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Speech Elective-Component Area Option-Core Curriculum		3
Component Area Option - Core Curriculum (p. 102)		1

Visual Arts

Associate of Arts

The Associate of Arts with a field of study in Visual Arts is a program of study that combines studio courses in art and design with a broad range of liberal arts courses. The two-year degree program prepares students for creative positions in the workforce and provides skills, values and knowledge in the liberal and creative arts. Additionally, students are prepared for transfer into university bachelor's degree programs and are trained in portfolio preparation.

If transferring to another college, check with an advisor to see specific program requirements for the Visual Arts requirement.

Program Learning Outcomes

1. Students will apply critical thinking skills using the formal elements and principles of design in two-dimensional media.
2. Students will apply critical thinking skills using the formal elements and principles of design in three-dimensional media.
3. Students will demonstrate their ability to develop a theme using media as a means of personal expression.
4. Students will demonstrate their research of their surroundings using Art Historical References, with an emphasis on composition and context.
5. Students will demonstrate their ability to create a digital artwork portfolio.

TSI Liable

Field of Study - 18 credit hours		
Fine Arts Foundation [1]		
ARTS 1311	Design I	3
ARTS 1312	Design II	3
ARTS 1316	Drawing I	3
ARTS 1317	Drawing II	3
ARTS 2348	Digital Media	3
Fine Arts Elective [1]		
Select one of the following:		3
ARTS 2316	Painting I	
ARTS 2317	Painting II	
ARTS 2326	Sculpture	
ARTS 2333	Printmaking	
ARTS 2341	Metals	
ARTS 2346	Ceramics I	
ARTS 2347	Ceramics II	
ARTS 2356	Photography I (Fine Arts Emphasis)	
ARTS 2357	Photography II (Fine Arts Emphasis)	
STC Core Curriculum - 42 credit hours		
Complete 42 credit hours of required Core Curriculum including the following: [2,3]		42
Creative Arts Elective		
ARTS 1303	Art History I	
Language, Philosophy & Culture Elective		
ARTS 1304	Art History II	
Total Credit Hours		**60**

[1] Additional materials and supplies will be required in all Fine Arts foundation and elective studio courses. It is the responsibility of the student to purchase these materials when needed.
[2] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100).
[3] Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI Liable

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
ENGL 1301	Composition I	3
ARTS 1316	Drawing I	3
ARTS 1311	Design I	3
	Credit Hours	**12**
Spring		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
ENGL 1302	Composition II - Rhetoric	3
ARTS 1317	Drawing II	3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
	Credit Hours	**12**
Summer		
GOVT 2305	Federal Government	3
Speech Elective - Component Area Option - Core Curriculum		3
Recommended		
SPCH 1311	Introduction to Speech Communication	

SPCH 1315	Public Speaking	
	Credit Hours	**6**
Second Year		
Fall		
Mathematics Elective - Core Curriculum (p. 100)		3-4
Recommended		
MATH 1332	Contemporary Mathematics	
MATH 1414	College Algebra	
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
ARTS 1312	Design II	3
ARTS 1303	Art History I	3
Component Area Option - Core Curriculum (if required) (p. 102)		1
	Credit Hours	**14**
Spring		
GOVT 2306	Texas Government	3
ARTS 1304	Art History II	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Fine Arts Elective - Field of Study [1]		3
ARTS 2348	Digital Media	3
	Credit Hours	**16**
	Total Credit Hours	**60**

[1] Courses to be chosen from Field of Study

Humanities

American Sign Language and Interpreting Studies (p. 167)

- Trilingual Interpreter (Certificate)
- Specialization: Sign Language Interpreter (Associate of Applied Science)

Communication

- Communication, Field of Study
  - Concentration: Advertising/Public Relations, Field of Study (Associate of Arts)
  - Concentration: Communication Studies, Field of Study (Associate of Arts) (p. 170)

English (p. 171)

- English, Field of Study (Associate of Arts)

History (p. 172)

- History, Field of Study (Associate of Arts)

Interdisciplinary Studies (p. 173)

- Interdisciplinary Studies, Field of Study (Associate of Arts)

Language and Cultural Studies

- Language and Cultural Studies, Field of Study
  - Concentration: American Sign Language (Associate of Arts) (p. 174)
  - Concentration: Spanish (Associate of Arts) (p. 175)

Mexican-American Studies (p. 176)

- Mexican-American Studies, Field of Study (Associate of Arts)

Philosophy (p. 177)

- Philosophy, Field of Study (Associate of Arts)

American Sign Language and Interpreting Studies

Deaf Support Specialist

Certificate

The certificate program in Deaf Support is comprised of 8 technical courses totaling 22 credit hours. A Deaf Support is responsible for assistance with advocating, educating and promoting community awareness pertaining to Deaf, hard-of-hearing and hearing communities. Their responsibilities involve supporting Deaf and hard-of-hearing consumers with independent living skills, informing them of community services available, and educating them in terms of their rights as they relate to the Americans with Disabilities Act. Additionally, they may assist with locating the latest rehabilitative and/or assistive technological devices. The Deaf Support Specialist Certificate program is designed to provide students with a foundation for entry level Deaf Support Specialist jobs.

Trilingual Interpreter

Certificate

The Trilingual Enhanced certificate was created to strengthen the skills of an interpreter who is currently utilizing the three languages of ASL, English and spoken Spanish in his or her professional work. This certificate was also designed to offer training to interpreters who would like to utilize these three languages or to add to their existing skills. The Trilingual Enhanced certificate requires a minimum language proficiency in both American Sign Language and Spanish.

Specialization: Sign Language Interpreter

Associate of Applied Science

The Associate of Applied Science degree in the Sign Language Interpreter Specialization is comprised of a combination of technical and general education courses. The degree requires 63 credit hours of designated coursework. Students must take a mid-program evaluation, the State Certification Basic Exam, as well as a program exit exam in order to complete the degree requirements. Students are expected to maintain a 2.5 grade point average (GPA) in all program coursework. Students interested in pursuing the Associate of Applied Science degree are required to consult with department staff before registering for any SLNG classes.

The Sign Language Interpreter option is for individuals seeking employment as an interpreter. An interpreter is one who facilitates communication between persons who do not share the same language. Interpreting between Deaf and Hearing cultures is a process of communicating spoken English messages into American Sign Language or Signed English as well as rendering American Sign Language or Signed English messages into spoken English.

Program Learning Outcomes

Deaf Support Specialist Certificate

1. Students will demonstrate and apply the appropriate use of intakes and service contracts.
2. Students will be able to explain and give examples of the impact Deafness may have on their families.
3. Students will be able to explain and give etiology leading to Deafness.

Trilingual Interpreter Certificate

1. Student will demonstrate an ability to produce dynamic equivalence from a source language to a target language with an emphasis in Spanish to ASL and ASL to Spanish.
2. The student will demonstrate the ability to interpret efficiently in a trilingual environment.
3. The student will demonstrate a cultural and contemporary awareness of Spanish cultures.

Specialization: Sign Language Interpreter Associate of Applied Science

1. The student will be able to identify and explain the interpreter's role to aide students in a post-secondary setting.
2. The student will discuss and interpret designated oral speech and post-secondary lectures using American Sign Language.
3. The student will be able to describe variations of interpreting and apply the appropriate interpretation mode depending on the Deaf consumers education level and upbringing.
4. The student will be able to distinguish appropriate behavior according to the Code of Professional Conduct for Sign Language Interpreters in various scenarios.

Advisory Committee Members

Hampton Huddleston. Med., COMS. Orientation and Mobility Specialist- Advisory Chair
Roland Quesada, BEI Level 3/Court Sign Language Interpreter/Sorenson VRS
Vanessa Vera, Texas Workforce Commission Vocational Rehab Counselor for the Deaf
Anival Hendrickson CRP Advanced Employment Services
Sandra Hendrickson, Owner Advanced Employment Services
Sarah Carrizales - STC Alumni - Community Interpreter - Certified Basic
Gracie De Luna - STC Alumni - Program Specialist - Texas School for the Deaf Austin
Milca Hipolito - STC Alumni - Job Coach for the Deaf
Richard Givens - STC Alumni - UTRGV Lead Interpreter - NIC Certified
Paul Villarreal - STC Alumni - Community Interpreter - Certified Basic

Ex-Officio Members

Ernie Pena, Sign Language Interpreter
Melissa Ibanez, ASL Instructor South Texas College
Nora McAllister, South Texas College Sign Language Interpreter for the Deaf

Certificate

- Deaf Support Specialist Certificate (p. 168)
- Trilingual Interpreter Certificate (p. 168)

Associate Degree

- American Sign Language and Interpreting Studies Specialization: Sign Language Interpreter Associate of Applied Science (p. 168)

Deaf Support Specialist Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
SLNG 1304	American Sign Language (ASL) I	3
SLNG 1300	Fundamentals for Deaf Support Specialist/ Service Provider	3
	Credit Hours	**6**
Spring		
SLNG 1305	American Sign Language (ASL) II	3
SLNG 2330	Advanced Techniques for Deaf Support Specialist/ Service Providers	3
SLNG 1311	Fingerspelling and Numbers	3
	Credit Hours	**9**
Summer		
SLNG 1344	American Sign Language (ASL) III	3
SLNG 1317	Introduction to the Deaf Community	3
SLNG 2186	Capstone: Internship I	1
	Credit Hours	**7**
	Total Credit Hours	**22**

Trilingual Interpreter Certificate[1]

TSI Liable

Course	Title	Credit Hours
Fall		
SLNG 2370	Trilingual Interpreting I	3
SLNG 2373	Latino Interpreting Issues	3
	Credit Hours	**6**
Spring		
SLNG 2372	Trilingual Interpreting II	3
SPAN 2389	Academic Cooperative	3
	Credit Hours	**6**
	Total Credit Hours	**12**

[1] Courses under the Enhanced Trilingual Certificate can be taken concurrently with the Sign Language Interpreter major.

American Sign Language and Interpreting Studies

Specialization: Sign Language Interpreter Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
ENGL 1301	Composition I [1]	3
DRAM 1351	Acting I [1]	3
SLNG 1304	American Sign Language (ASL) I	3
SLNG 1321	Introduction to the Interpreting Profession	3
	Credit Hours	**12**
Spring		
SLNG 1305	American Sign Language (ASL) II	3
SLNG 1311	Fingerspelling and Numbers	3
BIOL 1408	Biology for Non-Science Majors I [1]	4

SOCW 2361	Introduction to Social Work [1]	3
	Credit Hours	**13**
Summer		
SLNG 1344 or SGNL 2301	American Sign Language (ASL) III or Intermediate American Sign Language I	3
PHIL 2306	Introduction to Ethics [1]	3
	Credit Hours	**6**
Second Year		
Fall		
SLNG 2187	Internship I- Deaf Support/Sign Language Interpreter	1
SLNG 2401	Interpreting I	4
SLNG 1345 or SGNL 2302	American Sign Language (ASL) IV or Intermediate American Sign Language II	3
SLNG 2411	Interpreting in Specialized Settings	4
SLNG 1350	Sign-to-Voice	3
	Credit Hours	**15**
Spring		
SLNG 2188	Capstone: Internship II	1
SLNG 2402	Interpreting II	4
SLNG 2303	Transliterating	3
SLNG 2434	American Sign Language (ASL) V	4
	Credit Hours	**12**
Summer		
SLNG 2189	Capstone: Internship III	1
SLNG 2431	Interpreting III	4
	Credit Hours	**5**
	Total Credit Hours	**63**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement.

Communication

- Advertising/Public Relations Concentration (p. 169)
- Communication Studies Concentration (p. 170)

Advertising/Public Relations Concentration

Associate of Arts

The Associate of Arts with a field of study in Advertising/Public Relations Concentration is a focused program of study, which provides a strong undergraduate foundation in writing for all forms of media and the integration of concepts and theories necessary to promote a positive image for clients. Classes prepare students for transfer to four-year institutions and entry into careers in which competence, clarity and influence are important, such as advertising, public relations, business, health, law, entertainment industry and media. Some variation in requirements may exist at particular four-year college or universities; therefore, it is essential that students also refer to the catalog of the prospective transfer institution and consult an academic adviser.

Program courses listed on the degree plan should be taken in the suggested sequence because most program courses have prerequisites. Program course COMM 1307 Introduction to Mass Communication is offered both fall and spring semesters. Program courses COMM 2327 Introduction to Advertising and COMM 2330 Introduction to Public Relations are only offered during the fall semester. Program courses COMM 2305 Editing and Layout and COMM 2339 Writing for Radio, Television, and Film are only offered during the spring semester. Program course COMM 2389 Academic Cooperative is offered both in the fall and spring semesters, it requires the completion of an internship, and should be taken during the semester the student intends to graduate.

Program Learning Outcomes

1. Students will describe the history and development of mass communication and its role in society.
2. Students will design and develop a public relations campaign.
3. Students will design and develop an advertising campaign.
4. The student will design and layout a page based on research and audience analysis.
5. The student will demonstrate effective writing techniques for mass media.

TSI Liable

Field of Study - 18 Credit Hours		
COMM 1307	Introduction to Mass Communication	3
COMM 2330	Introduction to Public Relations	3
COMM 2327	Introduction to Advertising	3
COMM 2305	Editing and Layout	3
COMM 2339	Writing for Radio, Television, and Film	3
COMM 2389	Academic Cooperative	3
STC Core Curriculum - 42 Credit Hours		
Complete 42 credit hours of required Core Curriculum [1,2]		42
Total Credit Hours		**60**

[1] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100). These courses must not duplicate courses taken to fulfill field of study requirements.

[2] Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI Liable

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
ENGL 1301	Composition I	3
Speech Elective - Core Curriculum	Component Area Option -	3
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Recommended:		
PHIL 2306	Introduction to Ethics	
	Credit Hours	**12**
Spring		
ENGL 1302	Composition II - Rhetoric	3
COMM 1307	Introduction to Mass Communication [1]	3

HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Mathematics Elective - Core Curriculum (p. 100)		3-4
Recommended:		
MATH 1342	Elementary Statistical Methods	
	Credit Hours	**16**
Second Year		
Fall		
GOVT 2305	Federal Government	3
COMM 2330	Introduction to Public Relations [1]	3
COMM 2327	Introduction to Advertising [1]	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Creative Arts Elective - Core Curriculum (p. 101)		3
Recommended:		
DRAM 2366	Film Appreciation	
	Credit Hours	**16**
Spring		
GOVT 2306	Texas Government	3
COMM 2305	Editing and Layout [1]	3
COMM 2339	Writing for Radio, Television, and Film [1]	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
COMM 2389	Academic Cooperative [1]	3
Component Area Option - Core Curriculum (if required) (p. 102)		1
	Credit Hours	**16**
	Total Credit Hours	**60**

[1] Field of Study Courses

Communication Studies Concentration

Associate of Arts

The Associate of Arts degree in Communication with a speech concentration is a focused program of study, which provides a strong foundation in undergraduate interpersonal interaction, group communication, argument and debate, as well as in public speaking skills. Classes prepare students for transfer to four-year institutions and entry into careers in which effective communication skills are important, such as teaching, public relations, business, mass communication and law. Some variation in requirements may exist at particular four-year college or universities; therefore, it is essential that students also refer to the catalog of the prospective transfer institution and consult an academic adviser.

Program courses listed on the degree plan should be taken in the suggested sequence in order to build the knowledge and skill-base necessary to maximize student learning outcomes in each particular course. Program course SPCH 2389 Academic Cooperative requires the completion of an internship and should be taken during the semester the student intends to graduate.

Program Learning Outcomes

1. Students will develop and deliver a speech appropriate to the audience, purpose and context.
2. The student will analyze the characteristics of a competent communicator as they apply to relationships.
3. Students will demonstrate the ability to effectively communicate in the workplace in both written and oral formats.
4. Students will apply group communication competencies during team projects.
5. Students will construct and deliver effective debate arguments.

TSI Liable

Field of Study - 18 Credit Hours		
SPCH 1315	Public Speaking	3
SPCH 1318	Interpersonal Communications	3
SPCH 1321	Business and Professional Communication	3
SPCH 2333	Discussion and Small Group Communication	3
SPCH 2335	Argumentation and Debate	3
SPCH 2389	Academic Cooperative	3
STC Core Curriculum - 42 Credit Hours		
Complete 42 credit hours of required Core Curriculum [1,2]		42
Core Component Area Option		
SPCH 1311	Introduction to Speech Communication [3]	
Total Credit Hours		**60**

[1] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100). These courses must not duplicate courses taken to fulfill field of study requirements.

[2] Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

[3] Speech Communication majors must take SPCH 1311 Introduction to Speech Communication to fulfill the Component Area Option of the core curriculum.

TSI Liable

100% Online

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
ENGL 1301	Composition I	3
SPCH 1311	Introduction to Speech Communication	3
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Recommended:		
PHIL 2306	Introduction to Ethics	
	Credit Hours	**12**
Spring		
ENGL 1302	Composition II - Rhetoric	3
SPCH 1318	Interpersonal Communications [1]	3
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3

Mathematics Elective - Core Curriculum (p. 100)		3-4
Recommended:		
MATH 1342	Elementary Statistical Methods	
	Credit Hours	**16**
Second Year		
Fall		
GOVT 2305	Federal Government	3
SPCH 1315	Public Speaking [1]	3
SPCH 2333	Discussion and Small Group Communication [1]	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Creative Arts Elective - Core Curriculum (p. 101)		3
Recommended:		
DRAM 2366	Film Appreciation	
	Credit Hours	**16**
Spring		
GOVT 2306	Texas Government	3
SPCH 1321	Business and Professional Communication [1]	3
SPCH 2335	Argumentation and Debate [1]	3
SPCH 2389	Academic Cooperative [1]	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Component Area Option - Core Curriculum (if required) (p. 102)		1
	Credit Hours	**16**
	Total Credit Hours	**60**

[1] Field of Study Courses

English

Associate of Arts

The field of study curriculum in English transfers as a block leading to an English minor, a Bachelor of Arts in General Studies, a Bachelor of Arts in English or a Bachelor of Fine Arts in English. The flexible structure of this field of study provides students an opportunity to explore their own interests in either Literature, Creative Writing or Technical Writing, while also providing a firm foundation for a minor or major in English.

The course load allows students to complete their minor or major at a four-year institution and allows education majors to build the required number of courses within their teaching discipline (which according to TEA regulations must include 24 credit hours in the teaching discipline to qualify for a teaching position).

With a specialization in English, students will be uniquely prepared to succeed in today's competitive job market and will have a variety of employment opportunities available in such fields as technical writing, editing, teaching and pre-law, as well as numerous professions that require effective communication and analytical skills.

Program Learning Outcomes

1. Student will be able to articulate main ideas in a given text.
2. Student will be able to explain rhetorical and/or literary devices within a given text.
3. Student will be able to apply standard English stylistic conventions in writing.
4. Students will be able to integrate source material into focused academic arguments.
5. Student will attribute source material in accordance with designated documentation style.
6. Student will be able to identify indicators of cultural or historical movements of a designated literary period in a particular literary work.

TSI Liable

Field of Study - 18 Credit Hours		
Select a minimum of five of the following:		15
ENGL 2307	Creative Writing I	
ENGL 2311	Technical and Business Writing	
ENGL 2321	British Literature	
ENGL 2326	American Literature	
ENGL 2331	World Literature	
ENGL 2341	Introduction to Forms of Literature	
ENGL 2351	Mexican American Literature	
ENGL 2389	Academic Cooperative	
EDUC 1300	Learning Framework	
Foreign Language		
The student is required to take 1 course of any foreign language course		3
STC Core Curriculum - 42 Credit Hours		
Complete 42 credit hours of required Core Curriculum including the following: [1,2]		42
Component Area Option		
SPCH 1311	Introduction to Speech Communication	
Total Credit Hours		**60**

[1] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100). These courses must not duplicate courses taken to fulfill the field of study requirements.

[2] Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take an additional 1 credit hour to complete the Component Area Option for the Core Curriculum.

TSI Liable

100% Online

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
ENGL 1301	Composition I	3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
Mathematics Elective - Core Curriculum (p. 100)		3-4
	Credit Hours	**13**
Spring		
ENGL 1302	Composition II - Rhetoric	3
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
GOVT 2305	Federal Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
	Credit Hours	**13**
Summer		
SPCH 1311	Introduction to Speech Communication	3
GOVT 2306	Texas Government	3

English Elective - Field of Study [1]		3
	Credit Hours	**9**
Second Year		
Fall		
English Elective - Field of Study [1]		3
English Elective - Field of Study [1]		3
Foreign Language Elective - Field of Study [1]		3
Creative Arts Elective - Core Curriculum (p. 101)		3
Recommended:		
DRAM 1310	Theater Appreciation	
ARTS 1301	Art Appreciation	
MUSI 1306	Music Appreciation	
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
	Credit Hours	**15**
Spring		
English Elective - Field of Study [1]		3
English Elective - Field of Study [1]		3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Component Area Option - Core Curriculum (if required) (p. 102)		1
	Credit Hours	**10**
	Total Credit Hours	**60**

[1] Courses to be chosen from Field of Study

History

Associate of Arts

The Associate of Arts degree with a field of study in History is designated for students planning to transfer to a baccalaureate degree in History or Liberal Arts at four-year institutions.

The curriculum includes general academic courses and electives that enable students who intend to major in History to transfer to four-year institutions.

Completing a History program can expand opportunities in teaching, museums, archives, government, law school, journalism and other related areas.

Instruction in History promotes reading, writing, and critical thinking, as well as development of awareness of how the past has shaped the present.

Program Learning Outcomes

1. Students will demonstrate an ability to contrast cultural influences in society.
2. Students will demonstrate an ability to explain significant social movements and their impact on history.
3. Students will demonstrate an ability to define and distinguish important political forces in history.
4. Students will demonstrate an ability to analyze historiography.
5. Students will demonstrate an ability to analyze primary and secondary sources.

TSI Liable

Field of Study - 18 credit hours

The student is required to take the following 3 courses (9 credits):		
HIST 2321	World Civilizations I	3
HIST 2322	World Civilizations II	3
HIST 2389	Academic Cooperative	3
Field of Study Elective (9 credits)		
To complete the History field of study, students must take three 3 credit hour courses listed in any Associate of Arts field of study from the following list: Anthropology, Business Administration (Transfer plan only), Communication, Criminal Justice, Drama, Education, English, Arts, Humanities, Interdisciplinary Studies, Language and Cultural Studies, Mexican-American Studies, Philosophy, Political Science, Psychology, Social Work or Sociology.		9
It is strongly recommended that History majors choose from the folllowing to complete the field of study electives:		
HIST 2301	Texas History	
HIST 2327	Mexican-American History I	
HIST 2328	Mexican-American History II	
HIST 2381	African American History I	
STC Core Curriculum - 42 credit hours		
Complete 42 credit hours of required Core Curriculum [1,2]		42
Total Credit Hours		**60**

[1] In addition to the courses in the History Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100). These courses must not duplicate courses taken to fulfill field of study requirements.

[2] Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI Liable

100% Online

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
HIST 1301	United States History I	3
ENGL 1301	Composition I	3
Component Area Option - Core Curriculum (p. 102)		3
SPCH 1311 or EDUC 130	Introduction to Speech Communication (Recommended) or Learning Framework	
Field of Study Elective suggested History Elective [1,2]		3
	Credit Hours	**12**
Spring		
HIST 1302	United States History II	3
ENGL 1302	Composition II - Rhetoric	3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
PHIL 2307	Introduction to Social and Political Philosophy (Recommended)	
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Field of Study Elective suggested History Elective [1,2]		3
	Credit Hours	**15**
Summer		
Creative Arts Elective - Core Curriculum (p. 101)		3
ARTS 1303	Art History I (Recommended)	

Mathematics Elective - Core Curriculum (p. 100)		3-4
	Credit Hours	**7**
Second Year		
Fall		
GOVT 2305	Federal Government	3
HIST 2321	World Civilizations I	3
Field of Study Elective suggested History Elective [1,2]		3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Component Area Option - Core Curriculum (if required) (p. 102)		1
	Credit Hours	**13**
Spring		
GOVT 2306	Texas Government	3
HIST 2322	World Civilizations II	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
HIST 2389	Academic Cooperative	3
	Credit Hours	**13**
	Total Credit Hours	**60**

[1] Courses to be chosen from the Field of Study Electives

[2] Students must take two 3 credit hour courses listed in any Associate of Arts Field of Study from the following list: Anthropology, Business Administration (transfer plan only), Communication, Criminal Justice, Drama, Education, English, Arts, Humanities, Interdisciplinary Studies, Language and Cultural Studies, Mexican-American Studies, Philosophy, Political Science, Psychology, Social Work, or Sociology.

Interdisciplinary Studies

Associate of Arts

The Associate of Arts Degree field of study in Interdisciplinary Studies provides students with a broad-based education in "college basics" that promotes critical thinking skills and allows for an opportunity to make an informed choice in educational preferences.

The program offers transferable field of study selections in arts and humanities, social sciences, natural sciences, computer applications and mathematics. This field of study is an excellent transfer program that can be used towards the successful completion of a Baccalaureate Degree in any field.

Program Learning Outcomes

1. Communication Skills - Effective development, interpretation and expression of ideas through written, oral and visual communication.
2. Critical Thinking Skills - Creative thinking, innovation, inquiry, and analysis, evaluation, and synthesis of information.
3. Empirical & Quantitative Skills - Manipulation and analysis of numerical data or observable facts resulting in informed conclusions.
4. Personal Responsibility - Ability to connect choices, actions and consequences to ethical decision-making.
5. Social Responsibility - Intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.
6. Teamwork - Ability to consider different points of view and work effectively with others to support a shared purpose or goal.

TSI Liable

Field of Study - 18 credit hours	
Select a minimum of 18 hours of Field of Study courses [1]	18
STC Core Curriculum - 42 credit hours	
Complete 42 credit hours of required Core Curriculum [2,3]	42
Total Credit Hours	**60**

[1] The Field of Study courses must be chosen from two (2) or more AA or AS field of study options. Substitutions to this degree plan will be accepted if the Transfer Institution accepts the substitution(s) as courses that will apply toward the baccalaureate degree the student intends to pursue.

[2] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100). These courses must not duplicate courses taken to fulfill the field of study requirements.

[3] Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI Liable

100% Online

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
Component Area Option - Core Curriculum (p. 102)		3
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
ENGL 1301	Composition I	3
Elective - Field of Study [1]		3
	Credit Hours	**12**
Spring		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
ENGL 1302	Composition II - Rhetoric	3
GOVT 2305	Federal Government	3
Creative Arts Elective - Core Curriculum (p. 101)		3
Elective - Field of Study [1]		3
	Credit Hours	**15**
Summer		
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
	Credit Hours	**3**
Second Year		
Fall		
Mathematics Elective - Core Curriculum (p. 100)		3-4
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Elective - Field of Study [1]		3
Component Area Option - Core Curriculum (if required) (p. 102)		1
	Credit Hours	**14**
Spring		
GOVT 2306	Texas Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Elective - Field of Study [1]		3
Elective - Field of Study [1]		3

Elective - Field of Study [1]	3
Credit Hours	**16**
Total Credit Hours	**60**

[1] Courses to be chosen from Field of Study

Language and Cultural Studies

- American Sign Language Concentration (p. 174)
- Spanish Concentration (p. 175)

American Sign Language Concentration

Associate of Arts

The Language and Cultural Studies Field of Study is designed to provide students the opportunity to develop and enhance their practical communication skills and cross-cultural understanding that will provide them the foundational coursework required for careers in languages and cultural studies.

Furthermore, the field of study will focus on integrating language, culture and literature to help students gain an international perspective for living and working in today's global society.

Students declaring a field of study in Languages and Cultural Studies may choose courses in one or both of the following concentrations: Spanish and American Sign Language.

Program Learning Outcomes

1. The students will be able to demonstrate the appropriate parameters (handshape, orientation, location, movement, and facial expressions) of American Sign Language expressively and receptively.
2. Students will be able to analyze reading materials related to Deaf Culture.
3. Students will be able to describe characteristics of Deaf Culture.
4. The students will be able to demonstrate effective signing skills by presenting ASL Storytelling and Poetry.
5. Students will be able to select appropriate vocabulary and communicative strategies in imitating and conducting dialogues.

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Field of Study - 18 credit hours		
SGNL 1301	Beginning American Sign Language I	3
SGNL 1302	Beginning American Sign Language II	3
SGNL 2301	Intermediate American Sign Language I	3
SGNL 2302	Intermediate American Sign Language II	3
PHIL 2306	Introduction to Ethics	3
Select one of the following:;		3
HUMA 1301	Introduction to Humanities I - Western	
HUMA 2319	American Minority Studies	
HUMA 2323	World Cultures	
EDUC 1301	Introduction to the Teaching Profession	
EDUC 1300	Learning Framework	
PHIL 1301	Introduction to Philosophy	
PHIL 2303	Introduction to Logic	
PHIL 2307	Introduction to Social and Political Philosophy	
PSYC 1300	Learning Framework	
STC Core Curriculum - 42 credit hours		
Complete 42 credit hours of required Core Curriculum [1,2]		42
Total Credit Hours		**60**

[1] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100). These courses must not duplicate courses taken to fulfill the field of study requirements.

[2] Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI Liable

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
SPCH 1311	Introduction to Speech Communication	3
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
ENGL 1301	Composition I	3
SGNL 1301	Beginning American Sign Language I	3
	Credit Hours	**12**
Spring		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
ENGL 1302	Composition II - Rhetoric	3
GOVT 2305	Federal Government	3
Creative Arts Elective - Core Curriculum (p. 101)		3
SGNL 1302	Beginning American Sign Language II	3
	Credit Hours	**15**
Second Year		
Fall		
Mathematics Elective - Core Curriculum (p. 100)		3-4
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
SGNL 2301	Intermediate American Sign Language I	3
Component Area Option - Core Curriculum (if required) (p. 102)		1
Elective - Field of Study		
Select one of the following:		3
HUMA 1301	Introduction to Humanities I - Western	
HUMA 2319	American Minority Studies	
HUMA 2323	World Cultures	
EDUC 1301	Introduction to the Teaching Profession	
EDUC 1300	Learning Framework	
PHIL 1301	Introduction to Philosophy	

PHIL 2303	Introduction to Logic	
PHIL 2307	Introduction to Social and Political Philosophy	
PSYC 1300	Learning Framework	
	Credit Hours	**17**
Spring		
GOVT 2306	Texas Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
SGNL 2302	Intermediate American Sign Language II	3
PHIL 2306	Introduction to Ethics	3
	Credit Hours	**16**
	Total Credit Hours	**60**

Spanish Concentration

Associate of Arts

The Language and Cultural Studies Field of Study is designed to provide students the opportunity to develop and enhance their practical communication skills and cross-cultural understanding that will provide them the foundational coursework required for careers in languages and cultural studies.

Furthermore, the field of study will focus on integrating language, culture and literature to help students gain an international perspective for living and working in today's global society.

Students declaring a field of study in Languages and Cultural Studies may choose courses in one or both of the following concentrations: Spanish and American Sign Language.

Program Learning Outcomes

1. The student will apply the appropriate uses of accents and grammatical structures in the Spanish language in written form.
2. The student will demonstrate effective Oral communication skills in Spanish by presenting and discussing information, concepts, and ideas.
3. The student will be able to describe three characteristics of Spanish and Latin American cultures such as traditions, language, food and religion.
4. The student will be able to describe interrelationships between art and culture.
5. The student will be able to produce Spanish written texts analyzing cultural topics, including literature.

TSI Liable

Field of Study - 18-20 credit hours		
Select one of the following options:		*15-17*
Spanish Speaking Option (15 Credits)		
SPAN 2313	Spanish for Native/ Heritage Speakers I	
SPAN 2315	Spanish for Native/ Heritage Speakers II	
HUMA 2323	World Cultures	
ENGL 2351	Mexican American Literature	
or ENGL 2331	World Literature	
SPAN 2389	Academic Cooperative	
Non-Spanish Speaking Option (17 Credits)		
SPAN 1411	Beginning Spanish I for Non-Spanish Speakers	
SPAN 1412	Beginning Spanish II for Non-Spanish Speakers	
SPAN 2311	Intermediate Spanish I	
SPAN 2312	Intermediate Spanish II	
SPAN 2389	Academic Cooperative	
In addition, select one of the following: [1]		*3*
PHIL 1301	Introduction to Philosophy	
PHIL 2303	Introduction to Logic	
PHIL 2306	Introduction to Ethics	
PHIL 2307	Introduction to Social and Political Philosophy	
HUMA 1301	Introduction to Humanities I - Western	
HUMA 2319	American Minority Studies	
HUMA 2323	World Cultures	
EDUC 1301	Introduction to the Teaching Profession	
ENGL 2331	World Literature	
ENGL 2341	Introduction to Forms of Literature	
ENGL 2351	Mexican American Literature	
STC Core Curriculum - 42 credit hours		
Complete 42 credit hours of required Core Curriculum [2,3]		42
Total Credit Hours		**60-62**

[1] Courses from this list cannot duplicate courses from previous block.
[2] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100). These courses must not duplicate courses taken to fulfill the field of study requirements.
[3] Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

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100% Online

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
ENGL 1301	Composition I	3
SPAN 2313 or SPAN 1411	Spanish for Native/ Heritage Speakers I [1] or Beginning Spanish I for Non-Spanish Speakers	3-4
	Credit Hours	**9-10**
Spring		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
ENGL 1302	Composition II - Rhetoric	3
GOVT 2305	Federal Government	3

SPAN 2315 or SPAN 1412	Spanish for Native/ Heritage Speakers II [1] or Beginning Spanish II for Non-Spanish Speakers	3-4
	Credit Hours	**12-13**
Summer		
Creative Arts Elective - Core Curriculum (p. 101)		3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
SPCH 1311	Introduction to Speech Communication	3
HUMA 2323 or SPAN 2311	World Cultures [1] or Intermediate Spanish I	3
	Credit Hours	**12**
Second Year		
Fall		
Mathematics Elective - Core Curriculum (p. 100)		3-4
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
ENGL 2351 or ENGL 2331 or SPAN 2312	Mexican American Literature [1] or World Literature or Intermediate Spanish II	3
Component Area Option - Core Curriculum (if required) (p. 102)		1
	Credit Hours	**14**
Spring		
GOVT 2306	Texas Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
SPAN 2389	Academic Cooperative	3
Field of Study Option [1]		3
Select one of the following:		
PHIL 1301	Introduction to Philosophy	
PHIL 2303	Introduction to Logic	
PHIL 2306	Introduction to Ethics	
PHIL 2307	Introduction to Social and Political Philosophy	
HUMA 1301	Introduction to Humanities I - Western	
HUMA 2319	American Minority Studies	
HUMA 2323	World Cultures	
EDUC 1301	Introduction to the Teaching Profession	
ENGL 2331	World Literature	
ENGL 2341	Introduction to Forms of Literature	
ENGL 2351	Mexican American Literature	
	Credit Hours	**13**
	Total Credit Hours	**60-62**

[1] The Field of Study options are for Spanish Speaking or Non-Spanish Speaking options. Student must follow their selected track and courses from the list cannot duplicate courses from previous blocks.

Mexican-American Studies

Associate of Arts

The Mexican American Studies Associate of Arts degree provides students with an interdisciplinary education that can transition to any Liberal Arts or Humanities baccalaureate degree program at a four-year institution. The interdisciplinary curriculum provides students with the general academic background necessary for success at any four-year institution while providing them with awareness of Mexican American history, culture, political agency and the formation of the Mexican American identity.

The Mexican American Studies degree is especially useful for students planning to work in areas with large Hispanic populations, as it will provide them with a better understanding of the community where they work. Employers value them as bilingual and culturally aware professionals. Earning an Associate of Arts in Mexican American Studies prepares students for multiple career paths in the public and private sectors, including social service, urban planning, non-profits, healthcare, education and business operations.

The Mexican American Studies program not only provides students with cultural awareness, but also an advantage in both a four-year program and the workforce by honing critical thinking, oral, written and research skills.

Program Learning Outcomes

1. The student will apply the appropriate uses of Mexican American Studies graduates will recognize and explain key historical elements in the formation of a Mexican American identity.
2. Mexican American Studies graduates will demonstrate critical thinking through the identification and explanation of how Mexican American language, literature, and art have impacted culture overall.
3. Mexican American Studies graduates will demonstrate their analytical skills by identifying and explaining the results of Mexican American political activism and agency in the United States.
4. Students will demonstrate an ability to explain significant social movements and their impact on history.
5. The student will apply the appropriate uses of accents and grammatical structures in the Spanish language in written form.

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Field of Study - 12 credit hours		
HUMA 1305	Introduction to Mexican-American Studies	3
ENGL 2351	Mexican American Literature	3
HUMA 1311	Mexican-American Fine Arts Appreciation	3
GOVT 2311	Mexican American and Latinx Politics	3
Spanish Language Requirement		*3-4*
SPAN 1411	Beginning Spanish I for Non-Spanish Speakers	
SPAN 1412	Beginning Spanish II for Non-Spanish Speakers	
SPAN 2311	Intermediate Spanish I	
SPAN 2312	Intermediate Spanish II	
SPAN 2313	Spanish for Native/ Heritage Speakers I	
SPAN 2315	Spanish for Native/ Heritage Speakers II	

Field of Study Electives - 3 credit hours

To complete the Mexican-American Studies Field of Study, students must take 3 credit hours listed in any Associate of Arts Field of Study from the following list: Anthropology, Business Administration (transfer plan only), Communication, Criminal Justice, Drama, Education, English, Arts, History, Interdisciplinary Studies, Language and Cultural Studies, Mexican-American Studies, Philosophy, Political Science, Psychology, Social Work, or Sociology.		3
STC Core Curriculum - 42 credit hours		
Complete 42 credit hours of required Core Curriculum including the following: [1,2]		42
History		
HIST 2327	Mexican-American History I	
HIST 2328	Mexican-American History II	
Total Credit Hours		**60**

[1] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100). These courses must not duplicate courses taken to fulfill field of study requirements.

[2] Students who select a 3 credit hours Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI Liable

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
ENGL 2351	Mexican American Literature	3
Component Area Option - Core Curriculum (p. 102)		3
HIST 2327	Mexican-American History I	3
HUMA 1305	Introduction to Mexican-American Studies	3
Spanish Language Requirement		3-4
	Credit Hours	**15-16**
Spring		
Field of Study Elective [1]		3-4
Recommended:		
SPAN 1412	Beginning Spanish II for Non-Spanish Speakers	
SPAN 2315	Spanish for Native/ Heritage Speakers II	
HIST 2328	Mexican-American History II	3
ENGL 1301	Composition I	3
Mathematics Elective - Core Curriculum (p. 100)		3-4
	Credit Hours	**13**
Summer		
GOVT 2311	Mexican American and Latinx Politics	3
	Credit Hours	**3**
Second Year		
Fall		
GOVT 2305	Federal Government	3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Recommended:		
SPAN 2311	Intermediate Spanish I	
ENGL 1302	Composition II - Rhetoric	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
HUMA 1311	Mexican-American Fine Arts Appreciation	3
	Credit Hours	**16**
Spring		
GOVT 2306	Texas Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Component Area Option - Core Curriculum (if required) (p. 102)		1
Creative Arts Elective - Core Curriculum (p. 101)		3
	Credit Hours	**13**
	Total Credit Hours	**60-61**

[1] To complete the Mexican-American Studies Field of Study, students must take 3 credit hours listed in any Associate of Arts Field of Study from the following list: Anthropology, Business Administration (transfer plan only), Communication, Criminal Justice, Drama, Education, English, Arts, History, Interdisciplinary Studies, Language and Cultural Studies, Mexican-American Studies, Philosophy, Political Science, Psychology, Social Work, or Sociology.

Philosophy

Associate of Arts

The Associate of Arts degree with a field of study in philosophy offers students the opportunity to combine the core curriculum with an emphasis in philosophy. The two-year program is fully transferrable and provides a strong foundation to continue your bachelor's degree studies at a four-year university.

What is philosophy? Philosophy is the intellectual tradition that has guided the attempt to address fundamental questions of life: Is there a God? What is the nature of the soul? How can I live my best life? What are my obligations and relationships to other people, my community, and the environment?

Why study philosophy? You'll learn about the historical attempts to answer these questions and begin to formulate the answers for your own life. While engaged in this endeavor, you'll acquire important, useful, and marketable skills such as problem-solving, writing, distinguishing fact from opinion, thinking rationally and critically, and analyzing and organizing complex information.

What can I do with a Philosophy degree? A lot more than you think! Philosophy majors have built successful careers in computer science, education, business, government and non-profits. If you're considering an advanced degree, philosophy is the perfect background for law school or seminary studies as well as for graduate study in philosophy.

Program Learning Outcomes

1. Student will correctly evaluate the validity of deductive arguments.
2. Student will correctly identify and describe selected concepts, arguments, and theories in ethics.
3. Student will correctly describe, compare, and contrast different social/political philosophies.
4. Students will correctly compare and contrast different religious systems.

5. Students will read and correctly respond to selections from key primary texts in philosophical discourse.

TSI Liable

Field of Study - 18 credit hours		**18**
All Philosophy students (6 credits):		
PHIL 2306	Introduction to Ethics	
PHIL 2303	Introduction to Logic	
Tracks		
General Track: (12 Credits)		
Select two of the following:		
PHIL 1304	Introduction to World Religions	
PHIL 2307	Introduction to Social and Political Philosophy	
PHIL 2316	Classical Philosophy	
PHIL 2321	Philosophy of Religion	
PHIL 2389	Academic Cooperative: Philosophy Capstone	
Field of Study Electives		
To complete the General Track Field of Study, students must take two 3-credit hour courses listed in any Associate of Arts Field of Study from the following list: Anthropology, Business Administration (transfer plan only), Communication, Criminal Justice, Drama, Education, English, Arts, History, Interdisciplinary Studies, Humanities, Language and Cultural Studies, Mexican-American Studies, Philosophy, Political Science, Psychology, Social Work, or Sociology.		
Religious Studies Track: (12 Credits)		
PHIL 1304	Introduction to World Religions	
The student is required to take one course from the following list:		
PHIL 2316	Classical Philosophy	
PHIL 2321	Philosophy of Religion	
Field of Study Elective		
To complete the Religious Track Field of Study, students must select two of the following:		
ANTH 2346	General Anthropology	
ANTH 2351	Cultural Anthropology	
HIST 2321	World Civilizations I	
HIST 2322	World Civilizations II	
HUMA 2323	World Cultures	
Pre-Law Track: (12 Credits)		
PHIL 1301	Introduction to Philosophy	
PHIL 2307	Introduction to Social and Political Philosophy	
Field of Study Elective		
To complete the Pre-Law Track Field of Study, students must select two of the following:		
COMM 2315	News Reporting	
ECON 2301	Principles of Economics I - Macro	
ECON 2302	Principles of Economics II - Micro	
ENGL 2321	British Literature	
ENGL 2326	American Literature	
ENGL 2331	World Literature	
SOCI 1306	Social Problems	

STC Core Curriculum - 42 credit hours	
Complete 42 credit hours of required Core Curriculum. [1,2]	42
Total Credit Hours	**60**

[1] Students pursuing the **Religious Studies track** must take SOCI 1301 Introductory Sociology for the Social and Behavioral Sciences Elective - Core Curriculum.

[2] Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI Liable

100% Online

Recommended Course Sequence - General Track

Course	Title	Credit Hours
First Year		
Fall		
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Recommended:		
PHIL 1301	Introduction to Philosophy	
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
ENGL 1301	Composition I	3
Component Area Option - Core Curriculum (p. 102)		3-4
Recommended:		
SPCH 1311	Introduction to Speech Communication	
	Credit Hours	**12**
Spring		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
ENGL 1302	Composition II - Rhetoric	3
Mathematics Elective - Core Curriculum (p. 100)		3-4
Creative Arts Elective - Core Curriculum (p. 101)		3
PHIL 2303	Introduction to Logic	3
	Credit Hours	**16**
Summer		
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Component Area Option - Core Curriculum (if required) (p. 102)		1
Philosophy Elective		3
Select one of the following:		
PHIL 1304	Introduction to World Religions	
PHIL 2307	Introduction to Social and Political Philosophy	
PHIL 2316	Classical Philosophy	
PHIL 2321	Philosophy of Religion	
PHIL 2389	Academic Cooperative: Philosophy Capstone	
	Credit Hours	**6**
Second Year		
Fall		
GOVT 2305	Federal Government	3
PHIL 2306	Introduction to Ethics	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Field of Study Elective [1]		3
	Credit Hours	**13**
Spring		
GOVT 2306	Texas Government	3

Field of Study Elective [1]		3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Philosophy Elective		3
Select one of the following:		
PHIL 1304	Introduction to World Religions	
PHIL 2307	Introduction to Social and Political Philosophy	
PHIL 2316	Classical Philosophy	
PHIL 2321	Philosophy of Religion	
PHIL 2389	Academic Cooperative: Philosophy Capstone	
	Credit Hours	**13**
	Total Credit Hours	**60**

[1] To complete the Philosophy Field of Study, students must take two 3-credit hour courses listed in any Associate of Arts Field of Study from the following list: Anthropology, Business Administration (transfer plan only), Communication, Criminal Justice, Drama, Education, English, Arts, History, Interdisciplinary Studies, Humanities, Language and Cultural Studies, Mexican-American Studies, Philosophy, Political Science, Psychology, Social Work, or Sociology.

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Recommended Course Sequence - Religious Studies Track

Course	Title	Credit Hours
First Year		
Fall		
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Recommended:		
PHIL 1301	Introduction to Philosophy	
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
ENGL 1301	Composition I	3
Component Area Option - Core Curriculum (p. 102)		3-4
Recommended:		
SPCH 1311	Introduction to Speech Communication	
	Credit Hours	**12**
Spring		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
ENGL 1302	Composition II - Rhetoric	3
Mathematics Elective - Core Curriculum (p. 100)		3-4
Creative Arts Elective - Core Curriculum (p. 101)		3
PHIL 2303	Introduction to Logic	3
	Credit Hours	**16**
Summer		
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Required:		
SOCI 1301	Introductory Sociology [1]	
PHIL 1304	Introduction to World Religions	3
Component Area Option - Core Curriculum (if required) (p. 102)		1
	Credit Hours	**6**
Second Year		
Fall		
GOVT 2305	Federal Government	3
PHIL 2306	Introduction to Ethics	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Religious Studies Field of Study Elective		3
Select one of the following:		
ANTH 2346	General Anthropology	
ANTH 2351	Cultural Anthropology	
HIST 2321	World Civilizations I	
HIST 2322	World Civilizations II	
HUMA 2323	World Cultures	
	Credit Hours	**13**
Spring		
GOVT 2306	Texas Government	3
Religious Studies Field of Study Elective		3
Select one of the following:		
ANTH 2346	General Anthropology	
ANTH 2351	Cultural Anthropology	
HIST 2321	World Civilizations I	
HIST 2322	World Civilizations II	
HUMA 2323	World Cultures	
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
PHIL 2316 or PHIL 2321	Classical Philosophy or Philosophy of Religion	3
	Credit Hours	**13**
	Total Credit Hours	**60**

[1] Students pursuing the Religious Studies track must take SOCI 1301 Introductory Sociology for the Social and Behavioral Sciences Elective

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Recommended Course Sequence - Pre-Law Track

Course	Title	Credit Hours
First Year		
Fall		
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Recommended:		
PHIL 1304	Introduction to World Religions	
HIST 1301 or HIST 2327 or HIST 2381	United States History I or Mexican-American History I or African American History I	3
ENGL 1301	Composition I	3
Component Area Option - Core Curriculum (p. 102)		3
Recommended:		
SPCH 1315	Public Speaking	
	Credit Hours	**12**
Spring		
HIST 1302 or HIST 2328 or HIST 2382	United States History II or Mexican-American History II or African American History II	3
ENGL 1302	Composition II - Rhetoric	3
Mathematics Elective - Core Curriculum (p. 100)		3-4
Recommended:		
MATH 1342	Elementary Statistical Methods	
Creative Arts Elective - Core Curriculum (p. 101)		3
PHIL 2303	Introduction to Logic	3
	Credit Hours	**16**
Summer		
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Recommended:		
CRIJ 1306	Court Systems and Practices	
PHIL 1301	Introduction to Philosophy	3

Component Area Option - Core Curriculum (if required) (p. 102)		1
	Credit Hours	**6**
Second Year		
Fall		
GOVT 2305	Federal Government	3
PHIL 2306	Introduction to Ethics	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Pre-Law Field of Study Elective [1]		3
Select one of the following:		
COMM 2315	News Reporting	
ECON 2301	Principles of Economics I - Macro	
ECON 2302	Principles of Economics II - Micro	
ENGL 2321	British Literature	
ENGL 2326	American Literature	
ENGL 2331	World Literature	
SOCI 1306	Social Problems	
	Credit Hours	**13**
Spring		
GOVT 2306	Texas Government	3
Pre-Law Field of Study Elective [1]		3
Select one of the following:		
COMM 2315	News Reporting	
ECON 2301	Principles of Economics I - Macro	
ECON 2302	Principles of Economics II - Micro	
ENGL 2321	British Literature	
ENGL 2326	American Literature	
ENGL 2331	World Literature	
SOCI 1306	Social Problems	
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
PHIL 2307	Introduction to Social and Political Philosophy	3
	Credit Hours	**13**
	Total Credit Hours	**60**

Division of Social and Behavioral Sciences

Students are admitted to South Texas College in accordance with College policies. General admission to the College does not imply admission to all programs of the College.

Anthropology (p. 180)

- Anthropology, Field of Study (Associate of Arts) (p. 180)

Child Development and Early Childhood (p. 181)

- Child Development and Early Childhood
  - Specialization: Pre-school (Certificate) (p. 181)
  - Specialization: Infant and Toddler (Certificate) (p. 181)
- Child Development/Early Childhood (Associate of Applied Science) (p. 181)
- Early Childhood Education, Field of Study (Associate of Arts) (p. 181)

Criminal Justice (p. 185)

- Criminal Justice, Field of Study (Associate of Arts) (p. 185)

Education

- Teaching
  - EC-6 Generalist (Associate of Arts in Teaching) (p. 187)
  - 4-8 Generalist (Associate of Arts in Teaching) (p. 186)
  - Grades 8-12 (Associate of Arts in Teaching) (p. 188)

Kinesiology

- Kinesiology, Field of Study (Associate of Arts) (p. 189)
- Personal Trainer (Certificate) (p. 190)

Political Science (p. 192)

- Political Science, Field of Study (Associate of Arts) (p. 192)

Psychological Science (p. 193)

- Psychology, Field of Study (Associate of Arts) (p. 193)

Social Work (p. 194)

- Social Work, Field of Study (Associate of Arts) (p. 194)

Sociology (p. 195)

- Sociology, Field of Study (Associate of Arts) (p. 195)

Anthropology

Associate of Arts

Anthropology is the study of our species (Homo Sapiens), our ancient ancestors and our near relatives (the primates). Anthropology studies the primordial origins of humans, how we evolved, how we populated the continents over millennia and why we vary physically and culturally.

Anthropology is a holistic science comprised of four subfields:

Cultural Anthropology: the study of world cultures and unique human adaptations to environments.

Physical Anthropology: the study of human evolution, genetics, primatology and human variation.

Archaeology: the study of the material remains of ancient and contemporary civilizations.

Linguistic Anthropology: the study of the biological, historical and cultural foundations of the world's languages.

Anthropological career fields include but are not limited to forensics, medical anthropology, agricultural anthropology, museum curation, psychological anthropology and ethnological film making.

Program Learning Outcomes

1. Students will identify and summarize the theories of human evolution, different hominid species, prehistoric development, and the emergence of culture.
2. Students will identify and summarize the primary accepted theories of human origins and biocultural adaptations.
3. Students will identify and summarize the key concepts, methods, and theory in the study of cultural diversity, social institutions, linguistics, and cultural change among world peoples.
4. Students will identify and summarize the primary elements of biological, cultural, and

social evolution of humans from past to present day.

5. Students will identify and summarize the methods and theory in the excavation and interpretation of material remains of peoples past and present.

TSI Liable

Field of Study - 18 Credit Hours [1]		
ANTH 2301	Physical Anthropology	3
ANTH 2302	Introduction to Archeology	3
ANTH 2351	Cultural Anthropology	3
HUMA 2323	World Cultures	3
or ANTH 2346	General Anthropology	
Select a minimum of two of the following:		6
SOCI 1301	Introductory Sociology	
SOCI 2319	Minority Studies	
PSYC 2317	Statistical Methods in Psychology	
HIST 2321	World Civilizations I	
STC Core Curriculum - 42 Credit Hours		
Complete 42 credit hours of required Core Curriculum [2,3]		42
Total Credit Hours		**60**

[1] Courses taken to fulfill field of study requirements must not duplicate courses taken to fulfill Core Curriculum Requirements.

[2] In addition to the courses in the Social Sciences Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100).

[3] Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI Liable

100% Online

Recommended Course Sequence

Course	**Title**	**Credit Hours**
First Year		
Fall		
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
ENGL 1301	Composition I	3
ANTH 2301	Physical Anthropology	3
Anthropology Elective		3
Select one of the following:		
SOCI 1301	Introductory Sociology	
SOCI 2319	Minority Studies	
PSYC 2317	Statistical Methods in Psychology	
HIST 2321	World Civilizations I	
	Credit Hours	**12**
Spring		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
ENGL 1302	Composition II - Rhetoric	3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Anthropology Elective		3
Select one of the following:		
SOCI 1301	Introductory Sociology	
SOCI 2319	Minority Studies	
PSYC 2317	Statistical Methods in Psychology	
HIST 2321	World Civilizations I	
	Credit Hours	**12**
Summer		
Creative Arts Elective - Core Curriculum (p. 101)		3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Component Area Option - Core Curriculum (p. 102)		3
Select one of the following:		
EDUC 1300	Learning Framework	
PSYC 1300	Learning Framework	
SPCH 1311	Introduction to Speech Communication	
SPCH 1315	Public Speaking	
SPCH 1318	Interpersonal Communications	
SPCH 1321	Business and Professional Communication	
SPCH 2333	Discussion and Small Group Communication	
SPCH 2335	Argumentation and Debate	
	Credit Hours	**9**
Second Year		
Fall		
GOVT 2305	Federal Government	3
Mathematics Elective - Core Curriculum (p. 100)		3-4
Recommended:		
MATH 1414	College Algebra	
ANTH 2302	Introduction to Archeology	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
	Credit Hours	**14**
Spring		
GOVT 2306	Texas Government	3
HUMA 2323 or ANTH 2346	World Cultures or General Anthropology	3
ANTH 2351	Cultural Anthropology	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Component Area Option - Core Curriculum (if required) (p. 102)		1
	Credit Hours	**13**
	Total Credit Hours	**60**

Child Development and Early Childhood

The Child Development and Early Childhood Department commits to improve and promote the quality of services and programs for young children and families in the surrounding communities by educating and training individuals for early childhood professions through partnerships with early childhood programs and social service agencies.

Specialization: Infant and Toddler

Certificate

The Infant and Toddler certificate prepares students for entry-level positions in the field of Child Development and Early Childhood at programs such as Early Head Start and infant/toddler child care programs. This certificate provides the instruction and field experience necessary for successful care and guidance of young children birth through age three. The graduate will know and be able to promote child development/early childhood concepts and learning, use developmentally effective

approaches to connect with children and families, and use content knowledge to build meaningful curriculum.

This certificate also provides students an option to apply for the Child Development Associate Credential (CDA) from the Council for Professional Recognition after taking CDEC 1417 Child Development Associate Training I and CDEC 2422 Child Development Associate Training II. All students participating in Field Study courses and labs must have a negative TB test and a criminal background check submitted to the placement site. The Field Study course, CDEC 1167 Capstone: Field Study Infant/Toddler, must be taken during the semester the student is graduating. All credit hours earned under this certificate plan, with the exception of optional courses, transfer to the Associate of Applied Science degree in Child Development/Early Childhood. TECA courses and EDUC 1301 will transfer to the AA in Early Childhood Education Field of Study.

Specialization: Preschool

Certificate

The Preschool certificate prepares students for entry-level positions in the field of Child Development and Early Childhood at programs such as Head Start and preschool child care programs. This certificate provides the instruction and field experience necessary for successful care and guidance of young children three to five years of age. The graduate will know and be able to promote child development concepts and learning, use developmentally effective approaches to connect with children and families, and use content knowledge to build meaningful curriculum.

This certificate also provides students an option to apply for the Child Development Associate Credential (CDA) from the Council for Professional Recognition after taking CDEC 1417 Child Development Associate Training I and CDEC 2422 Child Development Associate Training II. All students participating in Field Study courses and labs must have a negative TB test and a criminal background check submitted to the placement site. The Field Study course, CDEC 2166 Capstone: Field Study Preschool, must be taken during the semester the student is graduating. All credit hours earned under this certificate plan, with the exception of optional courses, transfer to the Associate of Applied Science degree in Child Development/Early Childhood. TECA courses and EDUC 1301 will transfer to the AA in Early Childhood Education Field of Study.

Child Development/Early Childhood

Associate of Applied Science

The curriculum leading to the Associate of Applied Science degree in Child Development/ Early Childhood provides the instruction and field experience necessary for successful care and guidance of young children birth to eight years of age. Graduates will know and be able to promote child development concepts and learning; build family and community relationships; observe, document, and assess children; use developmentally effective approaches to connect with children and families; use content knowledge to build meaningful curriculum; and become an early childhood professional and advocate for young children. Students will be prepared for various positions in private kindergartens, child development centers, early childhood programs such as Early Head Start, Head Start, and non-profit and for-profit preschool and infant/toddler programs. They will also be prepared for jobs in the public/charter schools and after school programs such as teacher aide and other paraprofessional positions. All students participating in Field Study courses and labs must have a negative TB test and a criminal background check submitted to the placement site. The Field Study course, CDEC 2167 Capstone: Administration, must be taken during the semester the student is graduating. TECA courses will transfer to the AA in Early Childhood Education Field of Study.

Early Childhood Education

Associate of Arts

The Associate of Arts in Early Childhood Education focuses on teaching students to understand the basics of child development and learning and the instructional strategies and planning needed to help young children birth to age 8 grow and learn. It will prepare students who are interested in pursuing a Bachelor degree in Early Childhood Education or related field and help qualify graduates for career opportunities in public and private daycare centers as teachers or managers, teacher assistants in the public school system, entry level positions in state/federally funded programs (Head Start and Early Head Start) and community-based programs.

Program Learning Outcomes

Specialization: Infant and Toddler Certificate

1. Students will be able to utilize developmentally appropriate practices with infants and toddlers in a classroom setting.
2. Students will be able to design developmentally appropriate lesson plans for infants and toddlers that incorporate early learning standards and content related curriculum.
3. Students will implement developmentally appropriate lesson plans that promote development and learning with infants and toddlers.

Specialization: Preschool Certificate

1. Students will be able to utilize developmentally appropriate practices with preschool children in a classroom setting.
2. Students will be able to design developmentally appropriate lesson plans for preschool children that incorporate early learning standards and content related curriculum.
3. Students will implement developmentally appropriate lesson plans that promote development and learning with preschool children.

Child Development/Early Childhood Associate of Applied Science

1. Students will be able to describe developmental stages of children and youth.
2. Students will be able to identify local community/educational resources that empower families to support children's growth and development.
3. Students will use authentic and effective child assessment tools and methods to document young children's development and use the factual evidence/data gathered to plan developmentally appropriate individualized plans.
4. Students will be able to utilize developmentally appropriate practices with children in a classroom setting.

5. Students will be able to design developmentally appropriate lesson plans for young children that incorporate early learning standards and content related curriculum.
6. Students will implement developmentally appropriate lesson plans that promote development and learning with infants, toddlers, and preschool children.

Early Childhood Education Associate of Arts

1. Students will be able to describe developmental stages of children and youth.
2. Students will be able to identify local community/educational resources that empower families to support children's growth and development.
3. Students will distinguish strategies for creating respectful, responsive and reciprocal relationships with diverse families.
4. Students will identify professional standards and ethical guidelines in the Early Childhood field.
5. Students will draw connections between nutrition, health, and safety practices for promoting children's physical and psychological health.

Advisory Committee Members

(For Workforce Programs Only)

Pattie Rosenlund, Committee Chair, MS Executive Director, Easter Seals Rio Grande Valley
Consuelo Casas, Administrator for Education, Hidalgo County Head Start
Diana Bivens, Director, Covenant Christian Academy
Dr. Vejoya Viren, Associate Professor, Human Development and School Services, UTRGV
Nancy Cuevas, Owner and Manager of Little Bright Minds Child Development Center
Frank Campos, Lead, Child Care Quality, Workforce Solutions
Dr. Jo Ann Patino, Health Services Director, UMOS Head Start

(For Academic Program Only)

TSI Liable

Field of Study - 18 Credit Hours		
TECA 1311	Educating Young Children	3
TECA 1318	Wellness of the Young Child	3
TECA 1354	Child Growth and Development	3
TECA 1303	Family, School, and Community	3
EDUC 1301	Introduction to the Teaching Profession	3
PSYC 2308	Child Psychology	3
STC Core Curriculum - 42 Credit Hours		
Complete 42 credit hours of required Core Curriculum [1,2]		42
Total Credit Hours		**60**

[1] In addition to the courses in the Field of Study, the student is required to take 42 hours from the STC Core Curriculum (p. 100).
[2] Students must take SPCH 1311 Introduction to Speech Communication or SPCH 1318 Interpersonal Communications to meet the Component Area Option core requirement.Students must take ARTS 1301 Art Appreciation or MUSI 1306 Music Appreciation to meet the Creative Arts core requirement.

Certificates

- Child Development/Early Childhood Specialization: Infant and Toddler Certificate (p. 183)
- Child Development/Early Childhood Specialization: Preschool Certificate (p. 183)

Associate Degree

- Child Development/Early Childhood Associate of Applied Science (p. 184)
- Early Childhood Education Associate of Arts (p. 184)

Child Development/Early Childhood Specialization: Infant and Toddler Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
CDEC 1319	Child Guidance	3
TECA 1311	Educating Young Children	3
CDEC 1356	Emergent Literacy for Early Childhood	3
CDEC 1359	Children with Special Needs	3
CDEC 1417	Child Development Associate Training I [1]	4
	Credit Hours	**12-16**
Spring		
TECA 1318	Wellness of the Young Child	3
CDEC 1321	The Infant and Toddler	3
CDEC 1358	Creative Arts for Early Childhood	3
CDEC 1167	Capstone: Field Study Infant/Toddler [2]	1
CDEC 2422	Child Development Associate Training II [1]	4
EDUC 1301	Introduction to the Teaching Profession [3]	3
	Credit Hours	**10-17**
	Total Credit Hours	**22-33**

[1] Class required only for students pursuing CDA Credential.
[2] By arrangement, all Field Study courses will be conducted at a pre-approved site. A TB test and criminal background check will be required.
[3] Class is an option

Child Development/Early Childhood Specialization: Preschool Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
CDEC 1319	Child Guidance	3
TECA 1311	Educating Young Children	3
CDEC 1359	Children with Special Needs	3
CDEC 1356	Emergent Literacy for Early Childhood	3

CDEC 1417	Child Development Associate Training I [1]	4
	Credit Hours	**12-16**
Spring		
CDEC 1313	Curriculum Resources for Early Childhood Programs	3
TECA 1318	Wellness of the Young Child	3
CDEC 2307	Math and Science for Early Childhood	3
CDEC 2166	Capstone: Field Study Preschool [2]	1
CDEC 2422	Child Development Associate Training II [1]	4
EDUC 1301	Introduction to the Teaching Profession [3]	3
	Credit Hours	**10-17**
	Total Credit Hours	**22-33**

[1] Class required only for students pursuing CDA Credential.
[2] By arrangement, all Field Study courses will be conducted at a pre-approved site. A TB test and criminal background check will be required.
[3] Class is an option

Child Development/Early Childhood Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
TECA 1311	Educating Young Children	3
TECA 1354	Child Growth and Development	3
CDEC 1319	Child Guidance	3
CDEC 1356	Emergent Literacy for Early Childhood	3
CDEC 1359	Children with Special Needs	3
	Credit Hours	**15**
Spring		
TECA 1318	Wellness of the Young Child	3
CDEC 1313	Curriculum Resources for Early Childhood Programs	3
CDEC 1321	The Infant and Toddler	3
CDEC 1358	Creative Arts for Early Childhood	3
CDEC 2307	Math and Science for Early Childhood	3
CDEC 1167	Capstone: Field Study Infant/Toddler [2]	1
	Credit Hours	**16**
Second Year		
Fall		
CDEC 1323	Observation and Assessment	3
ENGL 1301	Composition I [1]	3
Humanities Elective (p. 103) [1]		3
SPCH 1311 or SPCH 1318	Introduction to Speech Communication [1] or Interpersonal Communications	3
CDEC 2326	Administration of Programs for Children I	3
CDEC 2166	Capstone: Field Study Preschool [2]	1
	Credit Hours	**16**
Spring		
TECA 1303	Family, School, and Community	3
CDEC 1341 or CDEC 2328 or CDEC 2336	CDA Preparation for Assessment or Administration of Programs for Children II or Administration of Programs for Children III	3
Math and Natural Sciences Elective (p. 104) [1]		3
PSYC 2301 or PSYC 2314	General Psychology [1] or Lifespan Growth and Development	3
CDEC 2167	Capstone: Administration [2]	1
	Credit Hours	**13**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement
[2] All Field Study courses require Program Chair Approval and will be conducted at a pre-approved site. A negative TB test and a clear criminal background check will be required before beginning contact hours.

Early Childhood Education Associate of Arts

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
ENGL 1301	Composition I	3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Recommended:		
PHIL 1301 or PHIL 2306	Introduction to Philosophy or Introduction to Ethics	
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
TECA 1311	Educating Young Children	3
Component Area Option - Core Curriculum (p. 102)		3
Select one of the following:		
SPCH 1311 or SPCH 1318	Introduction to Speech Communication or Interpersonal Communications	
	Credit Hours	**15**
Spring		
EDUC 1301	Introduction to the Teaching Profession	3
ENGL 1302	Composition II - Rhetoric	3
GOVT 2305	Federal Government	3
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
Creative Arts Elective - Core Curriculum (p. 101)		3
Select one of the following:		
ARTS 1301 or MUSI 1306 or DRAM 1310 or DANC 2303	Art Appreciation or Music Appreciation or Theater Appreciation or Dance Appreciation	
	Credit Hours	**15**
Second Year		
Fall		
TECA 1318	Wellness of the Young Child	3

Mathematics Elective - Core Curriculum (p. 100)		3-4
Recommended:		
MATH 1414 or MATH 134	College Algebra or Elementary Statistical Methods	
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Recommended:		
PHYS 1415 or BIOL 1408	Physical Science I or Biology for Non-Science Majors I	
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Recommended:		
PSYC 2301 or PSYC 231	General Psychology or Lifespan Growth and Development	
TECA 1354	Child Growth and Development	3
	Credit Hours	**16-17**
Spring		
PSYC 2308	Child Psychology	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Recommended:		
PHYS 1417 or BIOL 1409	Physical Science II or Biology for Non-Science Majors II	
GOVT 2306	Texas Government	3
TECA 1303	Family, School, and Community	3
Component Area Option - Core Curriculum (p. 102)		1
Recommended:		
KINE 1164	Introduction to Physical Fitness and Wellness	
	Credit Hours	**14**
	Total Credit Hours	**60-61**

Criminal Justice

Associate of Arts

The need for college-level training in the field of criminal justice has grown dramatically. Criminal justice agencies in all areas have recognized the value of college training for their employees. Some have made it mandatory, while many others offer incentive pay for employees with college education. Criminal justice careers can be found in a variety of forms: law enforcement/police, private detectives, insurance companies, private security, child and adult protective services, correctional officers, probation and parole officers, juvenile counselors and game wardens are among the many possibilities available. These agencies help our society operate safely and function smoothly within the realms of the law. They also play a key role in the detection of threats against our communities, and prevention of harm to our country.

Graduates of a criminal justice program can find employment opportunities in the field at the local, state and federal levels. Most criminal justice agencies require or strongly recommend a two-year or four-year college degree as a minimum requirement for employment. After completion of the Associate of Arts (A.A.) in Criminal Justice, students will have the basic knowledge to enter many criminal justice agencies. Students may also transfer completed coursework to a four-year institution to become more competitive in the job market.

Program Learning Outcomes

1. Students will identify and summarize the various components in the criminal justice system (police, courts and corrections) and how these components and the community respond to crime and society.
2. Students will identify and summarize the judicial system and process with particular emphasis on due process.
3. Students will identify and summarize the history of criminal law, its elements, definitions and applications.
4. Students will identify and summarize the components of the corrections system, their history and development, alternatives to formal corrections and the current state of the corrections system including issues being faced.
5. Students will identify and summarize the history of policing, organizational aspects of policing, community-police relationships and current issues in policing.

TSI Liable

Field of Study - 18 Credit Hours

Discipline Foundation Courses (12 SCH)		
CRIJ 1306	Court Systems and Practices	3
CRIJ 1310	Fundamentals of Criminal Law	3
CRIJ 2313	Correctional Systems and Practices	3
CRIJ 2328	Police Systems and Practices	3
Directed Electives (UTRGV) (6 SCH) [1]		
CRIJ 1307	Crime in America	3
CRIJ 1313	Juvenile Justice System	3
STC Core Curriculum - 42 Credit Hours		
Complete 42 credit hours of required Core Curriculum [2,3]		42
Total Credit Hours		**60**

[1] The listed Directive Electives are for students pursuing to transfer to The University of Texas at Rio Grande Valley. Students pursuing a different transfer institution should see an advisor for selection of Directed Electives.

[2] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100).

[3] Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI Liable

100% Online

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
ENGL 1301	Composition I	3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Required:		
CRIJ 1301	Introduction to Criminal Justice [2]	
Creative Arts Elective - Core Curriculum (p. 101)		3
	Credit Hours	**12**

Spring		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
ENGL 1302	Composition II - Rhetoric	3
GOVT 2305	Federal Government	3
CRIJ 1306	Court Systems and Practices	3
	Credit Hours	**12**
Summer		
Component Area Option - Core Curriculum (p. 102)		3
Select one of the following:		
EDUC 1300	Learning Framework	
PSYC 1300	Learning Framework	
SPCH 1311	Introduction to Speech Communication	
SPCH 1315	Public Speaking	
SPCH 1318	Interpersonal Communications	
SPCH 1321	Business and Professional Communication	
SPCH 2333	Discussion and Small Group Communication	
SPCH 2335	Argumentation and Debate	
PSYC 2301	General Psychology	
SOCI 1301	Introductory Sociology	
SOCW 2361	Introduction to Social Work	
GOVT 2306	Texas Government	3
CRIJ 1310	Fundamentals of Criminal Law	3
	Credit Hours	**9**
Second Year		
Fall		
Mathematics Elective - Core Curriculum (p. 100)		3-4
Recommended:		
MATH 1414	College Algebra	
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
CRIJ 2313	Correctional Systems and Practices	3
CRIJ 2328	Police Systems and Practices	3
	Credit Hours	**14**
Spring		
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Strongly Recommended:		
PHIL 2306	Introduction to Ethics	
CRIJ 1307	Crime in America [1]	3
CRIJ 1313	Juvenile Justice System [1]	3
Component Area Option - Core Curriculum (if required) (p. 102)		1
	Credit Hours	**13**
	Total Credit Hours	**60**

[1] The Directive Electives are for students pursuing to transfer to The University of Texas at Rio Grande Valley. Students pursuing a different transfer institution should see an advisor for selection of Directed Electives.

[2] Students must take CRIJ 1301 Introduction to Criminal Justice for the Social and Behavioral Sciences Elective.

Education

- 4-8 Generalist (p. 186)
- EC-6 Generalist (p. 187)
- Grades 8-12 (p. 188)

4-8 Generalist

Associate of Arts in Teaching

- 4-8 Generalist[1]

[1] It is strongly recommended that students contact the Education department for specific degree plans aimed at transfer to UTRGV, TAMUK and other universities.

The Associate of Arts in Teaching (AAT) introduces students to the teaching profession. Students may choose between Elementary, Middle School and High School Education curricula tracks.

All three degrees require a minimum of 60 credit hours of coursework including 42 credit hours of recommended courses from the core curriculum and a minimum of 18 credit hours in the field of study.

Also required are the courses EDUC 1301 Introduction to the Teaching Profession and EDUC 2301 Introduction to Special Populations in which students are introduced to the philosophies and practical knowledge of teaching as well as being given the opportunity to participate in field observations of classrooms in local public school districts.

The AAT gives students the opportunity to take a minimum of up to 60 credit hours of general education courses at STC and then transfer into a four-year university's School of Education.

This degree meets the "No Child Left Behind" requirements for paraprofessionals and allows students to receive Continuing Education Certificates of Completion for Substitute Teaching upon completion of EDUC 1301 Introduction to the Teaching Profession and for Teacher Assistant upon completion of EDUC 2301 Introduction to Special Populations.

Program Learning Outcomes

1. Design an effective middle school lesson plan that incorporates technology.
2. Evaluate relevant research and practices that support and promote effective classroom management in the middle school classroom.
3. Interpret ethical guidelines for EC -12 educators as described in the Code of Ethics and Standard Policies for Texas Educators.
4. Analyze judicial and legislative actions, such as IDEA, that have established rights, opportunities and services for children with disabilities.
5. Evaluate differentiated instruction based on the needs and characteristics of middle school learners with special needs.
6. Analyze the culture of schooling in middle school classrooms from the perspectives of language, gender, socioeconomic, ethnic and disability-based academic diversity and equity.

TSI Liable

Field of Study - 18-20 Credit Hours		
EDUC 1301	Introduction to the Teaching Profession	3
EDUC 2301	Introduction to Special Populations	3
MATH 1350	Mathematics for Teachers I	3

MATH 1351	Mathematics for Teachers II	3
Life and Physical Sciences Electives - Field of Study		6-8
STC Core Curriculum - 42 Credit Hours		
Complete 42 credit hours of required Core Curriculum [1,2]		42
Total Credit Hours		**60-62**

[1] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100). These courses must not duplicate courses taken to fulfill field of study requirements.

[2] Students who select a 3 credit hour Mathematics course must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI Liable

100% Online

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
EDUC 1301	Introduction to the Teaching Profession	3
HIST 1301	United States History I	3
ENGL 1301	Composition I	3
Life and Physical Sciences Elective - Core Curriculum (p. 100) [1]		4
Recommended:		
PHYS 1415	Physical Science I	
	Credit Hours	**13**
Spring		
EDUC 2301	Introduction to Special Populations	3
ENGL 1302	Composition II - Rhetoric	3
Mathematics Elective - Core Curriculum (p. 100) [1]		3-4
Recommended:		
MATH 1414	College Algebra	
Life and Physical Sciences Elective - Core Curriculum (p. 100) [1]		4
Recommended:		
PHYS 1417	Physical Science II	
	Credit Hours	**14**
Summer		
Component Area Option - Core Curriculum (p. 102) [1]		1-3
Recommended:		
COSC 1301 or SPCH 1311	Introduction to Computing or Introduction to Speech Communication	
Creative Arts Elective - Core Curriculum (p. 101) [1]		3
Recommended:		
ARTS 1301	Art Appreciation	
HIST 1302	United States History II	3
	Credit Hours	**7**
Second Year		
Fall		
Language, Philosophy & Culture Elective - Core Curriculum (p. 101) [1]		3
Recommended:		
SPAN 2313	Spanish for Native/ Heritage Speakers I	
Life and Physical Sciences Elective - Field of Study [1]		4
Recommended:		
BIOL 1408	Biology for Non-Science Majors I	
GOVT 2305	Federal Government	3
MATH 1350	Mathematics for Teachers I	3
	Credit Hours	**13**
Spring		
GOVT 2306	Texas Government	3
MATH 1351	Mathematics for Teachers II	3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102) [1]		3
Recommended:		
PSYC 2301 or SOCI 1301	General Psychology or Introductory Sociology	
Life and Physical Sciences Elective - Field of Study [1]		4
Recommended:		
BIOL 2406 or BIOL 1409	Environmental Biology [2] or Biology for Non-Science Majors II	
Component Area Option - Core Curriculum (if required) (p. 102) [1]		1
	Credit Hours	**13**
	Total Credit Hours	**60**

[1] Students **must** meet with an Education advisor prior to registering for one of these courses.

[2] For BIOL 2406 Environmental Biology , 2 credits would be allowed to the field of study and 2 credits would be allocated to the core education requirements (Component Area Option)

EC-6 Generalist

Associate of Arts in Teaching

- EC-6 Generalist[1]

[1] It is strongly recommended that students contact the Education department for specific degree plans aimed at transfer to UTRGV, TAMUK, and other universities.

The Associate of Arts in Teaching (AAT) introduces students to the teaching profession. Students may choose between Elementary, Middle School and High School Education curricula tracks.

All three degrees require a minimum of 60 credit hours of coursework including 42 credit hours of recommended courses from the core curriculum and a minimum of 18 credit hours in the field of study.

Also required are the courses EDUC 1301 Introduction to the Teaching Profession and EDUC 2301 Introduction to Special Populations in which students are introduced to the philosophies and practical knowledge of teaching as well as being given the opportunity to participate in field observations of classrooms in local public school districts.

The AAT gives students the opportunity to take a minimum of up to 60 credit hours of general education courses at STC and then transfer into a four-year university's School of Education.

This degree meets the "No Child Left Behind" requirements for paraprofessionals and allows students to receive Continuing Education Certificates of Completion for Substitute Teaching upon completion of EDUC 1301 Introduction to the Teaching Profession and for Teacher Assistant upon completion of EDUC 2301 Introduction to Special Populations.

Program Learning Outcomes

1. Design an effective EC-6 lesson plan that incorporates technology.
2. Evaluate relevant research and practices that support and promote effective EC-6 classroom management.
3. Interpret ethical guidelines for EC-12 educators as described in the Code of Ethics and Standard Policies for Texas Educators.
4. Analyze judicial and legislative actions, such as IDEA, that have established rights, opportunities and services for children with disabilities.
5. Evaluate differentiated instruction based on the needs and characteristics of EC-6 learners with special needs.
6. Analyze the culture of schooling in EC-6 classrooms from the perspectives of language, gender, socioeconomic, ethnic, and disability-based academic diversity and equity.

TSI Liable

Field of Study - 18-20 Credit Hours		
EDUC 1301	Introduction to the Teaching Profession	3
EDUC 2301	Introduction to Special Populations	3
MATH 1350	Mathematics for Teachers I	3
MATH 1351	Mathematics for Teachers II	3
Life and Physical Sciences Electives - Field of Study		6-8
STC Core Curriculum - 42 Credit Hours		
Complete 42 credit hours of required Core Curriculum [1,2]		42
Total Credit Hours		**60-62**

[1] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100). These courses must not duplicate courses taken to fulfill field of study requirements.

[2] Students who select a 3 credit hour Mathematics course must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI Liable

100% Online

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
EDUC 1301	Introduction to the Teaching Profession	3
HIST 1301	United States History I	3
ENGL 1301	Composition I	3
Life and Physical Sciences Elective - Core Curriculum (p. 100) [1]		4
Recommended:		
PHYS 1415	Physical Science I	
	Credit Hours	**13**
Spring		
EDUC 2301	Introduction to Special Populations	3
ENGL 1302	Composition II - Rhetoric	3
Mathematics Elective - Core Curriculum (p. 100) [1]		3-4
Recommended:		
MATH 1414	College Algebra	
Life and Physical Sciences Elective - Core Curriculum (p. 100) [1]		4
Recommended:		
PHYS 1417	Physical Science II	
	Credit Hours	**14**
Summer		
Component Area Option - Core Curriculum (p. 102) [1]		1-3
Recommended:		
COSC 1301 or SPCH 1311	Introduction to Computing or Introduction to Speech Communication	
Creative Arts Elective - Core Curriculum (p. 101) [1]		3
Recommended:		
ARTS 1301	Art Appreciation	
HIST 1302	United States History II	3
	Credit Hours	**7**
Second Year		
Fall		
Language, Philosophy & Culture Elective - Core Curriculum (p. 101) [1]		3
Recommended:		
SPAN 2313	Spanish for Native/ Heritage Speakers I	
Life and Physical Sciences Elective - Field of Study [1]		4
Recommended:		
BIOL 1408	Biology for Non-Science Majors I	
GOVT 2305	Federal Government	3
MATH 1350	Mathematics for Teachers I	3
	Credit Hours	**13**
Spring		
GOVT 2306	Texas Government	3
MATH 1351	Mathematics for Teachers II	3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102) [1]		3
Recommended:		
PSYC 2301 or SOCI 1301	General Psychology or Introductory Sociology	
Life and Physical Sciences Elective - Field of Study [1]		4
Recommended:		
BIOL 2406 or BIOL 1409	Environmental Biology [2] or Biology for Non-Science Majors II	
Component Area Option - Core Curriculum (if required) (p. 102) [1]		1
	Credit Hours	**13**
	Total Credit Hours	**60**

[1] Students **must** meet with an Education advisor prior to registering for one of these courses.

[2] For BIOL 2406 Environmental Biology, 2 credits would be allowed to the field of study and 2 credits would be allocated to the core education requirements (Component Area Option)

Grades 8-12

Associate of Arts in Teaching

- Grades 8-12[1]

[1] It is strongly recommended that students contact the Education department for specific degree plans aimed at transfer to UTRGV, TAMUK, and other universities.

The Associate of Arts in Teaching (AAT) introduces students to the teaching profession.

Students may choose between Elementary, Middle School, and High School Education curricula tracks.

All three degrees require a minimum of 60 credit hours of coursework including 42 credit hours of recommended courses from the core curriculum and a minimum of 18 credit hours in the field of study.

Also required are the courses EDUC 1301 Introduction to the Teaching Profession and EDUC 2301 Introduction to Special Populations in which students are introduced to the philosophies and practical knowledge of teaching as well as being given the opportunity to participate in field observations of classrooms in local public school districts.

The AAT gives students the opportunity to take a minimum of up to 60 credit hours of general education courses at STC and then transfer into a four-year university's School of Education.

This degree meets the "No Child Left Behind" requirements for paraprofessionals and allows students to receive Continuing Education Certificates of Completion for Substitute Teaching upon completion of EDUC 1301 Introduction to the Teaching Profession and for Teacher Assistant upon completion of EDUC 2301 Introduction to Special Populations.

Program Learning Outcomes

1. Design an effective 8-12 grade level lesson plan that incorporates technology.
2. Evaluate relevant research and practices that support and promote effective classroom management in an 8-12 grade level classroom.
3. Interpret ethical guidelines for EC-12 educators as described in the Code of Ethics and Standard Policies for Texas Educators.
4. Analyze judicial and legislative actions, such as IDEA, that have established rights, opportunities and services for children with disabilities grade level classroom setting.
5. Evaluate differentiated instruction based on the needs and characteristics of 8-12 grade level learners with special needs.
6. Analyze the culture of schooling in 8-12 grade level classrooms from the perspectives of language, gender, socioeconomic, ethnic, and disability-based academic diversity and equity.

TSI Liable

Field of Study - 18 Credit Hours		
EDUC 1301	Introduction to the Teaching Profession	3
EDUC 2301	Introduction to Special Populations	3
Select 4 electives from their intended content area teaching field/academic discipline		12
STC Core Curriculum - 42 Credit Hours		
Complete 42 credit hours of required Core Curriculum [1,2]		42
Total Credit Hours		**60**

[1] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100). These courses must not duplicate courses taken to fulfill field of study requirements.

[2] Students who select a 3 credit hour Mathematics course must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI Liable

100% Online

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
EDUC 1301	Introduction to the Teaching Profession	3
Component Area Option - Core Curriculum (p. 102) [1]		3-4
Recommended:		
COSC 1301 or SPCH 131	Introduction to Computing or Introduction to Speech Communication	
HIST 1301	United States History I	3
ENGL 1301	Composition I	3
	Credit Hours	**12-13**
Spring		
EDUC 2301	Introduction to Special Populations	3
HIST 1302	United States History II	3
ENGL 1302	Composition II - Rhetoric	3
Mathematics Elective - Core Curriculum (p. 100) [1]		3-4
	Credit Hours	**13**
Summer		
Creative Arts Elective - Core Curriculum (p. 101) [1]		3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101) [1]		3
Recommended:		
SPAN 2313	Spanish for Native/ Heritage Speakers I	
Content Area Elective - Field of Study		3
	Credit Hours	**9**
Second Year		
Fall		
Life and Physical Sciences Elective - Core Curriculum (p. 100) [1]		4
GOVT 2305	Federal Government	3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102) [1]		3
Recommended:		
PSYC 2301 or SOCI 1301	General Psychology or Introductory Sociology	
Content Area Elective - Field of Study		3
	Credit Hours	**13**
Spring		
Life and Physical Sciences Elective - Core Curriculum (p. 100) [1]		4
GOVT 2306	Texas Government	3
Content Area Elective - Field of Study		3
Content Area Elective - Field of Study		3
Component Area Option - Core Curriculum (if required) (p. 102)		1
	Credit Hours	**13**
	Total Credit Hours	**60-61**

[1] Students **must** meet with an Education advisor prior to registering for one of these courses.

Kinesiology

Kinesiology

Associate of Arts

The objective of the Kinesiology Department at South Texas College is to prepare Kinesiology Majors to continue along an educational path to meet desired goals and to seek opportunities to be advocates for healthy lifestyles. Students are encouraged to participate in a variety of activities, especially those involving new skills.

The department offers a variety of academic, distance learning, and physical activity laboratory courses in the areas of physical education pedagogy (teaching), fitness, health education, and specialized certification courses. Activity courses are designed for beginners, unless otherwise described.

The vast majority of Kinesiology lecture courses are transferable toward a B.S. degree in Kinesiology at 4-year institutions. Additionally, the department offers a diverse range of physical activity laboratory courses (individual and team sports), which fulfill the required Kinesiology physical activity credits for the Associate of Art's degree. In addition, students with disabilities participate in physical education and the Kinesiology Department in conjunction with ADA can arrange for an adapted program or advise the student concerning course selection.

Physical Activities

KINE 1100	Fitness Walking	1
KINE 1101	Fitness and Motor Development I	1
KINE 1103	Weight Training and Conditioning I	1
KINE 1104	Weight Training and Conditioning II	1
KINE 1105	Badminton	1
KINE 1107	Basketball I	1
KINE 1109	Bowling I	1
KINE 1110	Bowling II	1
KINE 1111	Flag Football I	1
KINE 1113	Golf I	1
KINE 1114	Golf II	1
KINE 1115	Karate I	1
KINE 1116	Karate II	1
KINE 1119	Racquetball I	1
KINE 1120	Racquetball II	1
KINE 1121	Soccer I	1
KINE 1123	Softball I	1
KINE 1125	Swimming I	1
KINE 1126	Swimming II	1
KINE 1127	Tennis I	1
KINE 1128	Tennis II	1
KINE 1129	Volleyball I	1
KINE 1131	Yoga and Flexibility Training	1
KINE 1132	Self Defense and Personal Safety	1
KINE 1133	Outdoor Adventure Training	1
KINE 1149	Team Sports I	1
KINE 1150	Team Sports II	1
KINE 1210	Aerobic Dance I	2
KINE 1211	Aerobic Dance II	2

Lecture Courses

KINE 1164	Introduction to Physical Fitness and Wellness	1
KINE 1301	Foundations of Kinesiology	3
KINE 1304	Personal/Community Health I	3
KINE 1306	First Aid	3
KINE 1308	Sports Officiating I	3
KINE 1321	Coaching/Sports/ Athletics I	3
KINE 1331	Physical Education for Elementary Education Majors	3
KINE 1336	Introduction to Recreation I	3
KINE 1338	Concepts of Physical Fitness	3
KINE 1346	Drug Use & Abuse	3

Personal Trainer

Certificate

This program has additional prerequisites prior to enrolling in FITT courses. Application requirements are included in the description below.

The curriculum for the Personal Trainer certificate is composed of courses designed to provide the student the knowledge and skills needed to enter the workforce in the area of Commercial Fitness. These courses will allow the student the ability to provide personal training services to clients seeking to improve their fitness levels. Training strategies, program development and assessment practices are included to prepare students to be competitive in the Commercial Fitness industry. This certificate provides individuals with the most current, foundational knowledge, training, testing and competencies to certify them to practice as professional certified fitness trainers.

Taught over a two semester period, this certificate includes 19 semester hours of lecture in topics that include basic anatomy, biomechanics, nutrition, legal and safety issues, basic facility management, CPR and First Aid, as well as hands-on fitness labs that offer participants exercise prescription knowledge, fitness testing, health assessment, the use of fitness equipment, case studies, risk stratification, and mastering the art and science of personal training. In addition, students will be eligible to take a certification exam with a national organization upon completion of the certificate program.

Completion of a High School Diploma or GED is required to enroll in the FITT courses. For additional information, please contact Mr. Brent Angangan, Department Chair, in the Kinesiology Department 956-872-3707.

Program Learning Outcomes

Personal Trainer Certificate

1. Students will demonstrate basic knowledge of anatomy, physiology, biomechanics, psychology, pharmacology and nutrition as it relates to the personal trainer fitness industry.
2. Students will demonstrate the assessment of individual's fitness levels, readiness for exercise and risk stratifications including special populations.
3. Design and create customized individual exercise programs (Strength, power, hypertrophy, cardiovascular, plyometrics, flexibility, fat loss) to meet the goals of individuals including special populations.

Kinesiology Associate of Arts

1. The learner will define and discuss the 12 sub-disciplines of Kinesiology.
2. The learner will analyze personal beliefs and philosophies concerning their chosen profession.

3. The learner will prepare both an oral and written presentation explaining the components of fitness and the importance of exercise and nutrition as it relates to healthy lifestyles.
4. The learner will demonstrate proper First Aid skills and techniques designed to treat injuries.
5. The learner will demonstrate proper techniques to enhance fitness levels and practice proper techniques for specific activities/sports.

Advisory Committee Members

(For Workforce Program Only)

John Quezada, Committee Chair, Army Master Fitness Trainer
Humberto Cerda, Manager, Gold's Gym
Antonio Diaz, Manager/Personal Trainer, Gold's Gym
Jaime Cavazos, Cavazos Sports Institute
Louie Palacios, Owner, The Shack
Yvette Garcia, Trainer, The Shack
Mike Johnson, Owner, VPR Fitness
Joe Valtierra, Trainer, VPR Fitness
Dr. Belinda Jordan, Obesity Physician,
Joel Matos, Vice President, Freedom Fitness
Cristopher Garcia Sancho, Personal Trainer, Freedom Fitness
Leroy Moreno, Physician Assistant, Family First Medical Center
Joe Pitones, Owner, 9Round Fitness
Peggy Ramon Rosales, Registered Dietician, PR Nutrition Consulting
Dr. Robert Zuniga, Chiropractor

(For Academic Program Only)

TSI Liable

Field of Study - 18 credit hours		
KINE 1125	Swimming I	1
KINE 1301	Foundations of Kinesiology	3
KINE 1306	First Aid	3
KINE 1338	Concepts of Physical Fitness	3
Area 1: Team Sports		
Select three of the following:		3
KINE 1107	Basketball I	
KINE 1111	Flag Football I	
KINE 1121	Soccer I	
KINE 1129	Volleyball I	
KINE 1123	Softball I	
Area 2: Individual Sports		
Select two of the following:		2
KINE 1103	Weight Training and Conditioning I	
KINE 1105	Badminton	
KINE 1109	Bowling I	
KINE 1113	Golf I	
KINE 1115	Karate I	
KINE 1119	Racquetball I	
KINE 1127	Tennis I	
Area 3: Outdoor Education		
KINE 1336	Introduction to Recreation I	3
STC Core Curriculum - 42 credit hours		
Complete 42 credit hours of required Core Curriculum including the following: [1,2]		42
Life and Physical Sciences		
BIOL 2401	Anatomy and Physiology I	
BIOL 2402	Anatomy and Physiology II	
Total Credit Hours		**60**

[1] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100).
[2] Students who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

Certificate

- Personal Trainer Certificate (p. 191)

Associate Degree

- Kinesiology Associate of Arts (p. 191)

Personal Trainer Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
FITT 1401	Fitness and Exercise Testing	4
FITT 1237	Personal Training	2
KINE 1306	First Aid	3
FITT 2309	Theory of Exercising Program Design and Instruction	3
	Credit Hours	**12**
Spring		
FITT 2305	Sports Facility Management	3
FITT 2313	Exercise Science	3
FITT 1164	Practicum-Health and Physical Education	1
	Credit Hours	**7**
	Total Credit Hours	**19**

Kinesiology Associate of Arts

TSI Liable

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
COSC 1301	Introduction to Computing (OR SPCH Elective-Component Area Option-Core Curriculum)	3
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
ENGL 1301	Composition I	3
KINE 1301	Foundations of Kinesiology	3
Kinesiology Elective Area 1 - Field of Study [1]		1
KINE 1107	Basketball I	
KINE 1111	Flag Football I	
KINE 1121	Soccer I	
KINE 1129	Volleyball I	
KINE 1123	Softball I	
	Credit Hours	**13**
Spring		
KINE 1306	First Aid	3
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
ENGL 1302	Composition II - Rhetoric	3
GOVT 2305	Federal Government	3

Kinesiology Elective Area 2 - Field of Study [1]		1
KINE 1103	Weight Training and Conditioning I	
KINE 1105	Badminton	
KINE 1109	Bowling I	
KINE 1113	Golf I	
KINE 1115	Karate I	
KINE 1119	Racquetball I	
KINE 1127	Tennis I	
	Credit Hours	**13**
Summer		
Creative Arts Elective - Core Curriculum (p. 101)		3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
	Credit Hours	**6**
Second Year		
Fall		
Mathematics Elective - Core Curriculum (p. 100)		3-4
BIOL 2401	Anatomy and Physiology I	4
KINE 1338	Concepts of Physical Fitness	3
KINE 1125	Swimming I	1
Kinesiology Elective Area 3 - Field of Study [1]		3
KINE 1336	Introduction to Recreation I	
Kinesiology Elective Area 2 - Field of Study [1]		1
KINE 1103	Weight Training and Conditioning I	
KINE 1105	Badminton	
KINE 1109	Bowling I	
KINE 1113	Golf I	
KINE 1115	Karate I	
KINE 1119	Racquetball I	
KINE 1127	Tennis I	
Kinesiology Elective Area 1 - Field of Study [1]		1
KINE 1107	Basketball I	
KINE 1111	Flag Football I	
KINE 1121	Soccer I	
KINE 1129	Volleyball I	
KINE 1123	Softball I	
	Credit Hours	**17**
Spring		
GOVT 2306	Texas Government	3
BIOL 2402	Anatomy and Physiology II	4
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Kinesiology Elective Area 1 - Field of Study [1]		1
KINE 1107	Basketball I	
KINE 1111	Flag Football I	
KINE 1121	Soccer I	
KINE 1129	Volleyball I	
KINE 1123	Softball I	
Component Area Option - Core Curriculum (if required) (p. 102)		1
	Credit Hours	**11**
	Total Credit Hours	**60**

[1] Courses to be chosen for Field of Study

Political Science

Associate of Arts

The Associate of Arts degree with a field of study in Political Science is designated for students planning to transfer to a baccalaureate degree program in Political Sciences or related field at four-year institutions. The curriculum includes general academic courses and electives that enable students who intend to major in Political Science, Public Affairs or Public Administration to transfer to four-year institutions. A degree in Political Science prepares students for a wide array of career options. These include public administrator, diplomatic corps member, elected official, legislative aide, policy analyst, journalist, lawyer, lobbyist, public opinion surveyor and college professor.

Program Learning Outcomes

1. Students will design an original research project that utilizes a research method commonly used in Political Science.
2. Students will design an original research project that applies one or more prominent theories in Political Science.
3. Students will interpret data results from Political Science surveys.
4. Students will assess a case study related to one of the Political Science subfields (American Politics, International Relations or Comparative Politics).
5. Students will compare Hispanic political participation, voting behavior or public opinion with the political experiences of the larger US population.
6. Students will collaborate with a professional working in a field related to political science and evaluate that professional's role in the political system.

TSI Liable

Field of Study - 18 credit hours		
GOVT 2304	Introduction to Political Science [3]	3
GOVT 2311	Mexican American and Latinx Politics	3
GOVT 2389	Academic Cooperative	3
PHIL 1301	Introduction to Philosophy	3
Directed Electives (UTRGV) (6 SCH) [2]		
ECON 2301	Principles of Economics I - Macro	3
PHIL 2307	Introduction to Social and Political Philosophy	3
STC Core Curriculum - 42 credit hours		
Complete 42 credit hours of required Core Curriculum including the following: [1]		42
Government/Political Science		
GOVT 2305	Federal Government [3]	
GOVT 2306	Texas Government [3]	
Mathematics		
MATH 1342	Elementary Statistical Methods [3]	
Language, Philosophy & Culture		
PHIL 2306	Introduction to Ethics	
Component Area Option		
Any SPCH course.		
SPCH 2335	Argumentation and Debate (Recommended)	
Total Credit Hours		**60**

[1] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100). These courses must not duplicate courses taken to fulfill field of study requirements.

[2] The listed Directive Electives are for students pursuing to transfer to The University of Texas at Rio Grande Valley. Students pursuing a different

transfer institution should see an advisor for selection of Directed Electives.

[3] Discipline Foundation Courses (12 SCH).

TSI Liable

100% Online

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
HIST 1301 or HIST 2327 or HIST 2381	United States History I or Mexican-American History I or African American History I	3
ENGL 1301	Composition I	3
GOVT 2305	Federal Government [2]	3
Component Area Option - Core Curriculum (p. 102)		3
Recommended:		
SPCH 2335	Argumentation and Debate	
	Credit Hours	**12**
Spring		
HIST 1302 or HIST 2328 or HIST 2382	United States History II or Mexican-American History II or African American History II	3
ENGL 1302	Composition II - Rhetoric	3
MATH 1342	Elementary Statistical Methods [2]	3
GOVT 2306	Texas Government [2]	3
	Credit Hours	**12**
Summer		
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Creative Arts Elective - Core Curriculum (p. 101)		3
	Credit Hours	**6**
Second Year		
Fall		
GOVT 2304	Introduction to Political Science [2]	3
GOVT 2311	Mexican American and Latinx Politics	3
PHIL 1301	Introduction to Philosophy	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
PHIL 2306	Introduction to Ethics	3
	Credit Hours	**16**
Spring		
PHIL 2307	Introduction to Social and Political Philosophy [1]	3
GOVT 2389	Academic Cooperative	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
ECON 2301	Principles of Economics I - Macro [1]	3
Component Area Option - Core Curriculum (p. 102)		1
	Credit Hours	**14**
	Total Credit Hours	**60**

[1] The listed Directive Electives are for students pursuing to transfer to The University of Texas at Rio Grande Valley. Students pursuing a different transfer institution should see an advisor for selection of Directed Electives.

[2] Discipline Foundation Courses (12 SCH).

Psychological Science

Associate of Arts

Psychology is the scientific study of the mind and behavior. The Department of Psychological Science provides students with scientific knowledge related to behavior and mental processes to include neuroscience, sensation and perception, memory, cognition, language, intelligence, consciousness, developmental psychology, personality, psychological disorders, therapy, statistics and human sexuality. It is our department's vision to provide students with critical thinking skills, knowledge and motivation to foster personal growth, adopt a scientific attitude and become lifelong learners.

The Department of Psychological Science (https://www.southtexascollege.edu/psychology/) at South Texas College offers students the opportunity to obtain an Associate of Arts (A.A.) in Psychology. The degree requirements for all students include completion of core curriculum and field of study courses. The program encourages students to become familiar with the different fields of Psychology, which will enable them to make an informed decision on how to continue their academic and professional careers. This degree is an excellent transfer program since the core curriculum parallels the first two years of most four-year psychology degrees.

Program Learning Outcomes

1. Students will identify the scales of measurement and select the appropriate test statistic for that data.
2. Students will identify the conditions under which to use a descriptive vs. an inferential statistic.
3. Students will identify the three main components involved in interpersonal attraction in relationships.
4. Students will assess processes involved in the adjustment (coping, transition, adaptation) of individuals to their social environment.
5. Students will recognize the components of the biopsychosocial approach to understanding individual and social behavior.

TSI Liable

Field of Study - 18 credit hours [1]		
PSYC 2301	General Psychology [2]	3
Discipline Foundation Courses (9 SCH)		
PSYC 2314	Lifespan Growth and Development	3
PSYC 2317	Statistical Methods in Psychology	3
PSYC 2319	Social Psychology	3
Directed Electives (6 SCH) [3]		
The student is required to take a minimum of 2 courses (6 credits) from the following list:		6
PSYC 2306	Human Sexuality	
PSYC 1300	Learning Framework	
PSYC 2315	Psychology of Adjustment	
PSYC 2308	Child Psychology	
PSYC 2320	Abnormal Psychology	
STC Core Curriculum - 42 credit hours		
Complete 42 credit hours of required Core Curriculum including the following: [4]		42
Language, Philosophy & Culture		
Students must take one of the following:		
PHIL 1301	Introduction to Philosophy	

	PHIL 1304	Introduction to World Religions
	PHIL 2303	Introduction to Logic
	PHIL 2306	Introduction to Ethics
	PHIL 2307	Introduction to Social and Political Philosophy
	PHIL 2316	Classical Philosophy
	PHIL 2321	Philosophy of Religion
Total Credit Hours		**60**

[1] Courses taken to fulfill field of study requirements must not duplicate courses taken to fulfill Core Curriculum Requirements.
[2] Designated core course in the Field of Study for the Texas Direct Transfer Degree.
[3] The listed Directive Elective options are for students pursuing to transfer to The University of Texas at Rio Grande Valley. Students pursuing a different transfer institution should see an advisor for selection of Directed Electives.
[4] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100).

TSI Liable

100% Online

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
MATH 1414	College Algebra [2]	4
HIST 1301 or HIST 2327 or HIST 2381	United States History I or Mexican-American History I or African American History I	3
ENGL 1301	Composition I	3
PSYC 2301	General Psychology [2]	3
	Credit Hours	**13**
Spring		
HIST 1302 or HIST 2328 or HIST 2382	United States History II or Mexican-American History II or African American History II	3
ENGL 1302	Composition II - Rhetoric	3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
PSYC 2317	Statistical Methods in Psychology [2]	3
	Credit Hours	**12**
Summer		
Creative Arts Elective - Core Curriculum (p. 101)		3
Psychology Directed Elective - Field of Study [1]		3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Select one of the following:		
PHIL 1301	Introduction to Philosophy	
PHIL 1304	Introduction to World Religions	
PHIL 2303	Introduction to Logic	
PHIL 2306	Introduction to Ethics	
PHIL 2307	Introduction to Social and Political Philosophy	
PHIL 2316	Classical Philosophy	
PHIL 2321	Philosophy of Religion	
	Credit Hours	**9**
Second Year		
Fall		
GOVT 2305	Federal Government	3
Psychology Directed Elective - Field of Study [1]		3
PSYC 2314	Lifespan Growth and Development	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
	Credit Hours	**13**
Spring		
GOVT 2306	Texas Government	3
Speech Elective - Core Curriculum	Component Area Option -	3
PSYC 2319	Social Psychology	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
	Credit Hours	**13**
	Total Credit Hours	**60**

[1] The Directive Elective options are for students pursuing to transfer to The University of Texas at Rio Grande Valley. Students pursuing a different transfer institution should see an advisor for selection of Directed Electives.
[2] Student are required to complete PSYC 2301 General Psychology and MATH 1414 College Algebra **before** taking PSYC 2317 Statistical Methods in Psychology

Social Work

Associate of Arts

Social work is a profession devoted to helping people function the best they can in their environment. Social workers act as advocates for children and families in need, victims of domestic violence, people with disabilities, pregnant teenagers and many other diverse populations. Social workers provide advice, advocacy and support to those who have personal and social problems. Social Workers also work in the community to promote social justice.

The Associate of Arts (A.A.) in Social Work is an excellent transfer program since the core curriculum parallels the first two years of most four-year social science degrees. After completion of this degree, the student will be prepared to work in a variety of public and private social service settings including programs in schools and hospitals, juvenile detention and residential facilities, crisis centers, information and referral programs, hospices, employee assistance programs, nursing homes, home health agencies and adult day care centers.

Program Learning Outcomes

1. Students will identify and summarize the philosophy, history, and practice of social work in the United States.
2. Students will identify and summarize the political, economic, and cultural values and ideologies that shape social welfare policy, programs, and services.
3. Students will identify and summarize the various methods and techniques used in social work practice.
4. Students will identify and summarize the role of culture and social structure in shaping and influencing human behavior.
5. Students will identify and summarize problems and issues pertaining to life in the United States.

TSI Liable

Field of Study - 18 credit hours
Discipline Foundation Courses (12 SCH)

SOCW 2361	Introduction to Social Work	3
SOCW 2362	Social Welfare: Legislation, Programs, and Services	3
SOCW 2389	Academic Cooperative	3
SOCI 1306	Social Problems	3
Directed Electives (UTRGV) (6 SCH) [1]		
SOCI 1301	Introductory Sociology	3
PSYC 2301	General Psychology	3
STC Core Curriculum - 42 credit hours		
Complete 42 credit hours of required Core Curriculum including the following: [2]		42
Composition/Written Communication		
ENGL 1301	Composition I [3]	
ENGL 1302	Composition II - Rhetoric [3]	
Social/Behavioral Sciences		
SOCI 2301	Marriage and the Family	
or SOCI 2319	Minority Studies	
or ANTH 2301	Physical Anthropology	
Total Credit Hours		**60**

[1] The listed Directive Electives are for students pursuing to transfer to The University of Texas at Rio Grande Valley. Students pursuing a different transfer institution should see an advisor for selection of Directed Electives

[2] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100).

[3] Designated core course in the Field of Study for the Texas Direct Transfer Degree.

TSI Liable

100% Online

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
ENGL 1301	Composition I	3
Component Area Option - Core Curriculum (p. 102)		3
Select one of the following:		
EDUC 1300	Learning Framework [2]	
PSYC 1300	Learning Framework [2]	
SPCH 1311	Introduction to Speech Communication	
SPCH 1318	Interpersonal Communications	
MATH 1414	College Algebra	4
	Credit Hours	**13**
Spring		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
ENGL 1302	Composition II - Rhetoric	3
SOCI 1301	Introductory Sociology [1]	3
SOCW 2361	Introduction to Social Work	3
	Credit Hours	**12**
Summer		
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
GOVT 2305	Federal Government	3
SOCI 1306	Social Problems	3
PSYC 2301	General Psychology [1]	3
	Credit Hours	**12**
Second Year		
Fall		
GOVT 2306	Texas Government	3
SOCW 2362	Social Welfare: Legislation, Programs, and Services	3
Creative Arts Elective - Core Curriculum (p. 101)		3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Recommended:		
BIOL 1408 or BIOL 2401	Biology for Non-Science Majors I or Anatomy and Physiology I	
	Credit Hours	**13**
Spring		
SOCW 2389	Academic Cooperative	3
SOCI 2301 or SOCI 2319 or ANTH 2301	Marriage and the Family or Minority Studies or Physical Anthropology	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Recommended:		
BIOL 1409 or BIOL 2402	Biology for Non-Science Majors II or Anatomy and Physiology II	
	Credit Hours	**10**
	Total Credit Hours	**60**

[1] The listed Directive Electives are for students pursuing to transfer to The University of Texas at Rio Grande Valley. Students pursuing a different transfer institution should see an advisor for selection of Directed Electives.

[2] Recommended

Sociology

Sociology is the study of social life, social change, and the social causes and consequences of human behavior. Sociologists investigate the structure of groups, organizations and societies and how people interact within these contexts. Sociologists study how deviance, crime, marriage, family, politics, education, race, gender and religion affect individuals. The AA in Sociology allows students to choose from *two degree tracks,* the Associate of Arts in Traditional Sociology or the Associate of Arts in Applied Sociology. For both tracks, the student will receive an AA in Sociology. For the Applied Sociology track, students will receive an AA in Sociology, field training in a concentration of their choice and a Certification in Applied Sociology awarded by the National Association of Applied and Clinical Sociology.

The subject matter of sociology ranges from the intimate, interpersonal level (microsociology) to the institutional, national level (macrosociology). Examples can include Sociology of: the family; intergroup relations; civil rights, labor rights or other aspects of the law; minority experiences; sports; gender, sex and sexuality; the workplace; technology; medicine and nursing; media; and computers, digital technology, information security and the development and use of the internet over time. Sociology is capable of moving from the individual level to the collective level in all of its fields. In fact, few fields have such broad scope and relevance for research, theory and application of knowledge.

Some important differences between Traditional and Applied Sociology include the following:

- **Applied Sociology:**
  - Is an interdisciplinary, highly customizable field that lends itself to the student's interests, future education or as a transfer major
  - Is a client-centered field in which practitioners utilize research, analysis and application of sociological skills and concepts to work towards a client-defined goal.
  - Is capable of working in the private, public, nonprofit or community-oriented sectors
  - Is action-oriented, focusing on administration, advocacy and adjustments that foster client and organization success
  - Provides clients with real world, local and national solutions to problems and challenges
  - Design and implement practical projects, policies or solutions for their clients
- **Traditional Sociology:**
  - Investigates the social world in order to provide solutions to social problems.
  - Focuses on a research and data-oriented approach, where data is collected, analyzed and shared with the academic and local community
  - Utilized a combination of the scientific method and sociological theory in order to deeply understand social problems, social entities, their functions and their dysfunctions
  - Approaches the world from an interdisciplinary perspective in order to understand social interactions, social problems and social harmony
  - Works with policy makers, community members and academics to instill change in society

Sociology is an excellent transfer program. Since the study of Sociology covers the basic structures of human society with its cultures and stratifications, it is a popular major among those who want to enter career fields that address social change and social support. It provides a strong foundation for those working within other Social Science fields and provides required knowledge for those entering Pre-Med, Nursing, and Epidemiology. Examples include: human resources, human services, public relations, government agencies, psychology and social psychology, teaching, medical care, human rights, community relations, census work and research, business trends and any other institution that requires knowledge of social science research.

Program Learning Outcomes

1. Students will: (1) Collect and analyze no less than three current events, and (2) identify and summarize Classical European and Early American Sociological theories, and apply these theories to current events.
2. Students will identify and summarize the importance of research evidence in understanding the social world and how to use systematic and scientific inquiry to investigate direct research questions.
3. Students will identify and summarize Sociological analytical tools to structure and organize assessments of social institutions, groups, and behaviors.
4. Students will identify and summarize historical and contemporary sociological concepts used to analyze social inequality as pertains to: minority groups, gender, race, culture, poverty, and immigration.
5. Students will identify and summarize the Macro and Micro levels of research used to critically deconstruct institutional, familial, cultural, and interactive practices in the United States.

Sociology Program Requirements

TSI Liable

Field of Study - 18 credit hours [1]		**18**
General Sociology Track		
Discipline Foundation Courses (9 SCH)		
SOCI 1306	Social Problems	
SOCI 2301	Marriage and the Family	
SOCI 2319	Minority Studies	
Directed Electives (9 SCH) [2]		
MATH 1342	Elementary Statistical Methods	
SOCI 2326	Social Psychology	
SOCI 2336	Criminology	
Applied and Clinical Sociology Track - 18 credit hours [1]		
To earn an Associate's Degree in Sociology by following the Applied and Clinical Sociology Track, students would need to meet with departmental advisors to formalize their certificate of Applied Sociology with AACS during the beginning of the semester.		
SOCI 1306	Social Problems	
PSYC 2317	Statistical Methods in Psychology	
or MATH 1342	Elementary Statistical Methods	
SOCI 2389	Academic Cooperative	
Select one of the following:		
SOCI 2326	Social Psychology	
SOCI 2336	Criminology	
SOCI 2319	Minority Studies	
SOCI 2301	Marriage and the Family	
Field of Study Elective (2 courses)		
Students will complete 2 classes (or 6 credits) of coursework in a discipline of their choice; both classes must be chosen from the same field of study, must be from academic AA or AS program, and must include an introductory-level course. Students must consult with the program's advising team in order to declare an area of focus and have it noted in their Degree Works profile. A complete list of eligible course electives can be found in the Applied and Clinical Sociology degree plan.		
STC Core Curriculum - 42 credit hours		
Complete 42 credit hours of required Core Curriculum including the following: [3]		42
Social and Behavioral Sciences		
SOCI 1301	Introductory Sociology [4]	
Total Credit Hours		**60**

[1] Courses taken to fulfill field of study requirements must not duplicate courses taken to fulfill Core Curriculum Requirements.

[2] The listed Directive Elective options are for students pursuing to transfer to The University

of Texas at Rio Grande Valley. Students pursuing a different transfer institution should see an advisor for selection of Directed Electives.

[3] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100).

[4] Designated core curriculum course in the Field of Study for the Texas Direct Transfer Degree.

TSI Liable

100% Online

Recommended Course Sequence - General Track

Course	Title	Credit Hours
First Year		
Fall		
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
ENGL 1301	Composition I	3
SOCI 1301	Introductory Sociology	3
Sociology Directed Elective - Field of Study [1]		3
SOCI 2326 or SOCI 2336	Social Psychology or Criminology	
	Credit Hours	**12**
Spring		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
ENGL 1302	Composition II - Rhetoric	3
SOCI 2319	Minority Studies	3
MATH 1342	Elementary Statistical Methods [1]	3
	Credit Hours	**12**
Summer		
Component Area Option - Core Curriculum (p. 102)		3
Select one of the following:		
EDUC 1300	Learning Framework	
PSYC 1300	Learning Framework	
SPCH 1311	Introduction to Speech Communication	
SPCH 1315	Public Speaking	
SPCH 1318	Interpersonal Communications	
SPCH 1321	Business and Professional Communication	
SPCH 2333	Discussion and Small Group Communication	
SPCH 2335	Argumentation and Debate	
Creative Arts Elective - Core Curriculum (p. 101)		3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
	Credit Hours	**9**
Second Year		
Fall		
GOVT 2305	Federal Government	3
Mathematics Elective - Core Curriculum (p. 100)		3-4
Recommended:		
MATH 1414	College Algebra [2]	
SOCI 1306	Social Problems	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
	Credit Hours	**14**
Spring		
GOVT 2306	Texas Government	3
SOCI 2301	Marriage and the Family	3
Sociology Directed Elective - Field of Study [1]		3
SOCI 2336 or SOCI 2326	Criminology or Social Psychology	
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Component Area Option - Core Curriculum (if required) (p. 102)		1
	Credit Hours	**13**
	Total Credit Hours	**60**

[1] The Directive Elective options are for students pursuing to transfer to The University of Texas at Rio Grande Valley. Students pursuing a different transfer institution should see an advisor for selection of Directed Electives.

[2] Students following the General Sociology Track who select a 3 credit hour Mathematics course to fulfill the Mathematics component of the Core Curriculum must take 4 credit hours to complete the Component Area Option for the Core Curriculum.

TSI Liable

Recommended Course Sequence - Applied and Clinical Sociology Track

Course	Title	Credit Hours
First Year		
Fall		
SOCI 1301	Introductory Sociology	3
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
ENGL 1301	Composition I	3
MATH 1414	College Algebra	4
	Credit Hours	**13**
Spring		
SOCI 1306	Social Problems	3
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
ENGL 1302	Composition II - Rhetoric	3
Select one of the following Sociology Electives:		3
SOCI 2301 or SOCI 2319 or SOCI 2326 or SOCI 2336	Marriage and the Family or Minority Studies or Social Psychology or Criminology	
	Credit Hours	**12**
Summer		
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Recommended:		
ENGL 2331	World Literature	
ENGL 2351	Mexican American Literature	
HUMA 1305	Introduction to Mexican-American Studies	
HUMA 2319	American Minority Studies	
HUMA 2323	World Cultures	
PHIL 1304	Introduction to World Religions	
Component Area Option - Core Curriculum (p. 102)		3
Students should meet with department advisors to formally indicate their Field of Study in this semester.		
	Credit Hours	**10**

Second Year		
Fall		
Creative Arts Elective - Core Curriculum (p. 101)		3
PSYC 2317 or MATH 1342	Statistical Methods in Psychology or Elementary Statistical Methods	3
GOVT 2305	Federal Government	3
Field of Study Elective I		3-4
	Credit Hours	**12-13**
Spring		
GOVT 2306	Texas Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Field of Study Elective II		3-4
SOCI 2389	Academic Cooperative	3
	Credit Hours	**13-14**
	Total Credit Hours	**60-62**

Field of Study Elective I (3-4 Credits) (Intro. Level Course)	Field of Study Elective II (3-4 Credits)
ANTH 2301	ANTH 2302, ANTH 2351
CRIJ 1301	CRIJ 1307, CRIJ 1310, CRIJ 1313, CRIJ 2313
EDUC 1301	EDUC 2301
GOVT 2304	GOVT 2311
KINE 1301	KINE 1304, KINE 1306, KINE 1346
PSYC 2301	PSYC 2308, PSYC 2315, PSYC 2319
SOCI 2301	SOCI 2319
SOCW 2361	SOCW 2362
TECA 1303	TECA 1311, TECA 1318, TECA 1354
COMM 1307	COMM 2311, COMM 2315, COMM 2339
DANC 2303	DANC 1301, DANC 1305
DRAM 1310	DRAM 1330, DRAM 1351, DRAM 2355
ENGL 2311, ENGL 2331	ENGL 2321, ENGL 2326, ENGL 2341, ENGL 2351
HIST 2301	HIST 2321, HIST 2322
HUMA 1301, HUMA 1305	HUMA 1302, HUMA 1311, HUMA 2319
MUSI 1303	MUSI 1306, MUSI 1307, MUSI 1310
PHIL 1301, PHIL 1304	PHIL 2303, PHIL 2306, PHIL 2316
AGRI 1329	AGRI 1407, AGRI 1415
BIOL 1322, BIOL 1406	BIOL 1406, BIOL 1407, BIOL 2401, BIOL 2406
CHEM 1405, CHEM 1411	CHEM 1407, CHEM 1409, CHEM 1412
COSC 1301	COSC 1315, COSC 1320, COSC 1436
ENGR 1201	ENGR 1304, ENGR 2301, ENGR 2302
GEOL 1403	GEOL 1404, GEOL 1445
ARCH 1311	ARCH 1301, ARCH 1303
ACCT 2301	ACCT 2302
BUSI 1301	BUSI 2301
ECON 2301	ECON 2302

Division of Math, Science, IT and Bachelor Programs

Students are admitted to South Texas College in accordance with College policies. General admission to the College does not imply admission to all programs of the College.

Biology (p. 199)

- Biology, Field of Study (Associate of Science) (p. 199)

Chemistry (p. 200)

- Chemistry, Field of Study (Associate of Science) (p. 200)

Computer and Advanced Technologies (p. 201)

- Computer Technology (Occupational Skills Award) (p. 202)
- Computer and Internet Specialist (Certificate) (p. 201)
- Computer Maintenance Specialist (Certificate) (p. 201)
- Computer and Advanced Technologies
  - Specialization: Computer Support Specialist (Associate of Applied Science) (p. 201)

Computer Science (p. 203)

- Computer Science, Field of Study (Associate of Science) (p. 203)

Cybersecurity (p. 204)

- Cybersecurity Technician (Occupational Skills Award) (p. 205)
- Cybersecurity Specialist (Certificate) (p. 204)
- Cybersecurity Specialist (Associate of Applied Science) (p. 204)

Engineering (p. 205)

- Engineering, Field of Study (Associate of Science) (p. 205)

Information Technology (p. 210)

- Business Applications (Occupational Skills Award) (p. 212)
- Digital & Web Design (Occupational Skills Award) (p. 212)
- Networking Fundamentals (Occupational Skills Award) (p. 212)
- Computer Applications Specialist (Certificate) (p. 210)
- Multimedia Specialist (Certificate) (p. 210)
- Information and Network Systems (Certificate) (p. 210)
- Computer and Information Technologies Specialist (Certificate) (p. 210)
- Information Technology
  - Specialization: Information Systems (Associate of Applied Science) (p. 210)
  - Specialization: Network Systems (Associate of Applied Science) (p. 210)

Interdisciplinary Studies (p. 214)

- Interdisciplinary Studies, Field of Study (Associate of Science) (p. 214)

Mathematics (p. 214)

- Mathematics, Field of Study (Associate of Science) (p. 214)

Physics (p. 215)

- Physics, Field of Study (Associate of Science) (p. 215)

Pre-Pharmacy (p. 218)

- Pre-Pharmacy, Field of Study (Associate of Science) (p. 218)

Public Administration (p. 219)

- Public Administration (Associate of Applied Science) (p. 220)
- Public Services Assistant (Certificate) (p. 220)

Bachelor Programs (p. 109)

Biology

Associate of Science

The Associate of Science Degree with a field of study in Biology offers students the opportunity to take a core curriculum of general education courses with an emphasis in Biology.

Many exciting career opportunities are available in the biological sciences. Students should bear in mind that many of the career areas listed require training beyond the Associate of Science degree and some will require a post graduate degree.

- Agriculture
- Biotechnology
- Dentistry
- Dietary Research
- Environmental Science
- Forensic Science
- Genetic Engineering
- Health Sciences
- Marine Science
- Medicine
- Medical Research
- Microbiological Research
- Molecular Biology
- Pharmacology
- Physical Therapy
- Science Education
- Toxicology
- Veterinary Science
- Wildlife Biology

Program Learning Outcomes

1. The student will apply the scientific method to perform experiments and interpret data.
2. The student will demonstrate knowledge of the structure, metabolism, genetics, physiology and molecular processes of cells.
3. The student will describe the theory of evolution through natural selection and discuss how it impacts the study of biology.
4. The student will apply proper scientific terminology and taxonomy and explain how classification schemes relate to phylogenies.
5. The student will describe microbial mechanisms of pathogenicity.
6. The student will describe the anatomy and physiology of tissues, organs, and organ systems.
7. The student will describe the fundamental principles of maintaining homeostasis in organisms.
8. The student will be able to describe the interactions among organisms as related to their ecosystem.
9. The students will be able to explain the principles of genetic inheritance, apply them to predict outcomes of genetic crosses, and identify inheritance patterns in genetic data.

TSI Liable

Field of Study - 18 credit hours [1]		
BIOL 1406	Biology for Science Majors I	4
BIOL 1407	Biology for Science Majors II	4
BIOL 2401	Anatomy and Physiology I	4
BIOL 2421	Microbiology for Science Majors	4
CHEM 2423	Organic Chemistry I	4
STC Core Curriculum - 42 credit hours		
Complete 42 credit hours of required Core Curriculum including the following:		42
Life and Physical Sciences		
CHEM 1411	General Chemistry I	
CHEM 1412	General Chemistry II	
Mathematics		
MATH 1414	College Algebra	
MATH 2412	Pre-Calculus Math	
MATH 2413	Calculus I (Recommended)	
Social and Behavioral Sciences		
PSYC 2301	General Psychology	
SOCI 1301	Introductory Sociology	
Language, Philosophy and Culture		
PHIL 1301	Introduction to Philosophy	
PHIL 2306	Introduction to Ethics	
Total Credit Hours		**60**

[1] For BIOL 2421 and CHEM 2423, 3 hours are scheduled for field of study and 1 hour is scheduled to meet the general core education requirements (Component Area Option).

TSI Liable

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
ENGL 1301	Composition I	3
Creative Arts Elective - Core Curriculum (p. 101)		3
Mathematics Elective - Core Curriculum (p. 100)		4
Select one of the following:		
MATH 1414	College Algebra	
MATH 2412	Pre-Calculus Math	
MATH 2413	Calculus I (Recommended)	
BIOL 1406	Biology for Science Majors I	4
	Credit Hours	**14**
Spring		
ENGL 1302	Composition II - Rhetoric	3
CHEM 1411	General Chemistry I	4
BIOL 1407	Biology for Science Majors II	4

HIST 1301 or HIST 2327 or HIST 2381	United States History I or Mexican-American History I or African American History I	3
	Credit Hours	**14**
Summer		
HIST 1302 or HIST 2328 or HIST 2382	United States History II or Mexican-American History II or African American History II	3
	Credit Hours	**3**
Second Year		
Fall		
GOVT 2305	Federal Government	3
CHEM 1412	General Chemistry II	4
BIOL 2401	Anatomy and Physiology I	4
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Required:		
PSYC 2301 or SOCI 1301	General Psychology or Introductory Sociology	
	Credit Hours	**14**
Spring		
GOVT 2306	Texas Government	3
CHEM 2423	Organic Chemistry I	4
BIOL 2421	Microbiology for Science Majors	4
Component Area Option - Core Curriculum (p. 102)		1-4
	Credit Hours	**12-15**
Summer		
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
Required:		
PHIL 1301 or PHIL 2306	Introduction to Philosophy or Introduction to Ethics	
	Credit Hours	**3**
	Total Credit Hours	**60-63**

Chemistry

Associate of Science

The Associate of Science degree with a field of study in Chemistry offers students the opportunity to take a core curriculum of general education with an emphasis in Chemistry.

Chemistry students have a wide choice of careers in many different scientific and technical fields. The student should bear in mind that many of the career areas will require training beyond the Associate of Science degree and in some cases a post-graduate degree:

Career fields available to Chemistry students:

- Biochemistry
- Chemical Engineering
- Chemical Technician
- Civil Engineering
- Education, secondary and post-secondary
- Environmental Science
- Forensic Science
- Medical Technology
- Medical Doctor or Physician Assistant
- Mineral Processing
- Molecular Biology
- Oil Refining
- Petroleum Engineering
- Pharmacy
- Plastics Manufacturing
- Research Scientist
- Water Treatment

This listing closely parallels the first two years of education that one would receive at most universities. Upon completion of this sequence, many students transfer to obtain a degree in one of the various chemistry fields. However, students intending to transfer should be aware of the transfer institution's requirements.

Entering students, please note that the first semester suggests MATH 2413 Calculus I. Students with a score of 980+ on the math portion of the TSIA2 Exam may test-out of MATH 2412 Pre-Calculus Math and enroll directly into MATH 2413 Calculus I after taking and passing the Calculus I Placement Exam provided by the Mathematics Department. Students who qualify and elect this option must contact and make arrangements with the Mathematics Department at 956-872-8327 no later than two (2) weeks prior to the start of the semester the students intends to enroll.

Students with an SAT score of 560+ (SAT II Math Level 1), 520+ (SAT II Math Level 2) or an ACT score of 28+ may also enroll directly into MATH 2413 Calculus I. Otherwise, it is recommended that students take the prerequisite MATH 2412 Pre-Calculus Math the summer prior to the start of the fall semester. Enrollment in MATH 2412 Pre-Calculus Math requires a prerequisite of MATH 1414 College Algebra or ACT scores of 25-27, SAT II Math Level I scores of 520-559, or SAT II Math Level 2 scores of 500-519.

Chemistry Program Webpage: https://www.southtexascollege.edu/chemistry

Program Learning Outcomes

1. The student will solve problems utilizing chemical concepts (stoichiometry, colligative properties, acid/base).
2. The student will describe the structure, bonding and reactivity of chemical compounds (acid/base, redox).
3. The student will describe reaction mechanisms and synthesis of organic compounds.
4. The student will safely perform laboratory experiments involving a variety of chemical techniques and will communicate analysis of results in writing.
5. The student will apply principles of molecular nature of matter and its changes (chemical reactions, electron configuration, electronic trends).
6. The student will apply rules of nomenclature for naming chemical compounds.
7. The student will apply spectroscopic techniques for structural determination of organic compounds.

TSI Liable

Field of Study - 18 credit hours		
CHEM 1411	General Chemistry I	4
CHEM 1412	General Chemistry II	4
CHEM 2423	Organic Chemistry I [1]	4
CHEM 2425	Organic Chemistry II [1]	4
MATH 2414	Calculus II	4
STC Core Curriculum - 42 credit hours		
Complete 42 credit hours of required Core Curriculum including the following: [2]		42
Life and Physical Sciences		

PHYS 1401 & PHYS 1402	College Physics I and College Physics II	
or PHYS 2425 & PHYS 2426	University Physics I and University Physics II	
BIOL 1406 & BIOL 1407	Biology for Science Majors I and Biology for Science Majors II (only recommended for Pre-Med majors)	
Mathematics		
MATH 2413	Calculus I	
Total Credit Hours		**60**

[1] For CHEM 2423 Organic Chemistry I and CHEM 2425 Organic Chemistry II, 3 credit hours are scheduled for the field of study and 1 credit hour is scheduled to meet the general core curriculum requirements (Component Area Option).

[2] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100).

TSI Liable

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
Creative Arts Elective - Core Curriculum (p. 101)		3
CHEM 1411	General Chemistry I	4
ENGL 1301	Composition I	3
MATH 2413	Calculus I	4
	Credit Hours	**14**
Spring		
CHEM 1412	General Chemistry II	4
HIST 1301 or HIST 2327 or HIST 2381	United States History I or Mexican-American History I or African American History I	3
ENGL 1302	Composition II - Rhetoric	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Select one of the following: [1]		
PHYS 1401	College Physics I	
PHYS 2425	University Physics I	
BIOL 1406	Biology for Science Majors I	
	Credit Hours	**14**
Summer		
HIST 1302 or HIST 2328 or HIST 2382	United States History II or Mexican-American History II or African American History II	3
	Credit Hours	**3**
Second Year		
Fall		
CHEM 2423	Organic Chemistry I [2]	4
GOVT 2305	Federal Government	3
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
Select one of the following: [1]		
PHYS 1402	College Physics II	
PHYS 2426	University Physics II	
BIOL 1407	Biology for Science Majors II	
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Recommended:		
PSYC 2301	General Psychology	
	Credit Hours	**14**
Spring		
GOVT 2306	Texas Government	3
CHEM 2425	Organic Chemistry II [2]	4
MATH 2414	Calculus II	4
Component Area Option - Core Curriculum (p. 102)		1-3
	Credit Hours	**12**
Summer		
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
	Credit Hours	**3**
	Total Credit Hours	**60**

[1] College Physics or University Physics must be taken for a broad chemistry associate and chemical engineering majors. Pre-Med Majors are recommended to complete both the BIOL and PHYS sequences to meet program requirements and to prepare for the MCAT.

[2] CHEM 2423 Organic Chemistry I and CHEM 2425 Organic Chemistry II are combined lecture and lab courses with 3 hours of each course designated as field of study and one hour allocated to the institutional component area option.

Computer and Advanced Technologies

Computer Technology

Occupational Skills Award

The Computer Technology Occupational Skills Award (OSA) is designed for students interested in enhancing their skills and education in the field of Information Technology, specifically in computer maintenance.

This award prepares students for an entry-level job as a computer support technician and provides instruction on computer maintenance and repair of computer systems.

Computer and Internet Specialist

Certificate

This one-semester specialization provides students with the essential foundations in the use of computers and the Internet. Students learn entry-level skills needed to effectively use the latest computer and Internet technologies. Graduates gain knowledge in computer hardware, computer software, fundamentals of operating systems, computer networking and Internet concepts.

Computer Maintenance Specialist

Certificate

Graduates from this specialization gain skills necessary to compete in the computer maintenance industry. They learn skills in computer architecture programming, installation, maintenance, and troubleshooting of computer hardware, software, mobile and peripheral devices. Students also learn to provide hardware and software security support for users within their organization. In collaboration with Information Technology industry partners, students also participate in an internship to practice their skills and gain valuable industry experience.

Specialization: Computer Support Specialist

Associate of Applied Science

This program of study prepares students to have a competitive edge in the industry of computer support and maintenance. Graduates gain advanced skills in computer architecture programming, installation, maintenance, and troubleshooting of computer hardware, software, mobile and peripheral devices. They will also learn to provide hardware and software security support for users within their organization. In collaboration with Information Technology industry partners, students also participate in an internship to practice their skills and gain valuable industry experience.

In partnership with CompTIA Academy, this degree prepares students for the ITF+ (Information Technology Fundamentals), and A+ Industry Certifications.

Program Learning Outcomes

Computer and Internet Specialist Certificate

1. Graduates will describe major functions performed by microcomputer systems software.
2. Graduates will install and configure system software.
3. Graduates will troubleshoot system software.

Computer Maintenance Specialist Certificate

1. Graduates will explain the functions of components in a computer system.
2. Graduates will use computer related test equipment.
3. Graduates will use hardware and software maintenance and troubleshooting tools.

Specialization: Computer Support Specialist, Associate of Applied Science

1. Graduates will integrate special applications in the areas of multimedia, data acquisition, or engineering.
2. Graduates will install and maintain various hardware and software components for specialized application.
3. Graduates will analyze and test system operations.
4. Graduates will develop hardware troubleshooting techniques and perform procedures used in troubleshooting.
5. Graduates will develop software troubleshooting techniques and perform procedures used in troubleshooting.

Advisory Committee Members

Leo Mariscal, Field Service Technician, Energy Recovery, Inc.
William B. Roper, Principal Product Manager, Oracle Cloud Infrastructure
Francisco Medrano, Network Coordinator, South Texas Health Systems
Mariana Nino, Operations Manager, Zoho Corporation
Felix Martinez, Technician Supervisor, Netsync

Occupational Skills Award

- Computer Technology Occupational Skills Award (p. 202)

Certificates

- Computer and Internet Specialist Certificate (p. 202)
- Computer Maintenance Specialist Certificate (p. 202)

Associate Degrees

- Computer and Advanced Technologies
  - Specialization: Computer Support Specialist Associate of Applied Science (p. 203)

Computer Technology Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
CPMT 1403	Introduction to Computer Technology	4
CPMT 1443	Microcomputer Architecture	4
ITSC 1425	Personal Computer Hardware	4
	Credit Hours	**12**
	Total Credit Hours	**12**

Computer and Internet Specialist Certificate

TSI Exempt

100% Online

Course	Title	Credit Hours
Fall		
CPMT 1403	Introduction to Computer Technology	4
CPMT 1404	Microcomputer System Software [1]	4
CPMT 1443	Microcomputer Architecture	4
ITSC 1425	Personal Computer Hardware	4
	Credit Hours	**16**
	Total Credit Hours	**16**

[1] Capstone: Successfully passing CPMT 1404 Microcomputer System Software.

Computer Maintenance Specialist Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
CPMT 1403	Introduction to Computer Technology	4
CPMT 1404	Microcomputer System Software	4
ITSC 1425	Personal Computer Hardware	4
CPMT 1443	Microcomputer Architecture	4
	Credit Hours	**16**
Spring		
CPMT 1445	Computer Systems Maintenance	4
CPMT 1447	Computer System Peripherals	4
ITCC 1414	CCNA 1: Introduction to Networks	4

CPMT 1166	CAPSTONE: Computer Systems Technology Practicum	1
	Credit Hours	**13**
	Total Credit Hours	**29**

Computer and Advanced Technologies

Specialization: Computer Support Specialist Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
CPMT 1403	Introduction to Computer Technology	4
CPMT 1404	Microcomputer System Software	4
ITSC 1425	Personal Computer Hardware	4
CPMT 1443	Microcomputer Architecture	4
	Credit Hours	**16**
Spring		
CPMT 1445	Computer Systems Maintenance	4
CPMT 1447	Computer System Peripherals	4
ITCC 1414	CCNA 1: Introduction to Networks	4
	Credit Hours	**12**
Summer		
Social and Behavioral Sciences Elective (p. 103) [1]		3
Humanities Elective (p. 103) [1]		3
	Credit Hours	**6**
Second Year		
Fall		
CPMT 2433	Computer Integration	4
CPMT 2445	Computer System Troubleshooting	4
ITCC 1444	CCNA 2: Switching, Routing, and Wireless Essentials	4
	Credit Hours	**12**
Spring		
CPMT 2350	Industry Certification Preparation	3
COSC 1301	Introduction to Computing [1]	3
ENGL 1301	Composition I [1]	3
Math Elective (p. 104) [1]		4
CPMT 2166	CAPSTONE: Computer Systems Technology Practicum	1
	Credit Hours	**14**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Computer Science

Associate of Science

This program is designed for students who plan to continue with a Baccalaureate degree at South Texas College or to transfer to a four-year college or university to pursue a Baccalaureate degree in Computer Software Engineering and/or Computer Science. It is also designed to prepare students for entry-level positions in the field of computer science. The curriculum of the Computer Science degree program focuses on computer programming and general education studies. Students who wish to declare this transfer major should ask for program planning assistance from a Computer Science program advisor. Transfer institutions vary in the lower division (first two years of college) major department requirements. Meeting the South Texas College Associate of Science degree requirements does not automatically guarantee that all four-year colleges will accept every course toward their degree plan.

It is imperative that students work closely with South Texas College departmental faculty and the four-year college faculty in determining transferability of courses.

Computer Science Career Opportunities

The Bureau of Labor Statistics states that Computer and Information Technology occupations are projected to grow by 15 percent, adding 682,800 new jobs from 2021 to 2031. The demand for workers in these occupations will be driven by companies, government agencies, and other organizations struggling to find competent technical talent to fulfill their needs and to adopt the latest technologies.

Potential Job Titles

- Computer Programmers
- Programmer Analyst
- Software Engineers
- Systems Developer

Program Learning Outcomes

1. Students will be able to utilize programming design methodologies to analyze and develop program logic.
2. Students will be able to apply fundamental concepts of programming to develop algorithms.
3. Students will be able to describe and implement a well-defined algorithm.
4. Students will be able to apply the Object-Oriented programming paradigm to develop applications.
5. Students will be able to develop applications using an assembly programming language.

TSI Liable

Field of Study - 18 credit hours		
COSC 1436	Programming Fundamentals I	4
COSC 1337	Programming Fundamentals II	3
COSC 2436	Programming Fundamentals III	4
COSC 2425	Computer Organization	4
COSC 1320	C Programming	3
or MATH 2305	Discrete Mathematics	
STC Core Curriculum - 42 credit hours		
Complete 42 credit hours of required Core Curriculum including the following: [1]		42
Mathematics		
MATH 2412	Pre-Calculus Math	
or MATH 2413	Calculus I	
Language, Philosophy & Culture Elective		
PHIL 2303	Introduction to Logic	
Total Credit Hours		**60**

[1] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100).

TSI Liable

100% Online

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
ENGL 1301	Composition I	3
COSC 1436	Programming Fundamentals I	4
	Credit Hours	**14**
Spring		
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
ENGL 1302	Composition II - Rhetoric	3
COSC 1337	Programming Fundamentals II	3
	Credit Hours	**13**
Summer		
Creative Arts Elective - Core Curriculum (p. 101)		3
Component Area Option - Core Curriculum (p. 102)		3
	Credit Hours	**6**
Second Year		
Fall		
GOVT 2305	Federal Government	3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
COSC 2436	Programming Fundamentals III	4
MATH 2412 or MATH 2413	Pre-Calculus Math or Calculus I	4
	Credit Hours	**14**
Spring		
GOVT 2306	Texas Government	3
COSC 1320 or MATH 2305	C Programming or Discrete Mathematics	3
COSC 2425	Computer Organization	4
PHIL 2303	Introduction to Logic	3
	Credit Hours	**13**
	Total Credit Hours	**60**

Cybersecurity

Cybersecurity Technician

Occupational Skills Award

South Texas College offers an Occupational Skills Award (OSA) designed for students interested in a career in the field of cybersecurity, as well as those currently working in the cybersecurity profession seeking to update or increase their skills and education. The Cybersecurity Technician OSA offers hands-on activities related to industry. Students will have the opportunity to earn cybersecurity industry certifications to validate the skills they learned.

Cybersecurity Specialist

Associate of Applied Science

This hands-on Cybersecurity Specialist Associate of Applied Science degree offers practical experience in a wide array of cybersecurity and digital forensics situations that are applicable to the real world. The student will be exposed to everything from how to properly conduct an assessment, and secure and document a network. In addition, the student will learn how to establish a proper chain of custody that is admissible in a court of law when recovering files from intentionally damaged media.

This associate degree will prepare students to get certified by EC-Council, Microsoft, CompTIA, Cellebrite, Paraben and various organizations in the cybersecurity field. Cybersecurity Specialists are needed by today's companies to protect computer networks and determine the root cause of malicious attacks, legally collect evidence admissible in court and protect corporate assets and reputation. Upon successfully completing the program, students may work with various private corporations, Federal Government agencies, private industry and even local government agencies that need assistance in finding answers during an actual forensic investigation or a crime scene. During the last semester students are required to complete an internship. This internship will allow students to gain valuable industry experience.

Cybersecurity Specialist

Certificate

This Cybersecurity Program offers practical hands-on experience in cybersecurity that are applicable to the real world. The student will learn how to properly setup and configure a computer network. The student will learn to create security policies, read computer logs and monitor network traffic using a variety of industry recognized tools. In addition, the student will learn to conduct an initial security assessment, utilize industry best-practices to secure and document a computer network.

This certificate will prepare students for a career in cybersecurity. It will prepare students to get certified by EC-Council, Microsoft, CompTIA and various organizations in the cybersecurity field. This certificate will allow the student to transfer all the credit hours to the Associate of Applied Science degree for Cybersecurity Specialist.

Program Learning Outcomes

Certificate

1. Students will apply industry best practices to ensure the confidentiality, integrity, and availability of computer networks.
2. Students will be able to install and configure a Linux based network system.
3. Students will be able to secure a computer network and its users from cyber attacks such as, password phishing attacks, social engineering attacks, and malware attacks.

Associate of Applied Science

1. Students will apply industry best practices to ensure the confidentiality, integrity, and availability of computer networks.
2. Students will be able to install and configure a Linux based network system.
3. Students will be able to secure a computer network and its users from cyber attacks

such as, password phishing attacks, social engineering attacks, and malware attacks.

4. Students will be able to assess the existing security plan in a local area network and individual network hosts and conduct an audit based on acceptable security practices.
5. Students will be able to develop information security policies for a wireless network.

Advisory Committee Members

Rick Mendoza, Information Security Officer, City of McAllen
Ray Mendoza, Owner, Mendoza Technologies
Jose Pena, IT Director, City of Pharr
Alex Velasquez, Security Manager, City of Pharr
Fernando Mercado, Network Supervisor, La Joya ISD

Occupational Skills Award

- Cybersecurity Technician Occupational Skills Award (p. 205)

Certificate

- Cybersecurity Specialist Certificate (p. 205)

Associate Degree

- Cybersecurity Specialist Associate of Applied Science (p. 205)

Cybersecurity Technician Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
ITSY 2400	Operating System Security	4
ITSY 1400	Fundamentals of Information Security	4
ITNW 1416	Network Administration	4
	Credit Hours	**12**
	Total Credit Hours	**12**

Cybersecurity Specialist Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
ITSY 2400	Operating System Security	4
ITSE 2421	Object-Oriented Programming	4
ITSY 1400	Fundamentals of Information Security	4
ITNW 1416	Network Administration	4
	Credit Hours	**16**
Spring		
ITSC 1416	Linux Installation and Configuration	4
ITSY 2445	Network Defense and Countermeasures [1]	4
ITSY 2442	Incident Response and Handling	4
ITNW 1453	Supporting Network Server Infrastructure	4
	Credit Hours	**16**
	Total Credit Hours	**32**

[1] Capstone: Successfully passing ITSY 2445 Network Defense and Countermeasures.

Cybersecurity Specialist Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
ITSY 2400	Operating System Security	4
ITSE 2421	Object-Oriented Programming	4
ITSY 1400	Fundamentals of Information Security	4
ITNW 1416	Network Administration	4
	Credit Hours	**16**
Spring		
ITSC 1416	Linux Installation and Configuration	4
ITSY 2445	Network Defense and Countermeasures	4
ITSY 2442	Incident Response and Handling	4
ITNW 1453	Supporting Network Server Infrastructure	4
	Credit Hours	**16**
Summer		
PHIL 2306	Introduction to Ethics [1]	3
	Credit Hours	**3**
Second Year		
Fall		
SPCH 1318	Interpersonal Communications [1]	3
Social and Behavioral Sciences Elective (p. 103) [1]		3
ITSY 2459	Security Assessment and Auditing	4
ITSY 2443	Computer System Forensics	4
	Credit Hours	**14**
Spring		
ENGL 1301	Composition I [1]	3
MATH 1332 or MATH 1414	Contemporary Mathematics [1] or College Algebra	3
ITSY 2401	Firewalls and Network Security Design	4
ITSC 2166	Capstone: Cybersecurity Practicum	1
	Credit Hours	**11**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour general education requirement.

Engineering

Associate of Science

The Associate of Science degree with a field of study in Engineering offers students the opportunity to take a core curriculum of general education with an emphasis on Engineering. At the present time, a high percentage of all the technical and managerial positions in industry are occupied by engineers. Our engineering program prepares students for transfer to a four-year institution where they can specialize in all engineering disciplines such as:

- Aerospace Engineering
- Agriculture Engineering
- Bioengineering
- Chemical Engineering
- Civil Engineering
- Computer Engineering
- Electrical Engineering

- Environmental Engineering
- Industrial Engineering
- Manufacturing Engineering
- Mechanical Engineering
- Nuclear Engineering
- Petroleum Engineering
- Radiological Health Engineering

It is suggested that students interested in the fields of Chemical or Petroleum Engineering follow a modified Chemistry degree plan, which includes MATH 2413 Calculus I. An appointment with a faculty advisor before enrolling is strongly recommended.

The course listing for the Associate of Science degree with a field of study in Engineering closely parallels the first two years of education that one would receive at most engineering schools. Upon completion of this sequence, many students transfer to an engineering school and obtain a degree in one of the various engineering fields. However, students intending to transfer should be aware of the transfer institution's requirements.

It is possible to complete the engineering sequence in a number of ways and time periods. However, because of sensitive math and physics prerequisites, the suggested guideline should be closely followed if one hopes to complete the program in a timely manner and to smoothly transition to a four-year institution.

Students with an SAT score of 560+ (SAT II Math Level 1), 520+ (SAT II Math Level 2) or an ACT score of 28+ may also enroll directly into MATH 2413 Calculus I. Otherwise, it is recommended that students take the prerequisite MATH 2412 Pre-Calculus Math the summer prior to the start of the fall semester. Enrollment in MATH 2412 Pre-Calculus Math requires a prerequisite of MATH 1414 College Algebra or ACT scores of 25-27, SAT II Math Level I scores of 520-559, or SAT II Math Level 2 scores of 500-519.

Engineering program webpage: https://www.southtexascollege.edu/engineering/

Program Learning Outcomes

1. Students will identify, formulate, and solve engineering problems by applying principles of engineering, science, and mathematics.
2. Students will perform experiments and will communicate analysis and interpretation of results in written reports.
3. Students will solve engineering and technical problems.
4. Students will describe professional and ethical responsibilities in the engineering profession.
5. Students will use techniques, skills, and modern engineering and technical tools necessary for professional practice.
6. Students will describe the main features of work groups and teams.

TSI Liable

Field of Study - 26-30 credit hours

Required for All Engineering Students (14 Credits)		
ENGR 1201	Introduction to Engineering	2
MATH 2414	Calculus II	4
MATH 2415	Calculus III [1]	4
or MATH 2420	Differential Equations	
CHEM 1409	General Chemistry for Engineering Majors [2]	4
or CHEM 1411	General Chemistry I	
Tracks		
Select one of the following tracks:		12-16
General/Mechanical/Manufacturing Track (13 Credits)		
ENGR 1304	Engineering Graphics	
ENGR 2301	Engineering Mechanics - Statics	
ENGR 2302	Engineering Mechanics - Dynamics	
ENGR 2405	Electrical Circuits I	
Civil Engineering Track (13 Credits)		
ENGR 1304	Engineering Graphics	
GEOL 1403	Physical Geology	
ENGR 2301	Engineering Mechanics - Statics	
ENGR 2302	Engineering Mechanics - Dynamics	
Electrical Engineering Track (12 Credits)		
COSC 1436	Programming Fundamentals I	
ENGR 2406	Introduction to Digital Systems	
ENGR 2405	Electrical Circuits I	
Computer Engineering Track (16 Credits)		
COSC 1436	Programming Fundamentals I	
COSC 2425	Computer Organization	
ENGR 2405	Electrical Circuits I	
ENGR 2406	Introduction to Digital Systems	
Chemical/Environmental/Petroleum Engineering Track (15 Credits)		
Take all of these:		
CHEM 1412	General Chemistry II	
CHEM 2423	Organic Chemistry I	
ENGR 2301	Engineering Mechanics - Statics	
Select one of the following:		
CHEM 2425	Organic Chemistry II (Chemical Engineering)	
BIOL 1406	Biology for Science Majors I (Environmental Engineering)	
GEOL 1403	Physical Geology (Petroleum Engineering)	
STC Core Curriculum - 33-34 credit hours		
Complete a minimum of 33-34 credit hours of required Core Curriculum including the following: [3]		33-34
Mathematics		
MATH 2413	Calculus I	
Life and Physical Sciences		
PHYS 2425	University Physics I	
PHYS 2426	University Physics II	
Core Component Area Option [4]		
MATH 2420 or ENGR 1304 or Component Area Option - Core Curriculum		
Total Credit Hours		**60-64**

[1] Students following the Computer Engineering track must take MATH 2420 Differential Equations and all others must take MATH 2415 Calculus III.

[2] *Students following the Chemical/Environmental/ Petroleum engineering track must take CHEM 1411 General Chemistry I and all others must take CHEM 1409 General Chemistry for Engineering Majors.* Students should see an advisor if they are unsure which course to enroll in.

[3] In addition to the courses in the Field of Study, the student is required to take 33-34 credit hours from the STC Core Curriculum (p. 100).

[4] Students following the Mechanical/General/ Manufacturing, Civil, or Electrical tracks must take MATH 2420 Differential Equations in order to fulfill the co-requisite requirement for ENGR 2405 Electrical Circuits I. ENGR 1304 Engineering Graphics is only for Dual Enrollment Academy Track. All others should see an Engineering Faculty Advisor to select a course based on transferring institutions and career interests.

Recommended After Completion of Degree to be Core Complete

Students may complete the courses from the following Core component areas to be core complete. Students should speak with a faculty advisor and check with the institution they intend to transfer in order to decide if these courses should be completed at South Texas College.

Social and Behavioral Sciences Elective	
Recommended:	
ECON 2301	Principles of Economics I - Macro
Language, Philosophy & Culture	
Recommended:	
PHIL 2306	Introduction to Ethics
Creative Arts Elective - Core Curriculum (p. 101)	

TSI Liable

Recommended Course Sequence - Mechanical/Manufacturing/ General Engineering Track

Course	Title	Credit Hours
First Year		
Fall		
ENGR 1201	Introduction to Engineering	2
ENGL 1301	Composition I	3
MATH 2413	Calculus I [1]	4
CHEM 1409	General Chemistry for Engineering Majors	4
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
	Credit Hours	**16**
Spring		
ENGR 1304	Engineering Graphics	3
ENGL 1302	Composition II - Rhetoric	3
PHYS 2425	University Physics I	4
MATH 2414	Calculus II	4
	Credit Hours	**14**
Summer		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
	Credit Hours	**3**
Second Year		
Fall		
ENGR 2301	Engineering Mechanics - Statics	3
PHYS 2426	University Physics II	4
GOVT 2305	Federal Government	3
MATH 2415	Calculus III	4
	Credit Hours	**14**
Spring		
ENGR 2302	Engineering Mechanics - Dynamics	3
ENGR 2405	Electrical Circuits I	4
MATH 2420	Differential Equations	4
GOVT 2306	Texas Government	3
	Credit Hours	**14**
	Total Credit Hours	**61**

[1] Check catalog for course pre-requisite.

Recommended After Completion of Degree to be Core Complete

Students may complete the courses from the following Core component areas to be core complete. Students should speak with a faculty advisor and check with the institution they intend to transfer in order to decide if these courses should be completed at South Texas College.

Social and Behavioral Sciences Elective	
Recommended:	
ECON 2301	Principles of Economics I - Macro
Language, Philosophy & Culture	
Recommended:	
PHIL 2306	Introduction to Ethics
Creative Arts Elective - Core Curriculum (p. 101)	

TSI Liable

Recommended Course Sequence - Computer Engineering Track

Course	Title	Credit Hours
First Year		
Fall		
ENGR 1201	Introduction to Engineering	2
ENGL 1301	Composition I	3
MATH 2413	Calculus I [1]	4
CHEM 1409	General Chemistry for Engineering Majors	4
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
	Credit Hours	**16**
Spring		
ENGR 2406	Introduction to Digital Systems	4
ENGL 1302	Composition II - Rhetoric	3
PHYS 2425	University Physics I	4
MATH 2414	Calculus II	4
	Credit Hours	**15**
Summer		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
	Credit Hours	**3**
Second Year		
Fall		
COSC 1436	Programming Fundamentals I	4
PHYS 2426	University Physics II	4
GOVT 2305	Federal Government	3
Component Area Option - Core Curriculum (p. 102) [2]		3
	Credit Hours	**14**
Spring		
GOVT 2306	Texas Government	3
COSC 2425	Computer Organization	4

ENGR 2405	Electrical Circuits I	4
MATH 2420	Differential Equations	4
	Credit Hours	**15**
	Total Credit Hours	**63**

[1] Check catalog for course pre-requisites.
[2] See an Engineering Faculty Advisor to select a course based on transferring institutions and career interests.

Recommended After Completion of Degree to be Core Complete

Students may complete the courses from the following Core component areas to be core complete. Students should speak with a faculty advisor and check with the institution they intend to transfer in order to decide if these courses should be completed at South Texas College.

Social and Behavioral Sciences Elective	
Recommended:	
ECON 2301	Principles of Economics I - Macro
Language, Philosophy & Culture	
Recommended:	
PHIL 2306	Introduction to Ethics
Creative Arts Elective - Core Curriculum (p. 101)	

TSI Liable

Recommended Course Sequence - Petroleum Engineering Track

Course	Title	Credit Hours
First Year		
Fall		
ENGR 1201	Introduction to Engineering	2
ENGL 1301	Composition I	3
MATH 2413	Calculus I [1]	4
CHEM 1411	General Chemistry I	4
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
	Credit Hours	**16**
Spring		
ENGL 1302	Composition II - Rhetoric	3
PHYS 2425	University Physics I	4
CHEM 1412	General Chemistry II	4
MATH 2414	Calculus II	4
	Credit Hours	**15**
Summer		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
	Credit Hours	**3**
Second Year		
Fall		
ENGR 2301	Engineering Mechanics - Statics	3
PHYS 2426	University Physics II	4
GOVT 2305	Federal Government	3
MATH 2415	Calculus III	4
	Credit Hours	**14**
Spring		
GEOL 1403	Physical Geology	4
GOVT 2306	Texas Government	3
CHEM 2423	Organic Chemistry I	4
Component Area Option - Core Curriculum (p. 102) [2]		3
	Credit Hours	**14**
	Total Credit Hours	**62**

[1] Check catalog for course pre-requisites.
[2] See an Engineering Faculty Advisor to select a course based on transferring institutions and career interests.

Recommended After Completion of Degree to be Core Complete

Students may complete the courses from the following Core component areas to be core complete. Students should speak with a faculty advisor and check with the institution they intend to transfer in order to decide if these courses should be completed at South Texas College.

Social and Behavioral Sciences Elective	
Recommended:	
ECON 2301	Principles of Economics I - Macro
Language, Philosophy & Culture	
Recommended:	
PHIL 2306	Introduction to Ethics
Creative Arts Elective - Core Curriculum (p. 101)	

TSI Liable

Recommended Course Sequence - Environmental Engineering Track

Course	Title	Credit Hours
First Year		
Fall		
ENGR 1201	Introduction to Engineering	2
ENGL 1301	Composition I	3
MATH 2413	Calculus I [1]	4
CHEM 1411	General Chemistry I	4
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
	Credit Hours	**16**
Spring		
ENGL 1302	Composition II - Rhetoric	3
PHYS 2425	University Physics I	4
MATH 2414	Calculus II	4
CHEM 1412	General Chemistry II	4
	Credit Hours	**15**
Summer		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
	Credit Hours	**3**
Second Year		
Fall		
ENGR 2301	Engineering Mechanics - Statics	3
PHYS 2426	University Physics II	4
GOVT 2305	Federal Government	3
MATH 2415	Calculus III	4
	Credit Hours	**14**
Spring		
BIOL 1406	Biology for Science Majors I	4
GOVT 2306	Texas Government	3
CHEM 2423	Organic Chemistry I	4
Component Area Option - Core Curriculum (p. 102) [2]		3
	Credit Hours	**14**
	Total Credit Hours	**62**

[1] Check catalog for course pre-requisites.

[2] See an Engineering Faculty Advisor to select a course based on transferring institutions and career interests.

Recommended After Completion of Degree to be Core Complete

Students may complete the courses from the following Core component areas to be core complete. Students should speak with a faculty advisor and check with the institution they intend to transfer in order to decide if these courses should be completed at South Texas College.

Social and Behavioral Sciences Elective	
Recommended:	
ECON 2301	Principles of Economics I - Macro
Language, Philosophy & Culture	
Recommended:	
PHIL 2306	Introduction to Ethics
Creative Arts Elective - Core Curriculum (p. 101)	

TSI Liable

Recommended Course Sequence - Chemical Engineering Track

Course	Title	Credit Hours
First Year		
Fall		
ENGR 1201	Introduction to Engineering	2
ENGL 1301	Composition I	3
MATH 2413	Calculus I [1]	4
CHEM 1411	General Chemistry I	4
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
	Credit Hours	**16**
Spring		
ENGL 1302	Composition II - Rhetoric	3
PHYS 2425	University Physics I	4
CHEM 1412	General Chemistry II	4
MATH 2414	Calculus II	4
	Credit Hours	**15**
Summer		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
	Credit Hours	**3**
Second Year		
Fall		
PHYS 2426	University Physics II	4
CHEM 2423	Organic Chemistry I	4
GOVT 2305	Federal Government	3
MATH 2415	Calculus III	4
	Credit Hours	**15**
Spring		
ENGR 2301	Engineering Mechanics - Statics	3
GOVT 2306	Texas Government	3
CHEM 2425	Organic Chemistry II	4
Component Area Option - Core Curriculum (p. 102) [2]		3
	Credit Hours	**13**
	Total Credit Hours	**62**

[1] Check catalog for course pre-requisites.
[2] See an Engineering Faculty Advisor to select a course based on transferring institutions and career interests.

Recommended After Completion of Degree to be Core Complete

Students may complete the courses from the following Core component areas to be core complete. Students should speak with a faculty advisor and check with the institution they intend to transfer in order to decide if these courses should be completed at South Texas College.

Social and Behavioral Sciences Elective	
Recommended:	
ECON 2301	Principles of Economics I - Macro
Language, Philosophy & Culture	
Recommended:	
PHIL 2306	Introduction to Ethics
Creative Arts Elective - Core Curriculum (p. 101)	

TSI Liable

Recommended Course Sequence - Electrical Engineering Track

Course	Title	Credit Hours
First Year		
Fall		
ENGR 1201	Introduction to Engineering	2
ENGL 1301	Composition I	3
MATH 2413	Calculus I [1]	4
CHEM 1409	General Chemistry for Engineering Majors	4
	Credit Hours	**13**
Spring		
ENGR 2406	Introduction to Digital Systems	4
ENGL 1302	Composition II - Rhetoric	3
PHYS 2425	University Physics I	4
MATH 2414	Calculus II	4
	Credit Hours	**15**
Summer		
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
	Credit Hours	**3**
Second Year		
Fall		
COSC 1436	Programming Fundamentals I	4
PHYS 2426	University Physics II	4
GOVT 2305	Federal Government	3
MATH 2415	Calculus III	4
	Credit Hours	**15**
Spring		
GOVT 2306	Texas Government	3
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
MATH 2420	Differential Equations	4
ENGR 2405	Electrical Circuits I	4
	Credit Hours	**14**
	Total Credit Hours	**60**

[1] Check catalog for course pre-requisites.

Recommended After Completion of Degree to be Core Complete

Students may complete the courses from the following Core component areas to be core complete. Students should speak with a faculty advisor and check with the institution they intend

to transfer in order to decide if these courses should be completed at South Texas College.

Social and Behavioral Sciences Elective

Recommended:	
ECON 2301	Principles of Economics I - Macro
Language, Philosophy & Culture	
Recommended:	
PHIL 2306	Introduction to Ethics

Creative Arts Elective - Core Curriculum (p. 101)

TSI Liable

Recommended Course Sequence - Civil Engineering Track

Course	Title	Credit Hours
First Year		
Fall		
ENGR 1201	Introduction to Engineering	2
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
ENGL 1301	Composition I	3
MATH 2413	Calculus I [1]	4
CHEM 1409	General Chemistry for Engineering Majors	4
	Credit Hours	**16**
Spring		
ENGR 1304	Engineering Graphics	3
ENGL 1302	Composition II - Rhetoric	3
PHYS 2425	University Physics I	4
MATH 2414	Calculus II	4
	Credit Hours	**14**
Summer		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
	Credit Hours	**3**
Second Year		
Fall		
ENGR 2301	Engineering Mechanics - Statics	3
PHYS 2426	University Physics II	4
GOVT 2305	Federal Government	3
MATH 2415	Calculus III	4
	Credit Hours	**14**
Spring		
ENGR 2302	Engineering Mechanics - Dynamics	3
GOVT 2306	Texas Government	3
MATH 2420	Differential Equations	4
GEOL 1403	Physical Geology	4
	Credit Hours	**14**
	Total Credit Hours	**61**

[1] Check catalog for course pre-requisites.

Recommended After Completion of Degree to be Core Complete

Students may complete the courses from the following Core component areas to be core complete. Students should speak with a faculty advisor and check with the institution they intend to transfer in order to decide if these courses should be completed at South Texas College.

Social and Behavioral Sciences Elective

Recommended:	
ECON 2301	Principles of Economics I - Macro
Language, Philosophy & Culture	
Recommended:	
PHIL 2306	Introduction to Ethics

Creative Arts Elective - Core Curriculum (p. 101)

Information Technology

Business Applications

Occupational Skills Award

The Business Applications Occupational Skills Award is designed for students who want to enter the Information Technology field specializing in business applications such as word processing, spreadsheets, and database.

Digital & Web Design

Occupational Skills Award

The Digital and Web Design Occupational Skills Award is designed to teach foundational skills in the area of web development and digital publishing for entry-level positions. Students learn skills in industry software such as Photoshop and InDesign, in addition to learning HTML, CSS, and JavaScript, used in web design.

Networking Fundamentals

Occupational Skills Award

The Networking Fundamentals OSA provides students with a foundation for careers in Information Technology with an emphasis in computer networks and networking hardware.

Computer Applications Specialist

Certificate

This specialization prepares students to meet the demand for advanced skills and knowledge in today's essential business applications, such as spreadsheet, database management systems and multimedia software. The courses in this certificate prepare students for Microsoft and Adobe industry certifications, as students learn to utilize industry software for word processing, presentation, spreadsheet, as well as digital publishing software such as InDesign. Credit hours earned in this certificate transfer to other specializations within our program, such as the Computer and Information Technologies Certificate and the Information Systems AAS and can also be used toward the Bachelor of Applied Technologies in Computer and Information Technologies degree (BAT-CIT).

Multimedia Specialist

Certificate

This specialization prepares students in the multimedia side of technology. Students in this program master interactive digital media software, applying their skills in photo editing, digital publishing and web development. The courses in this certificate prepare students for Microsoft and Adobe industry certifications, as they learn to utilize industry software such as Excel, Access, InDesign, and Photoshop. In addition, students will learn to create web pages utilizing HTML, CSS, and JavaScript. Credit hours earned in this certificate transfer to other specializations within our program, such as the Computer and Information Technologies Specialist and the Information Systems AAS and can be used toward the Bachelor of Applied Technologies in Computer and Information Technologies degree (BAT-CIT).

Information and Network Systems

Certificate

This program of study prepares students for a career in the Information Technology with hands-on instruction on installing, maintaining, and troubleshooting various operating systems, as well as computers and computer networks. Students also learn about network services, servers, and computer virtualization. Credit hours earned in this certificate can transfer to the Network Systems AAS or the Information Systems AAS and may also be used toward the Bachelor of Applied Technologies in Computer and Information Technologies degree (BAT-CIT).

Computer and Information Technologies Specialist

Certificate

This program of study provides skills and knowledge in today's leading business software applications, computer networking and operating systems. Graduates in this program will also learn skills in web design and computer programming. Credit hours earned transfer to the Network Systems AAS, the Information Systems AAS, and can also transfer to the Bachelor of Applied Technologies in Computer and Information Technologies degree (BAT-CIT).

Specialization: Information Systems

Associate of Applied Science

This program of study provides students with skills in a variety of business software applications including spreadsheet, digital publishing and database management systems. Through hands-on learning, students gain essential skills in computer networks, computer programming, and multiple operating systems through virtualization. Students in this program are also prepared for Microsoft and Adobe industry certifications. In collaboration with Information Technology industry partners, students also participate in an internship to practice their skills and gain valuable industry experience.

Graduates of this degree will possess the skills to enter the IT workforce at local businesses, school districts, banks and hospitals. Credit hours earned transfer to the Computer and Information Technologies Bachelor of Applied Technologies degree.

Specialization: Network Systems

Associate of Applied Science

This specialization provides students with hands-on instruction to manage computers, computer networks and network services. Students will gain experience with multiple operating systems, server administration, programming, network security, as well as desktop and network virtualization. In collaboration with Information Technology industry partners, students also participate in an internship to practice their skills and gain valuable industry experience. Credit hours earned transfer to the Computer and Information Technologies Bachelor of Applied Technologies degree.

In partnership with the Cisco Networking Academy®, this degree prepares students for the Cisco Certified Network Associate certification. Additionally, as a CompTIA Academy, students are also prepared for Server+ and Network+ industry certifications.

Program Learning Outcomes

Computer Applications Specialist Certificate

1. Graduates will be able to use advanced features in business applications.
2. Graduates will be able to use data analysis features.
3. Graduates will be able to create professional publications.

Multimedia Specialist Certificate

1. Graduates will be able to create digital media assets using industry software.
2. Graduates will be able to create and maintain web pages.
3. Graduates will be able to create professional publications.

Information and Network Systems Certificate

1. Graduates will be able to implement small-to-medium network systems.
2. Graduates will be able to install operating systems.
3. Graduates will be able to create virtual machines.

Computer and Information Technologies Specialist Certificate

1. Graduates will be able to implement small-to-medium network systems.
2. Graduates will be able to install operating systems.
3. Graduates will be able to create professional publications.

Specialization: Information Systems, Associate of Applied Science

1. Graduates will be able to implement small-to-medium network systems.
2. Graduates will be able to install operating systems.
3. Graduates will be able to create professional publications.
4. Graduates will be able to code computer programs.
5. Graduates will be able to create professional publications.

Specialization: Network Systems, Associate of Applied Science

1. Graduates will be able to implement enterprise network systems.
2. Graduates will be able to install operating systems.
3. Graduates will be able to administer server directory services.
4. Graduates will be able to code computer programs.
5. Graduates will be able to administer network services.

Advisory Committee Members

David Culberson, Chief Technology Officer, Sharyland ISD
Diana Berger, Operations Manager, NetSync Network Solutions
Adan Mendoza, Cybersecurity Specialist, Valley Telephone Corp.
Margarita Pena, Chief Experience Officer, Interlace Health

Daira Natividad, Technology Solutions Specialist, City of San Juan

Occupational Skills Award

- Business Applications Occupational Skills Award (p. 212)
- Digital & Web Design Occupational Skills Award (p. 212)
- Networking Fundamentals Occupational Skills Award (p. 212)

Certificates

- Computer Applications Specialist Certificate (p. 212)
- Multimedia Specialist Certificate (p. 212)
- Information and Network Systems Certificate (p. 212)
- Computer and Information Technologies Specialist Certificate (p. 213)

Associate Degrees

- Information Technology Specialization: Information Systems Associate of Applied Science (p. 213)
- Information Technology Specialization: Network Systems Associate of Applied Science (p. 213)

Business Applications Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
ITSC 1409	Integrated Software Applications I	4
ITSW 2434	Advanced Spreadsheets	4
ITSE 2409	Database Programming	4
	Credit Hours	**12**
	Total Credit Hours	**12**

Digital & Web Design Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
IMED 1445	Interactive Digital Media I	4
ARTC 1413	Digital Publishing I	4
ITSE 1411	Beginning Web Page Programming	4
	Credit Hours	**12**
	Total Credit Hours	**12**

Networking Fundamentals Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
ITNW 1451	Fundamentals of Wireless LANs	4
ITSC 1405	Introduction to PC Operating Systems	4
ITCC 1414	CCNA 1: Introduction to Networks	4
	Credit Hours	**12**
	Total Credit Hours	**12**

Computer Applications Specialist Certificate

TSI Exempt

100% Online

Course	Title	Credit Hours
Fall		
ITSC 1409	Integrated Software Applications I	4
ITSW 2434	Advanced Spreadsheets	4
	Credit Hours	**8**
Spring		
ITSE 2409	Database Programming [1]	4
ARTC 1413	Digital Publishing I	4
	Credit Hours	**8**
	Total Credit Hours	**16**

[1] Capstone: Successfully passing ITSE 2409 Database Programming.

Multimedia Specialist Certificate

TSI Exempt

100% Online

Course	Title	Credit Hours
Fall		
ITSC 1409	Integrated Software Applications I	4
IMED 1445	Interactive Digital Media I	4
	Credit Hours	**8**
Spring		
ARTC 1413	Digital Publishing I [1]	4
ITSE 1411	Beginning Web Page Programming	4
	Credit Hours	**8**
	Total Credit Hours	**16**

[1] Capstone: Successfully passing ARTC 1413 Digital Publishing I.

Information and Network Systems Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
ITSC 1409	Integrated Software Applications I	4
ITSC 1405	Introduction to PC Operating Systems	4
ITSC 1425	Personal Computer Hardware	4
ITCC 1414	CCNA 1: Introduction to Networks	4
	Credit Hours	**16**
Spring		
ITSE 1411 or ITSE 1402	Beginning Web Page Programming or Computer Programming	4
ITCC 1444	CCNA 2: Switching, Routing, and Wireless Essentials	4
ITNW 1454	Implementing and Supporting Servers [1]	4
	Credit Hours	**12**
	Total Credit Hours	**28**

[1] Capstone: Successfully passing ITNW 1454 Implementing and Supporting Servers.

Computer and Information Technologies Specialist Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
ITSC 1409	Integrated Software Applications I	4
ITSC 1405	Introduction to PC Operating Systems	4
ITSE 1411	Beginning Web Page Programming	4
ITCC 1414	CCNA 1: Introduction to Networks	4
	Credit Hours	**16**
Spring		
ARTC 1413 or IMED 1445	Digital Publishing I or Interactive Digital Media I	4
ITSE 1402 or ITSE 2409	Computer Programming or Database Programming	4
ITSW 2434 or ITSE 2402	Advanced Spreadsheets or Intermediate Web Programming	4
ITCC 1444	CCNA 2: Switching, Routing, and Wireless Essentials [1]	4
	Credit Hours	**16**
	Total Credit Hours	**32**

[1] Capstone: Successfully passing ITCC 1444 CCNA 2: Switching, Routing, and Wireless Essentials.

Information Technology Specialization: Information Systems Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
ITSC 1409	Integrated Software Applications I	4
ITSC 1405	Introduction to PC Operating Systems	4
ITSC 1425	Personal Computer Hardware	4
ITCC 1414	CCNA 1: Introduction to Networks	4
	Credit Hours	**16**
Spring		
ITSE 1411	Beginning Web Page Programming	4
ITCC 1444	CCNA 2: Switching, Routing, and Wireless Essentials	4
ITNW 1454	Implementing and Supporting Servers	4
ARTC 1413 or IMED 1445	Digital Publishing I or Interactive Digital Media I	4
	Credit Hours	**16**
Summer		
Humanities Elective (p. 103) [1]		3
	Credit Hours	**3**
Second Year		
Fall		
Speech Elective [1]		3
ITSW 2434 or ITSE 2402	Advanced Spreadsheets or Intermediate Web Programming	4
ITSE 1402 or ITSE 2409	Computer Programming or Database Programming	4
Social and Behavioral Sciences Elective (p. 103) [1]		3
	Credit Hours	**14**
Spring		
ENGL 1301	Composition I [1]	3
MATH 1332 or MATH 1414	Contemporary Mathematics [1] or College Algebra	3-4
ITSC 2439	Personal Computer Help Desk Support	4
ITSC 2165	CAPSTONE: Systems Administration Practicum	1
	Credit Hours	**11-12**
	Total Credit Hours	**60-61**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Information Technology Specialization: Network Systems Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
ITSC 1409	Integrated Software Applications I	4
ITSC 1405	Introduction to PC Operating Systems	4
ITSC 1425	Personal Computer Hardware	4
ITCC 1414	CCNA 1: Introduction to Networks	4
	Credit Hours	**16**
Spring		
ITNW 1451	Fundamentals of Wireless LANs	4
ITSE 1411 or ITSE 1402	Beginning Web Page Programming or Computer Programming	4
ITCC 1444	CCNA 2: Switching, Routing, and Wireless Essentials	4
ITNW 1454	Implementing and Supporting Servers	4
	Credit Hours	**16**
Summer		
Humanities Elective (p. 103) [1]		3
	Credit Hours	**3**
Second Year		
Fall		
ITNW 2435	Network Troubleshooting and Support	4
Speech Elective [1]		3
Social and Behavioral Sciences Elective (p. 103) [1]		3
ITCC 2420	CCNA 3: Enterprise Networking, Security, and Automation	4
	Credit Hours	**14**
Spring		
MATH 1332 or MATH 1414	Contemporary Mathematics [1] or College Algebra	3-4
ENGL 1301	Composition I [1]	3
ITCC 2443	Network Security	4
ITNW 2164	CAPSTONE: Network Practicum	1
	Credit Hours	**11-12**
	Total Credit Hours	**60-61**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Interdisciplinary Studies

Associate of Science

The Associate of Science Degree field of study in Interdisciplinary Studies provides students with a broad-based education in "college basics" that promotes critical thinking skills and allows for an opportunity to make an informed choice in educational preferences. The program offers transferable field of study selections in life science, physical science, computer applications, engineering, mathematics, and allied health sciences. This flexibility aspect of the field of study for this degree allows students the ability to develop individualized transfer pathways that can be used towards the successful completion of a Baccalaureate Degree in any science related discipline. Students are strongly advised to work closely with a student success specialist, program chair, or faculty advisor to select the courses and to map the course sequence needed for their specific academic interest.

Program Learning Outcomes

1. Communication Skills - Effective development, interpretation and expression of ideas through written, oral and visual communication.
2. Critical Thinking Skills - Creative thinking, innovation, inquiry, and analysis, evaluation, and synthesis of information.
3. Empirical & Quantitative Skills - Manipulation and analysis of numerical data or observable facts resulting in informed conclusions.
4. Personal Responsibility - Ability to connect choices, actions and consequences to ethical decision-making.
5. Social Responsibility - Intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.
6. Teamwork - Ability to consider different points of view and work effectively with others to support a shared purpose or goal.

TSI Liable

Field of Study - 18 credit hours	
Select a minimum of 18 hours of Field of Study courses [1]	18
STC Core Curriculum - 42 credit hours	
Complete 42 credit hours of required Core Curriculum [2]	42
Total Credit Hours	**60**

[1] The Field of Study courses must be chosen from two (2) or more AA or AS field of study.

[2] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100). These courses must not duplicate courses taken to fulfill the field of study requirements.

TSI Liable

100% Online

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
Creative Arts Elective - Core Curriculum (p. 101)		3
ENGL 1301	Composition I	3
Math/Science - Field of Study		4
Mathematics Elective - Core Curriculum (p. 100)		3-4
	Credit Hours	**13-14**
Spring		
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
ENGL 1302	Composition II - Rhetoric	3
American History Elective - Core Curriculum (p. 101)		3
Math/Science - Field of Study		4
	Credit Hours	**14**
Summer		
American History Elective - Core Curriculum (p. 101)		3
	Credit Hours	**3**
Second Year		
Fall		
Math/Science - Field of Study		4
Life and Physical Sciences Elective - Core Curriculum (p. 100)		4
GOVT 2305	Federal Government	3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
	Credit Hours	**14**
Spring		
GOVT 2306	Texas Government	3
Math/Science - Field of Study		4
Math/Science - Field of Study [1]		4
Component Area Option - Core Curriculum (p. 102)		1-2
	Credit Hours	**13**
Summer		
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
	Credit Hours	**3**
	Total Credit Hours	**60-61**

[1] For the last Math/Science Field of Study course, 2 credits are scheduled for the field of the study and 2 credits are scheduled to meet the Component Area Option - Core Curriculum. At least one of the field of study courses should be listed on the Core Component Area Option.

Mathematics

Associate of Science

The Associate of Science degree with a field of study in Mathematics offers students the opportunity to take a core curriculum of general education with an emphasis in Mathematics. Mathematics majors learn foundational mathematical skills that can be applied in various professions, especially the traditional sciences. The Associate Degree of Science in Mathematics serves as a two-year transferable block to a four-year university for a Mathematics minor or Bachelor of Science in Mathematics. Many potential career opportunities exist for Mathematics majors, including careers in actuarial sciences, aerospace, business, economics and finance, engineering, insurance, medical sciences, education, computer science and the physical sciences. Potential careers include:

- Actuary
- Data Analyst

- Data Scientist
- Forecast Analyst
- Game Designer
- Researcher
- Statistician
- Sales Analyst
- Consultant
- Systems Analyst
- Logistics
- Investment Analytics
- Educator
- Operations Research
- Computer Programming and Development

Program Learning Outcomes

1. Students will be able to apply quantitative skills to synthesize, analyze and evaluate mathematical equations.
2. Students will be able to read and construct mathematical arguments and proofs.
3. Student will be able to identify, formulate and analyze real-world problems with quantitative and statistical reasoning or mathematical techniques.
4. Student will be able to utilize technological and computer skills appropriately as an effective tool in investigating, analyzing and solving problems.
5. Students will be able to clearly communicate mathematical ideas in appropriate contexts visually, orally and in writing to a range of audiences.

TSI Liable

Field of Study - 18 credit hours		
Required Courses		
MATH 2305	Discrete Mathematics	3
or MATH 1342	Elementary Statistical Methods	
MATH 2414	Calculus II	4
MATH 2415	Calculus III	4
MATH 2418	Linear Algebra [1]	4
MATH 2420	Differential Equations	4
STC Core Curriculum - 42 credit hours		
Complete 42 credit hours of required Core Curriculum including the following: [2]		42
Mathematics		
MATH 2413	Calculus I	
Life and Physical Sciences		
CHEM 1411	General Chemistry I	
CHEM 1412	General Chemistry II	
BIOL 1406	Biology for Science Majors I	
BIOL 1407	Biology for Science Majors II	
BIOL 2401	Anatomy and Physiology I	
BIOL 2402	Anatomy and Physiology II	
PHYS 1401	College Physics I	
PHYS 1402	College Physics II	
PHYS 2425	University Physics I	
PHYS 2426	University Physics II	
Total Credit Hours		**60**

[1] For MATH 2418 Linear Algebra, 3 hours are scheduled for the field of study and 1 hour is scheduled to meet the general core education requirement for the Component Area Option.

[2] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the **STC Core Curriculum (p. 100).**

TSI Liable

100% Online

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
Creative Arts Elective - Core Curriculum (p. 101)		3
ENGL 1301	Composition I	3
MATH 2413	Calculus I	4
Life and Physical Sciences Elective - Core Curriculum (p. 100) [1]		4
	Credit Hours	**14**
Spring		
ENGL 1302	Composition II - Rhetoric	3
HIST 1301 or HIST 2327 or HIST 2381	United States History I or Mexican-American History I or African American History I	3
MATH 2414	Calculus II	4
Life and Physical Sciences Elective - Core Curriculum (p. 100) [1]		4
	Credit Hours	**14**
Summer		
HIST 1302 or HIST 2328 or HIST 2382	United States History II or Mexican-American History II or African American History II	3
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
	Credit Hours	**6**
Second Year		
Fall		
MATH 2415	Calculus III	4
GOVT 2305	Federal Government	3
MATH 2305 or MATH 1342	Discrete Mathematics or Elementary Statistical Methods	3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
	Credit Hours	**13**
Spring		
GOVT 2306	Texas Government	3
MATH 2418	Linear Algebra [2]	4
MATH 2420	Differential Equations	4
Component Area Option - Core Curriculum (p. 102)		2
	Credit Hours	**13**
	Total Credit Hours	**60**

[1] Mathematics majors must choose from CHEM 1411 General Chemistry I & CHEM 1412 General Chemistry II, BIOL 1406 Biology for Science Majors I & BIOL 1407 Biology for Science Majors II, BIOL 2401 Anatomy and Physiology I & BIOL 2402 Anatomy and Physiology II, PHYS 1401 College Physics I & PHYS 1402 College Physics II, or PHYS 2425 University Physics I & PHYS 2426 University Physics II to fulfill the Life and Physical Sciences component of the Core Curriculum.

[2] For MATH 2418 Linear Algebra, 3 hours are scheduled for the field of study and 1 hour is scheduled to meet the general core education requirement for the Component Area Option.

Physics

Associate of Science

The Associate of Science degree with a field of study in Physics offers students the opportunity to take a core curriculum of general education with an emphasis in Physics. Additionally, students can choose from pathways in general physics, geoscience/geospatial science, environmental science, and geophysics.

Physics students have a wide range of scientific and technical fields to choose from for their career. The student should bear in mind that most of these career areas require education or training beyond the Associate of Science degree.

Career fields available to the physics student include:

- Astronomy
- Biophysics
- Chemistry
- Computer Science
- Elementary or Secondary Education
- Engineering - Civil, Electrical, Industrial
- Geophysics
- Hydrogeology
- Medicine
- Meteorology
- Patent Law
- Physics
- Seismology

The course listing for the Associate of Science degree with a field of study in Physics closely parallels the first two years of education that one would receive at most universities. Upon completion of this sequence, many students transfer to obtain a degree in one of the various physics fields. However, students intending to transfer should be aware of the transfer institution's requirements.

Students with an SAT score of 560+ (SAT II Math Level 1), 520+ (SAT II Math Level 2) or an ACT score of 28+ may also enroll directly into MATH 2413 Calculus I. Otherwise, it is recommended that students take the prerequisite MATH 2412 Pre-Calculus Math the summer prior to the start of the fall semester. Enrollment in MATH 2412 Pre-Calculus Math requires a prerequisite of MATH 1414 College Algebra or ACT scores of 25-27, SAT II Math Level I scores of 520-559, or SAT II Math Level 2 scores of 500-519.

Physics program webpage: https://www.southtexascollege.edu/physics

Program Learning Outcomes

1. The student will solve problems using the principles of Classical Mechanics (particles, rigid bodies, waves).
2. The student will solve problems using the basic concepts of Thermodynamics.
3. The student will solve problems using the principles of electromagnetics.
4. The student will apply the principles of optics.
5. The student will perform experiments using basic techniques and will communicate analysis in written reports.
6. The student will apply calculus-based mathematical skills to solve physics related problems.

TSI Liable

Field of Study - 18 credit hours		
MATH 2414	Calculus II	4
MATH 2415	Calculus III	4
MATH 2420	Differential Equations	4
PHYS 2426	University Physics II	4
COSC 1436	Programming Fundamentals I [1]	4
Geoscience/Geo-Spatial Science Track - 18 credit hours		
MATH 2414	Calculus II	4
GEOL 1403	Physical Geology	4
PHYS 2425	University Physics I	4
GEOL 1404	Historical Geology [2]	4
PHYS 2426	University Physics II	4
or COSC 1436	Programming Fundamentals I	
Students should speak with an advisor and check with the institution they intend to transfer in order to choose either PHYS 2426 or COSC 1436 for this track.		
Environmental Science Track - 18 credit hours		
MATH 2414	Calculus II	4
GEOL 1403	Physical Geology	4
PHYS 2425	University Physics I	4
PHYS 2426	University Physics II	4
GEOL 1404	Historical Geology [2]	4
Geophysics Track - 18 credit hours		
MATH 2414	Calculus II	4
GEOL 1403	Physical Geology	4
PHYS 2425	University Physics I	4
PHYS 2426	University Physics II	4
GEOL 1404	Historical Geology [2]	4
STC Core Curriculum - 42 credit hours		
Complete 42 credit hours of required Core Curriculum including the following:		42
Life and Physical Sciences		
CHEM 1411	General Chemistry I [3]	
PHYS 2425	University Physics I [3]	
Mathematics		
MATH 2413	Calculus I	
Total Credit Hours		**60**

[1] COSC 1436 Programming Fundamentals I is scheduled for 2 credit hours of field of study and 2 credit hours of general education requirements (Component Area Option).

[2] GEOL 1404 Historical Geology is scheduled for 2 credit hours of field of study and 2 credit hours of general education requirements (Component Area Option).

[3] Physics majors pursuing the **General track** are required to take the sequence CHEM 1411 General Chemistry I and PHYS 2425 University Physics I to fulfill the Life and Physical Sciences component of the Core Curriculum. Physics majors pursuing the **Geophysics track** are required to take the sequence CHEM 1411 General Chemistry I and CHEM 1412 General Chemistry II to fulfill the Life and Physical Sciences component of the Core Curriculum. Physics majors pursuing the **Environmental Science track** are required to take CHEM 1411 General Chemistry I and BIOL 1406 Biology for Science Majors I to fulfill the Life and Physical Sciences component of the Core Curriculum. Physics majors pursuing the **Geosciences/Geo-Spatial track** are required to take CHEM 1411 General Chemistry I and GEOL 1445 Oceanography (or GEOL 1447 Meteorology) to fulfill the Life and Physical Sciences component of the Core Curriculum.

TSI Liable

Recommended Course Sequence - General Track

Course	Title	Credit Hours
First Year		
Fall		
MATH 2413	Calculus I	4
COSC 1436	Programming Fundamentals I [1]	4
ENGL 1301	Composition I	3
Creative Arts Elective - Core Curriculum (p. 101)		3
	Credit Hours	**14**
Spring		
ENGL 1302	Composition II - Rhetoric	3
CHEM 1411	General Chemistry I	4
MATH 2414	Calculus II	4
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
	Credit Hours	**14**
Summer		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
	Credit Hours	**3**
Second Year		
Fall		
MATH 2420	Differential Equations	4
GOVT 2305	Federal Government	3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Recommended:		
PSYC 2301	General Psychology	
PHYS 2425	University Physics I	4
	Credit Hours	**14**
Spring		
GOVT 2306	Texas Government	3
PHYS 2426	University Physics II	4
MATH 2415	Calculus III	4
Component Area Option - Core Curriculum (p. 102)		1-3
	Credit Hours	**12-14**
Summer		
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
	Credit Hours	**3**
	Total Credit Hours	**60-62**

[1] COSC 1436 Programming Fundamentals I is scheduled for 2 credit hours of field of study and 2 credit hours of general education requirements (Component Area Option).

TSI Liable

Recommended Course Sequence - Geoscience/Geo-Spatial Science Track

Course	Title	Credit Hours
First Year		
Fall		
MATH 2413	Calculus I	4
GEOL 1403	Physical Geology	4
ENGL 1301	Composition I	3
Creative Arts Elective - Core Curriculum (p. 101)		3
	Credit Hours	**14**
Spring		
ENGL 1302	Composition II - Rhetoric	3
CHEM 1411	General Chemistry I	4
MATH 2414	Calculus II	4
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
	Credit Hours	**14**
Summer		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
	Credit Hours	**3**
Second Year		
Fall		
PHYS 2425	University Physics I	4
GEOL 1404	Historical Geology [1]	4
GOVT 2305	Federal Government	3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Recommended:		
PSYC 2301	General Psychology	
	Credit Hours	**14**
Spring		
GOVT 2306	Texas Government	3
PHYS 2426 or COSC 1436	University Physics II [2] or Programming Fundamentals I	4
GEOL 1445 or GEOL 1447	Oceanography or Meteorology	4
Component Area Option - Core Curriculum (p. 102)		1-3
	Credit Hours	**12-14**
Summer		
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
	Credit Hours	**3**
	Total Credit Hours	**60-62**

[1] GEOL 1404 Historical Geology is scheduled for 2 credit hours of field of study and 2 credit hours of general education requirements (Component Area Option).

[2] Students should speak with an advisor and check with the institution they intend to transfer in order to choose the best option.

TSI Liable

Recommended Course Sequence - Environmental Science Track

Course	Title	Credit Hours
First Year		
Fall		
MATH 2413	Calculus I	4
GEOL 1403	Physical Geology	4
ENGL 1301	Composition I	3
Creative Arts Elective - Core Curriculum (p. 101)		3
	Credit Hours	**14**
Spring		
ENGL 1302	Composition II - Rhetoric	3
CHEM 1411	General Chemistry I	4
MATH 2414	Calculus II	4
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
	Credit Hours	**14**
Summer		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
	Credit Hours	**3**
Second Year		
Fall		
PHYS 2425	University Physics I	4
BIOL 1406	Biology for Science Majors I	4
GOVT 2305	Federal Government	3

Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Recommended:		
PSYC 2301	General Psychology	
	Credit Hours	**14**
Spring		
GOVT 2306	Texas Government	3
PHYS 2426	University Physics II	4
GEOL 1404	Historical Geology [1]	4
Component Area Option - Core Curriculum (p. 102)		1-3
	Credit Hours	**12-14**
Summer		
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
	Credit Hours	**3**
	Total Credit Hours	**60-62**

[1] GEOL 1404 Historical Geology is scheduled for 2 credit hours of field of study and 2 credit hours of general education requirements (Component Area Option).

TSI Liable

Recommended Course Sequence - Geophysics Track

Course	Title	Credit Hours
First Year		
Fall		
MATH 2413	Calculus I	4
GEOL 1403	Physical Geology	4
ENGL 1301	Composition I	3
Creative Arts Elective - Core Curriculum (p. 101)		3
	Credit Hours	**14**
Spring		
ENGL 1302	Composition II - Rhetoric	3
CHEM 1411	General Chemistry I	4
MATH 2414	Calculus II	4
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
	Credit Hours	**14**
Summer		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
	Credit Hours	**3**
Second Year		
Fall		
PHYS 2425	University Physics I	4
CHEM 1412	General Chemistry II	4
GOVT 2305	Federal Government	3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Recommended:		
PSYC 2301	General Psychology	
	Credit Hours	**14**
Spring		
GOVT 2306	Texas Government	3
PHYS 2426	University Physics II	4
GEOL 1404	Historical Geology [1]	4
Component Area Option - Core Curriculum (p. 102)		1-3
	Credit Hours	**12-14**
Summer		
Language, Philosophy & Culture Elective - Core Curriculum (p. 101)		3
	Credit Hours	**3**
	Total Credit Hours	**60-62**

[1] GEOL 1404 Historical Geology is scheduled for 2 credit hours of field of study and 2 credit hours of general education requirements (Component Area Option).

Pre-Pharmacy

Associate of Science

This two-year program prepares the graduate for application to pharmacy school, a 4 year program leading to licensure as a pharmacist. The future of pharmacists is bright with growing demand and an increasing variety of practice settings. The individual selecting this program must be dedicated and self-motivated to excel at rigorous academic coursework for the two years of prerequisites at South Texas College and four years of pharmacy school.

Entering students, please note that the second year suggests MATH 2413 Calculus I. Students with a score of 980+ on the math portion of the TSIA2 Exam may test-out of MATH 2412 Pre-Calculus Math and enroll directly into MATH 2413 Calculus I after taking and passing the Calculus I Placement Exam provided by the Mathematics Department. Students who qualify and elect this option must contact and make arrangements with the Mathematics Department at 956-872-8327 no later than two (2) weeks prior to the start of the semester the students intends to enroll.

Students with an SAT score of 560+ (SAT II Math Level 1), 520+ (SAT II Math Level 2) or an ACT score of 28+ may also enroll directly into MATH 2413 Calculus I. Otherwise, it is recommended that students take the prerequisite MATH 2412 Pre-Calculus Math the summer prior to the start of the fall semester. Enrollment in MATH 2412 Pre-Calculus Math requires a prerequisite of MATH 1414 College Algebra or ACT scores of 25-27, SAT II Math Level I scores of 520-559, or SAT II Math Level 2 scores of 500-519.

Graduation from South Texas College does not guarantee acceptance into pharmacy school. South Texas College provides the opportunity for the student to develop a solid basic science knowledge base, complete prerequisites for pharmacy school, participate in essay and interview preparation sessions, review for the Pharmacy College Admission Test (PCAT), and advisement in the pharmacy school application process. Pharmacy schools select entering classes by student merit.

Due to a state mandated limit on credit hours for an Associate of Science degree, the student will be expected to complete some prerequisite or additional pharmacy school course requirements on their own. There is time in the curriculum for the student to complete these courses during summer and second fall semesters.

Pre-Pharmacy Program Website: https://www.southtexascollege.edu/pre-pharmacy/

Program Learning Outcomes

1. The student will solve problems utilizing chemical concepts (stoichiometry, colligative properties, acid/base).
2. The student will describe the structure, bonding and reactivity of chemical compounds (acid/base, redox).
3. The student will describe reaction mechanisms and synthesis of organic compounds.
4. The student will safely perform laboratory experiments involving a variety of chemical

techniques and will communicate analysis of results in writing.

5. The student will describe microbial mechanisms of pathogenicity.
6. The student will describe the anatomy of physiology of tissues, organs, and organ systems.
7. The student will describe the fundamental principles of maintaining homeostasis in organisms.

TSI Liable

Field of Study - 18 credit hours		
CHEM 1411	General Chemistry I	4
CHEM 1412	General Chemistry II	4
CHEM 2423	Organic Chemistry I	4
CHEM 2425	Organic Chemistry II	4
BIOL 2421	Microbiology for Science Majors [1]	4
STC Core Curriculum - 42 credit hours		
Complete 42 credit hours of required Core Curriculum including the following: [2]		42
Component Area Option		
BIOL 2421	Microbiology for Science Majors [1]	
Mathematics		
MATH 2413	Calculus I [3]	
Life and Physical Sciences		
BIOL 1406	Biology for Science Majors I	
BIOL 1407	Biology for Science Majors II	
Language, Philosophy & Culture Elective		
Select one of the following:		
ENGL 2321	British Literature	
ENGL 2326	American Literature	
ENGL 2331	World Literature	
Total Credit Hours		**60**

[1] For BIOL 2421 Microbiology for Science Majors, 2 credit hours are scheduled for field of study and 2 credit hours are scheduled to meet the general core education requirements (Component Area Option).

[2] In addition to the courses in the Field of Study, the student is required to take 42 credit hours from the STC Core Curriculum (p. 100). These courses must not duplicate courses taken to fulfill field of study requirements.

[3] For students to directly enroll in MATH 2413 Calculus I, they must earn 375+ on the TSI and successfully complete and exam administered by the MATH department or earn a 100 on the college-level Mathematics ACCUPLACER.

TSI Liable

Recommended Course Sequence

Course	Title	Credit Hours
First Year		
Fall		
Creative Arts Elective - Core Curriculum (p. 101)		3
CHEM 1411	General Chemistry I	4
ENGL 1301	Composition I	3
MATH 2413	Calculus I	4
	Credit Hours	**14**
Spring		
BIOL 1406	Biology for Science Majors I	4
CHEM 1412	General Chemistry II	4
HIST 1301 or HIST 2327	United States History I or Mexican-American History I	3
ENGL 1302	Composition II - Rhetoric	3
	Credit Hours	**14**
Summer		
HIST 1302 or HIST 2328	United States History II or Mexican-American History II	3
	Credit Hours	**3**
Second Year		
Fall		
CHEM 2423	Organic Chemistry I	4
BIOL 1407	Biology for Science Majors II	4
GOVT 2305	Federal Government	3
Social and Behavioral Sciences Elective - Core Curriculum (p. 102)		3
Recommended:		
PSYC 2301	General Psychology	
	Credit Hours	**14**
Spring		
CHEM 2425	Organic Chemistry II	4
BIOL 2421	Microbiology for Science Majors	4
GOVT 2306	Texas Government	3
Component Area Option - Core Curriculum (p. 102)		1-3
	Credit Hours	**12-14**
Summer		
Select one of the following:		3
ENGL 2321	British Literature	
ENGL 2326	American Literature	
ENGL 2331	World Literature	
	Credit Hours	**3**
	Total Credit Hours	**60-62**

[1] For BIOL 2421 Microbiology for Science Majors 2 credit hours are scheduled for field of study and 2 credit hours are scheduled to meet the general core education requirements (Component Area Option).

Additional Courses Recommended to Satisfy Pharmacy School Prerequisites

Recommended by end of Fall Semester Second Year:

Non-Curriculum Courses		
MATH 1342	Elementary Statistical Methods	3
BIOL 2416	Genetics	4
PHYS 1401 or PHYS 2425	College Physics I University Physics I	4
SPCH 1315	Public Speaking	3
Total Credit Hours		**14**

Public Administration

Public Services Assistant

Certificate

The Public Service Assistant certificate program provides students with the knowledge and skills necessary for employment in entry-level positions in the public sector, including local, state and federal agencies, community agencies and non-profit organizations. Students will be able to apply their skills in the programming of local planning and community-based programs. Potential careers include:

- Administrative Services Coordinator
- Purchasing Agent
- Executive Assistant
- Support Service Aide
- Communications Supervisor
- Senior Cataloger

The program enables students to develop proficiencies in understanding and applying appropriate methodologies in problem-solving scenarios for a public service environment. Students will gain knowledge and experience in government procedures, and conduct informational interviews with clients & interdepartmental groups.

Course work for this program includes public sector management, ethics, human resources and budgeting. The program also includes a three credit hour practicum designed to give the student real-world experience related to the area of their career interest.

Public Administration

Associate of Applied Science

The Associate of Applied Science degree in Public Administration program is designed to provide students with the knowledge and skills necessary for employment in the public sector and not-for-profit programs. A degree in public administration prepares students for careers in local, state and federal administration and management, budget and fiscal analysis, nonprofit management, criminal justice, policy development and community and economic development. Potential careers include:

- Assessor
- City and Regional Planning Aide
- Court Clerk
- Administrative Services Manager
- Municipal Clerk
- City Manager
- Utilities Management

The program will enable students to understand the political, legal, ethical and social context of public administration with respect to pertinent processes and theories; to achieve proficiency in understanding and developing positive organizational behavior; and to develop the ability to apply appropriate methodologies to solve important problems and issues.

Coursework for this program includes such areas as public sector management, budgeting, ethics and supervision. The program includes a three credit hour practicum designed to give the student real-world experience related to the area of their career interest.

Program Learning Outcomes

Public Services Assistant Certificate

1. Identify and describe the structure and objectives of various governmental agencies.
2. Identify and apply general provisions of ethical guidelines for accountability in the public sector.
3. Demonstrate application of organizational theory as it relates to public management decision-making.

Public Administration Associate of Applied Science

1. Identify and describe the structure and objectives of various governmental agencies.
2. Analyze best practices in local service delivery systems.
3. Analyze the structure and goals of governmental agencies and non-profit organizations.
4. Identify and apply general provisions of ethical guidelines for accountability in the public sector.
5. Demonstrate application of organizational theory as it relates to public management decision-making.

Advisory Committee Members

Roy Rodriguez, City Manager, McAllen, TX
Randy Perez, City Manager, Mission, TX
Edward M. Wylie, City Manager, Pharr, TX
Diana Almaguer, BCSF, Regional Director
Nadia Ochoa, Executive Director, Palmer Drug Abuse Program
Dr. Cecilio Ortiz-Garcia, Department of Public Affairs & Security Studies-College of Liberal Arts

Certificate

- Public Services Assistant (p. 220)

Associate Degree

- Public Administration Associate of Applied Science (p. 220)

Public Services Assistant Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
PBAD 1321	Public Administration	3
PBAD 1341	Governmental Agencies	3
PBAD 2305	Public Sector Management	3
PBAD 2301	Public Relations for the Public Sector	3
	Credit Hours	**12**
Spring		
PBAD 2335	Ethics in the Public Sector	3
PBAD 2339	Human Resource Management in the Public Sector	3
PBAD 2331	Budgeting in the Public Sector	3
PBAD 1381	Capstone: Co-op in Public Administration	3
	Credit Hours	**12**
	Total Credit Hours	**24**

Public Administration Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
ENGL 1301	Composition I [1]	3
GOVT 2305	Federal Government	3
Mathematics Elective [1]		3-4
Recommended:		
MATH 1342	Elementary Statistical Methods	
Speech Elective [1]		3
Recommended:		
SPCH 1311	Introduction to Speech Communication	

PBAD 1321	Public Administration	3
	Credit Hours	**15-16**
Spring		
GOVT 2306	Texas Government [1]	3
COSC 1301	Introduction to Computing	3
PHIL 2306	Introduction to Ethics [1]	3
ENGL 2311	Technical and Business Writing	3
PBAD 1311	Municipal Management	3
	Credit Hours	**15**
Second Year		
Fall		
PBAD 1341	Governmental Agencies	3
PBAD 2335	Ethics in the Public Sector	3
PBAD 2331	Budgeting in the Public Sector	3
PBAD 2305	Public Sector Management	3
PBAD 2301	Public Relations for the Public Sector	3
	Credit Hours	**15**
Spring		
PBAD 2311	Public Sector Supervision	3
PBAD 2347	Urban Planning	3
PBAD 2339	Human Resource Management in the Public Sector	3
PBAD 2341	Legal Aspects of Public Management	3
PBAD 2380	Capstone: Co-op in Public Administration	3
	Credit Hours	**15**
	Total Credit Hours	**60-61**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Division of Nursing and Allied Health

Students are admitted to South Texas College in accordance with College policies. General admission to the College does not imply admission to all programs of the College.

The Nursing and Allied Health Division offers Selective Programs with application requirements. Application requirements are included in the description of each program. In addition, some Selective Programs have a Competitive Entry selection process based on a competitive point system.

Selective Programs

Emergency Medical Services (p. 239)

- EMT-Basic (Certificate) (p. 239)
- EMT-Advanced (Certificate) (p. 239)
- EMT-Paramedic (Certificate) (p. 239)
- EMS-Paramedic (Associate of Applied Science) (p. 240)

Health and Medical Administrative Services (p. 242)

- Electronic Health Record Specialist (Certificate) (p. 242)
- Medical Coding Specialist (Certificate) (p. 242)
- Health Information Technology (Associate of Applied Science) (p. 243)

Medical Assistant Technology (p. 245)

- Medical Assistant Technology (Certificate) (p. 245)
- Medical Office Specialist (Certificate) (p. 245)
- Medical Assistant Technology (Associate of Applied Science) (p. 245)

Patient Care Technician (p. 247)

- Patient Care Assistant (Occupational Skills Award) (p. 248)
- Patient Care Technician (Certificate) (p. 247)

Pharmacy Technology (p. 248)

- Pharmacy Technology (Associate of Applied Science) (p. 248)

Selective Programs - Competitive Entry

The following Selective Programs have a competitive entry selection process based on a competitive point system.

Associate Degree Nursing (p. 222)

- Associate Degree Nursing (Associate of Applied Science) (p. 222)
  - Fall Admission (p. 223)
  - Spring Admission (p. 224)
    - Associate Degree Nursing - Specialization: LVN-RN Transition Option (Associate of Applied Science)
      - Summer Admission (p. 224)
      - Spring Admission (p. 225)
    - Associate Degree Nursing - Specialization: EMT Paramedic to RN Track (Associate of Applied Science) (p. 225)

Diagnostic Imaging (p. 226)

- Diagnostic Medical Sonography (Associate of Applied Science) (p. 226)
- Diagnostic Medical Sonography (Advanced Technical Certificate) (p. 226)
- Radiologic Technology (Associate of Applied Science) (p. 229)

Occupational Therapy Assistant (p. 231)

- Occupational Therapy Assistant (Associate of Applied Science) (p. 231)

Physical Therapist Assistant (p. 233)

- Physical Therapist Assistant (Associate of Applied Science) (p. 233)

Respiratory Therapy (p. 235)

- Respiratory Therapy (Associate of Applied Science) (p. 235)

Vocational Nursing (p. 237)

- Vocational Nursing (Certificate) (p. 237)
  - Fall Admission (p. 237)
  - Spring Admission (p. 237)

Competitive Entry

Selective Programs - Competitive Entry

The following Selective Programs have a competitive entry selection process based on a competitive point system.

Associate Degree Nursing (p. 222)

- Associate Degree Nursing (Associate of Applied Science) (p. 222)
  - FALL ADMISSION (p. 223)
  - SPRING ADMISSION (p. 224)
- Associate Degree Nursing: LVN-RN Transition Option (Associate of Applied Science)
  - SUMMER ADMISSION (p. 224)
  - SPRING ADMISSION (p. 225)
- Associate Degree Nursing: EMT Paramedic to RN Track (Associate of Applied Science) (p. 225)

Diagnostic Imaging (p. 226)

- Diagnostic Medical Sonography (Associate of Applied Science) (p. 226)
- Diagnostic Medical Sonography (Advanced Technical Certificate) (p. 227)
- Radiologic Technology (Associate of Applied Science) (p. 229)

Occupational Therapy Assistant (p. 231)

- Occupational Therapy Assistant (Associate of Applied Science) (p. 231)

Physical Therapist Assistant (p. 233)

- Physical Therapist Assistant (Associate of Applied Science) (p. 233)

Respiratory Therapy (p. 235)

- Respiratory Therapy (Associate of Applied Science) (p. 235)

Vocational Nursing (p. 237)

- Vocational Nursing (Certificate) (p. 237)
  - FALL ADMISSION (p. 237)
  - SPRING ADMISSION (p. 237)

Associate Degree Nursing

This Selective Program has a competitive entry selection process based on a competitive point system. Application requirements are included in the description below.

Associate Degree Nursing

Associate of Applied Science

The Associate Degree Nursing (ADN) program is approved by the Texas Board of Nursing (BON) and is accredited by Accreditation Commission for Education in Nursing (ACEN). Upon completion of the degree, the graduate will be able to sit for the National Council Licensure Examination for Registered Nurses (NCLEX-RN) administered by National Council of State Boards of Nursing (NCSBN). After successful completion of this exam, the individual will be a registered nurse and can work in hospitals, day-surgery centers, rehabilitation centers, physicians' offices, home health care agencies, among other areas.

Mission: "The Mission of the Associate Degree Nursing program is to provide excellence in nursing education for the future Registered Nurses with professional integrity in the delivery of safe patient care services to the diverse regional and global community."

The ADN Program is identified as competitive entry and has a selection process based on a competitive point system. Due to limited resources, some applicants who meet all program application requirements may not be admitted to the program for the current application period.

Application Requirements

All applicants must:

1. Participate in the required Prospective Student Information Session. For the session schedule, access the information online at https://www.southtexascollege.edu/adn or contact the Associate Degree Nursing Program at 872-3089.
2. Be admitted to the college as a high school graduate or GED equivalent.
3. Meet TSI College Readiness Standards, or meet TSI exemption standards.
4. Complete all prerequisite courses with a minimum of "B" as listed in the Associate Degree Nursing Program Degree plan.
5. Achieve a HESI A2 Admission Assessment exam test score of 75% or higher in English Language Composite, Science (Anatomy & Physiology only) and Math. HESI exam test scores must be current within two years.
6. Earn a minimum grade of "B" in "Introduction to Nursing" course within the last two years. Required HESI A2 exam test scores are needed to register for this course.
7. Earn a minimum cumulative GPA of 3.0 on a 4.0 scale in all courses, including transfer courses, and those completed at STC.
8. Pass a criminal background check through Texas Board of Nursing, 10-panel drug and alcohol screen through approved providers, and complete all required immunizations including Hepatitis B series and any additional clinical requirements before beginning any of nursing clinical courses . For more information contact the NAH Clinical Affairs Specialist at 872-3022.
9. Meet Technical Standards as stated by the Associate Degree Nursing Program.
10. Submit a completed Program application by stated deadline. For more information contact Associate Degree Nursing Program at 872-3089 or access the information online at https://www.southtexascollege.edu/adn.

Competitive Entry Selection Process

The ADN Program selection process is Competitive Entry and is based on a competitive Point System. Points are given for the following selection criteria: ADN Program pre- requisite courses, HESI A2 exam scores, STC Cumulative GPA, a score of 100% in Dosage and Calculation Math Exam in one of three attempts and other additional points as listed in the Application Form. A Cutoff Score is calculated for each application period based on the qualified applicant pool, the number of slots available, and may vary for each application period. Qualified applications are ranked from highest to lowest points and admission is based on this ranking. Applicants with total points above the cutoff score will be admitted and applicants with total points below the cutoff score will be denied. Applicants with total points equal to the cutoff score will be designated as alternates. Should any of the admitted applicants decline admission, an alternate will be offered admission to the program.

A random draw of alternate applicants will be used as needed. A full description of the competitive entry point system is published in the Associate Degree Nursing Program website.

NOTE: A new applicant pool is established for each admission period and program. Applicants who were not admitted for the current application period must re-apply to be considered for the next application period. Please see program web page for additional information regarding the application process.
https://www.southtexascollege.edu/academics/nursing/

Graduation Requirements

To graduate with an Associate of Applied Science Degree in Nursing, a student must meet college graduation requirements and complete all course work as listed in the degree plan with a minimum grade of "C."

Texas Board of Nursing Information for Students Seeking to Enroll in a Nursing Program

Students seeking to enroll at South Texas College Associate Degree Nursing Program must be in compliance with the Board of Nursing guidelines and the Nursing Practice Act. All prospective students must have a complete Criminal Background Check with the Texas Board of Nursing. Upon application at the STC ADN Program, the student must either present a Blue Card or an Outcome Letter from the TBON. The information is available on the Texas Board of Nursing website.

Licensure of Persons with Criminal History

Students at South Texas College Associate Degree Nursing Program and students seeking to enroll must be in compliance with RULE §213.28 Licensure of Individuals with Criminal History

The STC Board of Trustees approved Board Policy #3337 on July 15, 2004 for all students participating in any Nursing and Allied Health clinical program to meet established program standards for professional practice established by the Dean of Nursing and Allied Health. This policy is implemented to ensure compliance with health care agency standards and state licensing regulations.

Program Learning Outcomes

1. The student will be able to Perform holistic health assessment of assigned patients independently.
2. The student will Utilize clinical reasoning and clinical judgment in providing a patient-centered plan of care to patients, families, and the community with interprofessional collaboration.
3. The student will Implement a Teaching Plan for patients, families, and the community based on cultural practices, beliefs, values, and social determinants of health.
4. The student will Manage information technology to promote the safe delivery of care.
5. The student will be able to Provide Evidence-Based nursing care within the legal and ethical framework of nursing practice to patients, families, and the community.

Advisory Committee Members

Kathy Dassler, MS, RN - Chief Nursing Officer, Rio Grande Regional Hospital
Kennetha Foster, MSN, RN - System Chief Nursing Officer, South Texas Health System - McAllen Center
Nancy Garcia - MSN, APRN, FNP-BC, CMOM, CMCO, Chief Nursing Officer, DHR Health
Cesar E. Guerra, RN - Chief Nursing Officer, Mission Regional Medical Center
Alfred Mascorro - Vice-President, Quality- Rio Grande Regional Hospital
Frank Tostado, RN - Director of Nursing Services - Legends- McAllen Transitional Care
Romeo Valladares, RN- Administrator, Presidente Home Care, Inc.
Macario Villarreal, RN - Director of Nursing, Retama Manor

- Associate Degree Nursing (p. 223)
  Associate of Applied Science - Fall Admission
- Associate Degree Nursing (p. 224)
  Associate of Applied Science - Spring Admission
- Associate Degree Nursing (p. 224)
  Specialization: LVN/RN Transition Option
  Associate of Applied Science - Summer Admission
- Associate Degree Nursing (p. 225)
  Specialization: LVN/RN Transition Option
  Associate of Applied Science - Spring Admission
- Associate Degree Nursing (p. 225)
  Specialization: EMT Paramedic to RN Track
  Associate of Applied Science - Fall Admission

Associate Degree Nursing Associate of Applied Science - Fall Admission

TSI Liable

Course	Title	Credit Hours
Pre-requisites		
ENGL 1301	Composition I [1,2]	3
BIOL 2401	Anatomy and Physiology I [2]	4
BIOL 2402	Anatomy and Physiology II [2]	4
RNSG 1209	Introduction to Nursing [3]	2
	Credit Hours	**13**
First Year		
Fall		
RNSG 1301	Pharmacology	3
RNSG 1513	Foundations for Nursing Practice	5
RNSG 1205	Nursing Skills I	2
RNSG 1262	Clinical I	2
	Credit Hours	**12**
Spring		
RNSG 1144	Nursing Skills II	1
RNSG 1341	Common Concepts of Adult Health	3
RNSG 2161	Clinical - Medical/ Surgical (8 weeks)	1
RNSG 2213	Mental Health Nursing	2
RNSG 2162	Clinical - Mental Health (8 weeks)	1
PSYC 2301	General Psychology [2]	3
	Credit Hours	**11**
Second Year		
Fall		
RNSG 1412	Nursing Care of the Childbearing and Childrearing Family	4
RNSG 2260	Clinical - Pediatrics/ Maternal/Infant (8 weeks)	2

RNSG 1343	Complex Concepts of Adult Health	3
RNSG 2361	Clinical - Complex Medical Surgical (8 weeks)	3
	Credit Hours	**12**
Spring		
Humanities Elective (p. 103) [2]		3
RNSG 2331	Advanced Concepts of Adult Health	3
RNSG 2163	Clinical IV (12 weeks)	1
RNSG 2221	Professional Nursing: Leadership and Management	2
RNSG 2363	Clinical V (4 weeks)	3
	Credit Hours	**12**
	Total Credit Hours	**60**

[1] May substitute ENGL 1302 Composition II - Rhetoric.
[2] Identifies courses to fulfill minimum 15 credit hour General Education requirement
[3] Admission Assessment Exam (A2 test) composite scores of 75% or better in Math, Science and English required prior to registration for RNSG 1209 Introduction to Nursing.

Associate Degree Nursing Associate of Applied Science - Spring Admission

TSI Liable

Course	Title	Credit Hours
Pre-requisites		
ENGL 1301	Composition I [1,2]	3
BIOL 2401	Anatomy and Physiology I [2]	4
BIOL 2402	Anatomy and Physiology II [2]	4
RNSG 1209	Introduction to Nursing [3]	2
	Credit Hours	**13**
First Year		
Spring		
RNSG 1301	Pharmacology	3
RNSG 1513	Foundations for Nursing Practice	5
RNSG 1205	Nursing Skills I	2
RNSG 1262	Clinical I	2
	Credit Hours	**12**
Fall		
RNSG 1144	Nursing Skills II	1
RNSG 1341	Common Concepts of Adult Health	3
RNSG 2161	Clinical - Medical/ Surgical (8 weeks)	1
RNSG 2213	Mental Health Nursing	2
RNSG 2162	Clinical - Mental Health (8 weeks)	1
PSYC 2301	General Psychology [2]	3
	Credit Hours	**11**
Second Year		
Spring		
RNSG 1412	Nursing Care of the Childbearing and Childrearing Family	4
RNSG 2260	Clinical - Pediatrics/ Maternal/Infant (8 weeks)	2
RNSG 1343	Complex Concepts of Adult Health	3
RNSG 2361	Clinical - Complex Medical Surgical (8 weeks)	3
	Credit Hours	**12**
Fall		
Humanities Elective (p. 103) [2]		3
RNSG 2331	Advanced Concepts of Adult Health	3
RNSG 2163	Clinical IV (12 weeks)	1
RNSG 2221	Professional Nursing: Leadership and Management	2
RNSG 2363	Clinical V (4 weeks)	3
	Credit Hours	**12**
	Total Credit Hours	**60**

[1] May substitute ENGL 1302 Composition II - Rhetoric.
[2] Identifies courses to fulfill minimum 15 credit hour General Education requirement
[3] Admission Assessment Exam (A2 test) composite scores of 75% or better in Math, Science and English required prior to registration for RNSG 1209 Introduction to Nursing.

Associate Degree Nursing - Specialization: LVN/RN Transition Option Associate of Applied Science - Summer Admission

TSI Liable

Designed for the individual who is a licensed vocational nurse and who is interested in pursuing the Registered Nurse degree. Students who complete the LVN program must apply for acceptance to the Associate Degree Nursing program in order to be admitted as a student. Prospective Associate Degree Nursing students must meet all application requirements before being eligible to apply to the program. Meeting the specific application requirements is not a guarantee of program acceptance. This Selective program has a competitive entry selection process based on a competitive point system. A full description of the competitive entry point system is published in the Prospective Student Guide on the Associate Degree Nursing Program website.

Course	Title	Credit Hours
First Year		
Pre-requisites		
BIOL 2401	Anatomy and Physiology I [1]	4
BIOL 2402	Anatomy and Physiology II [1]	4
ENGL 1301	Composition I [1,2]	3
Vocational Nursing Hours (Electives) [3]		10
	Credit Hours	**21**
Second Year		
Summer		
RNSG 1417	Concepts of Professional Nursing Practice I for Articulating Students	4
RNSG 1140	Professional Nursing Skills for Articulating Students	1
RNSG 1162	Transition Clinical (8 weeks)	1
RNSG 2213	Mental Health Nursing	2
RNSG 2162	Clinical - Mental Health (8 weeks)	1
PSYC 2301	General Psychology [1]	3
RNSG 1301	Pharmacology	3
	Credit Hours	**15**
Fall		
RNSG 2361	Clinical - Complex Medical Surgical	3
RNSG 1412	Nursing Care of the Childbearing and Childrearing Family	4

RNSG 2260	Clinical - Pediatrics/ Maternal/Infant	2
RNSG 1343	Complex Concepts of Adult Health	3
	Credit Hours	**12**
Spring		
Humanities Elective (p. 103) [1]		3
RNSG 2331	Advanced Concepts of Adult Health	3
RNSG 2163	Clinical IV (12 weeks)	1
RNSG 2221	Professional Nursing: Leadership and Management	2
RNSG 2363	Clinical V (4 weeks)	3
	Credit Hours	**12**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement
[2] May substitute ENGL 1302 Composition II - Rhetoric

[3] Vocational Nursing Hours (Electives)

Upon successful completion of RNSG 1417 Concepts of Professional Nursing Practice I for Articulating Students, RNSG 1140 Professional Nursing Skills for Articulating Students and RNSG 1162 Transition Clinical, an escrow of 10 credit hours will be given for the following courses:

RNSG 1513	Foundations for Nursing Practice	5
RNSG 1205	Nursing Skills I	2
RNSG 1144	Nursing Skills II	1
RNSG 1262	Clinical I	2
Total Credit Hours		**10**

Associate Degree Nursing - Specialization: LVN/RN Transition Option Associate of Applied Science - Spring Admission

TSI Liable

Designed for the individual who is a licensed vocational nurse and who is interested in pursuing the Registered Nurse degree. Students who complete the LVN program must apply for acceptance to the Associate Degree Nursing program. Prospective Associate Degree Nursing students must meet all application requirements before being eligible to apply to the program. Meeting the specific application requirements is not a guarantee of program acceptance. This Selective Program has a competitive entry selection process based on a competitive point system. A full description of the competitive entry point system is published in the Prospective Student Guide on the Associate Degree Nursing Program website.

Course	Title	Credit Hours
First Year		
Pre-requisites		
BIOL 2401	Anatomy and Physiology I [1]	4
BIOL 2402	Anatomy and Physiology II [1]	4
ENGL 1301	Composition I [1,2]	3
Vocational Nursing Hours (Electives) [3]		10
	Credit Hours	**21**
Second Year		
Spring		
RNSG 1417	Concepts of Professional Nursing Practice I for Articulating Students	4
RNSG 1140	Professional Nursing Skills for Articulating Students	1
RNSG 1162	Transition Clinical (8 weeks)	1
RNSG 2213	Mental Health Nursing	2
RNSG 2162	Clinical - Mental Health (8 weeks)	1
RNSG 1301	Pharmacology	3
PSYC 2301	General Psychology [1]	3
	Credit Hours	**15**
Summer		
RNSG 2361	Clinical - Complex Medical Surgical (8 weeks)	3
RNSG 1412	Nursing Care of the Childbearing and Childrearing Family	4
RNSG 2260	Clinical - Pediatrics/ Maternal/Infant (8 weeks)	2
RNSG 1343	Complex Concepts of Adult Health	3
	Credit Hours	**12**
Fall		
Humanities Elective (p. 103) [1]		3
RNSG 2331	Advanced Concepts of Adult Health	3
RNSG 2163	Clinical IV (12 weeks)	1
RNSG 2221	Professional Nursing: Leadership and Management	2
RNSG 2363	Clinical V (4 weeks)	3
	Credit Hours	**12**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement
[2] May substitute ENGL 1302 Composition II - Rhetoric

[3] Vocational Nursing Hours (Electives)

Upon successful completion of RNSG 1417 Concepts of Professional Nursing Practice I for Articulating Students, RNSG 1140 Professional Nursing Skills for Articulating Students and RNSG 1162 Transition Clinical, an escrow of 10 credit hours will be given for the following courses:

RNSG 1513	Foundations for Nursing Practice	5
RNSG 1205	Nursing Skills I	2
RNSG 1144	Nursing Skills II	1
RNSG 1262	Clinical I	2
Total Credit Hours		**10**

Associate Degree Nursing - Specialization: EMT Paramedic to RN Track Associate of Applied Science - Fall Admission

TSI Liable

Designed for the individual who is a licensed Emergency Medical Technology (formally Paramedic) under either Texas or National Registry, and who is interested in pursuing the Registered Nurse degree. Students who complete the EMT-Paramedic program must apply for

acceptance to the Associate Degree Nursing program. Prospective Associate Degree Nursing students must meet all application requirements before being eligible to apply to the program. Meeting the specific application requirements is not a guarantee of program acceptance. This Selective Program has a competitive entry selection process based on a competitive point system. A full description of the competitive entry point system is published in the Prospective Student Guide on the Associate Degree Nursing Program website.

Course	Title	Credit Hours
First Year		
Pre-requisites		
BIOL 2401	Anatomy and Physiology I [1]	4
BIOL 2402	Anatomy and Physiology II [1]	4
ENGL 1301	Composition I [1,2]	3
Paramedic Nursing Hours (Electives) [3]		10
	Credit Hours	**21**
Fall		
RNSG 1417	Concepts of Professional Nursing Practice I for Articulating Students	4
RNSG 1140	Professional Nursing Skills for Articulating Students	1
RNSG 1162	Transition Clinical (8 weeks)	1
RNSG 2213	Mental Health Nursing	2
RNSG 1301	Pharmacology	3
PSYC 2301	General Psychology [1]	3
RNSG 2162	Clinical - Mental Health (8 weeks)	1
	Credit Hours	**15**
Spring		
RNSG 1412	Nursing Care of the Childbearing and Childrearing Family	4
RNSG 2260	Clinical - Pediatrics/ Maternal/Infant (8 weeks)	2
RNSG 2361	Clinical - Complex Medical Surgical (8 weeks)	3
RNSG 1343	Complex Concepts of Adult Health	3
	Credit Hours	**12**
Second Year		
Fall		
Humanities Elective (p. 103) [1]		3
RNSG 2331	Advanced Concepts of Adult Health	3
RNSG 2163	Clinical IV (12 weeks)	1
RNSG 2221	Professional Nursing: Leadership and Management	2
RNSG 2363	Clinical V (4 weeks)	3
	Credit Hours	**12**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

[2] May substitute ENGL 1302 Composition II - Rhetoric.

[3] Paramedic Nursing Hours (Electives)

Upon successful completion of RNSG 1417 Concepts of Professional Nursing Practice I for Articulating Students, RNSG 1140 Professional Nursing Skills for Articulating Students and RNSG 1162 Transition Clinical, an escrow of 10 credit hours will be given for the following courses:

RNSG 1513	Foundations for Nursing Practice	5
RNSG 1205	Nursing Skills I	2
RNSG 1144	Nursing Skills II	1
RNSG 1262	Clinical I	2
Total Credit Hours		**10**

Diagnostic Imaging

- Diagnostic Medical Sonography (p. 226)
- Radiologic Technology (p. 229)

Diagnostic Medical Sonography

This Selective Program has a competitive entry selection process based on a competitive point system. Application requirements are included in the description below.

Diagnostic Medical Sonography

Associate of Applied Science

Diagnostic medical sonographers are health care professionals who perform diagnostic imaging procedures with the use of high frequency sound waves (ultrasound) to produce dynamic visual images of organs, tissues or blood flow inside the body. This type of procedure is often referred to as a sonogram or ultrasound study. Diagnostic medical sonographers work closely with radiologists, the physicians who interpret medical images to either diagnose or rule out disease or injury. Sonography is a radiation-free imaging modality that has many applications in the diagnosis and treatment of medical conditions in the abdomen, obstetrics, heart, vascular system, and various superficial structures.

The Diagnostic Medical Sonography Associate of Applied Science degree at South Texas College is an approved program by the Southern Association of Colleges and Schools Commission on Colleges Accreditation Guidelines. The program provides educational and clinical experience that result in extensive knowledge in ultrasound physics and instrumentation, use of Doppler imaging, cross-sectional anatomy and pathophysiology in the abdomen, pelvis, obstetrics, gynecology and superficial structures. Throughout the clinical and practicum aspects of the program, students will train in various medical facilities with experienced sonographers.

Upon successful completion of the program, students will receive an Associate of Applied Science degree in Diagnostic Medical Sonography. Graduates will also be competent to challenge the American Registry for Diagnostic Medical Sonography (ARDMS) and American Registry of Radiologic Technologists (ARRT) national examinations.

Program Admission Requirements

All applicants must:

1. Participate in the required Prospective Student Information Session at the Nursing & Allied Health Campus. For the session schedule, access the information on the Diagnostic Medical Sonography Program website online at https://www.southtexascollege.edu/sonography.

2. Be admitted to the college as a high school graduate or GED equivalent.
3. Meet TSI College Readiness Standards, or meet TSI exemption standards.
4. Complete the HESI A2 (Admissions Assessment) Exam as follows: Achieve an English Language Composite Score of 75% or higher, a Science (Anatomy & Physiology) Score of 75% or higher, and a Math Score of 75% or higher. Scores must be current within the last 2 years. HESI A2 exemptions are not permitted.
5. Complete all prerequisite courses with a minimum grade of "B" as listed in the Diagnostic Medical Sonography AAS degree plan. BIOL 2401 Anatomy and Physiology I and BIOL 2402 Anatomy and Physiology II courses must be current within the last 5 years. DMSO 1210 Introduction to Sonography must be current within 2 years from the application date. HESI A2 English Language Composite, Science, and Math test scores are required prior to registration to DMSO 1210. No minimum score is required for entry in this course.
6. Earn a minimum cumulative GPA of 3.0 on a 4.0 scale in all courses listed in the Diagnostic Medical Sonography degree plan. This includes courses completed through South Texas College and transfer courses.
7. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series. For more information on these requirements access the Clinical Affairs website: https://nah.southtexascollege.edu/clinical_affairs.html. Students with criminal histories must provide proof of compliance from the American Registry for Diagnostic Medical Sonography (ARDMS) and American Registry of Radiologic Technologists (ARRT) prior to application.
8. Meet the NAH Functional Abilities Standards available on the NAH Clinical Affairs website at https://nah.southtexascollege.edu/clinical_affairs.html.
9. Submit a completed Program application by stated deadline. For more information access the website at https://www.southtexascollege.edu/sonography.
10. Satisfy healthcare agency requirements prior to clinical practice.

Competitive Entry Selection Process

Admission to the Diagnostic Medical Sonography Associate of Applied Science degree is based on a point system score comprised of GPA of DMS Program prerequisite and general education courses, HESI A2 Exam scores, and optional points which may be obtained from items listed on the Application Form (for example, completion of CSFH 0101 College Success for Healthcare and HITT 1305 Medical Terminology I courses with a B or better). Qualified applicants are numerically ranked from highest to lowest total application points. Due to program size limitations, a number of applicants who meet the program admission requirements may not be admitted to the program. Selection of students is made one time a year during the fall. The deadline for applying to the Diagnostic Medical Sonography Program is the first Friday in September of the current year. For specific information on the point system utilized for candidate selection, please contact the NAH Program Advisor online at https://www.southtexascollege.edu/sonography.

A new applicant pool is established for each admission period. Applicants who were not admitted for the current application period must re-apply to be considered for a later application period. The number of students accepted into the program annually is dependent upon available resources. Should any of the accepted applicants decline admission, an alternate will be offered acceptance to the program. In the case of tied applicants, finalists will be chosen based on the date of application.

NOTE: Please see program webpage for additional information regarding the application process at https://www.southtexascollege.edu/sonography.

Graduation Requirements

To earn an Associate of Applied Science degree in the Diagnostic Medical Sonography Program, students must meet college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of “C” in didactic courses and minimum grade of “B” in the clinical/practicum courses. Students must also pass the written examinations as required in the final Capstone course.

Diagnostic Medical Sonography

Advanced Technical Certificate

Diagnostic medical sonographers are health care professionals who perform diagnostic imaging procedures with the use of high frequency sound waves (ultrasound) to produce dynamic visual images of organs, tissues, or blood flow inside the body. This type of procedure is often referred to as a sonogram or ultrasound study. Diagnostic medical sonographers work closely with radiologists, the physicians who interpret medical images to either diagnose or rule out disease or injury. Sonography is a radiation-free imaging modality that has many applications in the diagnosis and treatment of medical conditions in the abdomen, obstetrics, heart, vascular system, and various superficial structures.

The Diagnostic Medical Sonography Advanced Technical Certificate at South Texas College is an approved program by the Southern Association of Colleges and Schools Commission on Colleges Accreditation Guidelines. The program provides educational and clinical experience that result in extensive knowledge in ultrasound physics and instrumentation, use of Doppler imaging, cross-sectional anatomy and pathophysiology in the abdomen, pelvis, obstetrics, gynecology, and superficial structures. Throughout the clinical and practicum aspects of the program, students will train in various medical facilities with experienced sonographers.

Upon successful completion of the program, students will receive an Advanced Technical Certificate in Diagnostic Medical Sonography. Graduates will also be competent to challenge the American Registry for Diagnostic Medical Sonography (ARDMS) and American Registry of Radiologic Technologists (ARRT) national examinations.

Application to the Diagnostic Medical Sonography Advanced Technical Certificate requires a minimum of an associate degree in a nursing or allied health profession that is patient care related. A bachelor degree and higher in a related field may be accepted if the degree meets the requirements of the program. All degrees will be reviewed on a case-by-case basis.

Program Admission Requirements

All applicants must:

1. Participate in the required Prospective Student Information Session at the Nursing & Allied Health Campus. For the session schedule, access the information on the Diagnostic Medical Sonography Program website online at https://www.southtexascollege.edu/sonography.
2. Be admitted to the college as a high school graduate or GED equivalent.
3. Meet TSI College Readiness Standards, or meet TSI exemption standards.
4. Complete the HESI A2 (Admissions Assessment) Exam as follows: Achieve an English Language Composite Score of 75% or higher, a Science (Anatomy & Physiology) Score of 75% or higher, and a Math Score of 75% or higher. Scores must be current within the last 2 years. HESI A2 exemptions are not permitted.
5. Complete prerequisite course with a minimum grade of "B" as listed in the Diagnostic Medical Sonography ATC curriculum. DMSO 1210 Introduction to Sonography must be current within 2 years from the application date. HESI A2 English Language Composite, Science, and Math test scores are required prior to registration to DMSO 1210. No minimum scores are required for entry in this course.
6. Complete all required course work prior to application to include BIOL 2401 Anatomy and Physiology I or equivalent and ENGL 1301 Composition I or equivalent. BIOL 2401 Anatomy and Physiology I or equivalent must be current within the last 5 years.
7. Hold a minimum of an associate degree in a nursing or allied health profession that is patient care related. A bachelor degree and higher in a related field may be accepted if the degree meets the requirements of the program. All degrees will be reviewed on a case-by-case basis.
8. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series. For more information on these requirements access the Clinical Affairs website: https://nah.southtexascollege.edu/clinical_affairs.html. Students with criminal histories must provide proof of compliance from the American Registry for Diagnostic Medical Sonography (ARDMS) prior to application. Students who opt to challenge the American Registry of Radiologic Technologists (ARRT) certification examination must also provide proof of compliance prior to application.
9. Meet the NAH Functional Abilities Standards available on the NAH Clinical Affairs website at https://nah.southtexascollege.edu/clinical_affairs.html.
10. Submit a completed Program application by stated deadline. For more information access the website at https://www.southtexascollege.edu/sonography.
11. Satisfy healthcare agency requirements prior to clinical practice.

Competitive Entry Selection Process

Admission to the Diagnostic Medical Sonography Advanced Technical Certificate is based on a point system score comprised of DMS Program prerequisite and general education courses, required degree courses, HESI A2 Exam scores, level of degree, and optional points which may be obtained from items listed on the Application Form (for example, additional points for STC graduates from selective nursing & allied health programs, completion of BIOL 2402 Anatomy and Physiology II and HITT 1305 Medical Terminology I courses with a B or better). Qualified applicants are numerically ranked from highest to lowest total application points. Due to program size limitations, a number of applicants who meet the program admission requirements may not be admitted to the program. Selection of students is made one time a year during the fall. The deadline for applying to the Diagnostic Medical Sonography Program is the first Friday in September of the current year. For specific information on the point system utilized for candidate selection, please contact the NAH Program Advisor online at https://www.southtexascollege.edu/sonography.

A new applicant pool is established for each admission period. Applicants who were not admitted for the current application period must re-apply to be considered for a later application period. The number of students accepted into the program annually is dependent upon available resources. Should any of the accepted applicants decline admission, an alternate will be offered acceptance to the program. In the case of tied applicants, finalists will be chosen based on the date of application.

NOTE: Please see program webpage for additional information regarding the application process at https://www.southtexascollege.edu/sonography.

Graduation Requirements

To earn an Advanced Technical Certificate in the Diagnostic Medical Sonography Program, students must meet college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of "C" in didactic courses and minimum grade of "B" in the clinical/practicum courses. Students must also pass the written examinations as required in the final Capstone course.

Program Learning Outcomes

1. Students will demonstrate efficiency in obtaining pertinent patient history for sonographic examinations that will facilitate optimal diagnostic results.
2. Students will demonstrate competency in performing sonographic procedures through the application of learned scanning techniques and protocol guidelines.
3. Students will demonstrate competence in the basic principles of ultrasound imaging and potential bioeffects.
4. Students will demonstrate competence in the application of equipment instrumentation in recording sonographic images.
5. Students will be able to recognize and apply the medicolegal aspects of the sonography profession to include the rights of the patient, occupational personnel, and medical facilities.

Advisory Committee Members

Charlie Aguirre, RT(R), CNMT, Director of Radiology, South Texas Health System - McAllen Medical Center/McAllen Heart Hospital
Marisela Borjas, RT(ARRT), RDMS, Valley Lead Sonographer, Driscoll Children's Hospital
Ralph Martinez, RT(R), BSM, Director of Radiology, Mission Regional Medical Center
Hermilo Peña, MBA, RT(R)(CT)(MR), Radiology Manager, VA Texas Valley Coastal Bend Health Care System
Jose F. Tovar, MSHA, RT(R), Director of Diagnostic Imaging, Rio Grande Regional Hospital
Laurence Weinreich, MBA, CRA, RT(R), Director of Radiology, Edinburg Regional Medical Center and Children's Hospital

Sandra Yanez, RT(R), Director of Radiology, Doctors Hospital at Renaissance

- Diagnostic Medical Sonography Associate of Applied Science (p. 229)
- Diagnostic Medical Sonography Advanced Technical Certificate (p. 229)

Diagnostic Medical Sonography Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
Pre-requisites		
DMSO 1210	Introduction to Sonography [1]	2
BIOL 2401	Anatomy and Physiology I [2]	4
BIOL 2402	Anatomy and Physiology II [2]	4
ENGL 1301	Composition I [2]	3
	Credit Hours	**13**
First Year		
Spring		
DMSO 1460	Clinical	4
DMSO 1302	Basic Ultrasound Physics	3
DMSO 1441	Abdominopelvic Sonography	4
DMSO 2405	Sonography of Obstetrics/Gynecology	4
	Credit Hours	**15**
Summer		
Social and Behavioral Sciences Elective (p. 103) [2]		3
DMSO 1166	Practicum I	1
DMSO 2351	Doppler Physics	3
Humanities Elective (p. 103) [2]		3
DMSO 1167	Practicum II	1
DMSO 2353	Sonography of Superficial Structures	3
	Credit Hours	**14**
Second Year		
Fall		
DMSO 2366	Practicum III	3
DMSO 1342	Intermediate Ultrasound Physics	3
DMSO 2342	Sonography of High Risk Obstetrics	3
DMSO 2441	Sonography of Abdominopelvic Pathology	4
	Credit Hours	**13**
Spring		
DMSO 2367	Practicum IV	3
DMSO 2230	Capstone: Advanced Ultrasound and Review	2
	Credit Hours	**5**
	Total Credit Hours	**60**

[1] HESI A2 exam scores are required prior to registration to DMSO 1210 Introduction to Sonography.
[2] Identifies courses to fulfill minimum 15 credit hour General Education requirement.

Diagnostic Medical Sonography Advanced Technical Certificate

TSI Liable

Course	Title	Credit Hours
Pre-requisite		
DMSO 1210	Introduction to Sonography [1]	2
	Credit Hours	**2**
First Year		
Spring		
DMSO 1460	Clinical	4
DMSO 1302	Basic Ultrasound Physics	3
DMSO 1441	Abdominopelvic Sonography	4
DMSO 2405	Sonography of Obstetrics/Gynecology	4
	Credit Hours	**15**
Summer		
DMSO 1166	Practicum I	1
DMSO 2351	Doppler Physics	3
DMSO 1167	Practicum II	1
DMSO 2353	Sonography of Superficial Structures	3
	Credit Hours	**8**
Second Year		
Fall		
DMSO 2366	Practicum III	3
DMSO 1342	Intermediate Ultrasound Physics	3
DMSO 2342	Sonography of High Risk Obstetrics	3
DMSO 2441	Sonography of Abdominopelvic Pathology	4
	Credit Hours	**13**
Spring		
DMSO 2367	Practicum IV	3
DMSO 2230	Capstone: Advanced Ultrasound and Review	2
	Credit Hours	**5**
	Total Credit Hours	**43**

[1] HESI A2 exam scores are required prior to registration to DMSO 1210 Introduction to Sonography.
[2] Identifies courses to fulfill minimum 15 credit hour General Education requirement.

Radiologic Technology

This Selective Program has a competitive entry selection process based on a competitive point system. Application requirements are included in the description below.

Radiologic Technology

Associate of Applied Science

Radiologic technologists are health care professionals who perform diagnostic imaging procedures utilizing ionizing radiation, such as x-ray examinations, fluoroscopic studies and portable radiography. They are responsible for accurately positioning patients and ensuring that quality diagnostic images are produced. They work closely with radiologists, the physicians who interpret medical images to either diagnose or rule out disease or injury.

The Radiologic Technology Associate of Applied Science degree at South Texas College is an approved program by the Southern Association of Colleges and Schools Commission on Colleges Accreditation Guidelines. The program provides educational and clinical experience that result in extensive knowledge in patient care, radiographic procedures, examination techniques, equipment operation, radiation protection, and image production and evaluation. Throughout the clinical and practicum aspects of the program, students will train in various medical facilities with experienced radiologic technologists.

Students are trained for employment as entry-level radiologic technologists in hospitals, outpatient imaging centers, mobile imaging services and

additional medical facilities. Upon successful completion of the program, students will receive an Associate of Applied Science degree in Radiologic Technology. Graduates are also eligible to sit for the national certification examination for Radiologic Technology administered by the American Registry of Radiologic Technologists (ARRT). Successful completion of this exam results in the designation of the title as a Registered Technologist in Radiography, or R.T. (R) (ARRT). The state of Texas also requires that individuals approved to sit for the national certification examination also apply for state licensure before being allowed to practice in this state.

Program Admission Requirements

All applicants must:

1. Participate in the required Prospective Student Information Session at the Nursing & Allied Health Campus. For the session schedule, access the information on the Radiologic Technology Program website online at https://www.southtexascollege.edu/radiology.
2. Be admitted to the college as a high school graduate or GED equivalent.
3. Meet TSI College Readiness Standards, or meet TSI exemption standards.
4. Complete all prerequisite courses with a minimum grade of "B" as listed in the Radiologic Technology AAS degree plan. BIOL 2401 Anatomy and Physiology I must be current within the last 5 years. RADR 1309 Introduction to Radiography and Patient Care must be current within 2 years from the application date. HESI A2 English Language Composite, Science, and Math test scores are required prior to registration to RADR 1309. No minimum score is required for entry in this course.
5. Complete the HESI A2 (Admissions Assessment) Exam as follows: Achieve an English Language Composite Score of 75% or higher, a Science (Anatomy & Physiology) Score of 75% or higher, and a Math Score of 75% or higher. Scores must be current within the last 2 years. HESI A2 exemptions are not permitted.
6. Earn a minimum cumulative GPA of 3.0 on a 4.0 scale in all courses listed in the Radiologic Technology degree plan. This includes courses completed through South Texas College and transfer courses.
7. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series. For more information on these requirements access the Clinical Affairs website: https://nah.southtexascollege.edu/clinical_affairs.html. Students with criminal histories must provide proof of certification eligibility from the American Registry of Radiologic Technologists (ARRT) prior to application.
8. Meet the NAH Functional Abilities Standards available on the NAH Clinical Affairs website at https://nah.southtexascollege.edu/clinical_affairs.html.
9. Submit a completed Program application by stated deadline. For more information access the website at https://www.southtexascollege.edu/radiology.
10. Be 18 years of age or older.
11. Satisfy healthcare agency requirements prior to clinical practice.

Competitive Entry Selection Process

Admission to the Radiologic Technology Associate of Applied Science degree is based on a point system score comprised of GPA of RADT Program prerequisite and general education courses, HESI A2 Exam scores, and optional points which may be obtained from items listed on the Application Form (for example, completion of CSFH 0101 College Success for Healthcare and HITT 1305 Medical Terminology I courses with a B or better). Qualified applicants are numerically ranked from highest to lowest total application points. Due to program size limitations, a number of applicants who meet the program admission requirements may not be admitted to the program. Selection of students is made one time a year during the summer. The deadline for applying to the Radiologic Technology Program is the last Friday in February of the current year. For specific information on the point system utilized for candidate selection, please contact the NAH Program Advisor online at https://www.southtexascollege.edu/radiology.

A new applicant pool is established for each admission period. Applicants who were not admitted for the current application period must re-apply to be considered for a later application period. The number of students accepted into the program annually is dependent upon available resources. Should any of the accepted applicants decline admission, an alternate will be offered acceptance to the program. In the case of tied applicants, finalists will be chosen based on the date of application.

NOTE: Please see program webpage for additional information regarding the application process at https://www.southtexascollege.edu/radiology.

Graduation Requirements

To earn an Associate of Applied Science degree in the Radiologic Technology Program, students must meet college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of "C" in didactic courses and minimum grade of "B" in the clinical/practicum courses. Students must also pass the written examinations as required in the final Capstone course.

Program Learning Outcomes

1. Students will demonstrate efficient patient care skills and techniques that will promote safety in the work environment.
2. Students will demonstrate knowledge of the radiographic appearances of normal and abnormal anatomical structures in the human body.
3. Students will be able to apply the principles and practices of radiation protection during diagnostic procedures in order to minimize exposure to the patient, public, and the radiographer.
4. Students will demonstrate competence in performing diagnostic imaging procedures through the application of learned positioning and radiographic techniques.
5. Students will be able to recognize and apply the medicolegal aspects of the radiology profession to include the rights of the patient, occupational personnel, and medical facilities.

Advisory Committee Members

Charlie Aguirre, RT(R), CNMT, Director of Radiology, South Texas Health System - McAllen Medical Center/McAllen Heart Hospital
Marisela Borjas, RT(ARRT), RDMS, Valley Lead Sonographer, Driscoll Children's Hospital

Ralph Martinez, RT(R), BSM, Director of Radiology, Mission Regional Medical Center
Hermilo Peña, MBA, RT(R)(CT)(MR), Supervisory Diagnostic Radiologic Technologist, VA Texas Valley Coastal Bend Health Care System
Jose F. Tovar, MSHA, RT(R), Director of Diagnostic Imaging, Rio Grande Regional Hospital
Laurence Weinreich, MBA, CRA, RT(R), Director of Radiology, Edinburg Regional Medical Center and Children's Hospital
Sandra Yanez, RT(R), Director of Radiology, Doctors Hospital at Renaissance

Radiologic Technology Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
Pre-requisite		
RADR 1309	Introduction to Radiography and Patient Care [1]	3
BIOL 2401	Anatomy and Physiology I [2]	4
Math Elective (p. 104) [2]		3
ENGL 1301	Composition I [2]	3
	Credit Hours	**13**
First Year		
Fall		
BIOL 2402	Anatomy and Physiology II	4
RADR 1411	Basic Radiographic Procedures	4
RADR 1313	Principles of Radiographic Imaging I	3
RADR 1360	Clinical	3
	Credit Hours	**14**
Spring		
Social and Behavioral Sciences Elective (p. 103) [2]		3
RADR 2401	Intermediate Radiographic Procedures	4
RADR 2305	Principles of Radiographic Imaging II	3
RADR 1266	Practicum I	2
	Credit Hours	**12**
Summer		
RADR 1267	Practicum II	2
	Credit Hours	**2**
Second Year		
Fall		
RADR 2331	Advanced Radiographic Procedures	3
RADR 2309	Radiographic Imaging Equipment	3
RADR 2266	Practicum III	2
	Credit Hours	**8**
Spring		
Humanities Elective (p. 103) [2]		3
RADR 2217	Radiographic Pathology	2
RADR 2313	Radiation Biology & Protection	3
RADR 2267	Practicum IV	2
	Credit Hours	**10**
Summer		
RADR 2335	CAPSTONE: Radiologic Technology Seminar	3
RADR 2166	Practicum V	1
	Credit Hours	**4**
	Total Credit Hours	**63**

[1] HESI A2 exam scores are required prior to registration for RADR 1309 Introduction to Radiography and Patient Care.

[2] Identifies courses to fulfill minimum 15 credit hour General Education requirement.

Occupational Therapy Assistant

This Selective Program has a competitive entry selection process based on a competitive point system. Application requirements are included in the description below.

Associate of Applied Science

The Occupational Therapy Assistant Program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), Located at 6116 Executive Boulevard, Suite 200, North Bethesda, MD 20852-4929. ACOTE'S telephone number, C/O AOTA, is (301) 652-AOTA, and its web address is acoteonline.org.

Graduates of the program will be eligible to register for the national certification examination for the occupational therapy assistant administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the individual will be a Certified Occupational Therapy Assistant (COTA). In addition, all states require licensure in order to practice; however, state licenses are usually based on the results of the NBCOT Certification Examination. Note that a felony conviction may affect a graduate's ability to register for the NBCOT certification examination or attain state licensure. In Texas, the COTA must obtain state licensure to practice under the supervision of a registered Occupational Therapist (OTR). This two-year program prepares individuals for careers as Certified Occupational Therapy Assistants (COTA). This program has a Competitive Entry selection process based on a competitive point system.

The mandate of the profession is to assist patients to develop life skills by providing services with the ultimate goal of increasing their performance and participation in desired daily occupations. The recipients of therapy are those who have encountered problems that interfere with their ability to function in any stage of their development. The scope of services includes physical, cognitive, and psychological and psychosocial disorders.

Occupational Therapy Assistants typically are employed in clinical or community settings working in out-patient clinics, in-patient rehabilitation centers, public schools and/or patients' homes. Supervision by an Occupational Therapist is required for practice in Texas.

A felony conviction may affect a graduate's ability to register for the NBCOT certification examination or to attain state licensure.

The Fieldwork Level II capstone courses listed in the fifth semester must be completed within eighteen (18) months after the end of the academic/technical courses to be eligible for graduation.

Application Requirements

All applicants must:

A. Participate in the required Prospective Student Information session. To schedule a session please contact Mari Ponce-Vargas, Guided Pathways Specialist, at marip@southtexascollege.edu or

956-872-3216. For additional information log onto https://www.southtexascollege.edu/ota/ or contact the Occupational Therapy Program at 956-872-3161 or 956-872-3035.

B. Be admitted to the college as a high school graduate or GED equivalent
C. Meet TSI College Readiness Standards, or meet TSI exemption standards.
D. Complete all prerequisite courses with a minimum of "B" as listed in the Occupational Therapy Assistant Program Degree plan. BIOL 2401 Anatomy and Physiology I must be completed within the past five years and OTHA 1305 Principles of Occupational Therapy must be completed within the past two years. OTHA 1305 Principles of Occupational Therapy is offered in a Hybrid course format.
E. Complete the HESI A2 (Admissions Assessment) Exam as follows: Achieve an English Language Composite Score of 75% or higher, a Science (Anatomy & Physiology) Score of 75% or higher, a Math Score of 75% or higher, and a Composite Score of 75% or higher. Scores must be current within the last 2 years. HESI A2 Exemptions are not permitted.
F. Earn a minimum grade of “B” in “Principles of Occupational Therapy” course within the last two years.
G. Earn a minimum cumulative GPA of 3.0 on a 4.0 scale in all courses, including transfer courses, and those completed at STC.
H. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series. Students with criminal histories must provide proof of licensure eligibility from the Executive Council of Physical Therapy and Occupational Therapy Examiners (ECPTOTE). This process may take up to 6 months to complete. For more information contact the NAH Clinical Affairs Specialist at 956-872-3022.
I. Submit Documentation of Experience Forms as evidence of a minimum of twenty-five (25) hours of volunteer or work experience under the supervision of a COTA or OTR in two different settings, for a total of fifty (50) hours. One experience should be completed in an inpatient setting (hospital or nursing facility), and the other should be completed in a different type of setting such as an outpatient clinic or pediatric center. Home Health hours are not accepted. Therapists who supervise volunteer experiences cannot be a relative or personal friend of the student applicant.
J. Meet Technical Standards as stated by the Occupational Therapy Assistant Program.
K. Submit a completed Program application by stated deadline. For more information contact Occupational Therapy Assistant Program at 956-872-3216 or 956-872-3035 or access the information online at https://www.southtexascollege.edu/ota/.

Competitive Entry Selection Process

The OTA Program selection process is based on a Point System evaluation. Points are awarded for the following selection criteria: GPA of OTA Program prerequisite and general education courses, HESI A2 (Admissions Assessment) Exam scores, volunteer/experience forms, and other optional items listed on the Application Form (for example, completion of CSFH 0101 College Success for Healthcare course with a B or better, etc.). Qualified applicants are numerically ranked based on the number of acceptance points earned, and are either accepted or not accepted. Due to program size limitations, a number of applicants who meet the additional program application requirements may not be admitted to the program. The typical number of new positions available on an annual basis is 20; the final number is dependent upon available resources. Should any of the accepted applicants decline admission, an alternate may be offered acceptance to the program. In the case of tied applicants, finalists will be chosen based on

1. date of application

A new applicant pool is established for each admission period. Applicants who are not admitted for the current application period must re-apply to be considered for a later application period.

Program Application

OTA Program applications are available annually from the OTA Program Department. The deadline for submission is the fourth Friday in May of the current year. Selection of students is made one time a year during the summer. Newly selected students attend program orientation in the summer and begin program classes in the fall semester. A segment of the OTA Program course curriculum is provided in a virtual classroom format for students who are interested in and enrolled in the OTA program.

NOTE: Please see program web page for up-to-date program information, admissions requirements,, selection process, curriculum changes, and application process at https://www.southtexascollege.edu/ota/.

Graduation Requirements

To earn an Associate of Applied Science Degree from the Occupational Therapy Assistant Program, a student must meet college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of "C."

Licensure of Persons with Criminal Convictions

According to the Texas Board of Occupational Therapy Examiners OT Rule 374.5 the Board may revoke or suspend an existing valid license or disqualify a person from receiving or renewing a license because of a person's conviction of a felony or misdemeanor if the crime directly relates to the practice of occupational therapy.

Additional information regarding rules governing licensure may be found in the complete Occupational Therapy Rules located on the Executive Council of Physical Therapy and Occupational Therapy Examiners website: https://www.ptot.texas.gov/.

*STC Board Policy (#3337) applies to all students participating in a Nursing or Allied Health Program clinical course. This policy requires all students to pass a criminal background check and drug screening prior to enrolling in a clinical course. This policy is being implemented to ensure uniform compliance with healthcare agencies and state licensing regulations. Students having questions about this rule should see the Clinical Affairs Specialists, the OTA Program Chair or the Dean of the Nursing and Allied Health Division. All consultations are confidential.

Program Learning Outcomes

1. Students will be able to describe the various roles of occupational therapy as it relates to clients, families, and service providers.
2. Students will be able to explain and differentiate the distinct roles and responsibilities of the occupational therapist and occupational therapy assistant in the supervisory process.
3. Students will be able to effectively apply occupational therapy principles and intervention strategies in a clinical setting.
4. Students will be able to formulate an effective Professional Development Plan to facilitate ongoing learning.
5. Students will successfully pass the program Exit Exam by the end of the semester.
6. Students will be able to articulate the particular occupational therapy frame of reference and/or model of practice employed at their assigned fieldwork location.

Advisory Committee Members

Rosie Vallejo, OTR, McAllen
Adina Santillan, COTA, San Juan
Iris Dovalina, COTA, Mission
Luis Martinez, OTR, Palmhurst
Amanda Delgado, COTA McAllen
Jenny Adame, COTA Rio Grande City
Jesse Rodriguez, OTR McAllen

Occupational Therapy Assistant Associate of Applied Science

Students interested in this program must complete the pre-requisite courses prior to applying for admission. Any of the other general education courses may also be taken before applying for admission into the program. Grades made in these courses will be computed using a "point system" for the student selection process.

TSI Liable

Course	Title	Credit Hours
Pre-requisites		
Humanities Elective (p. 103) [1]		3
Select one of the following:		
HUMA 1301	Introduction to Humanities I - Western	
PHIL 1301	Introduction to Philosophy	
PHIL 2303	Introduction to Logic	
PHIL 2306	Introduction to Ethics	
PSYC 2314	Lifespan Growth and Development [1]	3
BIOL 2401	Anatomy and Physiology I [1]	4
SPCH 1318	Interpersonal Communications [1]	3
ENGL 1301	Composition I [1]	3
OTHA 1305	Principles of Occupational Therapy	3
	Credit Hours	**19**
First Year		
Fall		
OTHA 1409	Human Structure and Function in Occupational Therapy	4
OTHA 1415	Therapeutic Use of Occupations or Activities I	4
OTHA 1341	Occupational Performance from Birth to Adolescence	3
	Credit Hours	**11**
Spring		
OTHA 1349	Occupational Performance of Adulthood	3
OTHA 1419	Therapeutic Interventions I	4
OTHA 2335	Health Care Management in Occupational Therapy	3
	Credit Hours	**10**
Summer		
OTHA 2201	Pathophysiology in Occupational Therapy	2
	Credit Hours	**2**
Second Year		
Fall		
OTHA 1253	Occupational Performance for Elders	2
OTHA 2405	Therapeutic Interventions II	4
OTHA 2160	Clinical -Occupational Therapy Assistant	1
OTHA 2209	Mental Health In Occupational Therapy	2
	Credit Hours	**9**
Spring		
OTHA 2366	CAPSTONE: Practicum-OTA (A)	3
OTHA 2367	CAPSTONE: Practicum-OTA (B)	3
OTHA 2330	Workplace Skills for the OTA	3
	Credit Hours	**9**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Students must complete all CAPSTONE coursework with a passing grade to be eligible for graduation from the OTA program.

Physical Therapist Assistant

This Selective Program has a competitive entry selection process based on a competitive point system. Application requirements are included in the description below.

Associate of Applied Science

Physical Therapist Assistants, or PTA's, are skilled health care providers who work under the supervision of a physical therapist. PTAs assist the physical therapist in implementing treatment programs to help restore or improve function, relieve pain, encourage independence and educate patients and their families.

PTAs work in settings such as hospitals, nursing homes, outpatient clinics, home health, schools, sports facilities and more. Patients/clients treated in physical therapy range from newborns to the elderly and sample diagnoses include athletic injuries, back/neck problems, strokes, spinal cord injuries, cerebral palsy, arthritis and post-surgical conditions such as total joint replacements.

Care provided by a PTA may include:

- teaching patients/clients exercises to increase movement and flexibility.
- helping increase a patient's/client's balance, strength and coordination.
- providing training for activities such as walking with crutches, canes or walkers.
- use of physical agents and electrotherapy such as ultrasound and electrical stimulation.

The Physical Therapist Assistant Program at South Texas College is accredited by:

Commission on Accreditation in Physical Therapy Education (CAPTE)
3030 Potomac Ave., Suite 100
Alexandria, Virginia 22305-3085
Telephone: 703-706-3245
Email: accreditation@apta.org
Website: http://www.capteonline.org

If needing to contact the program/ institution directly, please call 956-872-3152 or email dianah@southtexascollege.edu.

Application Requirements

All applicants must:

A. Participate in the required Prospective Student Information session. To schedule a session please contact Mari Ponce-Vargas, Student Success Specialist, at marip@southtexascollege.edu or 956-872-3216. For additional information log onto **https://www.southtexascollege.edu/pta/** or contact the Physical Therapist Assistant Program at 956-872-3161.
B. Be admitted to the college as a high school graduate or GED equivalent.
C. Meet TSI College Readiness Standards, or meet TSI exemption standards.
D. Complete all prerequisite courses with a minimum grade of "B" as listed in the Physical Therapist Assistant Program degree plan. BIOL 2401 Anatomy and Physiology I must be completed within the past five years and PTHA 1409 Introduction to Physical Therapy must be completed within the past two years.
E. Complete the HESI A2 (Admissions Assessment) Exam as follows: Achieve an English Language Composite Score of 75% or higher, a Science (Anatomy & Physiology) Score of 75% or higher, and a Math Score of 75% or higher. Scores must be current within the last 2 years. HESI A2 Exemptions are not permitted.
F. Earn a minimum grade of "B" in "Introduction to Physical Therapy" course within the last two years. Required HESI A2 English Language Composite, Science, and Math test scores are needed to register for this course.
G. Earn a minimum cumulative GPA of 3.0 on a 4.0 scale in all courses, including transfer courses, and those completed at STC.
H. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series. Students with criminal histories must provide proof of licensure eligibility from the Executive Council of Physical Therapy and Occupational Therapy Examiners (ECPTOTE) www.southtexascollege.edu/go/pta-chel. This process may take up to 6 months to complete. For more information contact the NAH Clinical Affairs Specialist at 872-3022.
I. Submit Documentation of Experience Forms as evidence of a minimum of twenty-five (25) hours of volunteer or work experience under the supervision of a PT or PTA in two different settings, for a total of fifty (50) hours. One experience should be completed in an inpatient setting (hospital or nursing facility), and the other should be completed in a different type of setting such as an outpatient clinic or pediatric center. Home Health hours are not accepted. Therapists who supervise volunteer experiences cannot be a relative or personal friend of the student applicant.
J. Meet Technical Standards as stated by the Physical Therapist Assistant Program.
K. Submit a completed Program application by stated deadline. For more information contact the Physical Therapist Assistant Program at 872-3161 or access the information online at https://www.southtexascollege.edu/pta/.

Competitive Entry Selection Process

The PTA Program selection process is based on a Point System evaluation. Points are awarded for the following selection criteria: GPA of PTA Program prerequisite and general education courses, HESI A2 Exam scores, volunteer/ experience forms, cumulative GPA, PTA Manual of Student Standards assessment, written assignment, personal interview & group activity scores, and optional points which may be obtained from items listed on the Application Form (for example, completion of CSFH 0101 College Success for Healthcare course with a B or better, etc.). Qualified applicants are numerically ranked based on the number of acceptance points earned, and are either accepted, placed on an alternate list or not accepted. Due to program size limitations, meeting application requirements does not guarantee admission to the program. The typical number of new positions available on an annual basis is 20; the final number is dependent upon available resources. Should any of the accepted applicants decline admission, an alternate will be offered acceptance to the program. In the case of tied applicants, finalists will be chosen based on the date of application.

A new applicant pool is established for each admission period. Applicants who are not admitted for the current application period must re-apply to be considered for a later application period. PTA Program applications are available annually from the PTA Program web page. The window for submission of completed applications opens the last week of March and closes the last week in May of the current year. All courses to be considered for application points must be completed by the end of the Spring semester of the current year. Selection of students is made one time a year during the summer. Newly selected students attend mandatory Program Prep Sessions and Orientation programming in the summer and begin program classes in the fall semester.

Graduation Requirements

To earn an Associate of Applied Science Degree as a Physical Therapist Assistant, a student must meet college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of "C." Students must achieve a minimum written exam average of 75 percent, a minimum laboratory exam average of 75 percent (for courses with labs), and a minimum overall course score of 75 percent to pass all PTA courses. Students must also meet specified professionalism standards each semester and pass the Level II Exit Exam with 75 percent as a requirement of the final Capstone course.

Licensure of Persons with a History of Criminal Conviction / Substance Abuse

- According to the Texas Board of Physical Therapy Examiners PT Rules 343.5 the Board may deny a license to or discipline an

applicant/respondent who has been found to have a history of substance abuse.

- According to the Texas Board of Physical Therapy Examiners PT Rules 343.9 the Board may revoke or suspend an existing valid license, disqualify a person from receiving or renewing a license or deny to a person the opportunity to be examined for a license because of a person's conviction of a felony or misdemeanor if the crime directly relates to the practice of physical therapy.

Additional information regarding rules governing licensure may be found in the complete Physical Therapy rules located on the Executive Council of Physical Therapy and Occupational Therapy (https://www.ptot.texas.gov/) website.

*STC Board Policy (#3337) applies to all students participating in a Nursing or Allied Health Program clinical course. This policy requires all students to pass a criminal background check and drug screening prior to enrolling in a clinical course. This policy is being implemented to ensure uniform compliance with healthcare agencies and state licensing regulations. Students having questions about this rule should see the Clinical Affairs Specialists, the PTA Program Chair or the Dean of the Nursing and Allied Health Division. All consultations are confidential.

Program Learning Outcomes

1. Demonstrate communication skills that result in effective information exchange and collaboration with patients, their families, and other healthcare personnel.
2. Demonstrate competent entry-level PTA skills in implementing interventions identified in the plan of care established by the physical therapist.
3. Complete clear and relevant physical therapy patient care documentation according to practice guidelines.
4. Demonstrate respect for patient/client differences, values, and preferences in the delivery of physical therapy services.
5. Apply effective clinical decision-making skills within the context of available evidence-based practice to carry out the plan of care established by the physical therapist.
6. Recognize the role of the PTA in reimbursement and budgetary processes in the delivery of physical therapy services.
7. Demonstrate professional conduct and adherence to ethical and legal guidelines that reflect a commitment to meet the expectations of the patients and community they serve, and the profession of physical therapy.
8. Integrate the aspects of human structure, function, and dysfunction as a foundation for applying clinical judgment when carrying out the plan of care established by the physical therapist.

Advisory Committee Members

Javier Rocha, PT, Village Care Nursing & Rehab
Norma Castro, PTA, Doctors Hospital at Renaissance (acute care)
Denise Ramos, PT, DPT, (Committee Vice-Chair) McAllen Heart Hospital
Melanie Watson, PT, MPT, C/NDT, Milestones Therapeutic Associates
Ricardo Escobedo, PTA, (Committee Chair) DHR Orthopedic & Sports Therapy Institute
Maria O. Aguilar, PTA, Doctors Hospital at Renaissance Inpatient Rehabilitation Center
Aaron Cantu, PT, DPT, HCA Rio Grande Regional Inpatient Rehabilitation Hospital
Jack Ruelas, OTR, Dept. of Occupational Therapy, UT Rio Grande Valley
Jose I. Suarez, PT, DPT, OCS, FAAOMPT, Moveo Performance

Physical Therapist Assistant Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
Pre-requisite Semester (Summer Session I)		
BIOL 2401	Anatomy and Physiology I [1]	4
ENGL 1301	Composition I [1]	3
PTHA 1409	Introduction to Physical Therapy	4
	Credit Hours	**11**
First Semester (Fall)		
BIOL 2402	Anatomy and Physiology II [1]	4
PTHA 1405	Basic Patient Care Skills	4
PTHA 1413	Functional Anatomy	4
PTHA 2201	Essentials of Data Collection	2
	Credit Hours	**14**
Second Semester (Spring)		
PSYC 2314	Lifespan Growth and Development [1]	3
PTHA 1321	Pathophysiology for the PTA	3
PTHA 1531	Physical Agents	5
PTHA 2509	Therapeutic Exercise	5
	Credit Hours	**16**
Third Semester (Summer Session)		
PTHA 1266	Practicum I	2
PTHA 2205	Neurology	2
	Credit Hours	**4**
Fourth Semester (Fall)		
PTHA 2431	Management of Neurological Disorders	4
PTHA 2435	Rehabilitation Techniques	4
Humanities Elective (p. 103) [1]		3
Select one of the following:		
HUMA 1301	Introduction to Humanities I - Western	
PHIL 1301	Introduction to Philosophy	
PHIL 2303	Introduction to Logic	
PHIL 2306	Introduction to Ethics	
	Credit Hours	**11**
Fifth Semester (Spring)		
PTHA 2266	Practicum II	2
PTHA 2267	Practicum III	2
PTHA 2339	CAPSTONE: Professional Issues	3
	Credit Hours	**7**
	Total Credit Hours	**63**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Respiratory Therapy

This Selective Program has a competitive entry selection process based on a competitive point system. Application requirements are included in the description below.

Associate of Applied Science

This two-year program will prepare the student's knowledge, skills and ethical attitude that will culminate in successful employment of the graduate as a licensed respiratory therapist.

In turn, the graduate offers or provides optimal patient care to the community.

Application Requirements

All applicants must:

A. Participate in the required Prospective Student Information Session. For the session schedule, access the information online at https://www.southtexascollege.edu/respiratory or contact the Respiratory Therapy Program at 956-872-3023.
B. Be admitted to the college as a high school graduate or GED equivalent.
C. Meet TSI College Readiness Standards, or meet TSI exemption standards.
D. Complete all prerequisite courses with a minimum of "B" as listed in the Degree plan.
E. Earn a minimum cumulative GPA of 3.0, on a 4.0 scale.
F. Science coursework listed in the degree plan must be within the past 5 years of nursing clinical courses. For more information contact the NAH Clinical Affairs Specialist at 872-3022.
G. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series.
H. Meet Technical Standards as stated by the Program.
I. Submit a completed Program application by stated deadline. For more information contact Respiratory Therapy Program at 872-3023 or access the information online at https://www.southtexascollege.edu/respiratory.

Competitive Entry Selection Process

The Respiratory Therapy program selection criteria are based upon a point system score comprised of degree plan course GPA, number of degree plan courses and required test scores. Selection of students is made one time a year at the end of the spring semester. The deadline for applying to the Respiratory Therapy Program is the last Friday in May of the current year. Due to program size limitations, a number of applicants who meet the program admissions requirements may not be admitted to the program. Qualified applications are numerically ranked from highest to lowest in points. Applications will be available after Spring Break.

A new applicant pool is established for each admission period. Applicants who were not admitted for the current application period must re-apply to be considered for a later application period.

NOTE: Please see program webpage for additional information regarding the application process https://www.southtexascollege.edu/respiratory.

Graduation Criteria

To earn an Associate of Applied Science in the Respiratory Therapy Program, a student must meet college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of "C" in didactic courses and minimum grade of "B" in the clinical/practicum courses.

Program Learning Outcomes

1. Evaluate appropriate diagnostic and therapeutic procedure using patient data from laboratory and physiologic evaluation.
2. Apply effective clinical decision making skills to carry out respiratory care procedures.
3. Apply cardiopulmonary theory and skill to the treatment of respiratory patients in the clinical setting.
4. Demonstrate adherence to ethical principles and legal guidelines in the delivery of respiratory care.
5. Improve ventilation by initiating and altering ventilator settings based on a patient's disease process and arterial blood gas interpretations.
6. Demonstrate the application and limitations of blood gases, and capnography in relation to mechanical ventilation.

Advisory Committee Members

Dr. Juan Manuel Ortiz, MD, Medical Director
Mary Lopez,CRT McAllen Medical Center
George Barajas, RRT, Mission Regional Medical Center
Robert Vargas, RRT, Lee's Pharmacy
Hermelinda G. Lopez, Starr County Hospital
Dr. Genny Carrillo, Texas A&M Health Science Center
Fernando Zepeda, RRT, Knapp Medical Center
Marylou Arguijo, RRT, Doctor's Hospital at Renaissance
Yvette Ysaguirre, RRT, Rio Grande Regional Medical Center
Kenneth Smith, CRT, Rio Grande Regional Medical Center
Jose Echiveste, RRT, Edinburg Regional Medical Center
Amita Gomez, RGV Community Member, Consultant PricewaterhouseCoopers LLP
Nianna Gustovich, RGV Community Member

Respiratory Therapy Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
Pre-requisites		
RSPT 1201	Introduction to Respiratory Care	2
ENGL 1301	Composition I [1]	3
BIOL 2401	Anatomy and Physiology I [1]	4
BIOL 2402	Anatomy and Physiology II	4
MATH 1414	College Algebra [1]	4
	Credit Hours	**17**
First Year		
Fall		
Social and Behavioral Sciences Elective (p. 103) [1]		3
Select one of the following:		
PSYC 2301	General Psychology	
PSYC 2314	Lifespan Growth and Development	
SOCI 1301	Introductory Sociology	
SOCI 1306	Social Problems	
Humanities Elective (p. 103) [1]		3
Select one of the following:		
PHIL 2303	Introduction to Logic	
PHIL 2306	Introduction to Ethics	
HUMA 1301	Introduction to Humanities I - Western	
RSPT 1410	Respiratory Care Procedures I	4
RSPT 1325	Respiratory Care Sciences	3
	Credit Hours	**13**
Spring		
RSPT 2325	Cardiopulmonary Diagnostics	3

RSPT 2310	Cardiopulmonary Disease	3
RSPT 1411	Respiratory Care Procedures II	4
RSPT 2217	Respiratory Care Pharmacology	2
RSPT 1260	Clinical I	2
	Credit Hours	**14**
Summer		
RSPT 1137	Basic Dysrhythmia Interpretation	1
RSPT 1261	Clinical II	2
	Credit Hours	**3**
Second Year		
Fall		
RSPT 2314	Mechanical Ventilation	3
RSPT 1141	Respiratory Home Care/ Rehabilitation	1
RSPT 2353	Neonatal/Pediatric Cardiopulmonary Care	3
RSPT 2139	Advanced Cardiac Life Support	1
RSPT 2362	Clinical III	3
	Credit Hours	**11**
Spring		
RSPT 2319	Mechanical Ventilation for the Neonatal/ Pediatric Patient	3
RSPT 2363	Clinical IV	3
RSPT 2231	Simulations in Respiratory Care (CAPSTONE)	2
	Credit Hours	**8**
	Total Credit Hours	**66**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Vocational Nursing

This Selective Program has a competitive entry selection process based on a competitive point system. Application requirements are included in the description below.

Vocational Nursing

Certificate

The Vocational Nursing Program (VN) is approved by the Texas Board of Nursing (TBON). Upon completion of this one year program, the graduate will be eligible to sit for the National Council Licensure Examination for Vocational Nurses (NCLEX-PN). After successful completion of the exam, the individual will be a Licensed Vocational Nurse (LVN). The Texas Nursing Practice Act (NPA) defines the legal scope of practice for licensed vocational nurses (LVNs). The LVN scope of practice is a directed scope of practice and requires appropriate supervision of a registered nurse, advanced practice nurse, physician assistant, physician, dentist or podiatrist.

The program prepares the graduate to provide compassionate patient-centered care, to be a patient safety advocate and to be a member of the health care team in various health care settings. This intensive three semester program offers classroom instruction and related clinical practice in the four basic areas of nursing care: adults, mothers and newborns, children and the elderly. Graduates of this program will have a wide array of opportunities for providing nursing care for patients in structured health care settings. Patients cared for by Vocational Nurses typically are experiencing common, well-defined health problems with predictable outcomes. Students seeking entry in the Vocational Nursing program must file a program specific application and complete additional admission procedures as required. (Please see a VN advisor for specific criteria, courses and procedures).

Admission Requirements

All applicants must:

A. Participate in the required Prospective Student Information Session at the Nursing & Allied Health Campus. For the session schedule, access the information on the Vocational Nursing Program website online at https://www.southtexascollege.edu/vn.
B. Be admitted to the college as a high school graduate or GED equivalent.
C. Meet TSI College Readiness Standards or meet TSI exemption standards.
D. Earn a " B" or better in the following: VNSG 1420 Anatomy and Physiology for Allied Health or both BIOL 2401 Anatomy and Physiology I AND BIOL 2402 Anatomy and Physiology II.
E. Achieve a HESI A2 Admission Assessment exam test score of 70% or higher in English Language Composite, Science (Anatomy & Physiology only) and Math. HESI Exam test scores must be current within two years.
F. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series before applying to the program. For more information on these requirements access the Clinical Affairs website: https://nah.southtexascollege.edu/clinical_affairs.html.
G. Meet the NAH Functional Abilities Standards available on the NAH Clinical Affairs website at https://nah.southtexascollege.edu/clinical_affairs.html.
H. Submit a completed Program application by stated deadline. For more information access the website at https://www.southtexascollege.edu/vn.

Competitive Entry Selection Process

The VN Program selection process is based on a Point System evaluation. The selection criteria are used to assess the applicant's acceptance points. Points are given for the following selection criteria: VN program prerequisite courses, Prerequisite G. P. A., and other optional items listed in the Application Form. A maximum acceptance point is calculated for each application period based on the qualified applicant pool and the number of slots available. Maximum acceptance points may vary for each application period. Due to program size limitations, a number of applicants who meet the program additional requirements may not be admitted to the program. Qualified applications with total points above acceptance score will be admitted and applicants with total points below the acceptance score will be denied within the program size limitations. Applicants with total points equal to the acceptance score will be designated as alternates. Should any of the admitted applicants decline admission, an alternate will be offered admissions to the program. A random draw of alternate applicants with the total points equal to the acceptance score will be used as necessary.

A new applicant pool is established for each admission period. Applicants who were not admitted for the current application period must re-apply to be considered for a later application period

NOTE: Please see program webpage for additional information regarding the application process at https://www.southtexascollege.edu/vn.

Graduation Requirements

To earn a certificate in Vocational Nursing, a student must meet college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of "C."

Licensure of Persons with Criminal Convictions

Nurse Practice Act for the State of Texas (Senate Bill 1058) made criminal background checks mandatory for students accepted for enrollment in a nursing education program and permits the Board of Nursing (BON or Board) to initiate declaratory orders for eligibility proceedings based on positive criminal background checks; made permanent the Board's authority to impose deferred disciplinary action; clarified that action may be taken against a nurse's license based on action taken by a division of the United States Military; authorized the BON, in conjunction with a disciplinary action, to require a nurse to abstain from use of alcohol and drugs and submit to random drug testing; provided for limited non-disclosure of disciplinary proceedings that result in a Board order requiring the nurse to participate in a Board-approved peer assistance program to address a problem that the nurse is experiencing with mental illness or chemical dependency; as well as making other changes relating to disciplinary action taken by the Board.

The STC Board of Trustees approved Board Policy #3337 on July 15, 2004 for all students participating in any Nursing and Allied Health clinical program meet established program standards for professional practice established by the Dean of Nursing and Allied Health. This policy is implemented to ensure compliance with health care agency standards and state licensing regulations. This policy is being implemented to ensure uniform compliance with healthcare agency and state licensing regulations. Students having questions about this rule should see the Clinical Affairs Specialists or the VN Program Chair. All consultations are confidential.

Program Learning Outcomes

1. Graduates will follow professional and ethical standards within their legal scope of practice.
2. Graduates will apply and evaluate the nursing process when providing patient-centered care.
3. Graduates will demonstrate advocacy for patients, self, and others by providing quality care and ensuring a safe environment.
4. Graduates will collaborate and effectively communicate the health status of patients to the multidisciplinary team.

Advisory Committee Members

Kathy Dassler, MS, RN - Chief Nursing Officer, Rio Grande Regional Hospital
Kennetha Foster, MSN, RN - Chief Nursing Officer, South Texas Health System - McAllen Medical Center
Nancy Garcia, MSN, APRN, FNP-BC, CMOM, CMCO, Chief Nursing Officer, DHR Health System
Alfred Mascorro, VP of Quality- Rio Grande Regional Hospital
Frank Tostado, RN Director of Nursing Services - Legends- McAllen Transitional Care
Romeo Valladares, RN- Administrator, Presidente Home Care, Inc.
Macario Villarreal, RN - Director of Nursing, Starr County Nursing and Transitional Care
Cesar Guerra, RN-Chief Nursing Officer, Prime Healthcare, Mission Regional Medical Center

- Vocational Nursing Fall Admission (p. 238)
- Vocational Nursing Spring Admission (p. 238)

Vocational Nursing - Fall Admission

TSI Liable

Course	Title	Credit Hours
Pre-requisites		
VNSG 1420 or BIOL 2401 ***and*** BIOL 2402	Anatomy and Physiology for Allied Health or Anatomy and Physiology I ***and*** Anatomy and Physiology II	4-8
	Credit Hours	**4-8**
Fall		
VNSG 1500	Nursing in Health & Illness I	5
VNSG 1304	Foundations of Nursing	3
VNSG 1323	Basic Nursing Skills	3
VNSG 1160	Clinical I - A	1
VNSG 1161	Clinical I - B	1
VNSG 1327	Essentials of Medication Administration	3
HPRS 1106	Essentials of Medical Terminology	1
	Credit Hours	**17**
Spring		
VNSG 1509	Nursing in Health and Illness II	5
VNSG 1162	Clinical II - A	1
VNSG 2331	Advanced Nursing Skills	3
VNSG 1230	Maternal-Neonatal Nursing	2
VNSG 1234	Pediatrics	2
VNSG 1261	Clinical II - B	2
	Credit Hours	**15**
Summer		
VNSG 2510	Nursing in Health and Illness III [1]	5
VNSG 1105	NCLEX-PN Review [1]	1
VNSG 1362	Clinical III [1]	3
	Credit Hours	**9**
	Total Credit Hours	**45-49**

[1] CAPSTONE: Successfully passing VNSG 2510 Nursing in Health and Illness III, VNSG 1105 NCLEX-PN Review and VNSG 1362 Clinical III.

Vocational Nursing - Spring Admission

TSI Liable

Course	Title	Credit Hours
Pre-requisites		
VNSG 1420 or BIOL 2401 ***and*** BIOL 2402	Anatomy and Physiology for Allied Health or Anatomy and Physiology I ***and*** Anatomy and Physiology II	4-8
	Credit Hours	**4-8**
First Year		
Spring		
VNSG 1500	Nursing in Health & Illness I	5
VNSG 1304	Foundations of Nursing	3
VNSG 1323	Basic Nursing Skills	3
VNSG 1160	Clinical I - A	1

VNSG 1161	Clinical I - B	1
VNSG 1327	Essentials of Medication Administration	3
HPRS 1106	Essentials of Medical Terminology	1
	Credit Hours	**17**
Summer		
VNSG 1509	Nursing in Health and Illness II	5
VNSG 1230	Maternal-Neonatal Nursing	2
VNSG 1261	Clinical II - B	2
	Credit Hours	**9**
Fall		
VNSG 2510	Nursing in Health and Illness III	5
VNSG 2331	Advanced Nursing Skills	3
VNSG 1234	Pediatrics	2
VNSG 1105	NCLEX-PN Review	1
VNSG 1162	Clinical II - A	1
VNSG 1362	Clinical III	3
	Credit Hours	**15**
	Total Credit Hours	**45-49**

[1] CAPSTONE: Successfully passing VNSG 2510 Nursing in Health and Illness III VNSG 1105 NCLEX-PN Review and VNSG 1362 Clinical III.

Selective Programs

The Nursing and Allied Health Division offers Selective Programs with application requirements. Application requirements are included in the description of each program.

Emergency Medical Services (p. 239)

- EMT-Basic (Certificate) (p. 239)
- EMT-Advanced (Certificate) (p. 239)
- EMT-Paramedic (Certificate) (p. 239)
- EMS-Paramedic (Associate of Applied Science) (p. 240)

Health and Medical Administrative Services (p. 242)

- Electronic Health Record Specialist (Certificate) (p. 242)
- Medical Coding Specialist (Certificate) (p. 242)
- Health Information Technology (Associate of Applied Science) (p. 243)

Medical Assistant Technology (p. 245)

- Medical Office Specialist (Certificate) (p. 245)
- Medical Assistant Technology (Certificate) (p. 245)
- Medical Assistant Technology (Associate of Applied Science) (p. 245)

Patient Care Technician (p. 247)

- Patient Care Assistant (Occupational Skills Award) (p. 248)
- Patient Care Technician (Certificate) (p. 247)

Pharmacy Technology (p. 248)

- Pharmacy Technology (Associate of Applied Science) (p. 248)

Emergency Medical Services

This program is a Selective Program. Application requirements are included in the description below.

Emergency Medical Services

The Emergency Medical Services Program prepares students to deliver out-of-hospital emergency care at the scene of a medical or trauma emergency. A student graduating with an EMT Certificate or Associate of Applied Science degree will be prepared to fill positions of EMT Basic, EMT Advanced and EMT Paramedic. Emergency Medical Technicians serve in the pre-hospital setting as vital members to the healthcare team, with entry level competency. They use their medical knowledge and skills to relieve suffering and reduce injury severity and death.

EMT Basic Certificate

Instruction at the basic level serves as a foundation for the upcoming Emergency Medical Technician. This entry-level certificate introduces the general anatomy and physiology of the human body and how medical or traumatic conditions may affect a patient subjected to these life-threatening conditions. The students will learn the appropriate patient assessments by performing lifesaving procedures such as cardiac arrest management, oxygen administration, spinal motion restriction, bandaging, splinting and medication administration as defined by the National EMT Basic Standard Curriculum. Upon Completion of this course students will be eligible to take the National Registry (NREMT) Basic exam administered by a Pearson Vue authorized examination site. Students gaining certification through the National Registry will be able to then apply to the Texas Department of State Health Services for their state of Texas EMT Basic Certification.

EMT Advanced Certificate

At the EMT Advanced level students will continue to use the foundation they learned as an EMT Basic. The EMT Advanced level requires the student to be certified at the EMT Basic level either through the National Registry of Emergency Medical Technicians or the Texas Department of State and Health Services. Students will study in depth patient assessment, anatomy and physiology of the human body systems. They will then practice and perform advanced invasive lifesaving procedures such as intravenous (IV) administration and endotracheal intubation.

Upon Completion of this course students will be eligible to take the National Registry (NREMT) AEMT exam administered by a Pearson Vue authorized examination site. Students gaining certification through the National Registry will be able to then apply to the Texas Department of State Health Services for their state of Texas Advanced EMT Certification.

EMT Paramedic Certificate

This is the highest level an EMT student can achieve within the EMS Program. Must be EMT Basic certified by the Texas Department of State and Health Services or National Registry. The paramedic level requires the student to be certified at the EMT Basic level either through the National Registry of Emergency Medical Technicians or the Texas Department of State and Health Services. The paramedic student candidate will concentrate on a comprehensive patient assessment and learn advanced medical skills such as electrocardiogram interpretations and

treatments of emergent conditions associated with specific interpretations that may indicate a life threating condition. The student will learn to administer the most current trends in pharmacological treatments in certain medical conditions as recommend by the American Heart Association Advanced Cardiac Life Support and their Pediatric Advanced Life Support guidelines.

Upon completion of this course, students are prepared for both the didactic and psychomotor National Registry certification exams (didactic & psychomotor) at the Paramedic level. Students will be eligible to take the National Registry (NREMT) Paramedic exam administered by a Pearson Vue authorized examination site. Students gaining certification through the National Registry will be able to then apply to the Texas Department of State Health Services for their state of Texas Paramedic certification or license (EMS Associate of Applied Science required). Once certified or license by the Texas Department of State Health Services, students may be employable in many settings such as hospital emergency rooms, industrial sites, air ambulances, private EMS providers, public EMS providers, city fire departments and special rescue groups.

Emergency Medical Services - Paramedic Associate of Applied Science

The Emergency Medical Services - Paramedic Associate of Applied Science degree has the following academic course requirements in addition to the BIOL 2401 Anatomy and Physiology I & BIOL 2402 Anatomy and Physiology II. They are ENGL 1301 Composition I, a Humanities Elective, PSYC 2301 General Psychology or PSYC 2314 Lifespan Growth and Development Courses taken for the certificate program may be applied toward completion of the two-year Associate of Applied Science Degree in Emergency Medical Services.

Upon completion of the degree, students are prepared for both the didactic and psychomotor National Registry certification exams (didactic and psychomotor) at the Paramedic level. Students will be eligible to take the National Registry (NREMT) Paramedic exam administered by a Pearson Vue authorized examination site. Students gaining certification through the National Registry will be able to then apply to the Texas Department of State Health Services for their state of Texas Paramedic license.

Application Requirements

All applicants must

A. Participate in the Prospective Student Information Session. For the session schedule, access the information online at https://www.southtexascollege.edu/ems
B. Be admitted to the college as a high school graduate or GED equivalent, except for dual credit students.
C. Paramedic Certificate or AAS Degree Option: Meet TSI College Readiness Standards, or meet TSI exemption standards.
D. Earn a minimum cumulative GPA of 2.0 on a 4.0 scale for all courses completed at STC or, if currently a high school student, a minimum cumulative GPA of 2.0 on a 4.0 scale on the high school transcript.
E. Be 18-years of age to be eligible for certification by the Texas Department of State and Health Services or National Registry.
F. Hold a valid Texas Driver's License or Texas ID.
G. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series.
H. Submit a completed program application.
I. Meet the technical standards of the program.

Program Application

Program applications are available from EMS Faculty and will be discussed and completed during advisement prior to registration. Please contact the EMS Program office at 956-872-3178 for additional information.

NOTE: Please see program web page for additional information regarding the application process at https://www.southtexascollege.edu/ems

Graduation Requirements

To earn an Emergency Medical Technician Certificate or Paramedic Associate of Applied Science Degree, a student must meet all college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of "C".

Program Learning Outcomes

Emergency Medical Technician - Basic Certificate

1. Student will provide basic life support emergency medical care as a certified Emergency Medical Technician (EMT) by using an AED.
2. Students will demonstrate the knowledge on the Health & Safety Code Chapter 773 (Texas EMS Act).
3. The student will operate emergency vehicles safely in the emergency and non-emergency mode.
4. Student will present research on evidence-based practice pertaining to spinal motion reduction.
5. The students will perform basic life support skill of vital signs at the level of an Emergency Medical Technician (EMT) within an EMS system.

Emergency Medical Technician - Advanced Certificate

1. Student will demonstrate advanced life support emergency medical care as a certified Advanced Emergency Medical Technician (AEMT).
2. The students will be able to initiate effective airway management and appropriate artificial ventilation procedures on patients.
3. The student will competently assess and manage patients with traumatic injuries by performing bandaging/splinting techniques.
4. Student will perform vein puncture and medication administration according to current professional standards and protocols.
5. The student will perform intravenous therapy at the Advanced Emergency Medical Technician (AEMT) level in the clinical setting.

Emergency Medical Services - Paramedic Certificate & Paramedic Associate of Applied Science

1. Student will diagnose basic dysrhythmias using 12-lead EKGs in patients with cardiac emergencies and apply appropriate electrical and pharmacological interventions.
2. Student will diagnose an endocrinology emergency and apply appropriate

pharmacological interventions specific to the emergency.

3. Student will demonstrate appropriate interventions in treating a high-risk patient.
4. Students will utilize special operation resources to analyze patient priority by categorizing according to severity.
5. The student will perform patient assessment, intravenous therapy, pharmacological intervention, and EKG monitoring.

Advisory Committee Members

Andrew Levine, MD -Medical Director, South Texas College EMS Program/Private Practice
Ben Martinez, Licensed Paramedic/Assistant EMS Chief - City of Pharr EMS
Richard Becerra, Licensed Paramedic/Clinical Liaison - Med-Care, EMS Inc.
Francina Atkins, RN Regional Faculty - American Heart Association
Gustavo Ramirez, Licensed Paramedic/Fire Chief - City of Alton Fire Department
Javier Alaniz, Licensed Paramedic/Lieutenant - City of McAllen Fire Department
Michael Farris, Acute Care Nurse Practitioner-Adult Gerontology - Rio Grande Regional Hospital Bone & Joint
Fidel Garcia, EMT-Paramedic - Starr County Memorial Hospital District
Noemi Sanchez, EMS Compliance Consultant - Texas Department of State Health Services - Retired
Gloria Vela, RN, MSN Director of Education/ Employee Health - South Texas Health Systems
Walter Fuentes, EMT/Assistant Fire Chief - City of Palmview Fire Department
Sean O'Connor, Community Representative/ Local Business Owner - ASAP Printing Solutions

Ex-Officio Members

Carlos E. Tello, EMS Program Chair, South Texas College
Joseph Archer, EMS Faculty, South Texas College

- Emergency Medical Technician Basic Certificate (p. 241)
- Emergency Medical Technician Advanced Certificate (p. 241)
- Emergency Medical Technician Paramedic Certificate (p. 241)
- Emergency Medical Services - Paramedic Associate of Applied Science (p. 242)

Emergency Medical Technician Basic Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
EMSP 1501	Emergency Medical Technician	5
EMSP 1160	EMT - Basic Clinical	1
EMSP 1166	EMT - Basic Practicum	1
EMSP 1208	Emergency Vehicle Operations	2
EMSP 1371	EMS Documentation	3
EMSP 1472	Emergent Issues in EMT	4
Eligible for the National Registry of Emergency Medical Technicians Certification Exam - EMT Basic. Once successful with NREMT Exam you can become eligible for Texas Department of State Health Service EMT- Basic Certification.		
	Credit Hours	**16**
	Total Credit Hours	**16**

Emergency Medical Technician Advanced Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
EMSP 1501	Emergency Medical Technician	5
EMSP 1160	EMT - Basic Clinical	1
EMSP 1166	EMT - Basic Practicum	1
EMSP 1208	Emergency Vehicle Operations	2
EMSP 1371	EMS Documentation	3
EMSP 1472	Emergent Issues in EMT	4
Eligible for the National Registry of Emergency Medical Technicians Certification Exam - EMT Basic. Once successful with NREMT Exam you can become eligible for Texas Department of State Health Service EMT - Basic Certification.		
	Credit Hours	**16**
Spring		
EMSP 1338	Introduction to Advanced Practice	3
EMSP 1356	Patient Assessment and Airway Management	3
EMSP 1355	Trauma Management	3
EMSP 1161	EMT - Advanced Hospital Clinical	1
EMSP 1167	EMS EMT- Advanced Practicum	1
Eligible for the National Registry of Emergency Medical Technician Certification Exam - Advanced Emergency Medical Technician (AEMT). Once successful with NREMT Exam you can become eligible for Texas Department of State Health Service Advanced EMT (AEMT) Certification.		
	Credit Hours	**11**
	Total Credit Hours	**27**

Emergency Medical Technician Paramedic Certificate

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
EMSP 1501	Emergency Medical Technician	5
EMSP 1160	EMT - Basic Clinical	1
EMSP 1166	EMT - Basic Practicum	1
EMSP 1208	Emergency Vehicle Operations	2
EMSP 1371	EMS Documentation	3
EMSP 1472	Emergent Issues in EMT	4
Eligible for the National Registry of Emergency Medical Technicians Certification Exam – EMT Basic. Once successful with NREMT Exam you can become eligible for Texas Department of State Health Service EMT-Basic Certification.		
	Credit Hours	**16**
Spring		
EMSP 1338	Introduction to Advanced Practice	3
EMSP 1356	Patient Assessment and Airway Management	3
EMSP 1355	Trauma Management	3
EMSP 1161	EMT - Advanced Hospital Clinical	1
EMSP 1167	EMS EMT- Advanced Practicum	1

Eligible for the National Registry of Emergency Medical Technicians Certification Exam – Advanced Emergency Medical Technician (AEMT). Once successful with NREMT Exam you can become eligible for Texas Department of State Health Service Advanced EMT (AEMT) Certification.		
	Credit Hours	**11**
Summer		
BIOL 2401	Anatomy and Physiology I	4
BIOL 2402	Anatomy and Physiology II	4
	Credit Hours	**8**
Second Year		
Fall		
EMSP 2444	Cardiology	4
EMSP 2205	EMS Operations	2
EMSP 2160	Paramedic Clinical I	1
	Credit Hours	**7**
Spring		
EMSP 2434	Medical Emergencies	4
EMSP 2330	Special Populations	3
EMSP 2161	Paramedic Clinical II	1
EMSP 2166	Capstone: Paramedic Practicum	1
Eligible for the National Registry of Emergency Medical Technicians Certification Exam – EMT – Paramedic. Once successful with NREMT Exam you can become eligible for Texas Department of State Health Service EMT – Paramedic Certification.		
	Credit Hours	**9**
	Total Credit Hours	**51**

Emergency Medical Services - Paramedic Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
EMSP 1501	Emergency Medical Technician	5
EMSP 1160	EMT - Basic Clinical	1
EMSP 1166	EMT - Basic Practicum	1
EMSP 1208	Emergency Vehicle Operations	2
EMSP 1371	EMS Documentation	3
EMSP 1472	Emergent Issues in EMT	4
Eligible for the National Registry of Emergency Medical Technicians Certification Exam – EMT Basic. Once successful with NREMT Exam you can become eligible for Texas Department of State Health Service EMT-Basic Certification.		
	Credit Hours	**16**
Spring		
EMSP 1338	Introduction to Advanced Practice	3
EMSP 1356	Patient Assessment and Airway Management	3
EMSP 1355	Trauma Management	3
EMSP 1161	EMT - Advanced Hospital Clinical	1
EMSP 1167	EMS EMT- Advanced Practicum	1
Eligible for the National Registry of Emergency Medical Technicians Certification Exam – Advanced Emergency Medical Technician (AEMT). Once successful with NREMT Exam you can become eligible for Texas Department of State Health Service Advanced EMT (AEMT) Certification.		
	Credit Hours	**11**
Summer		
BIOL 2401	Anatomy and Physiology I [1]	4
BIOL 2402	Anatomy and Physiology II [1]	4
	Credit Hours	**8**
Second Year		
Fall		
EMSP 2444	Cardiology	4
EMSP 2205	EMS Operations	2
ENGL 1301	Composition I [1]	3
EMSP 2160	Paramedic Clinical I	1
Humanities Elective (p. 103) [1]		3
	Credit Hours	**13**
Spring		
PSYC 2301 or PSYC 2314	General Psychology [1] or Lifespan Growth and Development	3
EMSP 2434	Medical Emergencies	4
EMSP 2330	Special Populations	3
EMSP 2161	Paramedic Clinical II	1
EMSP 2166	Capstone: Paramedic Practicum	1
Eligible for Texas Department of Health State Certificate Exam-Paramedic Level		
Eligible for the National Registry of Emergency Medical Technicians Certification Exam – EMT – Paramedic. Once successful with NREMT Exam you can become eligible for Texas Department of State Health Service EMT – Paramedic Certification.		
	Credit Hours	**12**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Health and Medical Administrative Services

This program is a Selective Program. Application requirements are included in the description below.

Electronic Health Record Specialist

Certificate

The Electronic Health Record Specialist (EHR/EMR) is a one semester certificate that will prepare the students for entry-level positions with knowledge and skills required to transition from a paper based record to an electronic health record. Students will apply basic non-clinical functions and administrative tasks with the use of the Electronic Health Record (EHR/EMR) software in the documentation of patient care. Medical clinics, hospitals, physician offices, in a variety of health care facilities, offer various employment settings for an Electronic Health Record (EHR/EMR) Specialist. The Electronic Health Record Specialist can pursue a lifelong program of continuing education.

Medical Coding Specialist

Certificate

Medical Coding Specialist Certificate prepares students to access and retrieve health information to identify medical diagnoses, and assign appropriate medical codes to narrative descriptions of health diseases and procedures required for reimbursement, medical research, quality assurance, or risk management.

Medical clinics, hospitals, physician offices, private coding agencies, consulting firms, and home offices offer various employment settings for Medical Coding Specialists. Medical Coders may pursue national coding credentials by passing the certification examination that measures proficiency and competency in the standards set by the American Health Information Management Association (AHIMA)*. Medical Coding Specialists pursue a lifelong program of continuing education. As part of the degree plan, students will complete a practicum to obtain experience.

**Students are eligible to participate for the national examination that qualifies them for a certificate as a Certified Coding Specialist (CCS), Certified Coding Associate (CCA), or Certified Coding Specialist - Physician-based (CCS-P).*

Health Information Technology

Associate of Applied Science

The Associate of Applied Science Degree in Health Information Technology prepares students for careers as Health Information Technicians.

Health Information Technicians are responsible for maintaining components of health information systems consistent with the medical administrative, ethical, and legal, accreditation, and regulatory requirements of the health care delivery system. In all types of facilities, and in various locations within a facility, the Health Information Technician possesses the technical knowledge and skills necessary to process, maintain, complete and report health information data for reimbursement, facility planning, marketing, risk management, utilization management, quality assessment and research; abstract and code, clinical data using appropriate classification systems; and analyze health records according to standards.

As part of the degree plan, students will complete an internship that enables them to gain real-world experience. In addition, students are prepared for a national exam that measures proficiency and competency in the standards set by the American Health Information Management.

**The Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) has accredited the program in cooperation with the Council on Accreditation of the American Health Information Management Association (AHIMA). Students are eligible to participate for the national examination that qualifies them for a certificate as a Registered Health Information Technician (RHIT).*

Application Requirements

A. Participate in the required Prospective Student Information Session at the Nursing & Allied Health Campus. For the session schedule, access the information on the Health and Medical Administrative Services program website online at https://www.southtexascollege.edu/hmas.
B. Be admitted to the college as a high school graduate or GED equivalent, except for dual credit students.
C. AAS Degree Option: Meet TSI College Readiness Standards, or meet TSI exemption standards.
D. Earn a minimum cumulative GPA of 2.5 on a 4.0 scale for all courses completed at STC
E. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series. For more information on these requirements, access the Clinical Affairs website: https://nah.southtexascollege.edu/clinical_affairs.html.
F. Meet the NAH Functional Abilities Standards available on the NAH Clinical Affairs website at https://nah.southtexascollege.edu/clinical_affairs.html.
G. Submit a completed program application by the stated deadline. For more information, access the website at https://www.southtexascollege.edu/hmas.

NOTE: For up-to-date program information, admission requirements and registration see: http://nah.southtexascollege.edu/

Nursing and Allied Health Graduation Requirements

To earn the Electronic Health Record Certificate, the Medical Coding Specialist Certificate or an Associate of Applied Science Degree in Health Information Technology, a student must meet all college graduation requirements and complete all coursework as prescribed in the specific degree plan with a minimum grade of "C."

Program Learning Outcomes

Electronic Health Record Specialist

1. Graduates will be able to utilize health information technology skills to work with electronic health records systems in the completion of the patient medical record.
2. Graduates will be able to apply knowledge of medical terminology and anatomy and physiology to accurately collect, review, and document clinical documentation for accurate data capture.
3. Graduates will be able to navigate the electronic health record to create a claim and verify patient demographic and insurance information for effective claims processing.

Medical Coding Specialist

1. Graduates will be able to review health record documentation and apply the coding conventions and guidelines for inpatient and outpatient diagnoses and procedure codes.
2. Graduates will be able to apply legal principles, policies, and standards to ensure patient privacy and confidentiality and maintain a secure work environment.
3. Graduates will be able to differentiate between the different types of health insurance plans and explain the types of compensation used in health care reimbursement.

Health Information Technology Associate of Applied Science

1. Graduates will be able to apply medical record requirements for accuracy and completeness of healthcare information as defined by organizational and regulatory standards.
2. Graduates will be able to apply legal principles, policies, and standards to protect the privacy, confidentiality and security of health information.

3. Graduates will utilize and manage data to consolidate, manipulate, and use data visualization techniques to effectively represent health care management concepts.
4. Graduates will be able to apply the components of the revenue cycle guidelines for compliance with healthcare regulations.
5. Graduates will demonstrate effective leadership skills by participating in a project with a team using industry best practices and methods.

Advisory Committee Members

*Monte Bivens, RHIT, ODS-Certified, CTR, Cancer Registry Consultant, Medovent Solutions
Rosie (Mendiola) Balderas, RHIA, CHPE, Regional Director, South Texas Health Systems
Elisa Christina Chavez, CCA, Clinical Supervisor Lead for South Texas, ASAS Health Group
Elizabeth Gonzales, RHIT, Director of HIM Dept., DHR Health
Cyndi Lara, Office Manger, Complete Family Foot Care
Beatriz A. Lopez, BBA, Human Resources Director, Shah Eye Center
Itzel J. Hernandez, MS, HIM Operations Manager, South Texas Health Systems
Sandra Naranjo, Medical Records Director, Mission Valley Nursing & Transitional Care

* Interim Advisory Committee Chair

- Electronic Health Record Specialist Certificate (p. 244)
- Medical Coding Specialist Certificate (p. 244)
- Health Information Technology Associate of Applied Science (p. 244)

Electronic Health Record Specialist Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
HITT 1305	Medical Terminology I	3
HITT 1301	Health Data Content and Structure	3
HITT 1213	Coding & Insurance	2
HITT 1211	Health Information Systems [1]	2
HITT 1253	Legal and Ethical Aspects of Health Information	2
VNSG 1420 or NURA 1407	Anatomy and Physiology for Allied Health or Body Systems	4
	Credit Hours	**16**
	Total Credit Hours	**16**

[1] CAPSTONE: Successfully passing HITT 1211 Health Information Systems

Medical Coding Specialist Certificate

TSI Exempt

Course	Title	Credit Hours
First Year		
Fall		
HITT 1305	Medical Terminology I	3
HITT 1301	Health Data Content and Structure	3
VNSG 1420 or NURA 1407	Anatomy and Physiology for Allied Health or Body Systems	4
HITT 1213	Coding & Insurance	2
HITT 1211	Health Information Systems	2
HITT 1253	Legal and Ethical Aspects of Health Information	2
	Credit Hours	**16**
Spring		
HITT 1341	Coding and Classification Systems	3
HITT 1342	Ambulatory Coding	3
HITT 2330	Pathophysiology and Pharmacology	3
HITT 2335	Coding and Reimbursement Methodologies	3
	Credit Hours	**12**
Summer		
HITT 2346	Advanced Medical Coding	3
HITT 1166	Coding Practicum	1
HITT 2145	Coding Certification Exam Review	1
	Credit Hours	**5**
	Total Credit Hours	**33**

Health Information Technology Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
HITT 1305	Medical Terminology I	3
HITT 1301	Health Data Content and Structure	3
HITT 1213	Coding & Insurance	2
HITT 1211	Health Information Systems	2
HITT 1253	Legal and Ethical Aspects of Health Information	2
VNSG 1420 or NURA 1407	Anatomy and Physiology for Allied Health or Body Systems	4
	Credit Hours	**16**
Spring		
HITT 2330	Pathophysiology and Pharmacology	3
HITT 1341	Coding and Classification Systems	3
HITT 1342	Ambulatory Coding	3
HITT 2335	Coding and Reimbursement Methodologies	3
	Credit Hours	**12**
Summer		
COSC 1301	Introduction to Computing [1]	3
ENGL 1301	Composition I [1]	3
	Credit Hours	**6**
Second Year		
Fall		
HITT 2166	Practicum I	1
HITT 2343	Quality Assessment and Performance Improvement	3
HITT 1345	Health Care Delivery Systems	3
MATH 1342	Elementary Statistical Methods [1]	3
HITT 2225	Public Health Information Technology	2
	Credit Hours	**12**
Spring		
Humanities Elective (p. 103) [1]		3
HITT 1255	Health Care Statistics	2
HITT 2339	Health Information Organization and Supervision	3

HITT 2167	CAPSTONE: Practicum II	1
PSYC 2301	General Psychology [1]	3
HITT 2249	RHIT Competency Review	2
	Credit Hours	**14**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Medical Assistant Technology

This program is a Selective Program. Application requirements are included in the description below.

Medical Office Specialist

Certificate

The Medical Office Specialist is a health care worker with medical office administrative skills for managing the front office, medical records and medical insurance billing. As part of the degree plan, students will complete an internship enabling them to gain real medical front office experience.

Medical Assistant Technology

Certificate and Associate of Applied Science

Medical assistants are multi-skilled health care professionals with a strong background in basic patient care and assessment; medical laboratory procedures including performing routine blood and urine analysis; appropriate emergency medical care procedures; problem-solving skills; effective teamwork, oral and written communication skills; and proper medical office administrative procedures for managing medical records, medical transcription and medical insurance billing. As part of the degree plan, students will complete an internship enabling them to gain real medical office experience.

South Texas College has been approved to serve as a proctoring site for students seeking certification by the National Center for Competency Testing (NCCT).

Upon successful completion of the coursework students are eligible to participate in any of the national examinations offered by NCCT for multiple credentials including the National Certified Medical Assistant (NCMA), National Certified Medical Office Assistant (NCMOA), Nationally Certified Phlebotomy Technician (NCPT), and the National Certified ECG Technician (NCET).

Application Requirements

All applicants must:

A. Participate in the required Prospective Student Information Session at the Nursing and Allied Health Campus. For the session schedule, access the information on the Medical Assistant Technology Program website online at https://www.southtexascollege.edu/medical-assistant.
B. Be admitted to the college as a high school graduate or GED equivalent, except for dual credit students.
C. **AAS Degree Option:** Meet TSI College Readiness Standards, or meet TSI exemption standards.
D. **Level 2 Certificate Option:** Meet TSI College Readiness Standards, or meet TSI exemption standards.
E. Earn a minimum cumulative GPA of 2.5 on a 4.0 scale for all courses completed at STC.
F. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series. For more information on these requirements, access the Clinical Affairs website: https://nah.southtexascollege.edu/clinical_affairs.html.
G. Meet the NAH Functional Abilities Standards available on the NAH Clinical Affairs website at https://nah.southtexascollege.edu/clinical_affairs.html.
H. Submit a completed program application by the stated deadline. For more information, access the website at https://www.southtexascollege.edu/medical-assistant.

Program Application

Program applications are available from Medical Assistant Technology advisor and will be discussed and completed during advisement prior to registration. To make an advising appointment, visit the Division of Nursing and Allied Health website at https://nah.southtexascollege.edu.

NOTE: Please see program web page for additional information regarding the application process at https://www.southtexascollege.edu/medical-assistant.

Graduation Requirements

To earn a Certificate or Associate of Applied Science Degree in Medical Assistant Technology, a student must meet all college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of "C".

Program Learning Outcomes

Medical Office Specialist Certificate

1. Correctly obtain patient data during the office visit for the completion of the patient registration process.
2. Apply mathematical skills to calculate reimbursement procedures.
3. Demonstrate correct use of medical front office equipment.
4. Demonstrate correct use of Medisoft software for documenting patient data.
5. Interpret and effectively communicate the physician's plan to the patient during the final exit of the clinic.

Medical Assistant Technology Certificate

1. Correctly obtain patient history and review of systems during the office visit for the completion of the patient registration process.
2. Demonstrate correct procedures for collecting vital signs and specimens.
3. Demonstrate competence in the performance of medical assisting skills.
4. Demonstrate correct use of Electronic Medical Records software for documenting patient clinical data.
5. Correctly calculate medication dosages for patients based on weight and medication availability.
6. Interpret and effectively communicate physician's instructions to the patient during the final exit of the clinic.

Medical Assistant Technology Associate of Applied Science

1. Correctly obtain patient data, history, and review of systems during the office visit for the completion of the patient registration process.
2. Apply mathematical skills to calculate reimbursement procedures.
3. Demonstrate correct use of medical front office equipment.
4. Demonstrate correct procedures for collecting vital signs and specimens.
5. Demonstrate competence in the performance of medical assisting skills.
6. Demonstrate correct use of Medisoft and Electronic Medical Records software for documenting patient data.
7. Interpret and effectively communicate physician's plan and instructions to the patient during the final exit of the clinic.

Advisory Committee Members

Olga Gabriel, MPH, (Retired) Director McAllen Campus, Health Science Center, Texas A & M University, McAllen
Martin Garza, MD, DLC Pediatric Center, Edinburg
Martha Leos, Education Supervisor, Access Esperanza Clinics, McAllen
Delia Martinez, Clinic Administrator, Samuel Garcia, Jr., MD, McAllen
Nereyda Fiala, MA, Samuel Garcia, Jr., MD, McAllen
Debra Franco, South Texas Juvenile Diabetes Association
Rose Lucio, Director Texas A&M Health Science Center, McAllen
Faviola Sanchez, Bravo Pediatric and Adult Clinic, Mission

- Medical Office Specialist Certificate (p. 246)
- Medical Assistant Technology Certificate (p. 246)
- Medical Assistant Technology Associate of Applied Science (p. 246)

Medical Office Specialist Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
HITT 1305	Medical Terminology I	3
MDCA 1321	Administrative Procedures	3
MDCA 1343	Medical Insurance	3
MDCA 1205	Medical Law and Ethics	2
POFM 1400	Basic Medical Coding	4
MDCA 1166	Practicum I	1
	Credit Hours	**16**
	Total Credit Hours	**16**

Medical Assistant Technology Certificate

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
HITT 1305	Medical Terminology I	3
MDCA 1321	Administrative Procedures	3
MDCA 1343	Medical Insurance	3
POFM 1400	Basic Medical Coding	4
MDCA 1205	Medical Law and Ethics	2
MDCA 1166	Practicum I	1
	Credit Hours	**16**
Spring		
MDCA 1309 or VNSG 1420	Anatomy & Physiology for Medical Assistants or Anatomy and Physiology for Allied Health	3
MDCA 1352	Medical Assistant Laboratory Procedures	3
PLAB 1223	Phlebotomy for Medical Assistants	2
MDCA 1317	Procedures in a Clinical Setting	3
PSYC 2301 or PSYC 2314	General Psychology or Lifespan Growth and Development	3
	Credit Hours	**14**
Second Year		
Fall		
ECRD 1111	Electrocardiography	1
MDCA 1348	Pharmacology and Administration of Medications	3
Select one of the following:		3
SPCH 1311	Introduction to Speech Communication	
SPCH 1315	Public Speaking	
SPCH 1318	Interpersonal Communications	
SPCH 1321	Business and Professional Communication	
MDCA 1154	Medical Assisting Credentialing Exam Review	1
MDCA 1302	Human Disease/ Pathophysiology	3
MDCA 1167	Practicum II	1
	Credit Hours	**12**
	Total Credit Hours	**42**

Medical Assistant Technology Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
HITT 1305	Medical Terminology I	3
MDCA 1321	Administrative Procedures	3
MDCA 1343	Medical Insurance	3
POFM 1400	Basic Medical Coding	4
MDCA 1205	Medical Law and Ethics	2
MDCA 1166	Practicum I	1
	Credit Hours	**16**
Spring		
MDCA 1309 or VNSG 1420	Anatomy & Physiology for Medical Assistants or Anatomy and Physiology for Allied Health	3
MDCA 1352	Medical Assistant Laboratory Procedures	3
PLAB 1223	Phlebotomy for Medical Assistants	2
MDCA 1317	Procedures in a Clinical Setting	3
PSYC 2301 or PSYC 2314	General Psychology or Lifespan Growth and Development	3
	Credit Hours	**14**
Summer		
Math and Natural Sciences Elective (p. 104)[1]		3-4
Select one of the following:		
BIOL 2401	Anatomy and Physiology I	

BIOL 2402	Anatomy and Physiology II	
MATH 1414	College Algebra	
MATH 1332	Contemporary Mathematics	
	Credit Hours	**3-4**
Second Year		
Fall		
ECRD 1111	Electrocardiography	1
MDCA 1348	Pharmacology and Administration of Medications	3
Select one of the following: [1]		3
SPCH 1311	Introduction to Speech Communication	
SPCH 1315	Public Speaking	
SPCH 1318	Interpersonal Communications	
SPCH 1321	Business and Professional Communication	
MDCA 1154	Medical Assisting Credentialing Exam Review	1
MDCA 1302	Human Disease/ Pathophysiology	3
MDCA 1167	Practicum II	1
	Credit Hours	**12**
Spring		
Humanities Elective (p. 103) [1]		3
ENGL 1301	Composition I [1]	3
SPAN 1411	Beginning Spanish I for Non-Spanish Speakers	4
POFM 2310	Intermediate Medical Coding	3
MDCA 2266	CAPSTONE: Practicum III	2
	Credit Hours	**15**
	Total Credit Hours	**60-61**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

Patient Care Technician

Patient Care Assistant

Occupational Skills Award

This Award is perfect for students interested in a career as a health care provider or caring for a loved one at home.

This program prepares students for certification as a Nurse Aide (qualify to test with Prometric to be placed on the Texas Dept. of Health Services registry for Nurse Aides). Students are provided with skills and knowledge to care for residents in long-term care. NURA 1401 and NURA 1160 transfer into the Patient Care Technician program.

Patient Care Technician

Certificate

This is a 16 credit hour certificate program that offers classroom instruction and related clinical practice in the basic nursing care of adults, children, infants and the elderly. The need for qualified Patient Care Technicians in long-term care and acute care settings is growing at a tremendous rate. The philosophy of care for residents in long-term care facilities has changed from one of custodial care to an implementation of restorative, person centered care in which the resident is assisted to reach an optimal potential for physical, mental, and emotional well-being. This care can only be provided by knowledgeable and educated health care providers. In addition to certification as a Nurse Aide, students will also attain three professional certificates for Alzheimer's care.

After successful completion of the Nurse Aide Competency Examination, students will focus on acute care and specialized patient care. Entry-level skills in phlebotomy, EKG, and monitor technician are included. Students are prepared to work the many fields available to them such as home health, hospitals, nursing homes and hospice agencies.

Students take the National Healthcareer Association certification examinations for Patient Care Technician, Phlebotomist and EKG technician before graduation.

Program Entry Requirements

Patient Care Technician

1. Participate in the required Prospective Student Information Session at the Nursing & Allied Health Campus. For the session schedule, access the information on the Patient Care Technician Program website online at https://www.southtexascollege.edu/patient-care.
2. Be admitted to the college as a high school graduate or GED equivalent, except for dual credit students.
3. Earn a minimum cumulative GPA of 2.0 on a 4.0 scale for all courses completed at STC.
4. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series. For more information on these requirements access the Clinical Affairs website: https://nah.southtexascollege.edu/clinical_affairs.html.

Meet the NAH Functional Abilities Standards available on the NAH Clinical Affairs website at https://nah.southtexascollege.edu/clinical_affairs.html

Program Application

Please contact the PCA Program office at 956-872-3192 for additional information or appointment with program faculty.

NOTE: Please see program web page for additional information regarding the application process at https://www.southtexascollege.edu/patient-care.

Graduation Requirements

To earn the Patient Care Technician Certificate, a student must meet all college graduation requirements and complete all coursework as prescribed in the degree plan with a minimum grade of 78%.

Program Learning Outcomes

1. Students will demonstrate basic nursing skills, provision of activities of daily living, and advanced dementia care.
2. Students will demonstrate adherence to ethical principles and legal guidelines in the delivery of patient care.
3. Students will obtain the Texas Nurse Aide Certificate
4. Students will obtain the National Healthcareer Patient Care Technician Certificate (CPCT/A)
5. Students will obtain the National Healthcareer Phlebotomy Certificate (CPT)
6. Students will obtain the National Healthcareer Electrocardiogram Certificate (CET)

Advisory Committee Members

Kathy Dassler, MS, RN - Chief Nursing Officer, Rio Grande Regional Hospital
Kennetha Foster, MSN, RN - Chief Nursing Officer, South Texas Health System - McAllen Medical Center
Nancy Garcia, MSN, APRN, FNP-BC, CMOM, CMCO, Chief Nursing Officer, DHR Health System
Alfred Mascorro, VP of Quality- Rio Grande Regional Hospital
Frank Tostado, RN Director of Nursing Services - Legends- McAllen Transitional Care
Romeo Valladares, RN- Administrator, Presidente Home Care, Inc.
Macario Villarreal, RN - Director of Nursing, Retama Manor
Cesar E Guerra, RN- Chief Nursing officer, Mission Regional Medical Center

Ex-Officio Members

Elizabeth Hernandez, Program Developer & Coordinator, Continuing Education Operations, South Texas College
Maggie Handy, RN - Assistant Chair, South Texas College
Margo Ayala DNP, RN, VN - Program Chair, South Texas College
Marino Alfred Acevedo, PhD, RN ADN Program Chair, ADN
Annette Wingate DNP, RN - Program Chair, RN-to-BSN Program
Sharon Rice RN – Program Chair, PCT
Nora Martinez, DNP, RN, FNP-BC - Assistant Chair, South Texas College

Occupational Skills Award

- Patient Care Assistant Occupational Skills Award (p. 248)

Certificate

- Patient Care Technician Certificate (p. 248)

Patient Care Assistant Occupational Skills Award

TSI Exempt

Course	Title	Credit Hours
Fall		
NURA 1401	Nurse Aide for Health Care [1]	4
NURA 1160	Clinical I [1]	1
NURA 1407 or VNSG 1420	Body Systems [1] or Anatomy and Physiology for Allied Health	4
	Credit Hours	**9**
	Total Credit Hours	**9**

[1] Students will be liable to take the NACES exam upon completion of this coursework and if they pass, will be eligible for employment.

Patient Care Technician Certificate

TSI Exempt

Course	Title	Credit Hours
Fall		
NURA 1401	Nurse Aide for Health Care	4
NURA 1160	Clinical I	1
NUPC 1320	Patient Care Technician/ Assistant	3
PLAB 1323	Phlebotomy	3
ECRD 1211	Electrocardiography	2
NUPC 1360	CAPSTONE: Clinical II	3
	Credit Hours	**16**
	Total Credit Hours	**16**

Pharmacy Technology

This program is a Selective Program. Application requirements are included in the description below.

The Pharmacy Technology program is jointly accredited by the American Society of Health-Systems Pharmacists (ASHP) and the Accreditation Council for Pharmacy Education (ACPE). This program prepares students to take a national certification exam approved by the Texas State Board of Pharmacy. The Pharmacy Technology program is a Pharmacy Technician Certification Board (PTCB) Recognized Sterile Compounding Education/Training Program.

Pharmacy Technology Program

Associate of Applied Science

The Pharmacy Technology Associate of Applied Science degree combines pharmacy technology courses and general education courses to promote overall student development and enhance the knowledge base required for a variety of technician positions in pharmacy including retail, hospital, sterile compounding, mail order, and long term care. Graduates of the Associate of Applied Science degree may be eligible for teaching positions in pharmacy technology programs, and some continue their education to become pharmacists.

Application Requirements

All applicants must:

A. Participate in the required Prospective Student Information Session at the Nursing and Allied Health Campus. For the session schedule, access the information on the Pharmacy Technology Program website online at https://www.southtexascollege.edu/pharmacy.
B. Be admitted to the college as a high school graduate or GED equivalent, except for dual credit students.
C. Meet TSI College Readiness Standards, or meet TSI exemption standards. If the student qualifies for exemption, college-readiness scores for Reading, Writing, and Math are required for accreditation purposes.
D. Earn a minimum cumulative GPA of 2.5 on a 4.0 scale for all courses completed at STC or, if currently a high school student, a minimum cumulative GPA of 2.5 on a 4.0 scale on the high school transcript.
E. Be 18-years of age or older for practicum experiences.
F. Pass a criminal background check, 10-panel drug screen through approved providers, and complete all required immunizations including Hepatitis B series. For more information on these requirements, access the Clinical Affairs website https://nah.southtexascollege.edu/clinical_affairs.html.
G. Meet the NAH Functional Abilities Standards available on the NAH Clinical Affairs website at https://nah.southtexascollege.edu/clinical_affairs.html.
H. Satisfy healthcare agency requirements prior to practicum experiences.
I. Submit a completed program application by the stated deadline. For more

information, access the website https://www.southtexascollege.edu/pharmacy.

NOTE: Please see program web page for additional information regarding the application process at https://www.southtexascollege.edu/pharmacy.

Program Application

Prospective Student Information Sessions are held year around. The Pharmacy Technology Program accepts applications for each fall cohort from the first Monday after spring break through the last Friday in summer session. Applications are available from the Pharmacy Technology Program website (https://www.southtexascollege.edu/pharmacy).

State Board of Pharmacy Registration

The Texas State Board of Pharmacy requires registration of all pharmacy technician trainees. Students admitted to the program who successfully complete the first semester are responsible for becoming registered with the Texas State Board of Pharmacy at their own expense. Additional information regarding pharmacy technician trainee licensure may be found the Texas State Board of Pharmacy website: www.tsbp.state.tx.us.

The program chair will verify with the Texas State Board of Pharmacy the registration status of all students before the third semester. Students who are not registered with the Texas State Board of Pharmacy as a pharmacy technician trainee or a registered pharmacy technician will not be eligible to enroll in practicum courses. Registration Refusal for Persons with Criminal Backgrounds According to the Texas Pharmacy Act (Section 568.003): the Board of Pharmacy may refuse to issue a pharmacy technician registration to an individual who has been convicted of a felony, a misdemeanor involving moral turpitude, engaged in any fraud, deceit or misrepresentation, has a drug or alcohol dependency or has violated any federal or state pharmacy or drug laws.

*Students having questions about this rule should contact the Texas State Board of Pharmacy (*www.tsbp.state.tx.us*).*

Drug related felony convictions automatically disqualify an individual from taking the Pharmacy Technician Certification Exam (PTCE). Other felony convictions may also prevent a person from taking this exam, at the discretion of the Pharmacy Technician Certification Board (PTCB). Questions about eligibility for the PTCE should be directed to the Pharmacy Technician Certification Board (www.ptcb.org).

Graduation Requirements

To earn an Associate of Applied Science in Pharmacy Technology, a student must meet all college graduation requirements and complete all degree plan lecture and lab coursework with a minimum grade of "C" and successfully pass the practicum course.

Program Learning Outcomes

1. The student will manage inventory according to legal requirements in a pharmacy setting.
2. The student will obtain and manage patient information in a confidential and organized manner.
3. The student will accurately prepare drug products for dispensing or distribution according to state law.
4. The student will apply pharmacy laws and professional standards to inventory control documentation and distribution recordkeeping in a hospital pharmacy.
5. The student will prepare nonsterile medication compounds according to United States Pharmacopeia Standard 795.
6. The student will create audience-based, pharmacy topic summaries in American Standard English using AJHP Publication format by researching appropriate drug information resources.
7. The student will prepare sterile medication compounds according to United States Pharmacopeia Standard 797.

Advisory Committee Members

Adriana Pedraza, RPh, Doctors Hospital at Renaissance
Beatrice Godines, RPh, Mission Regional Medical Center
Emilio Garza, RPh, Doctors Hospital at Renaissance
David Castro, MBA, RPh, Weslaco Regional Rehabilitation Hospital
Yvonne Margo, RPh, Richard's Pharmacy
Emmanuel Ruiz, CPhT, Walgreens
Jessica Vallejo, CPhT, Weslaco Regional Rehabilitation Hospital

Pharmacy Technology Associate of Applied Science

TSI Liable

Course	Title	Credit Hours
First Year		
Fall		
PHRA 1201	Introduction to Pharmacy	2
PHRA 1209	Pharmaceutical Mathematics I	2
PHRA 1202	Pharmacy Law	2
PHRA 1305	Drug Classification	3
PHRA 1306	Computerized Drug Delivery Systems	3
PHRA 1215	Pharmacy Terminology	2
	Credit Hours	**14**
Spring		
PHRA 1347	Pharmaceutical Mathematics II	3
PHRA 1449	Institutional Pharmacy Practice	4
PHRA 1413	Community Pharmacy Practice	4
PHRA 1304	Pharmacotherapy and Disease Process	3
	Credit Hours	**14**
Summer		
PHRA 1265	Practicum I: Entry Level Practice	2
	Credit Hours	**2**
Second Year		
Fall		
PHRA 1441	Pharmacy Drug Therapy and Treatment	4
PHRA 1445	Compounding Sterile Preparations	4
PHRA 1471	Advanced Pharmacy Technology Practice	4
ENGL 1301	Composition I [1]	3
	Credit Hours	**15**
Spring		
PHRA 1143	Pharmacy Technician Certification Review	1
PHRA 1166	Practicum II:Advanced Level Practice	1
PSYC 2301 or PSYC 2314	General Psychology [1] or Lifespan Growth and Development	3
Humanities Elective (p. 103) [1]		3

SOCI 1301	Introductory Sociology [1]	3
Math/Natural Sciences Elective [1,2]		4
	Credit Hours	**15**
	Total Credit Hours	**60**

[1] Identifies courses to fulfill minimum 15 credit hour General Education requirement

[2] Students must take a 4 credit hour course in order to fulfill the Math and Natural Sciences Elective.

COURSE DESCRIPTIONS

♦ = Transferable Course

Accounting (ACCT)

♦ACCT 2301
Principles of Financial Accounting
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction to the fundamental concepts of financial accounting as prescribed by U.S. generally accepted accounting principles (GAAP) as applied to transactions and events that affect business organizations. Students will examine the procedures and systems to accumulate, analyze, measure, and record financial transactions. Students will use recorded financial information to prepare a balance sheet, income statement, statement of cash flows, and statement of shareholders' equity to communicate the business entity's results of operations and financial position to users of financial information who are external to the company. Students will study the nature of assets, liabilities, and owners' equity while learning to use reported financial information for purposes of making decisions about the company. Students will be exposed to International Financial Reporting Standards (IFRS).
Prerequisite: TSI College Ready in Math or completion of or concurrent enrollment in MATH 1324 or MATH 1414.

♦ACCT 2302
Principles of Managerial Accounting
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction to the fundamental concepts of managerial accounting appropriate for all organizations. Students will study information from the entity's accounting system relevant to decisions made by internal managers, as distinguished from information relevant to users who are external to the company. The emphasis is on the identification and assignment of product costs, operational budgeting and planning, cost control, and management decision making. Topics include product costing methodologies, cost behavior, operational and capital budgeting, and performance evaluation.
Prerequisite: ACCT 2301.

Accounting (ACNT)

ACNT 1303
Introduction to Accounting I
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a study of analyzing, classifying, and recording business transactions in a manual and computerized environment. Emphasis is placed on understanding the complete accounting cycle and preparing financial statements, bank reconciliation, and payroll.
Prerequisite: None.

ACNT 1304
Introduction to Accounting II
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a study of accounting for merchandising, notes payable, notes receivable, valuation of receivables and equipment, and valuation of inventories in a manual and computerized environment.
Prerequisite: ACNT 1303.

ACNT 1329
Payroll and Business Tax Accounting
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a study of payroll procedures, taxing entities, and reporting requirements of local, state, and federal taxing authorities in a manual and computerized environment.
Prerequisite: ACNT 1303.

ACNT 1331
Federal Income Tax: Individual
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a study of the federal tax laws currently implemented by the IRS, providing a working knowledge of preparing income tax returns for the individual.
Prerequisite: ACNT 1303.

ACNT 1374
Computerized Accounting II
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a continuation of accounting study in a computerized environment.
Prerequisite: ACNT 1411.

ACNT 1411
Introduction to Computerized Accounting
CRT HRS:4 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction to utilizing the computer in maintaining accounting records, making management decisions, and processing common business applications with primary emphasis on a general ledger package.
Prerequisite: ACNT 1303, ITSC 1409 or COSC 1301.

ACNT 1413
Computerized Accounting Applications
CRT HRS:4 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is the use of the computer to develop and maintain accounting records and to process common business applications for managerial decision-making.
Prerequisite: None.

ACNT 2266
Practicum - Accounting
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:14
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisite: Program Coordinator Approval.

ACNT 2267
Practicum - Accounting
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:14
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisite: Program Coordinator Approval.

ACNT 2309
Cost Accounting
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a study of budgeting, cost analysis and cost control systems using traditional and contemporary costing methods and theories in decision making, including a detailed study of manufacturing cost accounts and reports, job order costing, and process costing. An introduction to alternative costing methods such as activity-based and just-in-time costing is included.
Prerequisite: ACCT 2301 and ACCT 2302.

ACNT 2330
Government and Not-for-Profit Accounting
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a study of basic concepts and techniques of fund accounting and financial reporting for governmental and not-for-profit entities. The accounting cycle for funds and account groups and related financial statements will also be covered.
Prerequisite: ACNT 1303.

ACNT 2331
Internal Control and Auditing
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study of internal controls and auditing standards and processing used by internal auditors, managers, and independent public accountants.
Prerequisite: ACNT 1303.

Admin Assist/Gen Off (POFT)

POFT 1165
Practicum
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:8
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisite: Program Chair approval.

POFT 1301
Business English
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is an introduction to a practical application of basic language usage skills with emphasis on fundamentals of writing and editing for business.
Prerequisite: None.

POFT 1309
Administrative Office Procedures I
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is a study of current office procedures including telephone skills, time management, travel and meeting arrangements, mail processing, and other duties and responsibilities in an office environment.
Prerequisite: None.

POFT 1319
Records and Information Management I
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is an introduction to basic records and information management. It includes the life cycle of a record, manual and electronic records management, and basic filing procedures and rules.
Prerequisite: None.

POFT 1321
Business Math
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides the student instruction in the fundamentals of business mathematics including analytical and problem-solving skills for critical thinking in business applications.
Prerequisite: None.

POFT 1328
Business Presentations
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides skill development in planning and conducting business presentations on an individual and/or group basis including communication and media skills.
Prerequisite: None.

POFT 1329
Beginning Keyboarding
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course will teach the student skill development in the operation of the keyboard by touch applying proper keyboarding techniques. Emphasis is placed on the development of acceptable speed and accuracy levels and formatting basic documents.
Prerequisite: None.

POFT 1349
Administrative Office Procedures II
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course explores advanced office application with a special emphasis on decision making, goal setting, management theories, and critical thinking.
Prerequisite: POFT 1309, POFT 1319, POFI 1349, POFI 2340, and POFT 1328.

POFT 2264
CAPSTONE: Practicum
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:16
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Students enrolled in the certificate program must have completed 30 semester credit hours and students enrolled in the Associate Degree program must have completed 46 semester credit hours.

POFT 2303
Speed and Accuracy Building
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course teaches how to review, correct, improve, and/or perfect touch keyboarding techniques for the purpose of increasing speed and improving accuracy.
Prerequisite: POFT 1329.

POFT 2312
Business Correspondence and Communication
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course teaches the development of writing and presentation skills required to produce effective business documents.
Prerequisite: POFT 1301.

POFT 2331
Administrative Project Solutions
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course covers advanced concepts of project management and office procedures integrating software applications, critical thinking, and problem-solving skills.
Prerequisite: POFT 1349 or POFL 1340.

Agriculture (AGRI)

♦AGRI 1329
Principles of Food Science
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a study of biological and scientific aspects of modern industrial food supply systems. Food classification, modern processing, and quality control.
Prerequisites: None.

♦AGRI 1407
Agronomy
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a study of the principles and practices in the development, production, and management of field crops including growth and development, climate, plant requirements, pest management, and production methods.
Prerequisites: None.

♦AGRI 1415
Horticulture
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a study of structure, growth, and development of horticultural plants. Examination of environmental effects, basic principles of reproduction, production methods ranging from outdoor to controlled climates, nutrition, and pest management.
Prerequisites: None.

♦**AGRI 2330**
Wildlife Conservation and Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a study of principles and practices used in the production and improvement of wildlife resources. Aesthetic, ecological, and recreational uses of public and private lands.
Prerequisites: None.

American Sign Language (SGNL)

♦**SGNL 1301**
Beginning American Sign Language I
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This is a comprehensive first semester Beginning American Sign Language course. This course will include an introduction to American Sign Language, Deaf culture, and to a brief history of sign and culture. Furthermore, students will also develop and learn expressive and receptive sign skills, together with the learning of numbers, sign vocabulary, and the manual alphabet. Class is conducted primary without voice.
Prerequisite: None.

♦**SGNL 1302**
Beginning American Sign Language II
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This is a comprehensive second semester Beginning American Sign Language course. This course will include study of sign vocabulary, numbers, finger spelling, and Deaf culture. Furthermore, this course emphasizes on further development of receptive skills, expressive skills, application of rudimentary syntactical and grammatical structures, and an understanding of Deaf and Hearing cultures. Class is conducted primary without voice.
Prerequisite: SGNL 1301.

♦**SGNL 2301**
Intermediate American Sign Language I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a comprehensive Intermediate American Sign Language course. This course includes the integration of ASL expressive and receptive skills using bilingual techniques. Furthermore, a study of vocabulary, idioms, culture, literature, ASL linguistics, manual and non-manual aspects of ASL, and cross-cultural communication techniques will be an integral part of this course. This course is highly interactive, centering on lab exercises, peer critiques, guest speakers, and on the application of basic ethical behavior. Class is conducted primary without voice.
Prerequisite: SGNL 1301 and SGNL 1302.

♦**SGNL 2302**
Intermediate American Sign Language II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a comprehensive Intermediate American Sign Language course. This course will include further application of introductory level interpreting and transliterating skills with appropriate RID guidelines governing ethical behavior. Furthermore, students will also be exposed to the literature and culture of the Deaf culture. In addition, this course provides students the opportunity to interpret for guest speakers. Class is conducted primary without voice.
Prerequisite: SGNL 2301.

Anthropology (ANTH)

♦**ANTH 2301**
Physical Anthropology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study of human origins and bio-cultural adaptations. Topics may include primatology, genetics, human variation, forensics, health, and ethics in the discipline.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦**ANTH 2302**
Introduction to Archeology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study of the human past through material remains. This course includes a discussion of methods and theories relevant to archeological inquiry. Topics may include the adoption of agriculture, response to environmental change, the emergence of complex societies, and ethics in the discipline.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦**ANTH 2346**
General Anthropology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a study of human beings, their antecedents and related primates and their cultural behavior and institutions. This course introduces the major sub-fields: physical and cultural anthropology, archaeology, linguistics and ethnology. (Crosslisted as HUMA 2323.)
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦**ANTH 2351**
Cultural Anthropology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study of human cultures. Topics may include social organization, institutions, diversity, interactions between human groups, and ethics in the discipline.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

Applied Mathematics (TECM)

TECM 1303
Technical Calculations
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is a review of specific mathematical functions calculations including fractions, decimals, proportions, perimeters, areas, volumes of geometric figures, and certain algebraic/ trigonometric functions, as required by specific businesses, health occupations and industries for successful on-the-job performance.
Prerequisite: None.

Applied Music (MUAP)

♦**MUAP 1101**
Applied Violin I - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in violin for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1121.
Prerequisite: None.

♦**MUAP 1102**
Applied Viola I - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in viola for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1122.
Prerequisite: None.

♦MUAP 1103
Applied Cello I - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in Cello for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1123.
Prerequisite: None.

♦MUAP 1104
Applied Double Bass I - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in double bass for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1124.
Prerequisite: None.

♦MUAP 1105
Applied Flute I - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in flute for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1125.
Prerequisite: None.

♦MUAP 1106
Applied Clarinet I - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in clarinet for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1126.
Prerequisite: None.

♦MUAP 1107
Applied Saxophone I- Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in saxophone for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1127.
Prerequisite: None.

♦MUAP 1108
Applied Trumpet I - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in trumpet for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1128.
Prerequisite: None.

♦MUAP 1109
Applied French Horn I - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in French horn for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1129.
Prerequisite: None.

♦MUAP 1110
Applied Trombone I - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in trombone for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1130.
Prerequisite: None.

♦MUAP 1111
Applied Euphonium I - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in baritone for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1131.
Prerequisite: None.

♦MUAP 1112
Applied Oboe I - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in oboe for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1132.
Prerequisite: None.

♦MUAP 1113
Applied Bassoon I - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in bassoon for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1133.
Prerequisite: None.

♦MUAP 1114
Applied Tuba I - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in tuba for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1134.
Prerequisite: None.

♦MUAP 1115
Applied Percussion I - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in percussion for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1135.
Prerequisite: None.

♦MUAP 1116
Applied Guitar I - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in guitar for Non-major majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1136.
Prerequisite: None.

♦MUAP 1117
Applied Piano I - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in piano for Non-music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1137.
Prerequisite: None.

♦MUAP 1118
Applied Voice I - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in voice for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1138.
Prerequisite: None.

♦**MUAP 1119**
Applied Music Composition I - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in music composition for Non-music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1139.
Prerequisite: None.

♦**MUAP 1121**
Applied Violin II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in violin for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1121.
Prerequisite: None.

♦**MUAP 1122**
Applied Viola II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in viola for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1122.
Prerequisite: None.

♦**MUAP 1123**
Applied Cello II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in cello for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1123.
Prerequisite: None.

♦**MUAP 1124**
Applied Double Bass II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in double bass for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1124.
Prerequisite: None.

♦**MUAP 1125**
Applied Flute II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in flute for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1125.
Prerequisite: None.

♦**MUAP 1126**
Applied Clarinet II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in clarinet for Non-music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1126.
Prerequisite: None.

♦**MUAP 1127**
Applied Saxophone II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in saxophone for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1127.
Prerequisite: None.

♦**MUAP 1128**
Applied Trumpet II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in trumpet for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1128.
Prerequisite: None.

♦**MUAP 1129**
Applied French Horn II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in French horn for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1129.
Prerequisite: None.

♦**MUAP 1130**
Applied Trombone II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in trombone for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1130.
Prerequisite: None.

♦**MUAP 1131**
Applied Euphonium II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in baritone for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1131.
Prerequisite: None.

♦**MUAP 1132**
Applied Oboe II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in oboe for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1132.
Prerequisite: None.

♦**MUAP 1133**
Applied Bassoon II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in bassoon for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1133.
Prerequisite: None.

♦**MUAP 1134**
Applied Tuba II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in tuba for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1134.
Prerequisite: None.

♦**MUAP 1135**
Applied Percussion II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in percussion for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1135.
Prerequisite: None.

♦MUAP 1136
Applied Guitar II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in guitar for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1136.
Prerequisite: None.

♦MUAP 1137
Applied Piano II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in piano for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1137.
Prerequisite: None.

♦MUAP 1138
Applied Voice II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in voice for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1138.
Prerequisite: None.

♦MUAP 1139
Applied Music Composition II - Non-Music Majors
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course offers private instruction in music composition for Non-Music majors. Credit is based upon one 30-minute lesson per week and 30 minutes of required daily practice. This course may be repeated as MUAP 1139.
Prerequisite: None.

♦MUAP 1201
Applied Violin I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in violin for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1221, 2201 and 2221.
Prerequisite: None.

♦MUAP 1202
Applied Viola I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in viola for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1222, 2202 and 2222.
Prerequisite: None.

♦MUAP 1203
Applied Cello I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in cello for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1223, 2203 and 2223.
Prerequisite: None.

♦MUAP 1204
Applied Double Bass I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in double bass for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1224, 2204 and 2224.
Prerequisite: None.

♦MUAP 1205
Applied Flute I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in flute for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1225, 2205 and 2225.
Prerequisite: None.

♦MUAP 1206
Applied Clarinet I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in clarinet for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1226, 2206 and 2226.
Prerequisite: None.

♦MUAP 1207
Applied Saxophone I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in saxophone for Music majors. Credit is based upon one 50 minute lesson per week and one hour required daily practice. This course may be repeated as MUAP 1227, 2207 and 2227.
Prerequisite: None.

♦MUAP 1208
Applied Trumpet I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in trumpet for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1228, 2208 and 2228.
Prerequisite: None.

♦MUAP 1209
Applied French Horn I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in French horn for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1229, 2209 and 2229.
Prerequisite: None.

♦MUAP 1210
Applied Trombone I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in trombone for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1230, 2210 and 2230.
Prerequisite: None.

♦MUAP 1211
Applied Euphonium I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in baritone for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1231, 2211 and 2231.
Prerequisite: None.

♦MUAP 1212
Applied Oboe I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in oboe for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1232, 2212 and 2232.
Prerequisite: None.

♦**MUAP 1213**
Applied Bassoon I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in bassoon for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1233, 2213 and 2233.
Prerequisite: None.

♦**MUAP 1214**
Applied Tuba I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in tuba for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1234, 2214 and 2234.
Prerequisite: None.

♦**MUAP 1215**
Applied Percussion I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in percussion for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1235, 2215 and 2235.
Prerequisite: None.

♦**MUAP 1216**
Applied Guitar I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in guitar for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1236, 2216 and 2236.
Prerequisite: None.

♦**MUAP 1217**
Applied Piano I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in piano for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1237, 2217 and 2237.
Prerequisite: None.

♦**MUAP 1218**
Applied Voice I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in voice for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1238, 2218 and 2238.
Prerequisite: None.

♦**MUAP 1219**
Applied Music Composition I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in music composition for music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1239, 2219 and 2239.
Prerequisite: None.

♦**MUAP 1220**
Applied Conducting I
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in music conducting for music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1240, 2220 and 2240.
Prerequisite: None.

♦**MUAP 1221**
Applied Violin II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in violin for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1221, 2201 and 2221.
Prerequisite: None.

♦**MUAP 1222**
Applied Viola II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in viola for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1222, 2202 and 2222.
Prerequisite: None.

♦**MUAP 1223**
Applied Cello II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in cello for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1223, 2203 and 2223.
Prerequisite: None.

♦**MUAP 1224**
Applied Double Bass II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in double bass for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1224, 2204 and 2224.
Prerequisite: None.

♦**MUAP 1225**
Applied Flute II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in flute for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1225, 2205 and 2225.
Prerequisite: None.

♦**MUAP 1226**
Applied Clarinet II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in clarinet for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1226, 2206 and 2226.
Prerequisite: None.

♦**MUAP 1227**
Applied Saxophone II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in saxophone for Music majors. Credit is based upon one 50 minute lesson per week and one hour required daily practice. This course may be repeated as MUAP 1227, 2207 and 2227.
Prerequisite: None.

♦**MUAP 1228**
Applied Trumpet II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in trumpet for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1228, 2208 and 2228.
Prerequisite: None.

♦MUAP 1229
Applied French Horn II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in French horn for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1229, 2209 and 2229.
Prerequisite: None.

♦MUAP 1230
Applied Trombone II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in trombone for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1230, 2210 and 2230.
Prerequisite: None.

♦MUAP 1231
Applied Euphonium II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in baritone for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1231, 2211 and 2231.
Prerequisite: None.

♦MUAP 1232
Applied Oboe II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in oboe for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1232, 2212 and 2232.
Prerequisite: None.

♦MUAP 1233
Applied Bassoon II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in bassoon for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1233, 2213 and 2233.
Prerequisite: None.

♦MUAP 1234
Applied Tuba II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in tuba for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1234, 2214 and 2234.
Prerequisite: None.

♦MUAP 1235
Applied Percussion II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in percussion for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1235, 2215 and 2235.
Prerequisite: None.

♦MUAP 1236
Applied Guitar II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in guitar for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1236, 2216 and 2236.
Prerequisite: None.

♦MUAP 1237
Applied Piano II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in piano for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1237, 2217 and 2237.
Prerequisite: None.

♦MUAP 1238
Applied Voice II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in voice for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1238, 2218 and 2238.
Prerequisite: None.

♦MUAP 1239
Applied Music Composition II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in music composition for music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1239, 2219 and 2239.
Prerequisite: None.

♦MUAP 1240
Applied Conducting II
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in music conducting for music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1240, 2220 and 2240.
Prerequisite: None.

♦MUAP 2201
Applied Violin III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in violin for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1221, 2201 and 2221.
Prerequisite: None.

♦MUAP 2202
Applied Viola III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in viola for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1222, 2202 and 2222.
Prerequisite: None.

♦MUAP 2203
Applied Cello III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in cello for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1223, 2203 and 2223.
Prerequisite: None.

♦MUAP 2204
Applied Double Base III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in double bass for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1224, 2204 and 2224.
Prerequisite: None.

♦**MUAP 2205**
Applied Flute III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in flute for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1225, 2205 and 2225.
Prerequisite: None.

♦**MUAP 2206**
Applied Clarinet III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in clarinet for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1226, 2206 and 2226.
Prerequisite: None.

♦**MUAP 2207**
Applied Saxophone III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in saxophone for Music majors. Credit is based upon one 50 minute lesson per week and one hour required daily practice. This course may be repeated as MUAP 1227, 2207 and 2227.
Prerequisite: None.

♦**MUAP 2208**
Applied Trumpet III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in trumpet for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1228, 2208 and 2228.
Prerequisite: None.

♦**MUAP 2209**
Applied French Horn III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in French horn for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1229, 2209 and 2229.
Prerequisite: None.

♦**MUAP 2210**
Applied Trombone III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in trombone for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1230, 2210 and 2230.
Prerequisite: None.

♦**MUAP 2211**
Applied Euphonium III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in baritone for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1231, 2211 and 2231.
Prerequisite: None.

♦**MUAP 2212**
Applied Oboe III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in oboe for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1232, 2212 and 2232.
Prerequisite: None.

♦**MUAP 2213**
Applied Bassoon III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in bassoon for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1233, 2213 and 2233.
Prerequisite: None.

♦**MUAP 2214**
Applied Tuba III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in tuba for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1234, 2214 and 2234.
Prerequisite: None.

♦**MUAP 2215**
Applied Percussion III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in percussion for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1235, 2215 and 2235.
Prerequisite: None.

♦**MUAP 2216**
Applied Guitar III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in guitar for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1236, 2216 and 2236.
Prerequisite: None.

♦**MUAP 2217**
Applied Piano III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in piano for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1237, 2217 and 2237.
Prerequisite: None.

♦**MUAP 2218**
Applied Voice III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in voice for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1238, 2218 and 2238.
Prerequisite: None.

♦**MUAP 2219**
Applied Music Composition III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in music composition for music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1239, 2219 and 2239.
Prerequisite: None.

♦**MUAP 2220**
Applied Conducting III
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in music conducting for music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1240, 2220 and 2240.
Prerequisite: None.

♦MUAP 2221
Applied Violin IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in violin for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1221, 2201 and 2221.
Prerequisite: None.

♦MUAP 2222
Applied Viola IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in viola for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1222, 2202 and 2222.
Prerequisite: None.

♦MUAP 2223
Applied Cello IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in cello for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1223, 2203 and 2223.
Prerequisite: None.

♦MUAP 2224
Applied Double Bass IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in double bass for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1224, 2204 and 2224.
Prerequisite: None.

♦MUAP 2225
Applied Flute IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in flute for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1225, 2205 and 2225.
Prerequisite: None.

♦MUAP 2226
Applied Clarinet IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in clarinet for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1226, 2206 and 2226.
Prerequisite: None.

♦MUAP 2227
Applied Saxophone IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in saxophone for Music majors. Credit is based upon one 50 minute lesson per week and one hour required daily practice. This course may be repeated as MUAP 1227, 2207 and 2227.
Prerequisite: None.

♦MUAP 2228
Applied Trumpet IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in trumpet for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1228, 2208 and 2228.
Prerequisite: None.

♦MUAP 2229
Applied French Horn IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in French horn for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1229, 2209 and 2229.
Prerequisite: None.

♦MUAP 2230
Applied Trombone IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in trombone for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1230, 2210 and 2230.
Prerequisite: None.

♦MUAP 2231
Applied Euphonium IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in baritone for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1231, 2211 and 2231.
Prerequisite: None.

♦MUAP 2232
Applied Oboe IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in oboe for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1232, 2212 and 2232.
Prerequisite: None.

♦MUAP 2233
Applied Bassoon IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in bassoon for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1233, 2213 and 2233.
Prerequisite: None.

♦MUAP 2234
Applied Tuba IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in tuba for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1234, 2214 and 2234.
Prerequisite: None.

♦MUAP 2235
Applied Percussion IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in percussion for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1235, 2215 and 2235.
Prerequisite: None.

♦MUAP 2236
Applied Guitar IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in guitar for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1236, 2216 and 2236.
Prerequisite: None.

♦**MUAP 2237**
Applied Piano IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in piano for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1237, 2217 and 2237.
Prerequisite: None.

♦**MUAP 2238**
Applied Voice IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in voice for Music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1238, 2218 and 2238.
Prerequisite: None.

♦**MUAP 2239**
Applied Music Composition IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in music composition for music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1239, 2219 and 2239.
Prerequisite: None.

♦**MUAP 2240**
Applied Conducting IV
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers private instruction in music conducting for music majors. Credit is based upon one 50 minute lesson per week and one hour of required daily practice. This course may be repeated as MUAP 1240, 2220 and 2240.
Prerequisite: None.

Architectural Technology (ARCE)

ARCE 1421
Architectural Illustration
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers architectural illustration and rendering techniques. Emphasis is on architectural structures in 3-D either by freehand drawing or computer software, perspectives, delineation in various media, and development of students' graphical expression. It includes an introduction to various reproduction methods.
Prerequisite: None.

ARCE 1452
Structural Drafting
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study of structural systems including concrete foundations and frames, wood framing and trusses, and structural steel framing systems. It includes detailing of concrete, wood, and steel to meet industry standards including the American Institute of Steel Construction and The American Concrete Institute.
Prerequisite: DFTG 1315 and DFTG 2419.

Architecture (ARCH)

♦**ARCH 1301**
Architectural History I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is part one of a survey of the history of world architecture from pre-history to the present. This course focuses on the period from pre-history up to at least the 14th Century. This course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria for History and Global Culture.
Prerequisite: None.

♦**ARCH 1302**
Architectural History II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is part two of a survey of the history of world architecture from pre-history to the present. This course focuses on the period of neo-classicism up to the modern era. This course is intended to fulfill all or part of the following National Accrediting Board (NAAB) Student Performance Criteria: History and Global Culture.
Prerequisite: None.

♦**ARCH 1303**
Architectural Design I
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introductory studio providing foundation in the conceptual, perceptual, and manual skills necessary for two-dimensional and three-dimensional design. This course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAS) Student Performance Criteria of Professional Communication Skills, Design Thinking Skills, Architectural Design Skills and Ordering Skills.
Prerequisite: None.

♦**ARCH 1304**
Architectural Design II
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course covers creative problem solving and presentation of principles, concepts and ideas as applied to introductory architectural projects. Course is intended to fulfill all or part of the following National Architectural Accrediting (NAAB) Student Performance Criteria: A.1.Professional Communication Skills, A.2.Design Thinking Skills, A.4. Architectural Design Skills and A.5.Ordering Systems.
Prerequisite: ARCH 1303.

♦**ARCH 1307**
Architectural Graphics I
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction to basic drawing methods and tools. Exploration of techniques available for the design process with emphasis on two-dimensional and three-dimensional composition. Course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria: A.1. Professional Communication Skills.
Prerequisite: None.

♦**ARCH 1308**
Architectural Graphics II
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is continuation of the study, methodology, and production of architectural drawings. Exploration of techniques available for the design process with emphasis on three-dimensional composition both analog and digital. Course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria:A.1 Professional Communication Skills and A.5 Ordering Systems.
Prerequisite: ARCH 1307.

♦**ARCH 1311**
Introduction to Architecture
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to architecture that explores the practices, principles, and wider context of architecture and design. It focuses on the role of architecture in society, culture, and the broader physical context of the built environment. This course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria: A.8 Cultural Diversity and Social Equity, D.1 Stakeholder Roles in Architecture.
Prerequisite: None.

♦ARCH 2312
Architectural Technology
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is introduction to materials and methods in the design and construction of buildings. Course is intended to fulfill all or part of the following National Architectural Accrediting Board (NAAB) Student Performance Criteria: B.7 Building Envelope Systems and Assemblies and B.8 Building Materials and Assemblies.
Prerequisite: None.

♦ARCH 2603
Architectural Design III
CRT HRS:6 LEC HRS:4 LAB HRS:8 OTH HRS:0
This course is an intermediate architectural design studio which continues and expands the study of concepts from Architectural Design II. The course is intended to fulfill all or part of each of the following 2014 National Architectural Accrediting Board (NAAB) Student Performance Criteria: A.4 Architectural Design Skills, A.6 Use of Precedents, and B.2 Site Design.
Prerequisite: ARCH 1304 and ARCH 1308.

♦ARCH 2604
Architectural Design IV
CRT HRS:6 LEC HRS:4 LAB HRS:8 OTH HRS:0
This course is a concluding architectural design studio for the lower-division which continues from Architectural Design III. Course is intended to fulfill all or part of each of the following 2014 National Architectural Accrediting Board (NAAB) Student Performance Criteria: B1 - Pre-Design, B3 - Codes and Regulations, and B5 - Structural Systems.
Prerequisite: ARCH 2603.

Art (ARTS)

♦ARTS 1301
Art Appreciation
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a general introduction to the visual arts designed to create an appreciation of the vocabulary, media, techniques, and purposes of the creative process. Students will critically interpret and evaluate works of art within formal, cultural and historical contexts.
Prerequisite: Eligible for ENGL 1301.

♦ARTS 1303
Art History I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a chronological analysis of the historical and cultural contexts of the visual arts from prehistoric times to the 14th century.
Prerequisite: TSI complete in Reading or equivalent and TSI complete in Writing or equivalent.

♦ARTS 1304
Art History II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a chronological analysis of the historical and cultural contexts of the visual arts from the 14th century to the present day.
Prerequisite: TSI complete in Reading or equivalent and TSI complete in Writing or equivalent.

♦ARTS 1311
Design I
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction to the fundamental terminology, concepts, theory, and application of two-dimensional design.
Prerequisite: None.

♦ARTS 1312
Design II
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction to the fundamental terminology, concepts, theory, and application of three-dimensional design.
Prerequisite: ARTS 1311.

♦ARTS 1316
Drawing I
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
A foundation studio course exploring drawing with emphasis on descriptive, expressive and conceptual approaches. Students will learn to see and interpret a variety of subjects while using diverse materials and techniques. Course work will facilitate a dialogue in which students will engage in critical analysis and begin to develop their understanding of drawing as a discipline.
Prerequisite: None.

♦ARTS 1317
Drawing II
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
A studio course exploring drawing with continued emphasis on descriptive, expressive and conceptual approaches. Students will further develop the ability to see and interpret a variety of subjects while using diverse materials and techniques. Course work will facilitate a dialogue in which students will employ critical analysis to broaden their understanding of drawing as a discipline. Students choosing to enroll in sections with live nude models must have chair approval and be a minimum of 18 years of age according to Board Policy 3642.
Prerequisite: ARTS 1316 and Program Chair approval.

♦ARTS 1325
Drawing and Painting (for Non-Art Majors)
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio course focuses on the investigation of the descriptive and expressive qualities of drawing and painting media for the beginning art student.
Prerequisite: None.

♦ARTS 2313
Graphic Design
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio course introduces basic objectives, principles, and methods used in graphic design. The course focuses on creativity, aesthetic judgment, and critical-thinking skills to expand conceptual solutions within the realm of contemporary graphic design.
Prerequisite: Completion of ARTS 2348.

♦ARTS 2316
Painting I
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio art course introduces the fundamental principles, materials, and techniques of painting.
Prerequisite: None.

♦ARTS 2317
Painting II
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio art course is a further study of the principles, materials, and techniques of painting.
Prerequisite: ARTS 2316 or approval of the instructor.

♦ARTS 2323
Life Drawing
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio art course introduces the analytic study of the human form and the figure's potential for compositional and expressive use in drawing.
Prerequisite: ARTS 1317 or approval of the instructor.

♦ARTS 2326
Sculpture
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio art course introduces the materials, processes, and issues pertaining to the making of three-dimensional objects and environments. The course explores the use of varied materials and techniques along with the formal and conceptual principles that form the basis of contemporary sculpture.
Prerequisite: None.

♦**ARTS 2333**
Printmaking
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio art course introduces the materials, processes, and concepts pertaining to traditional and contemporary printmaking. The course explores the use of varied tools and techniques along with the formal and conceptual principles to create editioned and unique works.
Prerequisite: None.

♦**ARTS 2341**
Metals
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio art course introduces metalsmithing using basic techniques in jewelry design and metal construction. The course provides instruction and practical fabrication experience as it relates to the design and production of small-scale functional and/or non-functional objects.
Prerequisite: None.

♦**ARTS 2346**
Ceramics I
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio art course introduces basic building, throwing, and other techniques as it relates to the design and production of ceramic sculpture and pottery.
Prerequisite: None.

♦**ARTS 2347**
Ceramics II
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio art course is a further study of building, throwing, and other techniques as it related to the design and production of ceramic sculpture and pottery.
Prerequisite: ARTS 2346 or approval of instructor.

♦**ARTS 2348**
Digital Media
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio art course introduces the potential of basic digital media manipulation and graphic creation. The course emphasizes still and time-based media.
Prerequisite: None.

♦**ARTS 2356**
Photography I (Fine Arts Emphasis)
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio art course introduces the technical and conceptual basics of photography as a creative medium. *Additional material costs for paper and printing will be required in this course and is the responsibility of the student to purchase these materials when needed. Students must have a digital camera with fully manual exposure controls for this course.
Prerequisite: None.

♦**ARTS 2357**
Photography II (Fine Arts Emphasis)
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This studio art course furthers the study of the technical and conceptual basics of photography as a creative medium. *Additional material costs for paper and printing will be required in this course and is the responsibility of the student to purchase these materials when needed.
Prerequisite: ARTS 2356 or approval of instructor.

ASL/Interpreting Studies (SLNG)

SLNG 1300
Fundamentals for Deaf Support Specialist/Service Provider
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is designed to instruct students in how to work with deaf consumers in a variety of settings including but not limited to job coaching, mentoring, tutoring, and/or advocacy work.
Prerequisite: None.

SLNG 1304
American Sign Language (ASL) I
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is an introduction to the basic skills needed in the production and comprehension of American Sign Language (ASL). Course work includes focus on the manual alphabet, numbers, conversational skills, culturally appropriate behaviors, and ASL grammar.
Prerequisite: None.

SLNG 1305
American Sign Language (ASL) II
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
ASL Beginning II develops receptive and expressive ability and allows for recognition and demonstration of more sophisticated grammatical features of American Sign Language (ASL). This course increases fluency and accuracy in fingerspelling and numbers, and provides opportunities for interaction within the deaf community.
Prerequisite: SLNG 1304 or SGNL 1301.

SLNG 1311
Fingerspelling and Numbers
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course develops expressive and receptive fingerspelling skills. Receptive skills focus on whole-word and phrase recognition as well as identifying fingerspelling words in context. Expressive skills focus on the development of speed, clarity, and fluency.
Prerequisite: SLNG 1304 or SGNL 1301.

SLNG 1315
Visual/Gestural Communication
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course develops skills in non-verbal communication. This course emphasizes the use and understanding of facial expression, gestures, pantomime, and body language. Instructional methods include the creation and/or performance of stories using these elements.
Prerequisite: SLNG 1304 or SGNL 1301.

SLNG 1317
Introduction to the Deaf Community
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an overview of the physical, educational, social, and cultural implications of deafness and hearing loss within the context of an individual's personal life, family and community in today's multicultural society. Coursework focuses on current educational and vocational programs, legislation, technology, and other pertinent issues.
Prerequisite: None.

SLNG 1321
Introduction to the Interpreting Profession
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an overview of the field of sign language interpretation. The class provides an historical framework for the principles, ethics, roles, responsibilities, and standard practices of the interpreting profession.
Prerequisite: None.

SLNG 1344
American Sign Language (ASL) III
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course integrates and refines expressive and receptive skills in American Sign Language (ASL), which includes recognition of sociolinguistic variations. The preferred method of instruction will be a practice oriented approach to language acquisition, which includes the use of multimedia.
Prerequisite: SLNG 1305 or SGNL 1302.

SLNG 1345
American Sign Language (ASL) IV
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is an integration of expressive and receptive skills in American Sign Language with emphasis on literature, discourse styles, and contextualization at an intermediate level. It provides students with information on idiomatic/colloquial usages of signs, as well as grammatical structures for complex sentences.
Prerequisite: SLNG 1344 or SGNL 2301.

SLNG 1350
Sign-to-Voice
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course provides skill development in interpreting and transliterating from American Sign Language and other modes of communication to English and analysis of increasingly complex tasks utilizing simulated interpreting experiences including skills analysis and peer evaluation.
Prerequisite: SLNG 1305 or SGNL 1302.

SLNG 2186
Capstone: Internship I
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
Internship I is an experience external to the college for an advanced student in a specialized field involving a written agreement between the educational institution and a business or industry. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the college that are directly related to specific occupational outcomes. This may be a paid or unpaid experience. This course may be repeated if topics and learning outcomes vary.
Prerequisite: Permission from the Department.

SLNG 2187
Internship I- Deaf Support/Sign Language Interpreter
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
Internship I is an experience external to the college for an advanced student in a specialized field involving a written agreement between the educational institution and a business or industry. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the college that are directly related to specific occupational outcomes. This may be a paid or unpaid experience. This course may be repeated if topics and learning outcomes vary.
Prerequisite: Permission from the Department.

SLNG 2188
Capstone: Internship II
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
Internship II is an experience external to the college for an advanced student in a specialized field involving a written agreement between the educational institution and a business or industry. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the college that are directly related to specific occupational outcomes. This may be a paid or unpaid experience. This course may be repeated if topics and learning outcomes vary.
Prerequisite: Permission from the Department.

SLNG 2189
Capstone: Internship III
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
Internship III is an experience external to the college for an advanced student in a specialized field involving a written agreement between the educational institution and a business or industry. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the college that are directly related to specific occupational outcomes. This may be a paid or unpaid experience. This course may be repeated if topics and learning outcomes vary.
Prerequisite: Permission from the Department.

SLNG 2303
Transliterating
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This is a practice-oriented course designed to develop the foundation skills necessary for rendering spoken English into a manually coded English format, and from a manually coded English system into spoken English. An integral part of this course will be defining, recognizing, and incorporating features of transliterations.
Prerequisite: ENGL 1301, DRAM 1351, BIOL 1408, SOCW 2361, PHIL 2306, SLNG 1321, SLNG 1311, SLNG 1344 (or SGNL 2301), SLNG 2187, SLNG 2401, SLNG 1345, SLNG 2411, SLNG 1350.

SLNG 2330
Advanced Techniques for Deaf Support Specialist/Service Providers
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course incorporates advanced concepts of practical general training and experiences in a structured classroom setting. Students will participate in various role-playing activities including but not limited to job coaching, mentoring, literacy, tutoring, and advocacy work.
Prerequisite: SLNG 1345 (or SGNL 2302), SLNG 1300.

SLNG 2370
Trilingual Interpreting I
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course will include the development of inter-lingual skills (English to Spanish/Spanish to English/American Sign Language (ASL) to Spanish/Spanish to ASL). The student will begin to demonstrate an ability to produce dynamic equivalence from a source language to a target language with an emphasis in Spanish to ASL and ASL to Spanish.
Prerequisite: None.

SLNG 2372
Trilingual Interpreting II
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course will focus on the enhancement of trilingual interpreting skills with continued exposure of more complex source material. This will include trilingual interpreting experiences through the use of multimedia materials in the classroom.
Prerequisite: Completion of or concurrent enrollment in SLNG 2370.

SLNG 2373
Latino Interpreting Issues
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides a historical and contemporary perspective of Latino cultures with an emphasis on Mexican-American culture. Topics include cultural values, group norms, communication, language differences among Latinos, and standard practices of the interpreting profession.
Prerequisite: Completion of or concurrent enrollment in SLNG 1321.

SLNG 2401
Interpreting I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
Interpreting I is an overview of the interpreting process and current models. It introduces the skills necessary to achieve message equivalency in interpreting. The student will identify interpreting process models and will apply these models to text analysis. The student will differentiate contextual factors affecting language usage in the interpreting process, and will begin to demonstrate an ability to produce dynamic equivalence from source language to target language.
Prerequisite: ENGL 1301, DRAM 1351, BIOL 1408, SOCW 2361, PHIL 2306, SLNG 1321, SLNG 1311, SLNG 1344 (or SGNL 2301).

SLNG 2402
Interpreting II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
Interpreting II is an overview of the interpreting process and current models. It introduces the skills necessary to achieve message equivalency in interpreting. The student will identify interpreting process models and will apply these models to text analysis. The student will differentiate contextual factors affecting language usage in the interpreting process, and will begin to demonstrate an ability to produce dynamic equivalence from source language to target language.
Prerequisite: ENGL 1301, DRAM 1351, BIOL 1408, SOCW 2361, PHIL 2306, SLNG 1321, SLNG 1311, SLNG 1345 (or SGNL 2302), SLNG 2187, SLNG 2401.

SLNG 2411
Interpreting in Specialized Settings
CRT HRS:4 LEC HRS:4 LAB HRS:1 OTH HRS:0
This course focuses on interpreting/transliterating for special populations (e.g., deaf/blind, high visual, oral deaf) in a variety of settings (e.g., religious, artistic, medical, legal, mental health). Activities are designed to reinforce basic theories and techniques related to working with special populations in various settings.
Prerequisite: SLNG 1321, SLNG 1344 or SGNL 2301.

SLNG 2431
Interpreting III
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a practice-oriented course designed to strengthen skills in the integration and application of cognitive processing for more complex source material. Continued exposure to simulated interpreting experiences through the use of multimedia materials will be incorporated in to classroom activities.
Prerequisite: ENGL 1301, DRAM 1351, BIOL 1408, SOCW 2361, PHIL 2306, SLNG 1321, SLNG 1311, SLNG 1345 (or SGNL 2302), SLNG 2187, SLNG 2188.

SLNG 2434
American Sign Language (ASL) V
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
This course will provide students with expanding knowledge and utilization of American Sign Language (ASL) vocabulary demonstrating semantic accuracy and discourse strategies. Theory and practice of major linguistic principles in ASL will be discussed.
Prerequisite: ENGL 1301, DRAM 1351, BIOL 1408, SOCW 2361, PHIL 2306, SLNG 1321, SLNG 1311, SLNG 1344 (or SGNL 2301), SLNG 2187, SLNG 2401, SLNG 1345, SLNG 2411, SLNG 1350.

Automotive Mech/Tech (AUMT)

AUMT 1201
Introduction and Theory of Automotive Technology
CRT HRS:2 LEC HRS:2 LAB HRS:1 OTH HRS:0
This course is an introduction overview of the automotive service industry including history, safety practices, shop equipment and tools, vehicle subsystems, service publications, professional responsibilities, and automobile maintenance.
Prerequisite: None.

AUMT 1264
Practicum I
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:20
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Permission from the department.

AUMT 1265
Practicum I
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:20
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Permission from the department.

AUMT 1266
Practicum I
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:20
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Permission from the department.

AUMT 1267
Practicum II
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:20
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Permission from the department.

AUMT 1316
Automotive Suspension and Steering Systems-GM-ASEP
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course covers the diagnosis and repair of automotive suspension and steering systems including electronically controlled systems. Includes component repair, alignment procedures and tire and wheel service. May be taught manufacturer specific.
Prerequisite: AUMT 1407.

AUMT 1345
Automotive Climate Control Systems
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course covers the theory of automotive air conditioning and heating systems, including diagnosis and repair of manual/electronic climate control systems. Emphasis is placed on the basic refrigeration cycle and diagnosis and repair of system malfunctions. EPA guidelines for refrigerant handling and new refrigerant replacements are also covered.
Prerequisite: DEMR 1401 or AUMT 1407.

AUMT 1407
Automotive Electrical Systems
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course is an overview of automotive electrical systems including topics in operational theory, testing, diagnosis, and repair of, charging and starting systems, and electrical accessories. Emphasis is placed on electrical principles, schematic diagrams and service publications.
Prerequisite: None.

AUMT 1410
Automotive Brake Systems
CRT HRS:4 LEC HRS:2 LAB HRS:8 OTH HRS:0
This course covers the operation and repair of drum/disc type brake systems. Topics include brake theory, diagnosis, and repair of power, manual, anti-lock brake systems, and parking brakes.
Prerequisite: AUMT 1407.

AUMT 1416
Automotive Suspension and Steering Systems
CRT HRS:4 LEC HRS:2 LAB HRS:8 OTH HRS:0
This course covers the diagnosis and repair of automotive suspension and steering systems including electronically controlled systems. Includes component repair, alignment procedures and tire and wheel service. May be taught manufacturer specific.
Prerequisite: Concurrent enrollment in AUMT 1407.

AUMT 1419
Automotive Engine Repair
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course explores the fundamentals of engine operation, diagnosis and repair. Emphasis is on identification, inspection, measurements, and disassembly, repair, and re-assembly of the engine.
Prerequisite: Concurrent enrollment in AUMT 1407.

AUMT 2264
Practicum I
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:20
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Permission from the department.

AUMT 2266
Practicum III-GM ASEP
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:20
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Permission from the department.

AUMT 2267
CAPSTONE: Practicum IV- GM ASEP
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:20
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student.
Prerequisite: Permission from the department.

AUMT 2313
Automotive Drive Train and Axles
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a study of automotive clutches, clutch operation devices, manual transmissions/transaxles, and differentials with emphasis on diagnosis and repair.
Prerequisite: AUMT 1419.

AUMT 2417
Automotive Engine Performance Analysis I
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course includes theory, operation, diagnosis of drivability concerns, and repair of ignition and fuel delivery systems. Use of current engine performance diagnostic equipment is emphasized.
Prerequisite: AUMT 1407; concurrent enrollment in AUMT 1419.

AUMT 2421
Automotive Electrical Diagnosis and Repair
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course covers the repair of automotive electrical subsystems, lighting, instrumentation, and accessories. Emphasis is placed on accurate diagnosis and proper repair methods using various troubleshooting skills and techniques.
Prerequisite: AUMT 1407.

AUMT 2425
Automatic Transmission and Transaxle
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course is a study of the operation, hydraulic circuits and electronic controls, and related circuits of modern automatic transmissions and automatic transaxles. Diagnosis, disassembly, and assembly procedures with emphasis on the use of special tools and proper repair techniques are covered.
Prerequisite: AUMT 1407.

AUMT 2434
Automotive Engine Performance Analysis II
CRT HRS:4 LEC HRS:2 LAB HRS:8 OTH HRS:0
This course covers the diagnosis and repair of emission systems, computerized engine performance systems, and advanced ignition and fuel systems; and proper use of advanced engine performance diagnostic equipment.
Prerequisite: AUMT 2417.

Baker/Pastry Chef (PSTR)

PSTR 1264
CAPSTONE: Practicum I
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:16
This course is a capstone experience for the certificate students. This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisite: Second semester standing in the Commercial Baking Certificate.

PSTR 1301
Fundamentals of Baking
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course explores the fundamentals of baking including dough, quick breads, pies, cakes, cookies, tarts, and doughnuts. Instruction in flours, fillings and ingredients is also included. Topics include baking terminology, tool and equipment use, formula conversions, functions of ingredients, and the evaluation of baked products.
Prerequisite: None.

PSTR 1302
Cake Baking and Production
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course covers principles and techniques of cake production. Emphasizes ingredients identification, functions, mixing, and baking.
Prerequisite: None.

PSTR 1305
Breads and Rolls
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course concentrates on fundamentals of chemically and yeast raised breads and rolls. Instruction is on commercial preparation of a wide variety of products.
Prerequisite: CHEF 1305 and PSTR 1301.

PSTR 1306
Cake Decorating I
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is an introduction to skills, concepts and techniques of cake decorating.
Prerequisite: None.

PSTR 1310
Pies, Tarts, Teacakes and Cookies
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course focuses on preparation of American and European style pie and tart fillings and dough, cookies, teacakes, custard and batters. Instruction is on finishing and presentation techniques.
Prerequisite: None.

PSTR 1342
Quantity Bakeshop Production
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course covers advanced baking techniques to include volume production of a variety of breads and desserts.
Prerequisites: PSTR 1301 and CHEF 1305.

PSTR 1440
Plated Desserts
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
This course covers the preparation and service of hot and cold desserts with a focus on individual desserts, a la minute preparations, and numerous components within one preparation. Emphasis on station organization, timing, and service coordination for restaurant dessert production.
Prerequisites: CHEF 1305 and PSTR 1301.

PSTR 2264
Capstone: Practicum
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:16
This course is a practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisite: Fourth semester standing in the Associate of Applied Science degree in Culinary Arts with a specialization in Baking and Pastry Arts.

PSTR 2301
Chocolates and Confections
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a study of production and decoration of traditional truffles, marzipan, molded and hand-dipped chocolate, caramels, nougats, and pate de fruit.
Prerequisite: CHEF 1305 and PSTR 1301.

PSTR 2307
Cake Decorating II
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This is a course in decoration of specialized and seasonal products.
Prerequisites: CHEF 1305, PSTR 1301 and PSTR 1306.

PSTR 2331
Advanced Pastry Shop
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a study of classical desserts, French and international pastries, hot and cold desserts, ice creams and ices, chocolate work, and decorations. Emphasis is placed on advanced techniques.
Prerequisite: CHEF 1305, PSTR 1301.

Biology (BIOL)

♦BIOL 1322
Nutrition and Diet Therapy
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a study of the chemical, physical and sensory properties of food, nutritional quality, and food use and diet applications.
Prerequisite: None.

♦BIOL 1406
Biology for Science Majors I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is an in-depth study of the fundamental principles of living organisms including physical and chemical properties of life, cellular organization and function. Concepts of metabolic pathways, cellular respiration, photosynthesis, mitosis, meiosis, and molecular biology of the gene, genetics biotechnology, evolutionary adaptation and the scientific method are included.
Prerequisite: TSI Complete in Reading.

♦BIOL 1407
Biology for Science Majors II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a continuation of Biology 1406. It is an in-depth study of the fundamental principles of living organisms including classification and evolution. Topics include biodiversity of viruses, bacteria, archaea, protists, fungi, plants, and animals, comparison of the organization, function and reproduction, ecology of behavior, populations, communities, and the biosphere.
Prerequisite: BIOL 1406 with a grade of "C" or better.

♦BIOL 1408
Biology for Non-Science Majors I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is an overview of the fundamental principles of living organisms including physical and chemical properties of life, cellular organization and function. Concepts of metabolic pathways, cellular respiration, photosynthesis, mitosis, meiosis, and molecular biology of the gene, genetics, biotechnology, evolutionary adaptation and the scientific method are included.
Prerequisite: TSI Complete in Reading.

♦BIOL 1409
Biology for Non-Science Majors II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a continuation of Biology 1408. It is an overview of the fundamental principles of living organisms including classification and evolution. Topics include biodiversity of viruses, bacteria, archaea, protists, fungi, plants, and animals, comparison of their organization, function and reproduction with humans, and ecology of behavior, populations, communities, and the biosphere, including effects of human activities.
Prerequisite: BIOL 1408 with a grade of "C" or better.

♦BIOL 2389
Academic Cooperative in the Biological Life Sciences
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is an instructional program designed to integrate on-campus study with practical hands-on work experience in the biological sciences/ life sciences. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of living organisms and their systems.
Prerequisite: Permission from the department.

♦BIOL 2401
Anatomy and Physiology I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a study of the structure and function of the human body including cells, tissues, and organs of the following systems: integumentary, skeletal, muscular and nervous systems.
Prerequisite: TSI Complete in Reading.

♦BIOL 2402
Anatomy and Physiology II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a continuation of the study of the structure and function of the human body including the circulatory, respiratory, digestive, urinary, reproductive, and endocrine systems. Consideration is given to metabolism, electrolyte and fluid balance, and human development.
Prerequisite: BIOL 2401 with a grade of "C" or better.

♦**BIOL 2406**
Environmental Biology
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
This is a study of human interaction and the effect upon plant and animal communities. Conservation, pollution, energy and other contemporary ecological problems will be discussed.
Prerequisite: None.

♦**BIOL 2416**
Genetics
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a study of the principles of molecular and classical genetics and the function and transmission of hereditary material. It includes population genetics and genetic engineering.
Prerequisite: BIOL 1406 and CHEM 1411 with a grade of "C" or better.

♦**BIOL 2420**
Microbiology for Non-Science Majors
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to the morphology, physiology and taxonomy of pathogenic microorganisms. In this course, students will be presented with basic knowledge about the discipline of microbiology, the study of disease transmission, resistance to infection, microbial control and a brief review of food microbes, public health and immunology. Emphasis will include methods for studying microbes, metabolism, growth, epidemiology, pathogenesis, and infectious diseases. Laboratory exercises will provide students with hands-on experience in studying microbiological applications and sound techniques in culturing, staining and identifying bacteria.
Prerequisite: BIOL 2402 with a grade of "C" or better.

♦**BIOL 2421**
Microbiology for Science Majors
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a study of principles of microbiology, including metabolism, structure, function, genetics, and phylogeny of microbes. The course will also examine the interactions of microbes with each other, hosts and the environment. Laboratory activities will reinforce principles of microbiology as well as the microbial interactions including all of the principles and microbial interactions covered in the lecture sessions.
Prerequisite: BIOL 1406, BIOL 1407 and CHEM 1411 with a grade of "C" or better.

Busi Sys Networking/Tel (ITNW)

ITNW 1416
Network Administration
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to the basic concepts of network administration.
Prerequisites: None.

ITNW 1425
Fundamentals of Networking Technologies
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course provides instruction in networking technologies and their implementation. Topics will include the OSI reference model, network protocols, transmission media, and networking hardware and software.
Prerequisite: None.

ITNW 1451
Fundamentals of Wireless LANs
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This focus of this course is to design, plan, implement, operate, and troubleshoot Wireless Local Area Networks (WLANs). Includes WLAN design, installation, and configuration; and WLAN security issues and vendor interoperability strategies.
Prerequisites: None.

ITNW 1453
Supporting Network Server Infrastructure
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers installing, configuring, managing, and supporting a network infrastructure.
Prerequisite: ITSY 2400 and ITNW 1416.

ITNW 1454
Implementing and Supporting Servers
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a course in the development of skills necessary to implement, administer, and troubleshoot information systems that incorporate servers in a networked computing environment.
Prerequisite: ITCC 1414.

ITNW 2164
CAPSTONE: Network Practicum
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Concurrent enrollment in ITCC 2420.

ITNW 2421
Networking with TCP/IP
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course will prepare the student to set up, configure, use, and support Transmission Control Protocol/Internet Protocol (TCP/IP) on networking operating systems.
Prerequisite: ITNW 1425.

ITNW 2435
Network Troubleshooting and Support
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
In this course the student is provided instruction in the techniques used to troubleshoot and support networks with emphasis on solving real world problems in a hands-on environment. Topics will include troubleshooting and research techniques, available resources, and network management hard/software.
Prerequisite: ITCC 1444 and ITNW 1454.

Business (BUSI)

♦**BUSI 1301**
Business Principles
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides a survey of economic systems, forms of business ownership, and considerations for running a business. Students will learn various aspects of business, management, and leadership functions; organizational considerations; and decision-making processes. Financial topics are introduced, including accounting, money and banking, and securities markets. Also included are discussions of business challenges in the legal and regulatory environment, business ethics, social responsibility, and international business. Emphasized is the dynamic role of business in everyday life.
Prerequisite: None.

♦**BUSI 2301**
Business Law
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
The course provides the student with foundational information about the U.S. legal system and dispute resolution, and their impact on business. The major content areas will include general principles of law, the relationship of business and the U.S. Constitution, state and federal legal systems, the relationship between law and ethics, contracts, sales, torts, agency law, intellectual property, and business law in the global context. (Transfers only as an elective)
Prerequisite: None.

♦**BUSI 2305**
Business Statistics
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers descriptive and inferential statistical techniques for business and economic decision-making. Topics include the collection, description, analysis, and summarization of data; probability; discrete and continuous random variables; the binomial and normal distributions; sampling distributions; tests of hypotheses; estimation and confidence intervals; linear regression; and correlation analysis. Statistical software is used to analyze data throughout the course. (BUSI 2305 is included in the Business Field of Study.)
Prerequisite: MATH 1324 Mathematics for Business & Social Sciences or MATH 1414 College Algebra and BCIS 1305 Business Computer Applications.

Business Admin Mangt (BMGT)

BMGT 1301
Supervision
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the role of the supervisor. Managerial functions as applied to leadership, counseling, motivation, and human skills are examined.
Prerequisite: None.

BMGT 1305
Communications in Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course includes basic theory and process of communication skills necessary for the management of an organization's workforce.
Prerequisite: None.

BMGT 1309
Information and Project Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course explores critical path methods for planning and controlling projects. It includes time/cost tradeoffs, resource utilization, stochastic considerations, task determination, time management, scheduling management, status reports, budget management, customer service, professional attitude, and project supervision.
Prerequisite: None.

BMGT 1327
Principles of Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of concepts, terminology, principles, theories, and issues in the field of management.
Prerequisite: None.

BMGT 1331
Production and Operations Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the fundamentals of techniques used in the practice of production and operations management. Includes location, design, and resource allocation.
Prerequisite: None.

BMGT 1371
Business Conduct
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the business code of conduct as it relates to management practices, employee relations, and organizational structure. Topics include employee performance, interpersonal relations, teamwork dynamics, resolving organizational problems, and dealing with ethical issues related to business.
Prerequisite: None.

BMGT 2268
CAPSTONE: Business Administration Practicum
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:14
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Approval of Practicum Coordinator.

BMGT 2269
Practicum
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:14
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Approval of Practicum Coordinator.

BMGT 2303
Problem Solving and Decision Making
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course emphasizes decision making and problem solving process in organizations, utilizing logical and creative problem solving techniques. Application of theory is provided by experimental activities such as small group discussions, case studies and the use of other managerial decision aids.
Prerequisite: None.

Business Marketing (MRKG)

MRKG 1301
Customer Relationship Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
Topics in this course address general principles of customer relationship management including skills, knowledge, attitudes, and behaviors.
Prerequisite: None.

MRKG 1302
Principles of Retailing
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to the retailing environment, types of retailers, current trends, the employment of retailing techniques, and factors that influence retailing.
Prerequisite: None.

MRKG 1311
Principles of Marketing
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to the marketing mix functions and process; identification of consumer and organizational needs; explanation of economic, psychological, sociological, environmental, and global issues. A description and analysis of the importance of marketing research is also provided.
Prerequisite: None.

MRKG 1313
Public Relations
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an exploration of theories, techniques, and processes of public relations including means of influencing methods of building good will, analysis of media, obtaining publicity, and implementation of public relations programs.
Prerequisite: None.

MRKG 2312
e-Commerce Marketing
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course explores electronic tools utilized in marketing; focus on marketing communications in developing customer relationships.
Prerequisite: None.

MRKG 2333
Principles of Selling
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an overview of the selling process. Identification of the elements of the communication process between buyers and sellers and examination of the legal and ethical issues of organizations which affect salespeople are included.
Prerequisite: None.

MRKG 2348
Marketing Research and Strategies
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides practical experiences in analyzing marketing studies using data-driven decision-making processes. Includes interrelationships among the components of the marketing mix.
Prerequisite: None.

MRKG 2349
Advertising and Sales Promotion
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers integrated marketing communications. It includes advertising principles and practices. Emphasis is on multi-media of persuasive communication including buyer behavior, budgeting, and regulatory constraints.
Prerequisite: None.

Chemistry (CHEM)

♦CHEM 1405
Introductory Chemistry I for Non-Science Majors
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a survey course introducing inorganic chemistry designed for students who are not science majors. Fundamental concepts are presented in lecture and laboratory including the periodic table, atomic structure, chemical bonding, reactions, stoichiometry, states of matter, properties of metals, nonmetals, nonmetals and compounds, chemical nomenclature, acid-base theory, oxidation-reduction, solutions and chemical applications in everyday life. Descriptive chemistry is emphasized.
Prerequisite: TSI Complete in Math or MATH 0100 with a grade of "C" or better.

♦CHEM 1407
Introductory Chemistry II for Non-Science Majors
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a continuation of CHEM 1405 introducing chemistry designed for students who are not science majors. Fundamental concepts are surveyed in lecture and lab including solution calculations, solubility, colligative properties, reactions, stoichiometry, acid-base theory, chemical equilibrium, nuclear chemistry, electrochemistry, organic chemistry, and biochemistry. These concepts are studied and its applications to everyday life.
Prerequisite: CHEM 1405 with a grade of "C" or better.

♦CHEM 1409
General Chemistry for Engineering Majors
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is the fundamental principles of chemistry for engineering majors; topics include measurements, fundamental properties of matter, states of matter, chemical reactions, acid-base concepts, chemical stoichiometry, periodicity of elemental properties, atomic structure, chemical bonding, molecular structure, solutions, properties of gases, phase-diagrams, introduction to chemical equilibrium, chemical thermodynamics, electrochemistry, and an introduction to descriptive inorganic chemistry and organic chemistry. *Students taking CHEM 1409 to fulfill the Life and Physical Science elective must take CHEM 1412 to complete the sequence. Students should not take both CHEM1411 and CHEM1409.
Prerequisite: MATH 1414 with a grade of "C" or better.

♦CHEM 1411
General Chemistry I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course will cover fundamental principles of chemistry for majors in the sciences, health sciences and engineering; topics include measurements, fundamental properties of matter, states of matter, chemical reactions, chemical stoichiometry, periodicity of elemental properties, atomic structure, chemical bonding, molecular structure, solutions, property gasses, and an introduction to thermodynamics and descriptive chemistry. Basic laboratory experiments supporting theoretical principles presented in CHEM 1411 will be performed. Introduction of the scientific method, experimental design, data collection and analysis, and preparation of laboratory reports will be emphasized.
Prerequisite: TSI complete in Reading and completion of MATH 1414 with a grade of "C" or better or equivalent.

♦CHEM 1412
General Chemistry II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course will cover chemical equilibrium; phase diagrams and spectrometry; acid-base concepts; thermodynamics; kinetics; electrochemistry; nuclear chemistry; an introduction to organic chemistry and descriptive inorganic chemistry. Basic laboratory experiments supporting theoretical principles presented in CHEM 1412 will be performed. Introduction of the scientific method, experimental design, chemical instrumentation, data collection and analysis, and preparation of laboratory reports will be emphasized.
Prerequisite: CHEM 1411 with a grade of "C" or better.

♦CHEM 2423
Organic Chemistry I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
Fundamental principles of organic chemistry will be studied, including the structure, bonding, properties, and reactivity of organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules. Laboratory activities will reinforce fundamental principles presented in CHEM 2423 lecture. Methods for the purification and identification of organic compounds will be examined. THIS COURSE IS INTENDED FOR STUDENTS IN SCIENCE OR PRE-PROFESSIONAL PROGRAMS.
Prerequisite: CHEM 1412 with a grade of "C" or better.

♦**CHEM 2425**
Organic Chemistry II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
Advanced principles of organic chemistry will be studied, including the structure, properties, and reactivity of aliphatic and aromatic organic molecules; and properties and behavior of organic compounds and their derivatives. Emphasis is placed on organic synthesis and mechanisms. Includes study of covalent and ionic bonding, nomenclature, stereochemistry, structure and reactivity, reaction mechanisms, functional groups, and synthesis of simple molecules. Laboratory activities reinforce advanced principles of organic chemistry presented in CHEM 2425 lecture. THIS COURSE IS INTENDED FOR STUDENTS IN SCIENCE OR PRE-PROFESSIONAL PROGRAMS.
Prerequisite: CHEM 2423 with a grade of "C" or better.

Child Care & Dev (CDEC)

CDEC 1167
Capstone: Field Study Infant/Toddler
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course provides practical, general workplace training in the Child Care field supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Concurrent enrollment in or completion of CDEC 1319 with a "C" or better and permission from the department.

CDEC 1313
Curriculum Resources for Early Childhood Programs
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the fundamentals of developmentally appropriate curriculum design and implementation in early care and education programs for children.
Prerequisite: None.

CDEC 1319
Child Guidance
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an exploration of guidance strategies for promoting pro-social behaviors with individual and groups of children. Emphasis is placed on positive guidance principles and techniques, family involvement and cultural influences. It will include practical application through direct participation with children. This course includes 32 hours of field experience.
Prerequisite: None.

CDEC 1321
The Infant and Toddler
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of appropriate infant and toddler (birth to 3 years) programs, including an overview of development, quality care giving routines, learning environments, materials and activities, and teaching/ guiding techniques.
Prerequisite: None.

CDEC 1323
Observation and Assessment
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of observation skills, assessment techniques, and documentation of children's development.
Prerequisite: None.

CDEC 1341
CDA Preparation for Assessment
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the preparation for the Child Development Associate (CDA) credential assessment includes writing CDA competency statements, completing a CDA professional resource file, and preparing for formal CDA observation and assessment.
Prerequisite: TECA 1354, TECA 1318, TECA 1303, TECA 1311 and Program Chair Approval.

CDEC 1356
Emergent Literacy for Early Childhood
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an exploration of principles, methods, and materials for teaching young children language and literacy through a play-based, integrated curriculum to children from birth through age eight.
Prerequisite: None.

CDEC 1358
Creative Arts for Early Childhood
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an exploration of principles, methods, and materials for teaching music, movement, visual arts, and dramatic play through process-oriented experiences to support divergent thinking for children birth through age eight.
Prerequisite: None.

CDEC 1359
Children with Special Needs
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of information regarding children with special needs including possible causes and characteristics of exceptionalities, intervention strategies, available resources, referral processes, the advocacy role, and legislative issues.
Prerequisite: None.

CDEC 1417
Child Development Associate Training I
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course is based on the requirements for the Child Development Associate credential (CDA). Topics include a CDA overview, general observation skills, and a child growth and development overview. The four functional areas of study covered in this course include creative, cognitive, physical, and communication.
Prerequisite: Program Chair Approval.

CDEC 2166
Capstone: Field Study Preschool
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course provides practical, general workplace training in the Child Care field supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Concurrent enrollment in or completion of CDEC 1319 with a "C" or better and permission from the department.

CDEC 2167
Capstone: Administration
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course provides practical, general workplace training in the Child Care field supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: CDEC 2166 and Program Chair Approval.

CDEC 2307
Math and Science for Early Childhood
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is an exploration of principles, methods, and materials for teaching children math and science concepts and process skills through discovery and play. This course includes 16 hours of field experiences.
Prerequisite: None.

CDEC 2326
Administration of Programs for Children I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a practical application of management procedures for early child care and education programs, including a study of planning, operating, supervising, and evaluating programs. Course topics include philosophy, types of programs, policies, fiscal management, regulations, staffing, evaluation, and communication.
Prerequisite: Six credits In Child Development courses or Program Chair approval.

CDEC 2328
Administration of Programs for Children II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an in-depth study of the skills and techniques in managing early care and education programs, including legal and ethical issues, personnel management, team building, leadership, conflict resolution, stress management, advocacy, professionalism, fiscal analysis, and planning parent education/partnerships.
Prerequisite: CDEC 2326.

CDEC 2336
Administration of Programs for Children III
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an advanced study of the skills and techniques in administering early care and education programs including staff development, curriculum planning and delivery, and adult learning theory.
Prerequisite: CDEC 2326.

CDEC 2422
Child Development Associate Training II
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course is a continuation of the study of the requirements for the Child Development Associate credential (CDA). The six functional areas of study covered in this course include safety, health, learning environment, self, social, and guidance.
Prerequisite: Completion of CDEC 1417 with a grade of "C" or better.

Child Care & Devlpmt (TECA)

♦TECA 1303
Family, School, and Community
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is a study of the child, family, community, and schools, including parent education and involvement, family and community lifestyles, child abuse, and current family life issues. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. The course includes a minimum of 16 hours of field experiences.
Prerequisite: None.

♦TECA 1311
Educating Young Children
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is an introduction to the education of the young child, including developmentally appropriate practices and programs, theoretical and historical perspectives, ethical and professional responsibilities, and current issues. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. The course includes a minimum of 16 hours of field experiences.
Prerequisite: None.

♦TECA 1318
Wellness of the Young Child
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This is a study of the factors that impact the well-being of the young child including healthy behavior, food, nutrition, fitness, and safety practices. Focuses on local and national standards and legal implications of relevant policies and regulations. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth to age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. Course includes a minimum of 16 hours of field experiences.
Prerequisite: None.

♦TECA 1354
Child Growth and Development
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a study of the physical, emotional, social, language, and cognitive factors impacting growth and development of children through adolescence.
Prerequisite: None.

Coll. Success-Hlth Care (CSFH)

CSFH 0101
College Success for Healthcare
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course aids the healthcare student to perform successfully in healthcare education by understanding his or her personal learning style, understanding and using college policies and procedures including clinical requirements, criminal background authorizations, vaccinations, drug and alcohol testing, managing time, memorizing information, reading textbooks for maximum learning, taking effective notes from lectures and books, maximizing test scores, thinking critically, communicating well both orally and in writing, by learning and applying library and technological healthcare research techniques, and by learning about each of the healthcare professions taught at South Texas College. Some healthcare programs award points toward selection for completion of CSFH with a grade of "A" or "B". This course fulfills a requirement for all first-time developmental students who are not TSI complete, and for all students (including transfer students) with grade point averages below 2.0. It is not required for students who are TSI exempt.
Prerequisite: None.

Comm System Install (CSIR)

CSIR 1355
Industry Certifications
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course prepares the student for the certifications required by industry.
Prerequisite: None.

Commercial Art (ARTC)

ARTC 1413
Digital Publishing I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is the study of the fundamentals of using digital layout as a primary publishing tool and the basic concepts and terminology associated with typography and page layout.
Prerequisite: None.

Commercial Photography (PHTC)

PHTC 2431
Architectural Photography
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study of the equipment, processes, and procedures necessary for the photography of building exteriors and interiors, dusk/night and night architectural landscapes, and construction progress.
Prerequisite: None.

Communication (COMM)

♦**COMM 1307**
Introduction to Mass Communication
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of basic content and structural elements of mass media and their functions and influences on society.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦**COMM 2305**
Editing and Layout
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This is a course in the editing and layout processes, with emphasis on accuracy and fairness, including the principles and techniques of design.
Prerequisite: Completion of COMM 1307, COMM 2327, COMM 2330, and ENGL 1301.

♦**COMM 2311**
Media Writing
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course focuses on the fundamentals of writing for the mass media. This course includes instruction in professional methods and techniques for gathering, processing and delivering content.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦**COMM 2315**
News Reporting
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course focuses on advanced news-gathering and writing skills. It concentrates on the three-part process of producing news stories: discovering the news, reporting the news, and writing the news in different formats.
Prerequisite: COMM 2311.

♦**COMM 2327**
Introduction to Advertising
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the fundamentals of advertising, including marketing theory and strategy, copy writing, design, and selection of media.
Prerequisite: Completion of ENGL 1301.

♦**COMM 2330**
Introduction to Public Relations
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course explores the history and development of public relations. Presentation of the theory behind and process of public relations, including the planning, implementation, and evaluation of PR campaigns.
Prerequisite: Completion of ENGL 1301.

♦**COMM 2339**
Writing for Radio, Television, and Film
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to basic script formats, terminology, and writing techniques, including the writing of commercials, public service announcements, promotions, news, documentary, and fictional materials.
Prerequisite: ENGL 1302 and completion of or concurrent enrollment in COMM 2305.

♦**COMM 2389**
Academic Cooperative
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of communication.
Prerequisite: Completion of COMM 1307, COMM 2327, COMM 2330, COMM 2305, and COMM 2339.

Comp & Info Science (ITSC)

ITSC 1405
Introduction to PC Operating Systems
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study of personal computer operating systems. Topics include installation and configuration, file management, memory and storage management, control of peripheral devices, and use of utilities.
Prerequisite: None.

ITSC 1407
UNIX Operating System I
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is the study of the UNIX operating system including multi-user concepts, terminal emulation, use of system editor, basic UNIX commands, and writing script files. Topics include introductory systems management concepts.
Prerequisite: ITCC 1414.

ITSC 1409
Integrated Software Applications I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to business productivity software suites using word processing, spreadsheets, databases, and/or presentation software.
Prerequisite: None.

ITSC 1416
Linux Installation and Configuration
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to Linux operating system. Includes Linux installation, basic administration, utilities and commands, upgrading, networking, security, and application installation. Emphasizes on hands-on setup, administration, and management of Linux.
Prerequisite: ITSY 2400.

ITSC 1425
Personal Computer Hardware
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study of current personal computer hardware including personal computer assembly and upgrading, setup and configuration, and troubleshooting.
Prerequisite: None.

ITSC 2165
CAPSTONE: Systems Administration Practicum
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: ITCC 1444 and ITNW 1454.

ITSC 2166
Capstone: Cybersecurity Practicum
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:10
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisite: ITSY 2459.

ITSC 2346
Computer Center Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course instructs the student in assessing the needs of a computing center as well as the general principles of hardware and software acquisition, maintenance, licensing, and improving usage scheduling. Emphasis is placed on interpersonal communication and management skills.
Prerequisite: ITNW 2435 or ITSY 2441.

ITSC 2439
Personal Computer Help Desk Support
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
In this course the student will diagnose and solve user hardware and software related problems with on-the-job and/or simulated projects.
Prerequisite: ITNW 1454.

Computer & Info. Tech. (CITP)

CITP 3304
Fundamentals of Python and Machine Learning
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course familiarizes students with the fundamental concepts and terminology of Artificial Intelligence and machine learning. Upon completion of the course, students will possess the skills to choose and implement machine learning services effectively for addressing business challenges. Additionally, they will gain proficiency in machine learning algorithms, such as linear regression, K Nearest Neighbors, and logic regression.
Prerequisites: Program Chair approval.

CITP 3305
System Analysis and Design
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides an introduction to the system design and development process, including structured programming logic, computer-based problem-solving concepts, and algorithm design. Individual topics will include program flowcharting and pseudo-coding, input/out techniques, control structures (including sequence, design, and repetition structures), procedures/functions/methods, modularization, file handling, and user documentation. Basic concepts of object-oriented programming are also introduced.
Prerequisite: Program Chair approval.

CITP 3306
Internet/Intranet Server Integration
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is an in-depth study in the designing, installing, and administration of Windows and Linux-based servers. Use of scripting languages to administer servers will be used.
Prerequisite: ITCC 1414 with a grade of "C" or better and Program Chair approval.

CITP 3309
Machine Learning for Natural Language Processing
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course on Machine Learning for Natural Language Processing (NLP) follows the Introduction to Python and Machine Learning course. Positioned at an intermediate technical level, it is well-suited for students seeking careers where proficiency in machine learning (ML) is essential. Topics include neural networks, computer vision, deep learning, natural language processing (NLP), and AI Ethics neural networks, computer vision, deep learning, natural language processing (NLP), and AI Ethics.
Prerequisites: CITP 3304 with a grade of "C" or better and Program Chair approval.

CITP 3310
Survey of Programming Languages
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course introduces two languages. One language will be a common programming language and the other will be a common scripting language. The concepts covered in the programming language will include simple input and output, conditionals, and use of standard structures in the language. The concepts covered in the scripting language will include formatting, enhancements and error detection.
Prerequisite: CITP 3305 with a grade of "C" or better and Program Chair approval.

CITP 3311
Reverse Software Engineering
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides a study of reverse software engineering concepts and hands-on training with reverse engineering tools including disassemblers, decompilers and code analyzers.
Prerequisite: CITP 3310 with a grade of "C" or better and Program Chair approval.

CITP 3312
Fundamentals of Information Security
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course synthesizes technical material covered in prior courses to monitor, audit, analyze, and revise computer and network security systems to ensure appropriate levels of protection are in place.
Prerequisite: ITCC 1444 and Program Chair approval.

CITP 3320
Database Management
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
In this course, the logical concept and physical organization of relational database management systems are studied. The SQL language will be used extensively in exploring and querying databases. Students will receive extensive hands-on skills for designing, analyzing and implementing a relational database using Oracle.
Prerequisite: Program Chair approval.

CITP 3321
Advanced Database Security and Management
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides the study of principles and practices of implementing advanced database security mechanisms in order to keep data safe. Students will also receive extensive hands-on skills in advanced administration tasks using a Database Management System (DBMS) such as Oracle.
Prerequisite: CITP 3320 and Program Chair approval.

CITP 3360
Digital Image Processing and Presentation
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides a basic competency in preparation and creation of photo quality images. Topics may include cropping, color adjustments, restoration of damage, adding and removing elements and animated images.
Prerequisite: Program Chair approval.

CITP 4301
Capstone: Computer and Information Technology Internship
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course presents a work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.
Prerequisite: Senior standing and program chair approval.

CITP 4316
Advanced Web Design
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course will introduce the paradigm of web development by utilizing server-side technology. Data-driven web applications will be created by applying programming, security and database management techniques. Topics include, but are not limited to, dynamic web page generation, basic web server configuration and database connectivity.
Prerequisite: CITP 3310 and (ITSE 1411 or COSC 1315) with a grade of "C" or better and Program Chair approval.

CITP 4330
Advanced Network Security
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course prepares students to synthesize technical material covered in prior courses to perform a comprehensive security audit on a network infrastructure. Includes configuring secure hardware and software firewalls. Emphasis will be placed on overall network security processes and competencies covered on security certification exams.
Prerequisite: CITP 3312 or ITSY 1400 with a grade of "C" or better and Program Chair approval.

CITP 4340
Special Topics Course - CIT
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
In this course, students will utilize knowledge from previous course work to create a programming project. The programming project has to adhere to the given topic of study. The topic of study chosen by the instructor may change from semester to semester.
Prerequisite: CITP 4350 with a grade of "C" or better and Program Chair approval.

CITP 4346
Cyber Law and Digital Forensics
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course presents the laws and legal issues that impact law enforcement, businesses, and investigators when preserving, collecting, and analyzing digital data and evidence of computer crimes. Students will examine the tools and techniques required to conduct a successful investigation of illegal activities related to information technology.
Prerequisites: CITP 3312 or ITSY 1400 with a grade of "C" or better and Program Chair approval.

CITP 4347
Principles of Cybersecurity
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course introduces the basic concepts and principles of cybersecurity and the fundamental approaches of securing systems. Its main topics include: security basics, security management, risk assessment, software security, operating systems security, cryptography protocols, network authentication, security network applications, malware, network threats and defenses, web security, mobile security, cloud computing, virtualization, ethical issues and privacy.
Prerequisite: ITSY 1400 and ITCC 1444 with a grade of "C" or better and Program Chair approval.

CITP 4348
Cybersecurity Assessments
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides a study of vulnerabilities, assessments, and penetration testing. Topics include performing reconnaissance, identifying possible attack vectors, exploiting a system's vulnerabilities, and reporting the results of a penetration test. Emphasis is to identify security weaknesses on a computer network.
Prerequisites: CITP 4330 with a grade of "C" or better and Program Chair approval.

CITP 4349
Advanced Artificial Intelligence
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course will introduce students to advanced artificial intelligence. Topics include advanced programming, heuristic search, game playing, and reinforcement learning.
Prerequisites: CITP 3309 with a grade of "C" or better and Program Chair approval.

CITP 4350
Advanced Computer Programming
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course will introduce students to more advanced concepts in computer programming languages. Topics may include Graphical User Interface, Database Connectivity, Threads, and Network Programming.
Prerequisite: CITP 3310 with a grade of "C" or better and Program Chair approval.

Computer Engr Tech (CETT)

CETT 1409
DC/AC Circuits
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers the fundamentals of DC circuits and AC circuits operation including Ohm's law, Kirchhoff's laws, networks, transformers, resonance, phasors, capacitive and inductive and circuit analysis techniques.
Prerequisite: None.

CETT 1421
Electronic Fabrication
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study of electronic circuit fabrication techniques including printed circuit boards, wire wrapping, bread boarding, and various soldering techniques.
Prerequisite: None.

CETT 2189
Internship - Computer Engineering Technology
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.
Prerequisite: None.

Computer Maint Tech (CPMT)

CPMT 1166
CAPSTONE: Computer Systems Technology Practicum
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: ITSC 1425 or concurrent enrollment in CPMT 1445.

CPMT 1403
Introduction to Computer Technology
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a fundamental computer course that provides in-depth explanation of the procedures to utilize hardware and software. Emphasis is placed on terminology, acronyms, and hands-on activities.
Prerequisite: None.

CPMT 1404
Microcomputer System Software
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course provides skill development in the installation, configuration, maintenance and troubleshooting of system software in microcomputers. Topics may include operating systems, utility software and other software affecting the basic operation of a microcomputer system.
Prerequisite: None.

CPMT 1443
Microcomputer Architecture
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers computer characteristics and subsystem operations, timing, control circuits, and internal input/output controls.
Prerequisite: None.

CPMT 1445
Computer Systems Maintenance
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study of the components within a computer system. Development of testing and troubleshooting skills is emphasized.
Prerequisite: CPMT 1403 or ITSC 1425.

CPMT 1447
Computer System Peripherals
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers theory and practices involved in computer peripherals, operation and maintenance techniques, and specialized test equipment.
Prerequisite: ITSC 1425 or CPMT 1445.

CPMT 1449
Computer Networking Technology
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers networking fundamentals, terminology, hardware, software, and network architecture. It includes local and wide area networking concepts and networking installations and operations.
Prerequisite: None.

CPMT 2166
CAPSTONE: Computer Systems Technology Practicum
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: CPMT 2433.

CPMT 2350
Industry Certification Preparation
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides an overview of the objectives for the industry specific certification exam.
Prerequisite: CPMT 2433.

CPMT 2433
Computer Integration
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is an advanced course in integration of hardware, software, and applications. Customization of computer systems for specific applications such as engineering, multimedia, or data acquisition is covered.
Prerequisite: CPMT 1445 and ITCC 1414.

CPMT 2445
Computer System Troubleshooting
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course includes principles and practices involved in computer system troubleshooting techniques and repair procedures including advanced diagnostic test programs and the use of specialized test equipment.
Prerequisite: CPMT 1445.

CPMT 2449
Advanced Computer Networking Technology
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an in-depth study of networking technology with emphasis on security, network operating systems, network connectivity, hardware, and software. It includes implementation, troubleshooting, and maintenance of LAN and/or WAN network environments.
Prerequisite: CPMT 1449.

Computer Prog (ITSE)

ITSE 1402
Computer Programming
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to computer programming including design, development, testing, implementation and documentation.
Prerequisite: None.

ITSE 1411
Beginning Web Page Programming
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course provides skill development in web page programming including mark-up and scripting languages.
Prerequisite: None.

ITSE 2402
Intermediate Web Programming
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers the server-side and client-side techniques for Web development.
Prerequisite: ITSE 1411 or ITSE 1402.

ITSE 2409
Database Programming
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
In this course the student will learn database development using database programming techniques emphasizing database structures, modeling, and database access.
Prerequisite: None.

ITSE 2421
Object-Oriented Programming
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers program design with classes, including development, testing, implementation, and documentation.
Prerequisite: None.

Computer Science (BCIS)

♦BCIS 1305
Business Computer Applications
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course introduces and develops foundational skills in applying essential and emerging business productivity information technology tools. The focus of this course is on business productivity software applications, including word processing, spreadsheets, databases, presentation graphics, data analytics, and business-oriented utilization of the internet.
Prerequisite: None.

Computer Science (COSC)

♦COSC 1301
Introduction to Computing
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is an overview of computer systems-hardware, operating systems, the internet, and application software including word processing, spreadsheets, presentation graphics, and databases. Current topics such as the effect of computers on society, and the history and use of computers in business, educational, and other interdisciplinary settings are also studied. This course is not intended to count toward a student's major field of study in Business or Computer Science.
Prerequisite: None.

♦COSC 1315
Introduction to Computer Programming
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is an introduction to computer programming for solving a variety of problems. This course is intended for non-computer science and non-computer engineering majors. Emphasis on the fundamentals of design, development, testing, implementation, and documentation of computer programs. Includes problem solving with structured techniques and algorithms using pseudo code and/or graphical representations.
Prerequisite: COSC 1301 with a grade of "C" or better or BCIS 1305 with a grade of "C" or better.

♦COSC 1320
C Programming
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course introduces the fundamental concepts of structured programming in the C language. Topics include data types; control structures; functions; structures, arrays, pointers, pointer arithmetic, unions, and files; the mechanics of running, testing, and debugging programs; introduction to programming; and introduction to the historical and social context of computing.
Prerequisites: TSI complete in Math.

♦COSC 1337
Programming Fundamentals II
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course focuses on the object-oriented programming paradigm, emphasizing the definition and use of classes along with fundamentals of object-oriented design. The course includes basic analysis of algorithms, searching and sorting techniques, and an introduction to software engineering processes. Students will apply techniques for testing and debugging software.
Prerequisite: COSC 1436 with a grade of "C" or better.

♦COSC 1436
Programming Fundamentals I
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
This course introduces the fundamental concepts of structured programming. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course assumes computer literacy.
Prerequisite: TSI Complete in Math; recommended MATH 1414 with a grade of "C" or better.

♦COSC 2425
Computer Organization
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
The organization of computer systems is introduced using assembly language. Topics include basic concepts of computer architecture and organization, memory hierarchy, data types, computer arithmetic, control structures, interrupt handling, instruction sets, performance metrics, and the mechanics of testing and debugging computer systems. Embedded systems and device interfacing are introduced.
Prerequisite: COSC 1436 with grade of "C" or better.

♦COSC 2436
Programming Fundamentals III
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
This course includes further applications of programming techniques, introducing the fundamental concepts of data structures and algorithms. Topics include data structures (including stacks, queues, linked lists, hash tables, trees, and graphs), searching, sorting, recursion, and algorithmic analysis. Programs will be implemented in an appropriate object oriented language.
Prerequisite: COSC 1337 with a grade of "C" or better.

Construction/Bldg Tech (CNBT)

CNBT 1210
Basic Construction Safety
CRT HRS:2 LEC HRS:2 LAB HRS:1 OTH HRS:0
This course covers basic job site construction safety in residential, commercial, and industrial construction.
Prerequisite: None.

CNBT 1315
Field Engineering I
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course includes surveying equipment, sketches, proper field note taking, methods of staking, layout of building site, and horizontal and vertical controls.
Prerequisites: CNBT 1342, CNBT 1402.

CNBT 1342
Building Codes and Inspections
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an introduction to building codes and standards applicable to building construction and inspection processes. The student will be expected to identify various construction classifications and occupancy categories; cross-reference the guidelines, tables, charts, and specifications as presented in the building codes; and assess and determine if construction meets building code standards for site, foundation, rough, and final building structure inspection.
Prerequisite: None.

CNBT 1380
CAPSTONE: Cooperative Education
CRT HRS:3 LEC HRS:1 LAB HRS:0 OTH HRS:20
This course is a career-related activities encountered in the student's area specialization offered through an individualized agreement among the College, employer and student. Under the supervision of the College and the employer, the student combines classroom learning with work experience in combination with a lecture component. The student will be required to, as outlined in the learning plan, apply the theory, concept and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.
Prerequisite: CNBT 2344, CNBT 1459.

CNBT 1400
Residential and Light Commercial Construction Drawings
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to construction drawings with a focus on residential and light commercial construction.
Prerequisite: Completion of or concurrent enrollment in CNBT 1411.

CNBT 1402
Mechanical, Electrical & Plumbing Systems in Construction I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a presentation of the basic mechanical, plumbing, and electrical components in construction and their relationship to residential and light commercial buildings.
Prerequisites: CNBT 1400, CNBT 1411.

CNBT 1411
Construction Materials and Methods I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to construction materials and methods and their applications.
Prerequisite: Completion of or concurrent enrollment in CNBT 1400.

CNBT 1418
Construction Tools and Techniques
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a comprehensive study of the selection and use of hand tools, portable power and stationary power tools and related construction equipment.
Prerequisite: None.

CNBT 1446
Construction Estimating I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to the fundamentals of estimating materials and labor costs in construction. The student will be required to explain estimating procedures; estimate materials from blueprints; and calculate labor units and costs.
Prerequisite: CNBT 1411.

CNBT 1459
Project Scheduling
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study of conventional scheduling using critical-path-method, precedence networks, bar charts, monthly reports, and fast-track scheduling.
Prerequisite: CNBT 1446, CNBT 2442.

CNBT 2304
Construction Methods and Materials II
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a continuation of the study of the properties of building materials, methods and equipment for their integrated use in completing construction projects. The student will be required to identify materials used in construction; identify and describe the basic characteristics, traditional uses for, and manner of assembly of common materials used in construction.
Prerequisite: DFTG 1315.

CNBT 2317
Green Building
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an introduction to methods and materials used for buildings that conserve energy, water and human resources. The student will be required to explain the concept of Green Building; select equipment to build rainwater harvesting systems; and identify appropriate materials to build exterior and interior systems that reflect "Green by Design" concepts.
Prerequisite: CNBT 1402.

CNBT 2344
Construction Management II
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a management course in contract documents, safety, planning, scheduling, production control, and law and labor. Topics include contracts, planning, cost and production peripheral documents, and cost and work analysis.
Prerequisite: CNBT 2442.

CNBT 2442
Construction Management I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to human relations management skills in motivation on the job site. Topics include written and oral communications, leadership and motivation, problem solving, and decision making.
Prerequisite: CNBT 1400, CNBT 1411.

Correction/Correctional Admin (CJCR)

CJCR 1300
Basic Jail Course
CRT HRS:3 LEC HRS:1 LAB HRS:8 OTH HRS:0
This course provides information on human relations; observation; evaluation of prisoners; booking procedures; classification; mug shots; fingerprinting; strip searches; meals; medical services; visitation; inmates rights and privileges; detention areas; disturbances; riots; fire procedures; release procedures; and key, knife and tool control. Includes the required Texas Commission on Law Enforcement objectives for course #1007. This course was designed to be repeated multiple times to improve student proficiency.
Prerequisite: Program Chair approval.

Cosmetology (CSME)

CSME 1348
Principles of Skin Care
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction of the theory and practice of skin care.
Prerequisite: CSME 1401 and CSME 1405.

CSME 1401
Orientation to Cosmetology
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is an overview of the skills and knowledge necessary for the field of cosmetology.
Prerequisite: None.

CSME 1405
Fundamentals of Cosmetology
CRT HRS:4 LEC HRS:2 LAB HRS:5 OTH HRS:0
This course covers the basic fundamentals of cosmetology. Topics include safety and sanitation, service preparation, manicure, facial, chemical services, shampoo, haircut, wet styling, and comb out.
Prerequisite: None.

CSME 1443
Manicuring and Related Theory
CRT HRS:4 LEC HRS:2 LAB HRS:5 OTH HRS:0
This course is a presentation of the theory and practice of nail services. Topics include terminology, application, and workplace competencies related to nail services.
Prerequisite: CSME 1401 and CSME 1405.

CSME 1451
Artistry of Hair, Theory and Practice
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course is an instruction in the artistry of hair design. Topics include theory, techniques, and application of hair design.
Prerequisite: CSME 1401 and CSME 1405.

CSME 1453
Chemical Reformation And Related Theory
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course is a presentation of the theory and practice of chemical reformation including terminology, application, and workplace competencies.
Prerequisite: CSME 1401 and CSME 1405.

CSME 2441
Preparation For The State Licensing Examination
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is a preparation for the state licensing examination.
Prerequisite: CSME 1401, CSME 1405, CSME 1348, CSME 1443, CSME 1451, CSME 2401 and CSME 1453.

Criminal Justice (CRIJ)

♦CRIJ 1301
Introduction to Criminal Justice
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides a historical and philosophical overview of the American criminal justice system, including the nature, extent, and impact of crime; criminal law; and justice agencies and processes.
Prerequisite: TSI complete in Reading and Writing, or equivalent, or co-enrolled in INRW 0030.

♦CRIJ 1306
Court Systems and Practices
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the court system as it applies to the structures, procedures, practices and sources of law in American courts, using federal and Texas statutes and case law.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦CRIJ 1307
Crime in America
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study of American crime problems in historical perspective, social and public policy factors affecting crime, impact and crime trends, social characteristics of specific crimes and prevention of crime.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦CRIJ 1310
Fundamentals of Criminal Law
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study of criminal law including application of definitions, statutory elements, defenses and penalties using Texas statutes, the Model Penal Code, and case law. The course also analyzes the philosophical and historical development of criminal law and criminal culpability.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦CRIJ 1313
Juvenile Justice System
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is the study of the juvenile justice process to include specializing in juvenile law, the role of the juvenile courts, police agencies and correctional agencies, as well as a focus on the theories of juvenile delinquency.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦CRIJ 2313
Correctional Systems and Practices
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of institutional and non-institutional corrections. Emphasis will be placed on the organization and operation of correctional systems; treatment and rehabilitation; populations served; Constitutional issues; and current and future issues.
Prerequisite: TSI complete in Reading and Writing, or equivalent; and a grade of "C" or higher in CRIJ 1301.

♦CRIJ 2314
Criminal Investigation
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course will focus on investigative theory; collection and preservation of evidence; sources of information; interview and interrogation; uses of forensic sciences; case and trial preparation.
Prerequisite: TSI complete in Reading and Writing, or equivalent; and a grade of "C" or higher in CRIJ 1301.

♦CRIJ 2323
Legal Aspects of Law Enforcement
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study of police authority; responsibilities; constitutional constraints; laws of arrest, search, and seizure; police liability.
Prerequisites: TSI complete in Reading and Writing, or equivalent; and a grade of "C" or higher in CRIJ 1301 (or Program Chair approval).

♦CRIJ 2328
Police Systems and Practices
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course examines the establishment, role and function of police in a democratic society. It will focus on types of police agencies and their organizational structure, police-community interaction, police ethics, and use of authority.
Prerequisite: TSI complete in Reading and Writing, or equivalent; and a grade of "C" or higher in CRIJ 1301.

Culinary Arts/Chef Train (CHEF)

CHEF 1264
CAPSTONE: Practicum I
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:14
This course is a capstone experience for the certificate students. This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student.
Prerequisite: Second semester standing in the Commercial Cooking Certificate.

CHEF 1301
Basic Food Preparation
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a study of the fundamental principles of food preparation and cookery to include the Brigade System, cooking techniques material handling, heat transfer, sanitation, safety, nutrition, and professionalism.
Prerequisite: None.

CHEF 1305
Sanitation and Safety
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of personal cleanliness; sanitary practices in food preparation; causes, investigation, and control of illness caused by food contamination (Hazard Analysis Critical Control Points); and work place safety standards.
Prerequisite: None.

CHEF 1340
Meat Preparation and Cooking
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is the study of the preparation, storage, and cooking techniques for beef, pork, lamb, poultry, seafood, and game. Includes moist, dry, and combination heat preparation methods as related to both classical and modern methods of preparation of dishes.
Prerequisites: CHEF 1305 and CHEF 1301.

CHEF 1341
American Regional Cuisine
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is a study of the development of regional cuisine's in the United States with emphasis on the similarities in production and service systems. Application of skills to develop, organize, and acquire knowledge of recipe strategies and production systems.
Prerequisites: CHEF 1305 and CHEF 1301.

CHEF 1345
International Cuisine
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course explores classical cooking skills associated with the preparation and service of international and ethnic cuisines. Topics include similarities between food production systems used in the United States and other regions of the world.
Prerequisite: CHEF 1301, CHEF 1305.

CHEF 1371
Professional Kitchen Essentials
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides training on knife skills, product identification, product knowledge, equipment and tool identification and usage as needed in the industry.
Prerequisite: None.

CHEF 2264
CAPSTONE: Practicum II
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:14
This course is a capstone experience for the A.A.S. students. This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student.
Prerequisite: Fourth semester standing in the Associate of Applied Science degree in Culinary Arts.

CHEF 2301
Intermediate Food Preparation
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is a continuation of CHEF 1301, Basic Food Preparation. Topics include the concept of pre-cooked food items, as well as scratch preparation. This course covers a full range of food preparation techniques.
Prerequisite: CHEF 1301, CHEF 1305.

CHEF 2331
Advanced Food Preparation
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course reinforces the course material of Intermediate Food Preparation. Topics include the concept of pre-cooked food items and the preparation of canapes, hors d'oeuvres, and breakfast items.
Prerequisite: Current Food Handlers Card or ServSafe Certified Food Protection Manager card, CHEF 1305, and RSTO 2307.

Dance (DANC)

♦DANC 1128
Ballroom and Social Dance
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This is an introductory instruction in the fundamental techniques and concepts associated with Ballroom and Social Dance. May be repeated for credit once.
Prerequisite: None.

♦DANC 1151
Freshman Dance Performance
CRT HRS:1 LEC HRS:0 LAB HRS:4 OTH HRS:0
This course is an instruction in dance performance through experiential projects at the freshman level. Maybe repeated for credit once.
Prerequisite: None.

♦DANC 1201
Dance Composition - Improvisation
CRT HRS:2 LEC HRS:1 LAB HRS:3 OTH HRS:0
This course is an introduction to improvisation will investigate spontaneous problem solving as a means of generating movement for dance composition. Students will be called upon to explore and respond to various forms of stimuli in a safe and supportive learning environment within solo and group work.
Prerequisite: None.

♦DANC 1241
Beginning Ballet
CRT HRS:2 LEC HRS:1 LAB HRS:3 OTH HRS:0
This course offers instruction in the fundamental techniques and concepts associated with ballet. May be repeated for credit once.
Prerequisite: None.

♦DANC 1245
Beginning Modern Dance
CRT HRS:2 LEC HRS:1 LAB HRS:3 OTH HRS:0
This course offers instruction in the fundamental techniques and concepts associated with the concert form of modern dance. May be repeated for credit once.
Prerequisite: None.

♦DANC 1301
Dance Composition - Choreography
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an examination of the principles of movement generation, phrasing, choreographic structure, and manipulation. Integration of choreographic principles will foster the growth of personal artistic style.
Prerequisite: None.

♦DANC 1305
World Dance
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of dances from different cultures, their histories, and their influences on contemporary dance society. Cultural origins, significance, motivations, and techniques will be explored experientially.
Prerequisite: Eligible for ENGL 1301.

♦**DANC 2151**
Sophomore Dance Performance
CRT HRS:1 LEC HRS:0 LAB HRS:4 OTH HRS:0
This course is an instruction in of dance performance through experiential projects at the sophomore level. May be repeated for credit once.
Prerequisite: DANC 1151.

♦**DANC 2241**
Intermediate Ballet
CRT HRS:2 LEC HRS:1 LAB HRS:3 OTH HRS:0
This course is an instruction in the intermediate techniques and concepts associated with ballet. May be repeated for credit once.
Prerequisite: DANC 1241.

♦**DANC 2245**
Intermediate Modern Dance
CRT HRS:2 LEC HRS:1 LAB HRS:3 OTH HRS:0
This course is an instruction in the intermediate techniques and concepts associated with the concert form of modern dance. May be repeated for credit once.
Prerequisite: DANC 1245.

♦**DANC 2303**
Dance Appreciation
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a general survey of dance forms designed to create an appreciation of the vocabulary, techniques, and purposes of the creative process. This course includes critical interpretation and evaluations of choreographic works and dance forms within cultural and historical contexts.
Prerequisite: Eligible for ENGL 1301.

Data Processing Tech (ITSW)

ITSW 1410
Introduction to Presentation Graphics Software
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course provides instruction in the utilization of presentation software to produce multimedia presentations. Graphics, text, sound, animation and/or video may be used in presentation development.
Prerequisite: ITSC 1409.

ITSW 2434
Advanced Spreadsheets
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is designed to provide the student with advanced techniques for developing and modifying spreadsheets. The course includes macros and data analysis functions.
Prerequisite: None.

Diagnostic Med. Sono. (DMSO)

DMSO 1166
Practicum I
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1460 with a "B" or better, DMSO 1210, DMSO 1302, DMSO 1441 and DMSO 2405 with a "C" or better and completion of DMSO 1167 with a "B" or better, DMSO 2351 and DMSO 2353 with a "C" or better or concurrent enrollment in DMSO 2351, DMSO 1167, and DMSO 2353.

DMSO 1167
Practicum II
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1460 with a "B" or better, DMSO 1210, DMSO 1302, DMSO 1441 and DMSO 2405 with a "C" or better and completion of DMSO 1166 with a "B" or better, DMSO 2351 and DMSO 2353 with a "C" or better or concurrent enrollment in DMSO 2351, DMSO 1166, and DMSO 2353.

DMSO 1210
Introduction to Sonography
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is an introduction to the profession of sonography and the role of the sonographer. Emphasis is on medical terminology, ethical/legal aspects, written and verbal communication, and professional issues relating to registry, accreditation, professional organizations and history of the profession.
Prerequisite: Must be HESI A2 complete and Departmental Approval Required.

DMSO 1302
Basic Ultrasound Physics
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is about the basic acoustical physics and acoustical waves in human tissue. Emphasis is on ultrasound transmission in soft tissues, attenuation of sound energy, parameters affecting sound transmission and resolution of sound beams.
Prerequisite: Admissions to the Diagnostic Medical Sonography Program and current enrollment in the following: DMSO 1460, DMSO 1441 and DMSO 2405.

DMSO 1342
Intermediate Ultrasound Physics
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course offers a continuation of Basic Ultrasound Physics, which includes interaction of ultrasound with tissues, mechanics of ultrasound production and display, various transducer designs and construction, quality assurance, bioeffects, and image artifacts. It may introduce methods of Doppler flow analysis.
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1167 with a "B" or better, DMSO 2353 with a "C" or better and concurrent enrollment in DMSO 2366, DMSO 2342 and DMSO 2441.

DMSO 1441
Abdominopelvic Sonography
CRT HRS:4 LEC HRS:4 LAB HRS:1 OTH HRS:0
This course includes an overview of normal anatomy and physiology of the abdominal and pelvic cavities as related to scanning techniques, transducer selection, and scanning protocols.
Prerequisite: Admissions to the Diagnostic Medical Sonography Program and current enrollment in the following: DMSO 1302, DMSO 1460 and DMSO 2405.

DMSO 1460
Clinical
CRT HRS:4 LEC HRS:0 LAB HRS:0 OTH HRS:15
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Admissions to the Diagnostic Medical Sonography Program and current enrollment in DMSO 1302, DMSO 1441 and DMSO 2405.

DMSO 2230
Capstone: Advanced Ultrasound and Review
CRT HRS:2 LEC HRS:2 LAB HRS:1 OTH HRS:0
This course covers knowledge, skills and professional values within a legal and ethical framework addressing emerging technologies and professional development.
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 2366 with a "B" or better, DMSO 2342, DMSO 1342 and DMSO 2441 with a "C" or better and concurrent enrollment in DMSO 2367.

DMSO 2342
Sonography of High Risk Obstetrics
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course provides an overview of maternal disease and fetal abnormalities. It includes scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols.
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1167 with a "B" or better, DMSO 2353 with a "C" or better and concurrent enrollment in DMSO 2366, DMSO 1342 and DMSO 2441.

DMSO 2351
Doppler Physics
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides an overview of the Doppler and hemodynamic principles relating to arterial and venous imaging and testing.
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1460 with a "B" or better, DMSO 1210, DMSO 1302, DMSO 1441 and DMSO 2405 with a "C" or better and completion of DMSO 1166 with a "B" or better, DMSO 1167 with a "B" or better, and DMSO 2353 with a "C" or better or concurrent enrollment in DMSO 1166, DMSO 1167, and DMSO 2353.

DMSO 2353
Sonography of Superficial Structures
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides a detailed study of normal and pathological superficial structures as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols.
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1460 with a "B" or better, DMSO 1210, DMSO 1302, DMSO 1441 and DMSO 2405 with a "C" or better and completion of DMSO 1166 with a "B" or better, DMSO 1167 with a "B" or better, and DMSO 2351 with a "C" or better or concurrent enrollment in DMSO 1166, DMSO 1167, and DMSO 2351.

DMSO 2366
Practicum III
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:21
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1167 with a "B" or better, DMSO 2353 with a "C" or better and concurrent enrollment in DMSO 2342, DMSO 1342 and DMSO 2441.

DMSO 2367
Practicum IV
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:21
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 2366 with a "B" or better, DMSO 2342, DMSO 1342 and DMSO 2441 with a "C" or better and concurrent enrollment in DMSO 2230.

DMSO 2405
Sonography of Obstetrics/Gynecology
CRT HRS:4 LEC HRS:4 LAB HRS:1 OTH HRS:0
This course provides a detailed study of the pelvis and obstetrics/gynecology as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols.
Prerequisite: Admissions to the Diagnostic Medical Sonography Program and current enrollment in the following: DMSO 1302, DMSO 1460 and DMSO 1441.

DMSO 2441
Sonography of Abdominopelvic Pathology
CRT HRS:4 LEC HRS:4 LAB HRS:1 OTH HRS:0
This course provides an overview of the pathologies and disease states of the abdomen and pelvis as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols. Emphasis in the endocavity sonographic anatomy and procedures including pregnancy.
Prerequisite: Admissions to the Diagnostic Medical Sonography Program; DMSO 1167 with a "B" or better, DMSO 2353 with a "C" or better and concurrent enrollment in DMSO 2366, DMSO 2342 and DMSO 1342.

Diesel Eng Mech/Repair (DEMR)

DEMR 1229
Preventative Maintenance
CRT HRS:2 LEC HRS:1 LAB HRS:2 OTH HRS:0
This is an intermediate course designed to provide the student with basic knowledge of proper servicing practices. Content includes record keeping and condition of major systems.
Prerequisite: None.

DEMR 1230
Steering and Suspension I
CRT HRS:2 LEC HRS:1 LAB HRS:4 OTH HRS:0
This course is a study of design, function, maintenance, and repair of steering and suspension systems. Emphasis is on troubleshooting and repair of failed components.
Prerequisite: None.

DEMR 1266
CAPSTONE: Practicum
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:20
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Permission from the department.

DEMR 1303
Basic Driving Skills
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction to the use of a Class 8 combination vehicle. Emphasis will be placed on preparation to obtain a Texas Commercial Driver License (CDL).
Prerequisite: None.

DEMR 1323
Heating, Ventilation, and Air Conditioning Troubleshooting and Repair
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction to heating, ventilation, and air conditioning theory, testing, and repair. Emphasis on refrigerant reclamation, safety procedures, specialized tools, and repairs.
Prerequisite: None.

DEMR 1401
Diesel Shop Safety and Procedures
CRT HRS:4 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a study of diesel shop safety, rules, basic shop tools, and test equipment.
Prerequisite: None.

DEMR 1405
Basic Electrical Systems
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course is an introduction to the basic principles of electrical systems of diesel powered equipment with emphasis on starters, alternators, and batteries.
Prerequisite: None.

DEMR 1410
Diesel Engine Testing and Repair I
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course is an introduction to testing and repairing diesel engines including related systems specialized tools.
Prerequisite: None.

DEMR 1416
Basic Hydraulics
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course covers the fundamentals of hydraulics including components and related systems.
Prerequisite: None.

DEMR 1417
Basic Brake Systems
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course is an introduction to the basic principles of brake systems. Emphasis is placed on maintenance, repairs, and troubleshooting.
Prerequisite: None.

DEMR 1442
Power Train Applications I
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course provides in-depth coverage of the mechanics and theory of power trains. Emphasis is placed on disassembly, inspection, and repair of power train components.
Prerequisite: None.

DEMR 2432
Electronic Controls
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course covers intermediate skills in diagnostic and programming techniques of electronic control systems.
Prerequisite: None.

Drafting (DFTG)

DFTG 1313
Drafting for Specific Occupations
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a discussion of theory and practice with drafting methods and the terminology required to prepare working drawings in specific or various occupational fields.
Prerequisite: DFTG 1325.

DFTG 1315
Architectural Blueprint Reading
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course examines the fundamentals of blueprint reading for the construction industry.
Prerequisite: Completion or Concurrent enrollment in DFTG 1409.

DFTG 1325
Blueprint Reading and Sketching
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is an introduction to reading and interpreting the working drawings for fabrication processes and associated trades. Students will utilize sketching techniques to create pictorial and multiple-view drawings.
Prerequisite: None.

DFTG 1409
Basic Computer-Aided Drafting
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to basic computer-aided drafting. Emphasis is placed on basic computer operating principles, hardware descriptions and requirements, drawing setup; creating and modifying geometry; storing and retrieving predefined shapes; placing, rotating, and scaling objects, adding text and dimensions, using layers, coordinating systems; as well as input and output devices.
Prerequisite: None.

DFTG 1430
Civil Drafting I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers preparation of civil drawings including drafting methods and principles used in civil engineering.
Prerequisite: DFTG 1470.

DFTG 1441
Intermediate Technical Animation and Rendering
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers 3-D modeling and rendering techniques including lighting, staging, camera, and special effects. Emphasizes 3-D modeling building blocks using primitives to create simple and complex architectural/mechanical models.
Prerequisites: DFTG 2419.

DFTG 1470
Introduction to Civil Drafting
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course discusses basic concepts in civil drafting and utilization of CAD systems in the development of various civil engineering related projects.
Prerequisite: None.

DFTG 1480
Cooperative Education
CRT HRS:4 LEC HRS:1 LAB HRS:0 OTH HRS:21
In this course, career related activities encountered in the student's area of specialization are offered through a cooperative agreement between the college, employer, and student. Under supervision of the college and the employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objectives guide the student through the work experience.
Prerequisite: DFTG 2331 and completion of or concurrent enrollment in DFTG 2438.

DFTG 2331
Advanced Technologies in Architectural Design and Drafting
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course will focus on the use of architectural specific software to execute the elements required in designing standard architectural exhibits utilizing custom features to create walls, windows and specific design requirements for construction in residential/commercial and industrial architecture.
Prerequisite: DFTG 2428.

DFTG 2371
Civil Drafting Visualization
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course will focus on the use of civil-specific visualization technologies to present advanced concepts and drafting designs.
Prerequisite: DFTG 1430.

DFTG 2419
Intermediate Computer-Aided Drafting
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a continuation of practices and techniques used in basic computer-aided drafting emphasizing advanced dimensioning techniques, the development and use of prototype drawings, construction of pictorial drawings, interfacing 2d and/or 3d environments and extracting data. A portfolio to be submitted for evaluation will be required.
Prerequisite: DFTG 1409.

DFTG 2428
Capstone: Architectural Drafting-Commercial
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers architectural drafting procedures, practices, and symbols including the preparation of detailed working drawings for a commercial building, with emphasis on commercial construction methods. Emphasis will be placed on developing drawings to show the functionality of structures using specified building materials and following current building codes. Building types to be covered will be residential, commercial, industrial and institutional.
Prerequisite: Completion of or concurrent enrollment in DFTG 2419.

DFTG 2438
Final Project - Advanced Drafting
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This is a drafting course in which students participate in a comprehensive project from conception to conclusion.
Prerequisite: Completion of DFTG 2419, DFTG 2331 and DFTG 2428.

DFTG 2470
Civil Drafting II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This advanced course builds on the concepts and principles from previous civil drafting-related courses. Utilization of advanced civil technologies in the creation of various civil engineering-related projects is emphasized.
Prerequisite: DFTG 1430.

Drama (DRAM)

♦DRAM 1120
Theater Practicum I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course is a practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions.
Prerequisite: DRAM 1330.

♦DRAM 1121
Theater Practicum II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course is a practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions.
Prerequisite: DRAM 1120.

♦DRAM 1310
Theater Appreciation
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of theater including its history, dramatic works, stage techniques, production procedures, and relation to other art forms. Participation in productions may be required.
Prerequisite: Eligible for ENGL 1301.

♦DRAM 1330
Stagecraft I
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is a study and application of the methods and components of theatrical production which may include one or more of the following: theater facilities, scenery construction and painting, properties, lighting, costume, makeup, sound, and theatrical management.
Prerequisite: None.

♦DRAM 1341
Stage Makeup
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This is a course in design and execution of makeup for the purpose of developing believable characters. It includes discussion of basic makeup principles and the practical experience of makeup application.
Prerequisite: Declared Drama Majors or by special permission from the program chair.

♦DRAM 1342
Costume Technology
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is an introduction to the process and application of the fundamental skills of costume production, modification, and maintenance.
Prerequisite: Declared Drama Majors or by special permission from the program chair.

♦DRAM 1351
Acting I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to the fundamental principles and tools of acting as used in auditions, rehearsals, and performances. This may include ensemble performing, character and script analysis, and basic theater terminology. This exploration will emphasize the development of the actor's instrument: voice, body and imagination.
Prerequisite: None.

♦DRAM 1352
Acting II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides exploration and further training within the basic principles and tools of acting, including an emphasis on critical analysis of oneself and others. The tools include ensemble performing, character and script analysis, and basic theater terminology. This will continue the exploration of the development of the actor's instrument: voice, body and imagination.
Prerequisite: DRAM 1351.

♦DRAM 2120
Theater Practicum III
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course is a practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions.
Prerequisite: DRAM 1120 and DRAM 1121.

♦DRAM 2355
Script Analysis
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides examination of foundational skills for understanding the structure and content of play scripts for interpretation and conceptualization in theater productions by directors, designers, actors, and technicians. This course introduces students to significant plays in the history of dramatic literature in the playwright's social and cultural context.
Prerequisite: Eligible for ENGL 1301.

♦**DRAM 2366**
Film Appreciation
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course will survey and analyze cinema including history, film techniques, production procedures, selected motion pictures, and cinema's impact on and reflection of society.
Prerequisite: Eligible for ENGL 1301.

Economics (ECON)

♦**ECON 2301**
Principles of Economics I - Macro
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers analysis of the economy as a whole including measurement and determination of Aggregate Demand and Aggregate Supply, national income, inflation, and unemployment. Other topics include international trade, economic growth, business cycles, and fiscal policy and monetary policy.
Prerequisite: Completion of MATH 0100 or equivalent.

♦**ECON 2302**
Principles of Economics II - Micro
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers analysis of the behavior of individual economic agents, including consumer behavior and demand, producer behavior and supply, price and output decisions by firms under various market structures, factor markets, market failures, and international trade.
Prerequisite: Completion of MATH 0100 or equivalent.

Educ/Instruc Media Tech (IMED)

IMED 1445
Interactive Digital Media I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is the exploration of the use of graphics and sound to create interactive digital media applications and/or animations using industry standard authoring software.
Prerequisite: None.

Education (EDUC)

♦**EDUC 1100**
Learning Framework
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course is a study of the research and theory in the psychology of learning, cognition, and motivation, factors that impact learning, and application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners. Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned.
Prerequisite: None.

♦**EDUC 1300**
Learning Framework
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the research and theory in the psychology of learning, cognition, and motivation; factors that impact learning, and application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners. Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned. (Cross-listed as PSYC 1300) NOTE: This is a College Success course supported by scholarly models of the learning process. It is a Core Curriculum course in the Core Component Area Option. A student may not earn credit for both EDUC 1300 and PSYC 1300.
Prerequisite: None.

♦**EDUC 1301**
Introduction to the Teaching Profession
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This is an enriched, integrated pre-service course and content experience that provides active recruitment and institutional support of students interested in a teaching career, especially in high need fields. This course provides students with opportunities to participate in early field observations at all levels of P-12 schools with varied and diverse student populations and provides students with support from college and school faculty, preferably in small cohort groups, for the purpose of introduction to and analysis of the culture of schooling and classrooms. Course content should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards; and the course must include a minimum of 16 contact hours of field experience in P-12 classrooms.
Prerequisite: None.

♦**EDUC 2301**
Introduction to Special Populations
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This is an enriched, integrated pre-service course and content experience that provides an overview of schooling and classrooms from the perspectives of language, gender, socioeconomic status, ethnic and academic diversity, and equity with an emphasis on factors that facilitate learning. The course provides students with opportunities to participate in early field observations of P-12 special populations and should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Must include a minimum of 16 contact hours of field experience in P-12 classrooms with special populations.
Prerequisite: EDUC 1301 with a grade of "C" or higher.

Electrician (ELPT)

ELPT 1325
National Electrical Code I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introductory study of the National Electric Code (NEC) for those employed in fields requiring knowledge of the Code. Emphasis is on wiring design, protection, methods, and materials; equipment for general use; and basic calculations.
Prerequisite: None.

ELPT 1357
Industrial Wiring
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course provides instruction on wiring methods used for industrial installations. It includes motor circuits, raceway and busway installations, proper grounding techniques, and associated safety procedures.
Prerequisites: ELPT 1419, ELPT 1445.

ELPT 1411
Basic Electrical Theory
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers basic theory and practice of electrical circuits. It also includes calculations as applied to alternating and direct current.
Prerequisite: None.

ELPT 1419
Fundamentals of Electricity I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to basic direct current (DC) theory including electron theory and direct current applications.
Prerequisite: None.

ELPT 1420
Fundamentals of Electricity II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course introduces alternating current (AC). Includes AC voltage, frequency, mechanical and electrical degrees, waveforms, resistors, capacitors, and inductors.
Prerequisites: ELPT 1411, ELPT 1419, ELPT 1325, and ELPT 1429.

ELPT 1429
Residential Wiring
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This courses covers wiring methods, for single family and multi-family dwellings. It includes load calculations, service entrance sizing, proper grounding techniques, and associated safety procedures.
Prerequisites: None.

ELPT 1445
Commercial Wiring
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course provides instruction in commercial wiring methods. It includes over current protection, raceway panel board installation, proper grounding techniques, and associated safety procedures.
Prerequisites: ELPT 1411, ELPT 1419, ELPT 1325, and ELPT 1429.

ELPT 2264
Practicum- Field Experience
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:20
This course is a practical, general workplace training supported by an individualized learning plan developed by the employer, college and student. The student will be required to, as outlined in the learning plan, apply the theory, concept and skills involving specialized materials, tools, equipment, procedures, regulations, laws and interactions.
Prerequisites: ELPT 1357, ELPT 2319.

ELPT 2319
Programmable Logic Controllers I
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course covers the fundamental concepts of programmable logic controllers, principles of operation, and numbering systems as applied to electrical controls.
Prerequisites: ELPT 1419, ELPT 1445.

ELPT 2325
National Electrical Code II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides in-depth coverage of the National Electrical Code (NEC) for those employed in fields requiring knowledge of the Code. Emphasis is placed on wiring protection and methods, special conditions, and advanced calculations.
Prerequisites: ELPT 1411, ELPT 1419, ELPT 1325, and ELPT 1429.

ELPT 2437
Electrical Planning and Estimating
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course will prepare the students to plan and estimate residential, commercial, and industrial wiring systems. The course includes a variety of electrical techniques.
Prerequisites: ELPT 1411, ELPT 1419 , ELPT 1325 and ELPT 1429.

Electrician Wind Energy (WIND)

WIND 2359
Wind Power Delivery System
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course covers the components, equipment, and infrastructure used in the production and transmission of electricity as related to wind turbine power.
Prerequisites: None.

Electrocardiograph Tech (ECRD)

ECRD 1111
Electrocardiography
CRT HRS:1 LEC HRS:1 LAB HRS:1 OTH HRS:0
This course covers the fundamentals of cardiovascular anatomy and physiology. It includes basic electrocardiography procedures, interpretation of basic dysrhythmias, and appropriate treatment modalities.
Prerequisite: Completion of MDCA 1302, MDCA 1348, and MDCA 1317 with a grade of "C" or better.

ECRD 1211
Electrocardiography
CRT HRS:2 LEC HRS:2 LAB HRS:1 OTH HRS:0
This course covers the fundamentals of cardiovascular anatomy and physiology. It includes basic electrocardiography procedures, interpretation of basic dysrhythmias, and appropriate treatment modalities.
Prerequisite: Completion of NURA 1401, NURA 1160 and a current registration with Texas Department of Aging In good standing (current CNA); and Concurrent enrollment in NUPC 1360 and NUPC 1320.

Electromechanical Tech (ELMT)

ELMT 1405
Basic Fluid Power
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers basic fluid power course covering pneumatic and hydraulic systems, fluid power symbols, operating theory, components, and basic electrical and manual controls.
Prerequisite: None.

ELMT 1411
Solar Fundamentals
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study of heat transference, motors, pumps and other mechanical devices; solid state switches; photovoltaic plates and energy conversion; thermal dynamics; and solar energy.
Prerequisite: None.

Emergency Medical Tech (EMSP)

EMSP 1160
EMT - Basic Clinical
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts in a hospital clinical setting. Direct supervision is provided by the clinical professional. This is an unpaid clinical experience.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1501.

EMSP 1161
EMT - Advanced Hospital Clinical
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts in a hospital clinical setting. Direct supervision is provided by the clinical professional. This is an unpaid intermediate level clinical experience.
Prerequisite: Admission to the program; current Texas Department of State Health Services (TDSHS) EMT-Basic certification; concurrent enrollment in EMSP 1338.

EMSP 1166
EMT - Basic Practicum
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. This course is an experience on an ambulance unit that helps students gain practical experience in the discipline, enhance skills, and integrate knowledge. Direct supervision is provided by a clinical professional, generally a clinical preceptor. This is an unpaid basic practicum experience.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1501.

EMSP 1167
EMS EMT- Advanced Practicum
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student. This course is an experience in an ambulance unit that helps students gain practical experience in the discipline, enhance skills, and integrate knowledge. Direct supervision is provided by a clinical professional , generally a clinical preceptor. This is an unpaid practicum experience at the EMT-Intermediate level.
Prerequisite: Admission to the program; current Texas Department of State Health Services (TDSHS) EMT-Basic certification; concurrent enrollment in EMSP 1338.

EMSP 1208
Emergency Vehicle Operations
CRT HRS:2 LEC HRS:1 LAB HRS:2 OTH HRS:0
This course provides the student with instruction, discussion, demonstration, and driving range practice to prepare drivers of emergency vehicles to operate their vehicles safely in the emergency and non-emergency mode.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1501.

EMSP 1338
Introduction to Advanced Practice
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an exploration of the fundamental elements associated with emergency medical services to include preparatory practices, pathophysiology, medication administration, and related topics.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1161 and EMSP 1167.

EMSP 1355
Trauma Management
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a detailed study of the knowledge and skills necessary to reach competence in the assessment and management of patients with traumatic injuries.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1338.

EMSP 1356
Patient Assessment and Airway Management
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a detailed study of the knowledge and skills required to reach competence in performing patient assessment, airway management, and artificial ventilation.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1338.

EMSP 1371
EMS Documentation
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is designed to develop the student's documentation skills with regard to rendering emergency medical care. Both written and oral reports will be reviewed as well as the legal implications associated with report writing.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1501.

EMSP 1472
Emergent Issues in EMT
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
The purpose of this course is to demonstrate a working knowledge of clinical information and related topics relevant to the practice of pre-hospital emergency medical care at the Emergency Medical Technician-Basic (EMT-B) level. The student will research new/upcoming issues and prepare written and oral presentations. The student will be evaluated on presentation as well as content.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1501.

EMSP 1501
Emergency Medical Technician
CRT HRS:5 LEC HRS:4 LAB HRS:4 OTH HRS:0
This course is preparation for certification as an Emergency Medical Technician (EMT). The student will learn all the skills necessary to provide emergency medical care at a basic life support level with an ambulance service or other specialized services.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 1160 and EMSP 1166.

EMSP 2160
Paramedic Clinical I
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts in a hospital clinical setting. Direct supervision is provided by the clinical professional. This is an unpaid paramedic level one clinical experience.
Prerequisite: Admission to the program and concurrent enrollment in EMSP 2444 and EMSP 2205.

EMSP 2161
Paramedic Clinical II
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts in a hospital clinical setting. Direct supervision is provided by the clinical professional. This is an unpaid paramedic level two clinical experience.
Prerequisite: Admission to the program; successful completion of EMSP 2160; and concurrent enrollment in EMSP 2434 and EMSP 2330.

EMSP 2166
Capstone: Paramedic Practicum
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student. This course is an experience on an ambulance unit that helps students gain practical experience in the discipline, enhance skills, and integrated knowledge. Direct supervision is provided by a clinical professional, generally a clinical preceptor. This is an unpaid practicum experience at the EMT-Paramedic level.
Prerequisite: Admission to the program; successful completion of EMSP 2444, EMSP 2205, EMSP 2160, EMSP 2434, EMSP 2330, and EMSP 2161.

EMSP 2205
EMS Operations
CRT HRS:2 LEC HRS:1 LAB HRS:4 OTH HRS:0
This course is a detailed study of the knowledge and skills necessary to reach competence to safely manage multi-casualty incidents and rescue situations; utilize air medical resources; identify hazardous materials and other specialized incidents.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 2444 and EMSP 2160.

EMSP 2330
Special Populations
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a detailed study of the knowledge and skills necessary to reach competence in the assessment and management of ill or injured patients in diverse populations to include neonatology, pediatrics, geriatrics, and other related topics.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 2434.

EMSP 2434
Medical Emergencies
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is a detailed study of the knowledge and skills necessary to reach competence in the assessment and management of patients with medical emergencies, including medical overview, neurology, gastroenterology, immunology, pulmonology, urology, hematology, endocrinology, toxicology, and other related topics.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 2330, successful completion of EMSP 2444 and EMSP 2205.

EMSP 2444
Cardiology
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is a detailed study of the knowledge and skills necessary to reach competence in the assessment and management of patients with cardiac emergencies. This includes basic dysrhythmia interpretation, recognition of 12-lead EKGs for field diagnosis, and electrical and pharmacological interventions.
Prerequisite: Admission to the program; concurrent enrollment in EMSP 2205 and EMSP 2160.

Engineering (ENGR)

♦ENGR 1201
Introduction to Engineering
CRT HRS:2 LEC HRS:1 LAB HRS:3 OTH HRS:0
This course is an introduction to engineering as a discipline and a profession. It includes instruction in the application of mathematical and scientific principles to the solution of practical problems for the benefit of society.
Prerequisite: TSI complete in Reading and completion of MATH 1414 with a "C" or better; or equivalent.

♦ENGR 1304
Engineering Graphics
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is an introduction to computer-aided drafting using CAD software (Solid Works) and sketching to generate two- and three-dimensional drawings based on the conventions of engineering graphical communication; topics include spatial relationships, multi-view projections and sectioning, dimensioning, graphical presentation of data, and fundamentals of computer graphics. If time permits, rapid prototyping via 3D printing and/or CNC milling will be introduced.
Prerequisite: TSI complete in Reading and completion of MATH 1414 with a grade of "C" or better or equivalent.

♦ENGR 2301
Engineering Mechanics - Statics
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a calculus-based study of engineering mechanics involving the description of forces, moments, and couples acting on stationary engineering structures; equilibrium in two and three dimensions; free-body diagrams; friction; centroids; centers of gravity; and moments of inertia.
Prerequisite: PHYS 2425 and MATH 2413 with a grade of "C" or better and completion of or concurrent enrollment in MATH 2414, or permission from the instructor.

♦ENGR 2302
Engineering Mechanics - Dynamics
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a calculus-based study of engineering mechanics involving the motion of particles, rigid bodies, and systems of particles; Newton's Laws; work and energy relationships; principles of impulse and momentum; application of kinetics and kinematics to the solution of engineering problems.
Prerequisite: ENGR 2301 and MATH 2414 with a grade of "C" or better or permission from the instructor.

♦**ENGR 2405**
Electrical Circuits I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers principles of electrical circuits and systems, including basic circuit elements (resistance, inductance, mutual inductance, capacitance, independent and dependent controlled voltage, and current sources). Topology of electrical networks; Kirchhoff's laws; node and mesh analysis; DC circuit analysis; operational amplifiers; transient and sinusoidal steady-state analysis; AC circuit analysis; first- and second-order circuits; Bode plots; and use of computer simulation software to solve circuit problems. Laboratory experiments supporting theoretical principles involving DC and AC circuit theory, network theorems, time, and frequency domain circuit analysis. Introduction to principles and operation of basic laboratory equipment; laboratory report preparation. Corequisite: MATH 2420.
Prerequisites: PHYS 2426 and MATH 2414 with a grade of "C" or better.

♦**ENGR 2406**
Introduction to Digital Systems
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to theory and design of digital logic, circuits, and systems. Number systems, operations, and codes; logic gates; Boolean Algebra and logic simplification; Karnaugh maps; combinational logic; functions of combinational logic; flip-flops and related devices; counters; shift registers; sequential logic; memory and storage are covered. Laboratory experiments supporting theoretical principles involving design, construction, and analysis of combinational and sequential digital circuits and systems, including logic gates, adders, multiplexers, encoders, decoders, arithmetic logic units, latches, flip-flops, registers, and counters; and preparation of laboratory reports.
Prerequisites: TSI complete in Reading and completion of MATH 1414 with a grade of "C" or better or equivalent.

English (ENGL)

♦**ENGL 1301**
Composition I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an intensive study of and practice in writing processes, from invention and research to drafting, revision, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis.
Prerequisite: TSIA2 complete, or equivalent, or completion of INRW 0030 or INRW 0304 with a grade of "C" or better; or co-enrollment in INRW 0030.

♦**ENGL 1302**
Composition II - Rhetoric
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an intensive study of and practice in the strategies and techniques for developing research-based expository, argumentative, and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions.
Prerequisite: A grade of "C" or higher in ENGL 1301.

♦**ENGL 2307**
Creative Writing I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a practical experience in the techniques of imaginative writing. May include fiction, nonfiction, poetry, screenwriting, or drama.
Prerequisite: A grade of "C" or higher in ENGL 1301.

♦**ENGL 2311**
Technical and Business Writing
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an intensive study of and practice of writing in professional settings. Focus on the types of documents necessary to make decisions and take action on the job, such as proposals, reports, instructions, policies and procedures, e-mail messages, letters and descriptions of products and services. Practice individual and collaborative processes involved in the creation of ethical and efficient documents.
Prerequisite: A grade of "C" or higher in ENGL 1301.

♦**ENGL 2321**
British Literature
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of the development of British literature from the Anglo-Saxon period to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical, linguistic, and cultural contexts. Texts will be selected from a diverse group of authors and traditions.
Prerequisite: A grade of "C" or higher in both ENGL 1301 and ENGL 1302.

♦**ENGL 2326**
American Literature
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of American literature from the period of exploration and settlement to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from among a diverse group of authors for what they reflect and reveal about the evolving American experience and character.
Prerequisite: A grade of "C" or higher in both ENGL 1301 and ENGL 1302.

♦**ENGL 2331**
World Literature
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of world literature from the ancient world to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions.
Prerequisite: A grade of "C" or higher in both ENGL 1301 and ENGL 1302.

♦**ENGL 2341**
Introduction to Forms of Literature
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study of one or more literary genres including, but not limited to, poetry, fiction, drama, and film. Students will study works of prose, poetry, drama, and fiction in relation to literary periods, terms, and criticism. Texts will be selected from a diverse group of authors and traditions.
Prerequisite: A grade of "C" or higher in both ENGL 1301 and ENGL 1302.

♦**ENGL 2351**
Mexican American Literature
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of Mexican American/ Chicanx literature from Mesoamerica to the present. Students will study literary works of fiction, poetry, drama, essays and memoirs in relation to their historical, linguistic, political, regional, gendered, and cultural contexts. Texts will be selected from a diverse group of authors, literary movements, and media forms. Topics and themes may include the literary performance of identity and culture, aesthetic mediation of racialization, struggle and protest, and artistic activism.
Prerequisite: A grade of "C" or higher in both ENGL 1301 and ENGL 1302.

♦**ENGL 2389**
Academic Cooperative
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of English language and literature.
Prerequisite: A grade of "C" or higher in both ENGL 1301 and ENGL 1302.

English As Second Lang (ESOL)

ESOL 0031
ESOL Oral Communication I
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course prepares speakers of other languages at the beginning or low intermediate level for oral communication in both public and academic settings. Emphasis is placed on developing listening and speaking skills through training in pronunciation, basic conversations, and listening to natural speeches or prose in short paragraphs. This course does not apply toward the Associate Degree.
Prerequisite: None.

ESOL 0032
ESOL Oral Communication II
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course prepares speakers of other languages at the intermediate or high intermediate level for oral communication in both public and academic settings. Emphasis is placed on developing listening and speaking skills through training in pronunciation, conducting classroom oral presentations or short speeches, and listening to natural speeches or prose in sustained length. This course does not apply toward the Associate Degree.
Prerequisite: None.

ESOL 0033
ESOL Oral Communication III
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course prepares speakers of other languages at the advanced level for oral communication in both public and academic settings. Emphasis is placed on developing listening and speaking skills through listening to natural speeches or prose in sustained length and through engagement in conversations in various communicative situations. This course does not apply toward the Associate Degree.
Prerequisite: Placement is based on student's interview with the ESOL coordinator, or passing ESOL 0032 or ESOL 0042 with a grade of "C" or better.

ESOL 0041
ESOL Composition for Non-Native Speakers I
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course focuses on assisting speakers of other languages at the beginning and low intermediate levels in acquiring English proficiency in reading and writing. Emphasis is placed on building vocabulary and sentence skills in the context of readings. Instruction will also focus on reading comprehension strategies such as finding the main idea and the details. Training in writing strategies will focus on writing in response to reading and will also focus on paragraph construction. This course does not apply toward the Associate Degree.
Prerequisite: None.

ESOL 0042
ESOL Composition for Non-Native Speakers II
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course focuses on assisting speakers of other languages at the intermediate and high intermediate levels in acquiring English proficiency in reading and writing. Emphasis is placed on building vocabulary and sentence skills in the context of readings. Instruction will also focus on additional reading comprehension strategies such as generalization, inference, prediction and drawing conclusions. Training in writing strategies will focus on writing in response to reading and will also focus on essay construction. This course does not apply toward the Associate Degree.
Prerequisite: None.

ESOL 0051
ESOL Reading and Vocabulary
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course develops English reading proficiency and vocabulary for academic, career, or personal purposes in speakers of languages other than English and prepares them to function in a multicultural, multilingual society. Upon successful completion of this course, students will: comprehend and summarize texts, including the identification main idea, supporting details, audience, and purpose of text; interpret and critically analyze author's bias, purpose, and perspective in academic materials; make inferences and draw conclusions from a variety of college level texts; respond critically, orally and in writing, to various kinds of college level texts; understand and use academic vocabulary and linguistically complex structures across a variety of disciplines and genres; and demonstrate knowledge of cultural and historical references to American society in written materials.
Prerequisite: Placement based on an English as a Second Language proficiency exam.

ESOL 0052
ESOL Grammar for Non-Native Speakers
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course focuses on Standard English grammar usage for academic purposes. Open only to non-native speakers. Upon successful completion of this course, students will: Use verb tenses and voice with proficiency; use simple, compound, and complex sentences structures including phrases and clauses with proficiency; use parts of speech (nouns, pronouns, verbs, adjectives, adverbs, prepositions, interjections, conjunctions) and determiners (quantifiers, articles, demonstratives, possessives) appropriately and with proficiency; use appropriate word choice, word form, and word order with proficiency; respond critically, orally and in writing, to various kinds of college level texts; and understand and use academic vocabulary and linguistically complex structures, orally and in writing, across a variety of disciplines and genres.
Prerequisite: Placement based on an English as a Second Language proficiency exam.

Environmental Science (ENVR)

♦**ENVR 1401**
Environmental Science I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a survey of the forces, including humans, that shape our physical and biologic environment, and how they affect life on Earth. Introduction to the science and policy of global and regional environmental issues, including pollution, climate change, and sustainability of land, water, and energy resources. The lab component will cover methods used to collect and analyze environmental data. (Cross-listed as GEOL 1405).
Prerequisite: TSI complete in Reading and in Math or equivalent.

♦**ENVR 1402**
Environmental Science II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a general interest course requiring a minimum of previous science background and relating scientific knowledge to problems involving energy and the environment.
Prerequisite: ENVR 1401.

Fire Protection (FIRT)

FIRT 1301
Fundamentals of Fire Protection
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This covers orientation to the fire service, career opportunities, and related fields. This course meets Fire and Emergency Services Higher Education (FESHE) Model Curriculum core requirements.
Prerequisites: None.

FIRT 1309
Fire Administration I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to the organization and management of a fire department and the relationship of government agencies to the fire service. Emphasis on fire service leadership from the perspective of the company officer.
Prerequisite: None.

FIRT 1333
Fire Chemistry I
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course covers chemical nature and properties of compounds as related to the fire service. Fundamental laws of chemistry, states of matter, gas laws, chemical bonding, and thermodynamics. This course meets Fire and Emergency Services Higher Education(FESHE)Model Curriculum core requirements.
Prerequisite: None.

FIRT 1338
Fire Protection Systems
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course covers design and operation of fire detection and alarm systems, heat and smoke control systems, special protection and sprinkler systems, water supply for fire protection, and portable fire extinguishers. This course meets Fire and Emergency Services Higher Education (FESHE) Model Curriculum core requirements.
Prerequisites: None.

FIRT 1353
Legal Aspects of Fire Protection
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course will summarize basic criminal and civil law; discuss relevant tort law; and describe state and federal legal systems as they relate to the fire service.
Prerequisite: None.

FIRT 1427
Building Construction in the Fire Service
CRT HRS:4 LEC HRS:4 LAB HRS:1 OTH HRS:0
This course covers the components of building construction that relate to life safety. Includes relationship of construction elements and building design impacting fire spread in structures.
Prerequisite: None.

Fire Science/Firefight (FIRS)

FIRS 1203
Firefighter Agility and Fitness Preparation
CRT HRS:2 LEC HRS:0 LAB HRS:5 OTH HRS:0
This course focuses on physical ability testing methods. It includes rigorous training in skills and techniques needed in typical fire department physical ability tests. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: None.

FIRS 1301
Firefighter Certification I
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is an introduction to firefighter safety and development. Topics include Texas Commission on Fire Protection Rules and Regulations, firefighter safety, fire science, personal protective equipment, self-contained breathing apparatus, and fire reports and records. Lab required. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: None.

FIRS 1313
Firefighter Certification III
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a study of fire streams and pump operations as they relate to fundamental development of basic firefighter skills. Lab required. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: FIRS 1407.

FIRS 1319
Firefighter Certification IV
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is a study of equipment, tactics, and procedures used in forcible entry, ventilation, salvage, and overhaul. Preparation for certification as a basic firefighter. Lab required. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: FIRS 1313.

FIRS 1329
Firefighter Certification VI
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an overview of Fire Inspection techniques and practices. Emphasis is on firecause determination. Includes fire protection systems, wild land fire, and pre-incident planning. Preparation for certification as a basic firefighter. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: FIRS 1423.

FIRS 1407
Firefighter Certification II
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course is a study of the basic principles and skill development in handling fire service hose and ladders. Topics include the distribution system of water supply, basic building construction, and emergency service communication, procedures, and equipment. Lab required. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: FIRS 1301.

FIRS 1423
Firefighter Certification V
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is a study of ropes and knots, rescue procedures and techniques, and hazardous materials. Preparation for certification as a basic firefighter. Lab required. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: FIRS 1319.

FIRS 1433
Firefighter Certification VII
CRT HRS:4 LEC HRS:2 LAB HRS:5 OTH HRS:0
This course is an in-depth study and practice of simulated emergency operations and hands-on fire training exercises, incident command procedures, and combined operations using proper extinguishing methods. Emphasis is on safety. Lab required. This course may be offered only by institutions licensed as a Fire Academy by the Texas Commission on Fire Protection.
Prerequisite: FIRS 1329.

Fitness (FITT)

FITT 1164
Practicum-Health and Physical Education
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course is a practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisite: None.

FITT 1237
Personal Training
CRT HRS:2 LEC HRS:2 LAB HRS:1 OTH HRS:0
This course is a study of the aspects of one-on-one training including marketing, program development, legal aspects, documentation, training methodologies, and business considerations. Emphasis on the development of safe and enjoyable individualized training sessions.
Prerequisite: None.

FITT 1401
Fitness and Exercise Testing
CRT HRS:4 LEC HRS:4 LAB HRS:1 OTH HRS:0
This course covers techniques for conducting physical fitness assessments including tests of cardiorespiratory fitness, muscular strength and endurance, joint flexibility, body composition, and pulmonary capacity. Includes fitness equipment use and maintenance. Emphasis on safety guidelines and precautions.
Prerequisite: None.

FITT 2305
Sports Facility Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study of the process of managing sport facilities. Includes planning, directing, and coordinating programs, and supervising employees and participants.
Prerequisite: None.

FITT 2309
Theory of Exercising Program Design and Instruction
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course covers the study of health related components of physical fitness including cardiorespiratory endurance, muscular strength, muscular endurance, flexibility, and body composition. Topics include the theoretical basis underlying physical fitness; instructional techniques for fitness development; and methods for leading an exercise session, including design, instruction, and evaluation.
Prerequisite: None.

FITT 2313
Exercise Science
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of scientific principles, methodologies, and research as applied to exercise and physical fitness. Emphasis on physiological responses and adaptations to exercise. Topics include basic elements of kinesiology, biomechanics, motor learning, and the physical fitness industry.
Prerequisite: None.

French (FREN)

♦FREN 1411
Beginning French I
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This is a comprehensive first semester beginning course. This course includes instruction and practice in fundamental skills in listening comprehension, speaking, reading, and writing. While the course includes basic vocabulary, grammatical structures and culture, the emphasis will not be on isolated structures but rather on integrating grammar into proficiency-oriented activities.
Prerequisite: None.

♦FREN 1412
Beginning French II
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This is a comprehensive second semester beginning course. This course includes instruction and practice in fundamental skills in listening comprehension, speaking, reading, and writing. While the course includes basic vocabulary, grammatical structures and culture, the emphasis will not be on isolated structures but rather on integrating grammar into proficiency-oriented activities.
Prerequisite: FREN 1411.

General Business (BUSG)

BUSG 1302
E-Business Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to business. Includes the internet, infrastructure for electronic commerce, markup languages, web-based tools and software, security issues, and electronic payment systems. Also covers strategies for marketing, sales, and purchasing; legal, ethical, and tax issues; and management functions.
Prerequisite: None.

BUSG 1303
Principles of Finance
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the financial dynamics of a business. It includes monetary and credit theory, cash inventory, capital management, and consumer and government finance. Emphasis is placed on the time value of money.
Prerequisite: None.

BUSG 2309
Small Business Management/Entrepreneurship
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a course on how to start, operate, and grow a small business. Topics include facts about a small business, essential management skills, how to prepare a business plan, accounting, financial needs, staffing, marketing strategies, and legal issues.
Prerequisite: None.

Geography (GEOG)

♦GEOG 1301
Physical Geography
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course introduces students to the processes that drive Earth's physical systems. Students will explore the relationships among these physical systems, with emphasis on weather and climate, water, ecosystems, geologic processes and landform development, and human interactions with the physical environment.
Prerequisite: TSI complete in Reading or equivalent.

Geology (GEOL)

♦GEOL 1403
Physical Geology
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to the study of the materials and processes that have modified and shaped the surface and interior of Earth over time. These processes are described by theories based on experimental data and geologic data gathered from field observations. Laboratory activities will cover methods used to collect and analyze earth science data.
Prerequisite: TSI complete in Reading or equivalent.

♦GEOL 1404
Historical Geology
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a comprehensive survey of the history of life and major events in the physical development of Earth as interpreted from rocks and fossils. Laboratory activities will introduce methods used by scientists to interpret the history of life and major events in the physical development of Earth from rocks and fossils.
Prerequisite: GEOL 1403 with a grade of "C" or better.

♦GEOL 1445
Oceanography
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a survey of oceanography and related sciences. This course will explore the physical, chemical, geological, and biological processes operating in the marine environment. The dynamic processes that affect the ocean water, sea floor, and abundant life forms will be studied as will the methods and techniques scientists use to investigate the ocean. Discussion topics include, but are not limited to, the origin of ocean basins, properties of sea water, wind circulation, waves and tides, coastal and ocean habitats, ocean resources, and human presence in the ocean and related environmental challenges. It is recommended but not required that students take this course in sequence with Meteorology (GEOL 1447).
Prerequisite: TSI complete in Reading and in Math or equivalent.

♦GEOL 1447
Meteorology
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a survey of meteorology and related sciences. This course will explore energy, temperature, moisture, precipitation, and winds that combine to create the weather. Discussion topics include, but are not limited to, the causes of the seasons, forms of moisture, atmospheric stability, cloud development, precipitation processes, pressure, storm systems, thunderstorms, lightning, tornadoes, hurricanes, and world climate. Labs include but are not limited to, reading and preparing weather maps, making weather measurements, and seasons. It is recommended, but not required that students take this course in sequence with Oceanography (GEOL 1445).
Prerequisite: TSI complete in Reading and in Math or equivalent.

Government (GOVT)

♦GOVT 2304
Introduction to Political Science
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is an introductory survey of the discipline of political science focusing on the history, theory, scope and methods of the field, and the substantive topics in the discipline.
Prerequisite: Eligible for ENGL 1301.

♦GOVT 2305
Federal Government
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the origin and development of the U.S. Constitution, structure and powers of the national government including the legislative, executive, and judicial branches, federalism, political participation, the national election process, public policy, civil liberties, and civil rights.
Prerequisite: Eligible for ENGL 1301.

♦GOVT 2306
Texas Government
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the origin and development of the Texas Constitution, structure and powers of state and local government, federalism and inter-governmental relations, political participation, the election process, public policy, and the political culture of Texas.
Prerequisite: Eligible for ENGL 1301.

♦GOVT 2311
Mexican American and Latinx Politics
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides a study of Mexican American and Latinx politics within the American political experience. Topics include historical, cultural, socioeconomic, and constitutional issues that pertain to the study of Mexican Americans and other Latinx populations in the United States. Other topics such as political participation, governmental institutions, electoral politics, political representation, demographic trends, and other contemporary public policy debates will also be addressed.
Prerequisite: Completion of GOVT 2305 with a grade of "C" or better.

♦GOVT 2389
Academic Cooperative
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is an instructional course designed to integrate on-campus study with practical hands-on experience in government. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of human social behavioral and/or social institutions.
Prerequisites: GOVT 2304, GOVT 2305 and GOVT 2306.

Health Info. Tech. (HITT)

HITT 1166
Coding Practicum
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Compliance with all NAH Clinical Requirements for Practicums and concurrent enrollment or completion of HITT 2346 with a grade of "C" or better and concurrent enrollment in HITT 2145.

HITT 1211
Health Information Systems
CRT HRS:2 LEC HRS:1 LAB HRS:4 OTH HRS:0
This course is an introduction to health IT standards, health-related data structures, software applications and enterprise architecture in health care and public health.
Prerequisite: Concurrent enrollment or completion of VNSG 1420/NURA 1407, HITT 1305, HITT 1213, HITT 1253, and HITT 1301 with a grade of "C" or better.

HITT 1213
Coding & Insurance
CRT HRS:2 LEC HRS:1 LAB HRS:4 OTH HRS:0
This course is an overview of skills and knowledge in ICD and CPT coding and claims forms for reimbursement of medical services.
Prerequisite: None.

HITT 1253
Legal and Ethical Aspects of Health Information
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course teaches concepts of privacy, security, confidentiality, ethics, health care legislation, and regulations relating to the maintenance and use of health information.
Prerequisite: None.

HITT 1255
Health Care Statistics
CRT HRS:2 LEC HRS:1 LAB HRS:2 OTH HRS:0
This course focuses on general principles of health care statistics with emphasis in hospital statistics. Also included is skill development in computation and calculation of health data.
Prerequisite: Completion of HITT 1345, HITT 2166, HITT 2225, and HITT 2343 with a grade of "C" or better.

HITT 1301
Health Data Content and Structure
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an introduction to systems and processes for collecting, maintaining, and disseminating primary and secondary health related information. Instruction in delivery and organizational structure to include content of health record, documentation requirements, registries, indices, licensing, regulatory agencies, forms, and screens.
Prerequisite: None.

HITT 1305
Medical Terminology I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of medical terms through word origin and structure through the introduction of prefixes, suffixes, root words, plurals, abbreviations and symbols, surgical procedures, medical specialties, and diagnostic procedures.
Prerequisite: None.

HITT 1341
Coding and Classification Systems
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course focuses on the fundamentals of coding rules, principles, guidelines, and conventions using clinical classification systems.
Prerequisite: Completion of HITT 1301, HITT 1305, and HITT 1213 with a grade of "C" or better and concurrent enrollment or completion of HITT 1211 and HITT 1253 with a grade of "C" or better.

HITT 1342
Ambulatory Coding
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is the study of fundamentals of ambulatory coding rules, conventions, and guidelines.
Prerequisite: Completion of HITT 1211, HITT 1305, HITT 1213, HITT 1253, and HITT 1301 and VNSG 1420/NURA 1407 with a grade of "C" or better and concurrent enrollment or completion of HITT 1341 with a grade of "C" or better.

HITT 1345
Health Care Delivery Systems
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an examination of delivery systems including organization, financing, accreditation, licensure, and regulatory agencies.
Prerequisite: Completion of HITT 1341, HITT 1342, HITT 2330, and HITT 2335 with a grade of "C" or better.

HITT 2145
Coding Certification Exam Review
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course is a review of coding competencies and skills in preparation for a coding certification exam.
Prerequisite: Concurrent enrollment in HITT 1166.

HITT 2166
Practicum I
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Compliance with all NAH Clinical Requirements for Practicums and completion of HITT 1341, HITT 1342, HITT 2330, and HITT 2335 with a grade of "C" or better.

HITT 2167
CAPSTONE: Practicum II
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:10
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student.
Prerequisite: Compliance with all NAH Clinical Requirements for Practicums and concurrent enrollment or completion of HITT 1255 and HITT 2339 with a grade of "C" of better and concurrent enrollment in HITT 2249.

HITT 2225
Public Health Information Technology
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is an overview of specialized public health applications such as registries, epidemiological databases, biosurveillance, and situational awareness and emergency response. Includes information exchange issues specific to public health.
Prerequisite: Completion of HITT 1341, HITT 1342, HITT 2330, and HITT 2335 with a grade of "C" or better.

HITT 2249
RHIT Competency Review
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is a review of Health Information Technology (HIT) competencies, skills, and knowledge.
Prerequisite: Concurrent enrollment in HITT 2167.

HITT 2330
Pathophysiology and Pharmacology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the pathology and general health management of diseases and injuries across the life span. Topics include etiology, symptoms, and the physical and psychological reactions to diseases and injuries. A study of drug classifications, actions, therapeutic uses, adverse effects, routes of administration, and calculation of dosages.
Prerequisite: Completion of VNSG 1420 or NURA 1407 with a grade of "C" or better.

HITT 2335
Coding and Reimbursement Methodologies
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course focuses on the development of advanced coding techniques with an emphasis on case studies, health records, and federal regulations regarding perspective payment systems and methods of reimbursement.
Prerequisite: Completion of HITT 1211, HITT 1305, HITT 1213, HITT 1253, and HITT 1301, and VNSG 1420/NURA 1407 with a grade of "C" or better and concurrent enrollment or completion of HITT 1341 with a grade of "C" or better.

HITT 2339
Health Information Organization and Supervision
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course focuses on the principles of organization and supervision of human, financial, and physical resources.
Prerequisite: Completion of HITT 1345, HITT 2166, HITT 2225, and HITT 2343 with a grade of "C" or better.

HITT 2343
Quality Assessment and Performance Improvement
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course involves the study of quality standards and methodologies in the health information management environment. Topics include licensing, accreditation, compilation and presentation of data in statistical formats, quality management and performance improvement functions, utilization management, risk management, and medical staff data quality issues, and approaches to assessing patient safety issues and implementation of quality management and reporting through electronic systems.
Prerequisite: Completion of HITT 1341, HITT 1342, HITT 2330, and HITT 2335 with a grade of "C" or better.

HITT 2346
Advanced Medical Coding
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course covers advanced concepts of ICD and CPT coding rules, conventions, and guidelines in complex case studies. Investigation of government regulations and changes in health care reporting.
Prerequisite: Completion of HITT 1341, HITT 1342, HITT 2330, and HITT 2335 with a grade of "C" or better.

Health Professions (HPRS)

HPRS 1106
Essentials of Medical Terminology
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course is a study of medical terminology, word origin, structure, and application.
Prerequisite: Admission to the Vocational Nursing Program.

Heating Air Cond Tech (HART)

HART 1401
Basic Electricity for HVAC
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course covers principles of electricity as required by HVAC, including proper use of test equipment, electrical circuits, and component theory and operation.
Prerequisite: None.

HART 1407
Refrigeration Principles
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is an introduction to the refrigeration cycle, heat transfer theory, temperature / pressure relationship, refrigerant handling, refrigeration components and safety.
Prerequisite: None.

HART 1410
HVAC Shop Practices and Tools
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course covers tools and instruments used in the HVAC industry. It includes proper application, use and care of these tools, and tubing and piping practices.
Prerequisite: None.

HART 1445
Gas and Electrical Heating
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is the study of the procedures and principles used in servicing heating systems including gas fired furnaces and electric heating systems.
Prerequisite: HART 1401, HART 1407, HART 1410.

HART 2431
Advanced Electricity for HVAC
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is advanced electrical instruction and skill building in installation and servicing of air conditioning and refrigeration equipment, including detailed instruction in motors and power distribution, motors, motor controls, and application of solid state devices.
Prerequisite: HART 1401, HART 1407, HART 1410.

HART 2434
Advanced Air Conditioning Controls
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is a study in the theory and application of automation controls, electrical control devices, electromechanical controls, and/or pneumatic controls.
Prerequisite: HART 1401, HART 1407, HART 1410, HART 1445, HART 2431, HART 2445.

HART 2438
Capstone: Air Conditioning Installation and Startup
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is the study of air conditioning system installation, refrigerant piping, condensate disposal, and air cleaning equipment with emphasis on startup and performance testing.
Prerequisite: Completion of HART 1401, HART 1407, HART 1410, and completion of or concurrent enrollment in HART 1445, HART 2431, HART 2445.

HART 2441
Commercial Air Conditioning
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This is a study of components, applications, and installation of air conditioning systems with capacities of 25 tons or less.
Prerequisite: HART 1401, HART 1407, HART 1410, HART 1445, HART 2431, HART 2445.

HART 2442
Commercial Refrigeration
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
Theory of and practical application in the maintenance of commercial refrigeration; medium and low temperature applications and ice machines are introduced in this course.
Prerequisite: HART 1401, HART 1407, HART 1410.

HART 2445
Residential Air Conditioning Systems Design
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is a study of the properties of air and results of cooling, heating, humidifying or dehumidifying; heat gain and heat loss calculations including equipment selection, duct fabrication, and balancing the air system.
Prerequisite: HART 1401, HART 1407, HART 1410.

HART 2588
Internship - Heating, Air Conditioning, Ventilation and Refrigeration Maint. Technology/Technician
CRT HRS:5 LEC HRS:0 LAB HRS:0 OTH HRS:15
This course is a work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.
Prerequisite: HART 1401, HART 1407, HART 1410, HART 1445, HART 2431, HART 2445, HART 2434, HART 2438, HART 2441, and HART 2442.

History (HIST)

♦HIST 1301
United States History I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of the social, political, economic, cultural, and intellectual history of the United States from the pre-Columbian era to the Civil War/Reconstruction period. United States History I includes the study of pre-Columbian, colonial, revolutionary, early national, slavery and sectionalism, and the Civil War/Reconstruction eras. Themes that may be addressed in United States History I include: American settlement and diversity, American culture, religion, civil and human rights, technological change, economic change, immigration and migration, and creation of the federal government.
Prerequisite: Eligible for ENGL 1301.

♦HIST 1302
United States History II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of the social, political, economic, cultural, and intellectual history of the United States from the Civil War/Reconstruction era to the present. United States History II examines industrialization, immigration, world wars, the Great Depression, Cold War and post-Cold War eras. Themes that may be addressed in United States History II include: American culture, religion, civil and human rights, technological change, economic change, immigration and migration, urbanization and suburbanization, the expansion of the federal government, and the study of U.S. foreign policy.
Prerequisite: Eligible for ENGL 1301.

♦HIST 2301
Texas History
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of the political, social, economic, cultural, and intellectual history of Texas from the pre-Columbian era to the present. Themes that may be addressed in Texas History include: Spanish colonization and Spanish Texas; Mexican Texas; the Republic of Texas; statehood and secession; oil, industrialization, and urbanization; civil rights; and modern Texas.
Prerequisite: Eligible for ENGL 1301.

♦HIST 2321
World Civilizations I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of the social, political, economic, cultural, religious, and intellectual history of the world from the emergence of human cultures through the 15th century. The course examines major cultural regions of the world in Africa, the Americas, Asia, Europe, and Oceania and their global interactions over time. Themes include the emergence of early societies, the rise of civilizations, the development of political and legal systems, religion and philosophy, economic systems and trans-regional networks of exchange. The course emphasizes the development, interaction and impact of global exchange.
Prerequisite: Eligible for ENGL 1301.

♦HIST 2322
World Civilizations II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of the social, political, economic, cultural, religious, and intellectual history of the world from the 15th century to the present. The course examines major cultural regions of the world in Africa, the Americas, Asia, Europe, and Oceania and their global interactions over time. Themes include maritime exploration and transoceanic empires, nation/state formation and industrialization, imperialism, global conflicts and resolutions, and global economic integration. The course emphasizes the development, interaction and impact of global exchange.
Prerequisite: Eligible for ENGL 1301.

♦HIST 2327
Mexican-American History I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of the economic, social, political, intellectual and cultural history of Mexican Americans/Chicanx. Periods include early indigenous societies, conflict and conquest, early European colonization and empires, New Spain, early revolutionary period, Mexican independence and nation building, United States expansion to the United States-Mexico War Era. Themes to be addressed are mestizaje and racial formation in the early empire, rise and fall of native and African slavery, relationship to early global economies, development of New Spain's/Mexico's northern frontier, gender and power, missions, resistance and rebellion, emergence of Mexican identities, California mission secularization, Texas independence, United States' wars with Mexico, and the making of borders and borderlands. (May be applied to U.S. History requirement)
Prerequisite: Eligible for ENGL 1301.

♦**HIST 2328**
Mexican-American History II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
A survey of the economic, social, political, intellectual, and cultural history of Mexican Americans/Chicanx. Periods include the United States-Mexico War Era, incorporation of Northern Mexico into the United States, Porfirian Mexico, and the nineteenth century American West, 1910 Mexican Revolution and Progressive Era, the Great Depression and New Deal, World War II and the Cold War, Civil Rights Era, Conservative Ascendancy, the age of NAFTA and turn of the 21st Century developments. Themes to be addressed are the making of borders and borderlands, impact of Treaty of Guadalupe Hidalgo, gender and power, migration and national identities, citizenship and expulsion, nineteenth century activism and displacement, industrialization and the making of a transnational Mexican working class, urbanization and community formation, emergence of a Mexican American Generation, war and citizenship, organized advocacy and activism, Chicano Movement, changing identifications and identities, trade and terrorism. (May be applied to U.S. History requirement.)
Prerequisite: Eligible for ENGL 1301.

♦**HIST 2381**
African American History I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers a survey of the social, political, economic, cultural, and intellectual history of people of African descent in the formation and development of the United States to the Civil War/Reconstruction period. African American History I includes the study of African origins and legacy, trans-Atlantic slave trade, and the experiences of African Americans during Colonial, Revolutionary, Early National, Antebellum, and the Civil War/Reconstruction Eras. This course will enable students to understand African American history as an integral part of U.S. history. (May be applied to the U.S. History requirement)
Prerequisite: Eligible for ENGL 1301.

♦**HIST 2382**
African American History II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers a survey of the social, political, economic, cultural, and intellectual history of people of African descent in the United States from the Civil War/Reconstruction period to the present. African American History II examines segregation, disenfranchisement, civil rights, migrations, industrialization, world wars, the Harlem Renaissance and the conditions of African Americans in the Great Depression, Cold War and post-Cold War eras. This course will enable students to understand African American history as an integral part of U.S. history. (May be applied to the U.S. History requirement)
Prerequisite: Eligible for ENGL 1301.

♦**HIST 2389**
Academic Cooperative
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an instructional program designed to integrate on-campus study with a practical hands-on experience in history. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of human social behavior and/or social institutions.
Prerequisite: Completion of six hours in History.

Homeland Security (HMSY)

HMSY 1337
Introduction to Homeland Security
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an overview of homeland security. Evaluation of the progression of homeland security issues throughout Texas and the United States. An examination of the roles undertaken and methods used by governmental agencies and individuals to respond to those issues.
Prerequisites: None.

HMSY 1342
Understanding and Combating Terrorism
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study of terrorism and reasons why America is a terrorist target. Includes methods of combating domestic and international terrorism terrorist operations, cyber-terrorism, narco-terrorism, the mind of the terrorist, and organized crime's impact on terrorism.
Prerequisite: None.

HMSY 1371
Homeland Security Laws
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an overview of homeland security. Evaluation of the progression of homeland security issues throughout Texas and the United States. An examination of the roles undertaken and methods used by governmental agencies and individuals to respond to those issues.
Prerequisite: None.

Hospitality Admin Mang (HAMG)

HAMG 1321
Introduction to Hospitality Industry
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an exploration of the elements and career opportunities within the multiple segments of the hospitality industry.
Prerequisite: None.

HAMG 2305
Hospitality Management and Leadership
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers an overview of management and leadership in the hospitality industry with an emphasis on management philosophy, policy formulation, communications, motivation and team building.
Prerequisite: HAMG 1321.

Humanities (HUMA)

♦**HUMA 1301**
Introduction to Humanities I - Western
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This stand-alone course is an interdisciplinary survey of cultures focusing on the philosophical and aesthetic factors in human values with an emphasis on the historical development of the individual and society and the need to create. The emphasis of this course will be on the historical development and interplay of the arts, literature, philosophy, and religion in selected western cultures.
Prerequisite: Eligible for ENGL 1301.

♦**HUMA 1302**
Introduction to Humanities II - Non-Western
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This stand-alone course is an interdisciplinary survey of cultures focusing on the philosophical and aesthetic factors in human values with an emphasis on the historical development of the individual and society and the need to create. The emphasis of this course will be on the historical development and interplay of the arts, literature, philosophy, and religion in selected non-western cultures.
Prerequisite: HUMA 1301.

♦**HUMA 1305**
Introduction to Mexican-American Studies
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an interdisciplinary survey which examines the different cultural, artistic, economic, historical, political, and social aspects of the Mexican-American/Chicano/a communities. It also covers issues such as dispossession, immigration, transnationalism, and other topics that have shaped the Mexican-American experience.
Prerequisite: TSI complete in Reading, or equivalent.

♦**HUMA 1311**
Mexican-American Fine Arts Appreciation
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an exploration of the purposes and processes in the visual and performing arts (such as music, painting, drama, and dance) and the ways in which they express the values of the Mexican-American/Chicano/a experience.
Prerequisite: TSI complete in Reading, or equivalent.

♦**HUMA 1315**
Fine Arts Appreciation
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an exploration of the purposes and processes in the visual and performing arts (such as music, painting, architecture, drama, and dance) and the ways in which they express the values of cultures and human experience.
Prerequisite: TSI complete in Reading, or equivalent.

♦**HUMA 2319**
American Minority Studies
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This interdisciplinary survey examines the diverse cultural, artistic, economic, historical, political, and social aspects of American minority communities. Topics may include race/ethnicity, gender, socioeconomic class, sexual orientation, national origin, age, disability, and religion.
Prerequisite: TSI complete in Reading, or equivalent.

♦**HUMA 2323**
World Cultures
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a general study of diverse world cultures. Topics include cultural practices, social structures, religions, arts, and languages.
Prerequisite: TSI complete in Reading, or equivalent.

Human Resources Mang (HRPO)

HRPO 1280
Human Resources COOP
CRT HRS:2 LEC HRS:1 LAB HRS:0 OTH HRS:10
This is a work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the College and the employer.
Prerequisite: Approval of Internship Coordinator.

HRPO 1281
COOP - Human Resources Management
CRT HRS:2 LEC HRS:1 LAB HRS:0 OTH HRS:8
This is a work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the College and the employer.
Prerequisite: Program Chair approval.

HRPO 1302
Human Resources Training and Development
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides an overview of the human resource development function specifically concentrating on the training and development component. Topics include training as related to organizational missions and goals: budgeting, assessment, design, delivery, evaluation, and justification of training, including distance and virtual education.
Prerequisite: None.

HRPO 1305
Management and Labor Relations
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the development and structure of the labor movement including labor legislation, collective bargaining, societal impact, labor/management relationships, and international aspects.
Prerequisite: None.

HRPO 1311
Human Relations
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides practical application of the principles and concepts of the behavioral sciences to interpersonal relationships in the business and industrial environment.
Prerequisite: None.

HRPO 2187
Internship - Human Resources Management
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:5
This is a work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.
Prerequisite: Approval of Internship Coordinator.

HRPO 2288
Internship - Human Resources Management
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:6
This is a work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the College and the employer.
Prerequisite: Approval of Internship Coordinator.

HRPO 2301
Human Resources Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers behavioral and legal approaches to the management of human resources in organizations.
Prerequisite: None.

HRPO 2303
Employment Practices
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of employment issues including techniques for human resource forecasting, selection, and placement including interview techniques, pre-employment testing, and other predictors. Topics include recruitment methods, the selection process, Equal Employment Opportunity (EEO), EEO record keeping and Affirmative Action Plans.
Prerequisite: None.

HRPO 2304
Employee Relations
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an examination of employee relations, policies, practices, and issues required to build strong employee relations. Topics include communications, employee conduct rules, performance appraisal methods, Title VII, Federal Medical Leave Act, Fair Labor Standards Act, and Americans with Disabilities Act updates.
Prerequisite: HRPO 1305.

HRPO 2305
Human Resources Information Systems
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to Human Resource Information Systems (HRIS).
Prerequisite: None.

HRPO 2306
Benefits and Compensation
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an overview of employee compensation systems. Topics include compensation systems, direct and indirect compensation, internal and external determination of compensation, benefits administration, managing and evaluating for effectiveness, legal and regulatory issues, pay equity, job analysis affecting job compensation and competencies.
Prerequisite: None.

HRPO 2307
Organizational Behavior
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course includes the analysis and application of organizational theory, group dynamics, motivation theory, leadership concepts and the integration of interdisciplinary concepts from the behavioral sciences.
Prerequisite: HRPO 2301.

HRPO 2371
Human Resources Laws
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course includes an in depth view of laws and legal issues related to employment practices.
Prerequisite: HRPO 2301, HRPO 2303.

HRPO 2372
Risk Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an overview of issues related to identification, assessment and prioritization of risks in the workplace.
Prerequisite: HRPO 2301, HRPO 2303.

Information Processing (POFI)

POFI 1349
Spreadsheets
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides skill development in concepts, procedures, and application of spreadsheets for business applications.
Prerequisite: None.

POFI 2301
Word Processing
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides in-depth coverage of word processing software focusing on business applications.
Prerequisite: None.

POFI 2340
Advanced Word Processing
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is a continuation of the study of word processing including advanced techniques in merging, macros, graphics, and desktop publishing. It includes extensive formatting for technical documents. Emphasis is on business applications.
Prerequisite: POFI 2301.

Information Security (ITSY)

ITSY 1400
Fundamentals of Information Security
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to information security including ethics, the legal environment and risk management. It covers basic information security goals of availability, integrity, accuracy, and confidentiality. Vocabulary and terminology specific to the field of information security are discussed. Identification of exposures and vulnerabilities and countermeasures are addressed. The importance of appropriate planning policies and controls is also discussed.
Prerequisite: None.

ITSY 2400
Operating System Security
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers safeguard computer operating systems by demonstrating server support skills and designing and implementing a security system. Identify security threats and monitor network security implementations. Use best practices to configure operating systems to industry security standards.
Prerequisites: None.

ITSY 2401
Firewalls and Network Security Design
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course identifies elements of secure network design that may include segmentation, Firewall implementation or a combination thereof to mitigate various types of security threats and attacks. Use Best Practices to design, implement, monitor and manage a network security plan. Examine security incident postmortem reporting and ongoing network security activities.
Prerequisite: ITSY 2459.

ITSY 2441
Security Management Practices
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course provides in-depth coverage of security management practices, including asset evaluation and risk management; cyber law and ethics issues; policies and procedures; business recovery and business continuity planning; network security design; and developing and maintaining a security plan.
Prerequisite: ITSY 1400 and ITCC 1414.

ITSY 2442
Incident Response and Handling
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers in-depth coverage of incident response and incident handling, including identifying sources of attacks and security breaches; analyzing security logs; recovering the system to normal; performing postmortem analysis; and implementing and modifying security measures.
Prerequisites: ITSY 1400 and ITNW 1416.

ITSY 2443
Computer System Forensics
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course provides an in-depth study of system forensics including methodologies used for analysis of computer security breaches. Students will learn to collect document and evaluate evidence to perform postmortem analysis of a security breach.
Prerequisite: ITSY 1400 and ITNW 1416.

ITSY 2445
Network Defense and Countermeasures
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a practical application and comprehensive course that includes the planning, design, and construction of defenses for a complex network that will sustain an attack, document events, and mitigate the effects of the attack.
Prerequisites: ITNW 1416.

ITSY 2459
Security Assessment and Auditing
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a comprehensive experience for the security curriculum. Synthesizes technical material covered in prior courses to monitor, audit, analyze, and revise computer and network security systems that ensure industry specific levels of protection are in place to assure regulatory compliance.
Prerequisites: ITNW 1453, ITSY 2445, and ITSY 2442.

Integrated Read./Writ. (INRW)

INRW 0020
Integrated Reading and Writing
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course covers the integration of critical reading and academic writing skills. Successful completion of this course qualifies students to progress to the upper level (exit) level and enroll in INRW 0030.
Prerequisite: TSIA2 Assessment placement scores of CRC 910-944/NRS 1-4/E 0-4 or equivalent.

INRW 0030
Integrated Reading and Writing II
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This is a combined lecture/lab, performance-based course designed to develop students' critical reading and academic writing skills. The focus of the course will be on applying critical reading skills for organizing, analyzing, and retaining material and developing written work appropriate to the audience, purpose, situation, and length of the assignment. The course integrates preparation in basic academic reading skills in writing a variety of academic essays. This course fulfills TSI requirements for reading and writing.
Prerequisite: Completion of INRW0020, or ESOL0051/0052 with a grade of "C" or better or TSIA2 scores of 945-990/E 0-4 or equivalent.

Interior Design (INDS)

INDS 1311
Fundamentals of Interior Design
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction to the elements and principles of design, the interior design profession, and the interior design problem-solving process.
Prerequisite: Completion of or concurrent enrollment in DFTG 1409.

INDS 1445
Commercial Design I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study of design principles applied to furniture lay-out and space planning for commercial interiors.
Prerequisite: Completion of ARCE 1421 and DFTG 1409.

International Business (IBUS)

IBUS 1305
Introduction to International Business and Trade
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the techniques for entering the international marketplace. Emphasis is on the impact and dynamics of socio-cultural, demographic, economic, technological, and political-legal factors in the foreign trade environment. Topics include patterns of world trade, internationalization of the firm, and operating procedures of the multinational enterprise.
Prerequisite: None.

Kinesiology (KINE)

♦KINE 1100
Fitness Walking
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on the aerobic sport of brisk, rhythmic, vigorous walking, intended to improve cardiovascular efficiency, strengthen the heart, control weight, and reduce stress.
Prerequisite: None.

♦KINE 1101
Fitness and Motor Development I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on the basic principles, concepts, fundamental skills and applications of cardiovascular training and conditioning. Students are introduced to individual aerobic fitness activities, including walking, jogging, running, biking, etc. Emphasis is placed on safety, developing a basic cognitive understanding of the related aspects of exercise science, enhancing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: Kinesiology majors only.

♦KINE 1103
Weight Training and Conditioning I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on the basic principles, concepts, fundamental skills, and applications of weight training and conditioning. Students are introduced to skills, and applications of weight training and conditioning. Students are introduced to individual anaerobic fitness activities, including muscle strength training, muscle endurance training, and muscle power training--using both machine and free-weights. Emphasis is placed on safety, developing a basic cognitive understanding of the related aspects of exercise science, enhancing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

♦**KINE 1104**
Weight Training and Conditioning II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This physical activity course focuses on the advanced knowledge and applications of resistance (weight) training, including circuit training, interval training, power lifting, Olympic weight lifting, body-building and plyometrics. Emphasis is placed on safety, enhanced cognitive/skill development, advanced training/conditioning regimens, fitness evaluations, and comprehensive fitness program development. Promoting the activity as an enjoyable, practical and viable lifelong fitness or recreational endeavor is stressed.
Prerequisite: KINE 1103 or permission from the Instructor.

♦**KINE 1105**
Badminton
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course covers the history, rules, basic strokes and strategies in singles and doubles play emphasized through intra-class competition.
Prerequisite: None.

♦**KINE 1107**
Basketball I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on fundamental knowledge, skills, and strategies of the (team) sport of basketball. Students are introduced to basketball history, terminology, rules, individual skills (dribbling, passing, shooting, guarding, etc.) and half-court team play (offense & defense). Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

♦**KINE 1109**
Bowling I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on fundamental knowledge, skills, and strategies of the sport of bowling. Students are introduced to bowling history, terminology, rules, scoring, basic individual skills (ball selection, the grip, arm/foot positioning, the approach, arm back swing, forward arm swing, release, follow through, etc.) and competitive play. Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

♦**KINE 1110**
Bowling II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This physical activity course focuses on the advanced knowledge and applications of the sport of bowling, including team play and competition. Emphasis is placed on safety, enhanced skill development, advanced training/conditioning drills, sport/fitness assessments, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: KINE 1109 or permission from the Instructor.

♦**KINE 1111**
Flag Football I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on fundamental knowledge, skills, and strategies of the sport of flag football. Students are introduced to flag football history, terminology, rules, scoring, basic individual skills (passing, receiving, running plays, blocking, defending, kicking, punting, etc.) and team play. Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

♦**KINE 1113**
Golf I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on fundamental knowledge, skills, and strategies of the sport of golf. Basic golf skills will be addressed (proper grip, stance, posture, full swing, putting and approach shots). The course is conducted at the driving range.
Prerequisite: None.

♦**KINE 1114**
Golf II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This physical activity course focuses on the advanced knowledge and applications of the sport of golf, including special shots/conditions, sand/rough play, strategies to improve the golf score/handicap, playing 18 holes of golf, and competitive play. Emphasis is placed on safety, enhanced skill development, advanced training/conditioning drills, selection of equipment, club play, sport/fitness assessments, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable lifelong fitness or recreational endeavor is stressed.
Prerequisite: KINE 1113 or permission from the Instructor.

♦**KINE 1115**
Karate I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on the basic principles, concepts, fundamental skills, and applications of the discipline of karate. Students are introduced to karate history, terminology, customs, basic skills (breathing, stances, blocks, falls, roles, punches, strikes, kicks, smashes, etc.) fundamental strategies/tactics, and kata. Emphasis is placed on safety, conditioning, enhancing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

♦**KINE 1116**
Karate II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This physical activity course focuses on the advanced knowledge and applications of the discipline of karate training, including kata, sparing, weapons, conditioning, etc. Emphasis is placed on safety, enhanced cognitive/skill development, advanced training/conditioning regimens, fitness evaluations, belt ranking requirements, and kumite competitions. Promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: KINE 1115 or permission from the Instructor.

♦KINE 1119
Racquetball I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on fundamental knowledge, skills, and strategies of the sport of racquetball. Students are introduced to racquetball history, terminology, rules, scoring, basic individual skills (strokes, serves, returns, smash, kill shot, wall/multi-wall shots, etc.)--while playing singles. Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

♦KINE 1120
Racquetball II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This physical activity course focuses on the advanced knowledge and applications of the sport of racquetball, including advanced shots, doubles play/strategies, cut throat play, and competitive (tournament) play. Emphasis is placed on safety, enhanced skill development, advanced training/conditioning drills, sport/fitness assessments, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable lifelong fitness or recreational endeavor is stressed.
Prerequisite: KINE 1119 or permission from the Instructor.

♦KINE 1121
Soccer I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on fundamental knowledge, skills, and strategies of the sport of soccer. Students are introduced to soccer history, terminology, rules, scoring, basic individual skills (dribbling, shielding, turning, kicking, juggling, receiving, heading, goal keeping, throwing, catching, etc.) and team play. Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

♦KINE 1123
Softball I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity focuses on fundamental knowledge and skills of softball. Students are introduced to softball history, terminology, rules, scoring, basic individual skills (throwing, catching, hitting, fielding, etc.) and team play. Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

♦KINE 1125
Swimming I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on the basic principles, concepts, fundamental skills, and applications of swimming. Students are introduced to basic individual skills, including various strokes and kicks, breathing, turning, etc. Emphasis is placed on safety, developing a basic cognitive understanding of the related aspects of exercise science, enhancing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

♦KINE 1126
Swimming II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This physical activity course focuses on the advanced knowledge and applications of swimming. Emphasis is placed on safety, enhanced cognitive/skill development, advanced training/conditioning regimens, fitness evaluations, and comprehensive fitness program development. Promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: KINE 1125 or permission from the Instructor.

♦KINE 1127
Tennis I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on fundamental knowledge, skills, and strategies of the (team) sport of tennis. Students are introduced to tennis history, terminology, rules, individual skills (foot positioning, strokes, serves, returns, volleys, etc.), and singles play. Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

♦KINE 1128
Tennis II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This physical activity course focuses on the advanced knowledge and applications of the (team) sport of tennis, including backhand strokes, smash, drop shot, power shot, power serve, doubles play, etc. Emphasis is placed on safety, enhanced skill development, advanced training/conditioning drills, sport/fitness assessments, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: KINE 1127 or permission from the Instructor.

♦KINE 1129
Volleyball I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on fundamental knowledge, skills, and strategies of the sport of volleyball. Students are introduced to volleyball history, terminology, rules, scoring, basic individual skills (serving, passing, setting, blocking, hitting, etc.) and team play. Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

♦**KINE 1131**
Yoga and Flexibility Training
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on the basic principles, concepts, fundamental skills, and applications of the discipline of yoga. Students are introduced to yoga history, terminology, philosophy, flexibility training, basic yoga postures, breathing/relaxation techniques, musculoskeletal anatomy/physiology, etc. Emphasis is placed on exploring associated educational resources and promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor.
Prerequisite: None.

♦**KINE 1132**
Self Defense and Personal Safety
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity course focuses on the basic principles, concepts, fundamental skills, and applications of the discipline of self-defense. Students are introduced to self-defense history, terminology, applicable statistics, basic self-defense skills, fundamental strategies/tactics, physical conditioning techniques/applications, and first aid techniques, etc. Emphasis is placed on the exploration and identification of associated self-defense resources.
Prerequisite: None.

♦**KINE 1133**
Outdoor Adventure Training
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This introductory physical activity and adventure training course focuses on the basic principles, concepts, fundamental skills, and applications of outdoor adventure training. Students are introduced to various outdoor adventure training activities, such as backpacking, hiking, orienteering, camping, survival skills, competitive adventure activities, etc. Emphasis is placed on physical conditioning, exploring associated educational resources, and promoting the activities as an enjoyable, practical and viable life-long fitness or recreational endeavors.
Prerequisite: None.

♦**KINE 1149**
Team Sports I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This specialized physical activity course focuses on advanced knowledge, skills, and strategies of competitive team sports. Emphasis is placed on teamwork, leadership development, cultural growth, moral growth, physical development, social development and intellectual development. Promoting the competitive activity (sport) as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

♦**KINE 1150**
Team Sports II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This specialized physical activity course focuses on advanced knowledge, skills, and strategies of competitive team sports. Emphasis is placed on teamwork, leadership development, cultural growth, moral growth, physical development, social development and intellectual development. Promoting the competitive activity (sport) as an enjoyable, practical and viable lifelong fitness or recreational endeavor is stressed.
Prerequisite: None.

♦**KINE 1164**
Introduction to Physical Fitness and Wellness
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course is an orientation to the field of physical fitness and sport. It includes the study and practice of activities and principles that promote physical fitness.
Prerequisite: None.

♦**KINE 1210**
Aerobic Dance I
CRT HRS:2 LEC HRS:1 LAB HRS:2 OTH HRS:0
This introductory physical activity course focuses on the fundamental skills and applications of aerobic dance. Students are introduced to various forms of aerobic dance, including low impact step, low impact slide, etc. Emphasis is placed on safety, developing psychomotor skills, reinforcing and integrating the components of fitness/wellness, and exploring associated educational resources. Promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: None.

♦**KINE 1211**
Aerobic Dance II
CRT HRS:2 LEC HRS:1 LAB HRS:2 OTH HRS:0
This physical activity course focuses on the advanced knowledge and applications of aerobic dance training, including a combination of advanced moves and the integration of various types of aerobic dance. Emphasis is placed on safety, enhanced skill development, advanced training/conditioning regimens, fitness evaluations, exploring associated educational resources, and developing choreographed routines. Promoting the activity as an enjoyable, practical and viable life-long fitness or recreational endeavor is stressed.
Prerequisite: KINE 1210 or permission from the Instructor.

♦**KINE 1301**
Foundations of Kinesiology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides an orientation to the field of kinesiology, its scope, organization of professional activities, vocational opportunities and professional qualifications.
Prerequisite: None.

♦**KINE 1304**
Personal/Community Health I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of factors involved in human physical and psychological wellness. Disorders arising from mutagenic, teratogenic infections, environment and lifestyle behaviors will be studied.
Prerequisite: None.

♦**KINE 1306**
First Aid
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides basic knowledge for safe and effective living. The essential aspects of home, work, motor vehicle and public safety will be covered. Both theoretical and practical aspects of emergency care will be included. Standard First Aid, Personal Safety and Cardio-Pulmonary Resuscitation (CPR) are covered. Certification upon completion of the course is based upon American Red Cross standards.
Prerequisite: None.

♦**KINE 1308**
Sports Officiating I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides an introduction to the theory, strategy, terminology, rules and applications of sports officiating for team sports with certification as the intended outcome. Emphasis is placed on the importance of physical conditioning and increasing student knowledge/appreciation of basketball, football, baseball, softball, and other appropriate sports. Promoting the course as an enjoyable, practical and viable life-long fitness or recreational avocation is stressed.
Prerequisite: None.

♦**KINE 1321**
Coaching/Sports/Athletics I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides instruction in fundamental skills of coaching, organization of practices, and handling of teams during competitive seasons of sport. Emphasis is placed on the ability of the coach to teach and exercise leadership. Topics include the history, theories, and philosophies of competitive sports.
Prerequisite: None.

♦**KINE 1331**
Physical Education for Elementary Education Majors
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers physical education for elementary education majors. It includes an orientation to the field of kinesiology, physical fitness and sport, vocational opportunities, and a detailed analysis of fundamental principles, content, and curriculum of the elementary school kinesiology program.
Prerequisite: None.

♦**KINE 1336**
Introduction to Recreation I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the fundamental theory and concepts of recreational activities with an emphasis on skill development, programs, planning, fitness and leadership. Emphasis will be on backpacking, cycling, orienteering, swimming, and rock climbing.
Prerequisite: None.

♦**KINE 1338**
Concepts of Physical Fitness
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the concepts and use of selected physiological variables of fitness, individual testing and consultation and the organization of sports and fitness programs.
Prerequisite: None.

♦**KINE 1346**
Drug Use & Abuse
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course focuses on the study of the use and abuse of drugs and other harmful substances in today's society from historical and contemporary perspectives. Emphasis is placed on the physiological, sociological, economic, psychological, medical, ethical, and legal factors associated with substance abuse. Particular attention and study will be devoted to the impact of alcohol, tobacco, narcotics, and sports enhancement drugs on various segments of society. An overview of intervention and treatment programs will also be explored.
Prerequisite: None.

Law Enforcement (CJLE)

CJLE 1135
Police Academy Fitness I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course provides information regarding personal health, fitness and stress management for police officers. Motivational, flexibility, and stretching techniques will be emphasized in conjunction with dietary considerations and self-test for students to monitor while involved in fitness programs.
Prerequisite: Program Chair approval.

CJLE 1174
Current Events in Law Enforcement
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course is designed to provide students with the opportunity to discuss and explore local, national, and international topics relating to current issues and trends in the law enforcement field. Topics include, but are not limited to, drug trafficking organizations, case law, news media events, social issues, and technology.
Prerequisite: None.

CJLE 1249
Intermediate Arrest, Search and Seizure
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course discusses probable cause; detention and arrest; exceptions to search warrant requirements; principles of preparing valid search warrants; pretrial suppression hearings; and civil liability for improper arrests, searches, and seizures.
Prerequisite: None.

CJLE 1259
Intermediate Spanish for Law Enforcement
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course covers practical Spanish communication skills for law enforcement. It meets the requirements as established by the Texas Commission on Law Enforcement (TCLEOSE) Course #2110.
Prerequisite: None.

CJLE 1303
Basic Telecommunication Certification
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides information about Law Enforcement functions, history of public safety communications, federal laws regulating public safety communications, radio communication systems, radio operations, fire and EMS dispatch considerations, telephone operations, law enforcement information systems, communication records, logs and documentation, legal issues, emergency management, police emergency situations, 9-1-1/computer aided dispatch, media relations, stress management, and crisis intervention. This is also a required course for law enforcement telecommunication personnel prior to completion of 12 months of service.
Prerequisite: Program Chair approval.

CJLE 1325
Criminal Justice Survey
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides an overview of criminal justice agencies with an emphasis on preparation for law enforcement licensure.
Prerequisite: None.

CJLE 1327
Interviewing and Report Writing for CJ Professions
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course provides instruction and skill development in interviewing, note-taking, and report writing in the criminal justice context. It also includes the development of skills to conduct investigations by interviewing witnesses, victims, and suspects properly. This course also focuses on the organization of information regarding incidents into effective written reports.
Prerequisite: None.

CJLE 1333
Traffic Law and Investigations
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course includes instruction in the basic principles of traffic control, traffic law enforcement, court procedures, and traffic law with an emphasis on the need for a professional approach in dealing with traffic law violators and the police role in accident investigation and traffic supervision.
Prerequisite: COSC 1301, MATH Elective.

CJLE 1345
Intermediate Crime Scene Investigation
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
The topics in this course include objectives, preparations, procedures, and methods of crime scene search; value of crime scene sketches and their relationship to crime scene photographs; fingerprints as physical evidence, fingerprint identification and classification, types of impressions and techniques for locating and developing impressions. This course satisfies Texas Commission on Law Enforcement (TCLEOSE) Course #2106.
Prerequisite: CJLE 1249, CJLE 1333.

CJLE 1374
Stress Management for Law Enforcement Officers
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an overview of stress in the law enforcement profession. It is designed to provide the student with concepts related to stress, such as causes and consequences, reduction and management.
Prerequisite: None.

CJLE 1429
Basic Peace Officer V
CRT HRS:4 LEC HRS:2 LAB HRS:7 OTH HRS:0
This is a supplemental course taken in conjunction with Basic Peace Officer Courses I, II, III, and IV. This course satisfies or exceeds the Texas Commission on Law Enforcement (TCLEOSE) approved Basic Peace Officer Academy Course #1000. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY TCLEOSE.**
Prerequisite: CJLE 1524.

CJLE 1506
Basic Peace Officer I
CRT HRS:5 LEC HRS:3 LAB HRS:7 OTH HRS:0
This course provides basic preparation for a new peace officer. This course should be taken in conjunction with Basic Peace Officer Courses II, III, IV, and V (supplement) to satisfy the Texas Commission on Law Enforcement (TCLEOSE) approved Basic Peace Officer Training Academy. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY TCLEOSE.**
Prerequisite: None.

CJLE 1512
Basic Peace Officer II
CRT HRS:5 LEC HRS:3 LAB HRS:7 OTH HRS:0
This course provides basic preparation for a new peace officer. This course should be taken in conjunction with Basic Peace Officer Courses I, III, IV, and V (supplement) to satisfy the Texas Commission on Law Enforcement (TCLEOSE) approved Basic Peace Officer Training Academy. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY TCLEOSE.**
Prerequisite: CJLE 1506.

CJLE 1518
Basic Peace Officer III
CRT HRS:5 LEC HRS:3 LAB HRS:7 OTH HRS:0
This course provides basic preparation for a new peace officer. This course should be taken in conjunction with Basic Peace Officer Courses I, II, IV, and V (supplement) to satisfy the Texas Commission on Law Enforcement (TCLEOSE) approved Basic Peace Officer Training Academy. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY TCLEOSE.**
Prerequisite: CJLE 1512.

CJLE 1524
Basic Peace Officer IV
CRT HRS:5 LEC HRS:3 LAB HRS:7 OTH HRS:0
This course provides basic preparation for a new peace officer. This course should be taken in conjunction with Basic Peace Officer Courses I, II, III, and V (supplement) to satisfy the Texas Commission on Law Enforcement (TCLEOSE) approved Basic Peace Officer Training Academy. **THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS LICENSED AS A POLICE ACADEMY BY TCLEOSE.**
Prerequisite: CJLE 1518.

CJLE 2168
Practicum
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and student.
Prerequisite: CJLE 1345, CJLE 2345 and Program Chair approval.

CJLE 2345
Vice and Narcotics Investigation
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course provides classifications of commonly used narcotics, dangerous drugs, gambling, sex crimes, fraud, gangs, and investigative techniques. It includes proper interdiction procedures and techniques.
Prerequisite: CRIJ 1310 or CJSA 1327, CJLE 1345.

Law Enforcement (CJSA)

CJSA 1308
Criminalistics I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers an introduction to the field of criminalistics. Topics include the application of scientific and technical methods in the investigation of crime including location, identification, and handling of evidence for scientific analysis.
Prerequisites: None.

CJSA 1312
Crime in America
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers American crime problems in historical perspective; social and public policy factors affecting crime; impact and crime trends; social characteristics of specific crimes; and prevention of crime.
Prerequisite: None.

CJSA 1313
Court Systems and Practices
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the judiciary in the criminal justice system, structure of the American court system, prosecution, right to counsel, pre-trial release, grand juries, adjudication process, types and rules of evidence, and sentencing.
Prerequisites: None.

CJSA 1322
Introduction to Criminal Justice
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the history and philosophy of criminal justice and ethical considerations; crime is defined, as well as its nature and impact. The course also includes an overview of the criminal justice system, law enforcement, the court system, prosecution and defense, the trial process and corrections.
Prerequisite: None.

CJSA 1325
Criminology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers current theories and empirical research pertaining to crime and criminal behavior and its causes, methods of prevention, systems of punishment, and rehabilitation.
Prerequisite: None.

CJSA 1327
Fundamentals of Criminal Law
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the nature of criminal law, philosophical and historical development, major definitions and concepts, classification of crime, elements of crimes and penalties using Texas statutes as illustrations, and criminal responsibility.
Prerequisite: None.

CJSA 1348
Ethics in Criminal Justice
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course discusses ethical philosophies and issues pertaining to the various professions in the criminal justice system. It includes ethical issues emanating from constitutional conflict with public protection and individual rights, civil liberties, and correctional policies.
Prerequisite: None.

CJSA 1351
Use of Force
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study of the use of force including introduction to and statutory authority for the use of force, force options, deadly force, and related legal issues. Fulfills the Texas Commission on Law Enforcement Use of Force Intermediate Certificate requirement. This course was designed to be repeated multiple times to improve student proficiency.
Prerequisite: None.

CJSA 1359
Police System and Practices
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the police profession, organization of law enforcement systems, the police role, police discretion, ethics, police-community interaction, and current and future issues.
Prerequisite: None.

CJSA 1400
Death Investigation I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers concepts, investigations process, scene management, required documentation, and case management for incidences of natural, accidental, and suicidal deaths. Follows the Department of Justice National Guidelines for Death Investigations and meets the criteria for academic credit recognition from the American Board of Medicolegal Death Investigators.
Prerequisite: None.

CJSA 2300
Legal Aspects of Law Enforcement
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers police authority; responsibilities; constitutional constrains; laws of arrest, search, and seizure; police liability.
Prerequisites: None.

Legal Admin Asst (POFL)

POFL 1303
Legal Office Procedures I
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is a study of the fundamental administrative duties of the legal administrative assistant, including issues involved in understanding and using social, organizational, and technological systems.
Prerequisite: None.

POFL 1340
Legal Office Procedures II
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is a continuation of Legal Office Procedures I that will include legal terminology, theory, forms and procedures, and advanced concepts of administrative duties of the legal administrative assistant in selected areas of law, with applications designed to require students to use critical thinking skills.
Prerequisite: POFL 1303.

POFL 2264
CAPSTONE: Practicum
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:16
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Students enrolled in the certificate program must have completed 30 semester credit hours; Students enrolled in the Associate Degree program must have completed 46 semester credit hours.

POFL 2301
Legal Document Processing
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course teaches skill development in the production of legal documents by the legal administrative assistant used in the legal and court systems.
Prerequisite: POFT 1329.

Legal Assisting (LGLA)

LGLA 1303
Legal Research
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course presents standard and/or computer assisted legal research techniques in a law library emphasizing the paralegal's role.
Prerequisite: None.

LGLA 1305
Legal Writing
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides a working knowledge of the fundamentals of effective legal writing techniques. Topics include briefs, legal memoranda, case and fact analysis, citation formats, and legal writing styles emphasizing the paralegal's role in legal writing.
Prerequisite: None.

LGLA 1307
Introduction to Law and the Legal Professions
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course provides an overview of the law and the legal professions. Topics include legal concepts, systems, and terminology; substantive areas of law and the federal and state judicial systems; ethical obligations and regulations; professional trends and issues with particular emphasis on the paralegal's role.
Prerequisite: None.

LGLA 1342
Federal Civil Litigation
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course presents fundamental concepts and procedures of federal civil litigation including pretrial, trial, and post-trial phases of litigation emphasizing the paralegal's role in the federal civil litigation process.
Prerequisite: LGLA 1307.

LGLA 1344
Texas Civil Litigation
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course presents fundamental concepts and procedures of Texas civil litigation including pretrial, trial, and post-trial phases of litigation with emphasis on the paralegal's role in the Texas civil litigation process.
Prerequisite: LGLA 1307 and LGLA 1342.

LGLA 1351
Contracts
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course presents fundamental concepts of contract law including formation, performance, and enforcement of contracts under the common law and the Uniform Commercial Code with emphasis on the paralegal's role in contract law.
Prerequisite: None.

LGLA 1353
Wills, Trusts and Probate Administration
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course presents fundamental concepts of the law of wills, trusts, and probate administration with emphasis on the paralegal's role.
Prerequisite: LGLA 1307.

LGLA 1355
Family Law
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course presents fundamental concepts of family law with emphasis on the paralegal's role. Topics include formal and informal marriages, divorce, annulment, marital property, and the parent-child relationship.
Prerequisite: LGLA 1307.

LGLA 1359
Immigration Law
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course presents fundamental concepts of immigration law including substantive and procedural law related to visa application, deportation, naturalization, and citizenship emphasizing the paralegal's role in immigration law.
Prerequisite: None.

LGLA 2266
Practicum: Paralegal
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:16
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Students enrolled in the Associate Degree program must have completed 46 semester credit hours.

LGLA 2303
Torts and Personal Injury Law
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course presents fundamental concepts of tort and personal injury law with emphasis on the paralegal's role. Topics include intentional torts, negligence, and strict liability.
Prerequisite: LGLA 1307.

LGLA 2309
Real Property
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course presents fundamental concepts of real property law with emphasis on the paralegal's role. Topics include the nature of real property, rights and duties of ownership, land use, voluntary and involuntary conveyances, and the recording of and searching for real estate documents.
Prerequisite: LGLA 1307.

LGLA 2311
Business Organizations
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course presents basic concepts of business organizations with emphasis on the paralegal's role. Topics include law of agency, sole proprietorships, forms of partnerships, corporations and other emerging business entities.
Prerequisite: LGLA 1307.

LGLA 2313
Criminal Law and Procedure
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course covers fundamental concepts of criminal law and procedures from arrest to final disposition including principles of federal and state law, and the preparation of pleadings and motions as applied to the role of the paralegal in the criminal justice system.
Prerequisite: LGLA 1307.

LGLA 2333
Advanced Legal Document Preparation
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course covers the use of office technology skills in preparation of legal documents by paralegals based on hypothetical situations drawn from various areas of law.
Prerequisites: None.

Manufacturing AI (MAAI)

MAAI 1470
AI in Manufacturing
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers the fundamentals of artificial intelligence in manufacturing operation including quality control, predictive maintenance, and demand forecasting.
Prerequisite: None.

Manufacturing Tech (MCHN)

MCHN 1319
Manufacturing Materials and Processes
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a basic study of various materials used in the manufacturing industry and the chemical, physical, and mechanical properties of various materials. Emphasis is placed on manufacturing processes, including casting, forming, and machining.
Prerequisite: MCHN 1338 or MCHN 1352.

MCHN 1320
Precision Tools and Measurement
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction to the modern science of dimensional metrology. Emphasis is placed on the identification, selection, and application of various types of precision instruments associated with the machine trade. Students will gain practice of basic layout and piece part measurements while using standard measuring tools.
Prerequisite: None.

MCHN 1326
Introduction to Computer-Aided Manufacturing (CAM)
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a study of Computer-Aided Manufacturing (CAM) software which is used to develop applications for manufacturing.
Prerequisite: MCHN 1338 or MCHN 1352.

MCHN 1338
Basic Machine Shop I
CRT HRS:3 LEC HRS:1 LAB HRS:6 OTH HRS:0
This is an introductory course that introduces machining fundamentals. The student begins by using basic machine tools such as the lathe, milling machine, drill press, power saw, and bench grinder. Machine terminology, theory, math, part layout, and bench work using common measuring tools is included. Emphasis is placed on shop safety, housekeeping, and preventative maintenance.
Prerequisite: None.

MCHN 1343
Machine Shop Mathematics
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is designed to prepare the student with technical, applied mathematics that will be necessary in future machine shop-related courses.
Prerequisite: None.

MCHN 1352
Intermediate Machining I
CRT HRS:3 LEC HRS:1 LAB HRS:6 OTH HRS:0
This course covers the operation of drilling machines, milling machines, lathes, power saws, and precision measuring tools.
Prerequisite: MCHN 1338.

MCHN 2303
Fundamentals of Computer Numerical Controlled (CNC) Machine Controls
CRT HRS:3 LEC HRS:1 LAB HRS:6 OTH HRS:0
This course is a study in the programming and operation of Computer Numerical Controlled (CNC) machine shop equipment.
Prerequisite: None.

MCHN 2341
Advanced Machining I
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This is an advanced study of lathe and milling operations. Emphasis is placed on advanced cutting operations of the lathe and milling machines, including the use of special tooling, bench assembly and materials identification.
Prerequisite: MCHN 1338 or MCHN 1352.

MCHN 2382
CAPSTONE: Tool & Die Technology
CRT HRS:3 LEC HRS:1 LAB HRS:0 OTH HRS:15
In this course, career related activities encountered in the student's area of specialization are offered through a cooperative agreement between the college, employer and student. Under supervision of the college and the employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objectives guide the student through the work experience.
Prerequisite: None.

MCHN 2435
Advanced CNC Machining
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course is a study of advanced CNC operation with an emphasis on programming and operations of machining and turning centers.
Prerequisite: MCHN 2303.

MCHN 2438
Advanced Computer-Aided Manufacturing (CAM)
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course is a study of advanced techniques in Computer-Aided Manufacturing (CAM).
Prerequisite: MCHN 1326.

MCHN 2447
Specialized Tools and Fixtures
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This is an advanced course in the designing and building of special tools, such as jigs, fixtures, punch press dies and molds. This course covers the machining and assembling of a production tool, using conventional machine shop equipment. It includes the application of production tool theory, care and maintenance.
Prerequisite: MCHN 1338 or MCHN 1352.

Math Supplemental Lab (MATL)

MATL 0014
College Algebra Support Course
CRT HRS:1 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course is a study of the basic concepts necessary for success in MATH 1414. The course is designed as a co-requisite for MATH 1414 for students who are not yet college-ready in mathematics according to Texas Success Initiative (TSI) guidelines. The topics include: solving factoring, rational expressions, roots, and rational exponents. The topics are integrated in the college-level math course.
Prerequisite: Score of CRC 935-949 or CRC 910-934 and DL=5 in the Math portion of the TSIA2 exam; or TSI score of 336+ or ABE 5-6 or completion of MATH 0100 or MATH 0442 with a grade of "P" or "C" or better.

MATL 0024
Business Algebra Support Course
CRT HRS:1 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course is a study of the basic concepts necessary for success in MATH 1324. The course is designed as a co-requisite for MATH 1324 for students who are not yet college-ready in mathematics according to Texas Success Initiative (TSI) guidelines. The topics include operations on real numbers including decimals, fractions, and percent, linear equations, polynomials, quadratic equations, factoring, rational expressions, radicals, and rational exponents. The topics are integrated in the college-level math course.
Prerequisite: Score of CRC 935-949 or CRC 910-934 and DL=5 in the Math portion of the TSIA2 exam; or TSI score of 336+ or ABE 5-6 or completion of MATH 0100 or MATH 0442 with a grade of "P" or "C" or better.

MATL 0032
Contemporary Math Support Course
CRT HRS:1 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course is a study of the basic concepts necessary for success in MATH 1332. The course is designed as a co-requisite for MATH 1332 for students who are not yet college-ready in mathematics according to Texas Success Initiative (TSI) guidelines. Topics include: operations on real numbers, including fractions, decimal notation, percentages, proportions, exponential notation, order of operations, formulas, problem solving skills including basic statistics, solving and graphing basic linear equations. The topics are integrated with the college-level math course.
Prerequisite: Score of CRC 935-949 or CRC 910-934 and DL=4-5 in the Math portion of the TSIA2 exam; or TSI score of 336+ or ABE 5-6 or completion of MATH 0100 with a grade of "P" or "C" or better.

MATL 0034
College Algebra Support Course
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This 3 hour lab course is a study of the basic concepts necessary for success in MATH 1414. The course is designed as a co-requisite for MATH 1414 for students who are not yet college-ready in mathematics according to Texas Success Initiative (TSI) guidelines. The topics include: factoring, rational expressions, roots, rational exponents and solving related equations. The topics are integrated in the college-level math course.
Prerequisite: Score of CRC 935-949; or CRC 910-934 and DL=4 in the Math portion of the TSIA2 exam; or TSI score of 336+ or ABE 5-6 or completion of MATH 0100 or MATH 0442 with a grade of "P" or "C" or better.

MATL 0042
Statistics Supplementary Lab
CRT HRS:1 LEC HRS:0 LAB HRS:2 OTH HRS:0
This course is a study of the basic concepts necessary for success in MATH 1442. The course is designed as a co-requisite for MATH 1442 for students who are not yet college-ready in mathematics according to Texas Success Initiative (TSI) guidelines. The topics include: numeracy, proportional reasoning, order of operations, fractions and percentages, and basic linear equations. The topics are integrated with the college-level math course.
Prerequisite: Score of CRC 935-949; or CRC 910-934 and DL=4-5 in the Math portion of the TSIA2 exam; or TSI score of 336+ or ABE 5-6 or completion of MATH 0100 with a grade of "P" or "C" or better.

Mathematics (MATH)

MATH 0100
Foundations for Algebra
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
This course is a study of fundamental mathematics principles and concepts. Topics include performing basic arithmetic operations on integers, fractions, and decimals; performing calculations involving exponents and order of operations; solving application problems involving proportions, percent, and fractions; simplifying algebraic expressions and solving linear equations; application problems involving linear models; graphs of linear equations in two variables; applying rules of exponents, operations on polynomials, and factoring polynomial expressions. The focus of lab instruction is content reinforcement.
Prerequisite: None.

MATH 0442
Foundations for Reasoning and Statistics
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
This course is a study of the basic concepts necessary for success in a college level Statistics or Quantitative Reasoning course. Topics include: numeracy and rounding, ratios and proportional reasoning, percentages, order of operations, evaluating expressions and formulas, introduction to sets and Venn diagrams, data interpretations including graphs and tables, measures of central tendency and position, introduction to probability and the counting principle, and linear models. This course is not for college-level credit.
Prerequisite: None.

♦MATH 1316
Plane Trigonometry
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers trigonometric functions, identities, equations and applications.
Prerequisite: MATH 1414 with a grade of "C" or better; or a score CRC 960+ on the Math portion of the TSIA2 exam; or 360+ on the Math portion of the TSI exam.

♦MATH 1324
Mathematics for Business & Social Sciences
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course covers the application of common algebraic functions, including polynomial, exponential, logarithmic, and rational, to problems in business, economics, and the social sciences are addressed. The applications include mathematics of finance, including simple and compound interest and annuities; systems of linear equations; matrices; linear programming; and probability, including expected value.
Prerequisite: Meet TSI college-readiness standard for Mathematics; or completion of MATH 0200 or MATL 0020 or MATL 0014 with a grade of "C" or "P" or better; or completion of or concurrent enrollment in MATL 0024 with a grade of "P" or "C" or better; or equivalent.

♦MATH 1325
Calculus for Business & Social Sciences
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is the basic study of limits and continuity, differentiation, optimization and graphing, and integration of elementary functions, with emphasis on applications in business, economics, and social sciences. This course is not a substitute for MATH 2413, Calculus I.
Prerequisite: MATH 1414 or MATH 1324, with a grade of "C" or better.

♦MATH 1332
Contemporary Mathematics
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
Intended for Non-STEM (Science, Technology, Engineering and Mathematics) majors. Topics include introductory treatments of sets and logic, financial mathematics, probability and statistics and appropriate applications. Number sense, proportional reasoning, estimation, technology, and communication should be embedded throughout the course. Additional topics may be covered.
Prerequisite: Meet TSI college-readiness standard for Mathematics; or completion of MATH 0100, or MATH 0442 or MATL 0020 or MATL 0014 or MATL 0024 with a grade of "C" or "P" or better; or completion of or concurrent enrollment in MATL 0032 with a grade of "C" or "P" or better; or equivalent.

♦MATH 1342
Elementary Statistical Methods
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is a presentation and interpretation of data, probability, sampling, correlation and regression, analysis of variance, and use of statistical software.
Prerequisite: Meet TSI college-readiness standard for Mathematics; or completion of MATH 0200 or MATL 0020 or MATH 0100 or MATH 0442 or MATL 0014 or MATL 0024 with a grade of "P" of "C" or better, or completion of or concurrent enrollment in MATL 0042 with a grade of "C" or "P" or better; or equivalent.

♦MATH 1350
Mathematics for Teachers I
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is intended to build or reinforce a foundation in fundamental mathematics concepts and skills. It includes conceptual development of the following: sets, functions, numeration systems, number theory, and properties of the various number systems with an emphasis on problem solving and critical thinking.
Prerequisite: MATH 1414 with a grade of "C" or better.

♦MATH 1351
Mathematics for Teachers II
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is intended to build or reinforce a foundation in fundamental mathematics concepts and skills. It includes the concepts of geometry, measurement, probability, and statistics with an emphasis on problem solving and critical thinking.
Prerequisites: MATH 1414 with a "C" or better.

♦MATH 1414
College Algebra
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course is the study of quadratic, polynomial, rational, logarithmic and exponential functions and includes the study of systems of equations and matrices. The focus of the course is the discovery and application of algebraic techniques, including graphing, to solve related equations. Additional topics may include sequences and series.
Prerequisite: Meet TSI college-readiness standard for Mathematics; or completion of MATH 0200 or MATL 0020 or MATL 0024 with a grade of "C" or "P" or better; or completion of or concurrent enrollment in MATL 0014 with a grade of "C" or "P" or better; or equivalent.

♦MATH 2305
Discrete Mathematics
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is designed to prepare math, computer science, and engineering majors for a background in abstraction, notation, and critical thinking for the mathematics most directly related to computer science. Topics include: logic, relations, functions, basic set theory, countability and counting arguments, proof techniques, mathematical induction, combinatorics, discrete probability, recursion, sequence and recurrence, elementary number theory, graph theory, and mathematical proof techniques.
Prerequisite: Completion of MATH 2413 with a grade of C or higher.

♦MATH 2412
Pre-Calculus Math
CRT HRS:4 LEC HRS:4 LAB HRS:1 OTH HRS:0
This course is an in-depth combined study of algebra, trigonometry, and other topics for calculus readiness.
Prerequisite: MATH 1414 or MATH 1324 with a grade of "C" or better.

♦MATH 2413
Calculus I
CRT HRS:4 LEC HRS:4 LAB HRS:1 OTH HRS:0
This course covers functions, limits, continuity, differentiation, anti-derivatives, and the definite integral and its applications.
Prerequisite: MATH 1316 or MATH 2412 with a grade of "C" or better; or a 100+ on the College Level Mathematics ACCUPLACER.

♦MATH 2414
Calculus II
CRT HRS:4 LEC HRS:4 LAB HRS:1 OTH HRS:0
This course covers derivatives and integrals of transcendental functions, integration methods and applications, infinite sequences and series.
Prerequisite: MATH 2413 with a grade of "C" or better.

♦MATH 2415
Calculus III
CRT HRS:4 LEC HRS:4 LAB HRS:1 OTH HRS:0
This course covers the study of vectors, calculus of several variables, partial derivatives, multiple integrals and vector calculus, Divergence Theorem and Stoke's Theorem.
Prerequisite: MATH 2414 with a grade of "C" or better.

♦MATH 2418
Linear Algebra
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course introduces and provides models for application of the concepts of vector algebra. Topics include finite dimensional vector spaces and their geometric significance; representing and solving systems of linear equations using multiple methods, including Gaussian elimination and matrix inversion; matrices; determinants; linear transformations; quadratic forms; eigenvalues and eigenvector; and applications in science and engineering.
Prerequisite: MATH 2414 with a grade of "C" or better.

♦MATH 2420
Differential Equations
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course is an introduction to ordinary differential equations, emphasizing solution techniques to first order and special higher order differential equations, initial value problems, boundary value problems, Laplace transforms, series solutions, and applications.
Prerequisite: MATH 2414 with a grade of "C" or better.

Medical Admin Assist (POFM)

POFM 1400
Basic Medical Coding
CRT HRS:4 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is the presentation and application of basic coding rules, principles, guidelines, and conventions utilizing various coding systems.
Prerequisite: Admission to the program.

POFM 2310
Intermediate Medical Coding
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is the assignment and application of various coding guidelines with emphasis on physician billing and regulatory requirements. Includes code selection for Evaluation and Management (E/M) and Medical/Surgical cases.
Prerequisites: Completion of MDCA 1167 with a grade of "C" or better; Program Chair approval for BAT-MHSM majors.

Medical Assistant (MDCA)

MDCA 1154
Medical Assisting Credentialing Exam Review
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course provides preparation for one of the National Commission for Certifying Agencies (NCCA) recognized credentialing exams.
Prerequisites: Completion of MDCA 1302, MDCA 1348, and MDCA 1317 with a grade of "C" or better; concurrent enrollment in MDCA 1167.

MDCA 1166
Practicum I
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:9
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student.
Prerequisite: Admission to the program; completion of NAH Division Clinical Requirements; completion of HITT 1305, MDCA 1321, MDCA 1205 with a grade of "C" or better; concurrent enrollment in or completion of MDCA 1343 and POFM 1400 with a grade of "C" or better.

MDCA 1167
Practicum II
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:8
This course is a continuation of MDCA 1166-Practicum I. It provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student.
Prerequisite: Completion of MDCA 1302, MDCA 1352, MDCA 1348, MDCA 1317, ECRD 1111, and PLAB 1223 with a grade of "C" or better; concurrent enrollment in or completion of PSYC 2301 or PSYC 2314 and Speech Elective with a grade of "C" or better; concurrent enrollment in MDCA 1154; completion of NAH Division Clinical Requirements.

MDCA 1205
Medical Law and Ethics
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course provides instruction in principles, procedures, and regulations involving legal and ethical relationships among physicians, patients, and medical assistants in ambulatory care settings.
Prerequisite: Admission to the program.

MDCA 1302
Human Disease/Pathophysiology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study of anatomy and physiology with emphasis on human pathophysiology, including etiology, prognosis, medical treatment, sign and symptoms of common diseases of all body systems.
Prerequisites: Completion of MDCA 1309 or VNSG 1420 with a grade of "C" or better; concurrent enrollment in MDCA 1348.

MDCA 1309
Anatomy & Physiology for Medical Assistants
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an emphasis on structure and function of human cells, tissues, organs, and systems with overview of common pathophysiology.
Prerequisite: Completion of MDCA 1166 with a grade of "C" or better.

MDCA 1317
Procedures in a Clinical Setting
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course places emphasis on patient assessment, examination and treatment as directed by a physician. It includes vital signs, collection and documentation of patient information, asepsis, office clinical procedures, and other treatments as appropriate for ambulatory care settings.
Prerequisite: Completion of MDCA 1166 with a grade of "C" or better.

MDCA 1321
Administrative Procedures
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This is a course in medical office procedures including appointment scheduling, medical records creation and maintenance, interpersonal communications, bookkeeping tasks, coding, billing, collecting, third party reimbursement, credit arrangements, and computer use in the medical office.
Prerequisite: Admission to the program.

MDCA 1343
Medical Insurance
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course emphasizes medical office coding procedures for payment and reimbursement by patient or third party payers for ambulatory care settings.
Prerequisite: Admission to the program or Program Chair approval for BAT-MHSM majors.

MDCA 1348
Pharmacology and Administration of Medications
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
Instruction in concepts and application of pharmacological principles. Focuses on drug classifications, principles and procedures of medication administration, mathematical systems and conversions, calculation of drug problems, and medico-legal responsibilities of the medical assistant.
Prerequisite: Completion of MDCA 1309 or VNSG 1420 with a grade of "C" or better; concurrent enrollment in MDCA 1302.

MDCA 1352
Medical Assistant Laboratory Procedures
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
Emphasis in this course is on application of governmental health care guidelines and includes specimen collection and handling, quality assurance, and quality control.
Prerequisite: Completion of MDCA 1166 with a grade of "C" or better.

MDCA 2266
CAPSTONE: Practicum III
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:16
This course provides advanced practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student.
Prerequisite: Completion of MDCA 1167 with a grade of "C" or better; concurrent enrollment in or completion of Humanities Elective, SPAN 1411, ENGL 1301, and Math/Natural Science Elective with a grade of "C" or better; concurrent enrollment in or completion of POFM 2310 with a grade of "C" or better; completion of NAH Division Clinical Requirements.

Medical/Health Serv. Mg (MHSM)

MHSM 3300
Principles of Health Care Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course will serve as a cornerstone in the development of students in the Medical and Health Services Management (MHSM) program and provide them with the insight, skills, and tools necessary to be effective health care managers. This course covers key management principles like leadership, strategic planning, organizational behavior and management thinking. In this course, other foundational topics that students will learn are information technology, managing costs and revenues, Ethics and laws, and addressing health disparities.
Prerequisite: None.

MHSM 3302
U.S. Health Care Delivery
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course introduces U.S. health care systems, the business of health care, the history of its development and the roles of various business entities and health care professionals in the delivery of care to the patient.
Prerequisite: HITT 1255, ACCT 2301.

MHSM 3303
Statistics for Health Care Managers
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course expands on basic statistic knowledge by discussing unique statistics routinely used in health care, assessment and utilization of published health care research statistics and application of internal organizational health care statistics in managerial decisions.
Prerequisite: Junior standing, HITT 1255 and MATH 1414 (or MATH 1332).

MHSM 3304
Communication for Health Care Professionals
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course addresses varying communication skills and strategies for interaction with patients, families, employees, other department/business representatives, and the community. It also covers basic marketing skills in the health care arena and media management during a crisis.
Prerequisite: Junior standing and SPCH 1311 or SPCH 1315 or SPCH 1318 or SPCH 1321 or SPCH 2333 or SPCH 2335.

MHSM 3305
Marketing in Health Care
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course examines the four P's of marketing: product, price, place, and promotion. Other topics that students will learn include understanding the internal and external environment, segmenting the market, positioning, differentiating, branding, and formulating a marketing plan with goals, strategies, and financial considerations, which are important to promote health care. This course is designed to strengthen the many skills necessary for students to be successful in health care management
Prerequisite: None.

MHSM 3310
Legal Issues in Health Care
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course examines the various federal, state and local laws and regulations affecting health care delivery in the United States. It also covers public and private regulatory agencies, issues associated with professional malpractice, and business liability for health care products and services.
Prerequisite: Junior standing.

MHSM 3311
Health Care Information Technology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course introduces the different types of information maintained by health care organizations, commonly used health care software systems, robotic and automation interfaces, basic health care information security system standards, privacy laws and record archival.
Prerequisite: Junior Standing.

MHSM 3335
Financial Management for Health Care Managers
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers various health care revenue sources, commonly used health care accounting software, department budget design, resource allocation, and methods of cost control.
Prerequisite: Junior standing, ACCT 2301.

MHSM 4304
Risk Management for Health Professionals
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course explores quality assurance measures including Total Quality Management, Continuous Quality Improvement, and Joint Commission on Accreditation of Healthcare Organizations standards. Methods and applications for outcomes measures, benchmarking, and utilization management in the health care setting are explored.
Prerequisite: Senior standing.

MHSM 4310
Human Resources in Health Care Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides an overview of the special considerations of human resources in the health care industry, including job requirements, professional licensure, staffing ratios, job descriptions, traditional and nontraditional labor sources, legal issues and wages, and benefits management.
Prerequisite: Senior standing, MHSM 3310.

MHSM 4348
Ethics for Health Care Professionals
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey on ethical business practices in the health care industry during both routine practice and emergency/disaster scenarios. In particular, ethical decisions in the setting of limited resources (labor, materials, and funding) will be discussed.
Prerequisite: Senior standing, MHSM 3310.

MHSM 4351
Public and Community Health Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course introduces the basic principles of public health, including epidemiology, wellness promotion, vaccination programs, community health education programs, and funding resources.
Prerequisite: Senior standing.

MHSM 4352
Project Management for Healthcare
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides a foundation in project management leaning toward health care organizations through explorations of the history of the discipline, as well as a discussion of the contemporary frameworks used by organizations today. It will discuss the framework in carrying out projects related to health care, ways to organize set of detailed work efforts that are planned, progressively elaborated towards developing a new product or service, improving or modifying existing goods, services, and procedures. The course will cover ways to bring together skilled resources to create something new or different using effective management processes. It will emphasize the application of knowledge, skills, tools and techniques to project activities to meet the project requirements, how a project manager identifies project requirements, address the various needs, concerns and expectations of the stakeholders as the project is planned and carried out, and also to balance the competing project constraints in terms of project scope, quality, schedule, budget, resources and risk.
Prerequisite: None.

MHSM 4361
Health Care Management Practicum
CRT HRS:3 LEC HRS:1 LAB HRS:8 OTH HRS:0
This course provides an opportunity for the student to experience health care management on site at a health care facility under the supervision and guidance of experienced health care management professionals. During this period of time, the intern will put into practice the skills and knowledge acquired during the classroom experience in the program. A period of 144 hours at the site will be required in order to fulfill the goals and objectives of this practicum. The practicum student will be assigned to a health care facility during the first two weeks of the semester, and will be there on-site for the next three months to fulfill the required hours.
Prerequisites: Senior Standing.

Music (MUSI)

♦MUSI 1116
Sight Singing and Ear Training I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course involves singing tonal music in treble and bass clefs, and aural study of elements of music, such as scales, intervals and chords, and dictation of basic rhythm, melody and diatonic harmony. Corequisite: MUSI 1311.
Prerequisite: Eligible for ENGL 1301.

♦MUSI 1117
Sight Singing and Ear Training II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course involves singing tonal music in various clefs, continued aural study of the elements of music, and dictation of intermediate rhythm, melody and diatonic harmony. Corequisite: MUSI 1312.
Prerequisite: MUSI 1116.

♦MUSI 1181
Piano Class I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course provides class instruction in the fundamentals of keyboard technique for beginning piano students.
Prerequisite: None.

♦MUSI 1182
Piano Class II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course is an advanced beginning class instruction in the fundamentals of keyboard technique.
Prerequisite: MUSI 1181.

♦MUSI 1183
Voice Class I
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course offers class instruction in the fundamentals of singing including breathing, tone production, and diction. It is designed for students with little or no previous vocal training. It does not apply to a music major degree.
Prerequisite: None.

♦MUSI 1192
Guitar Class
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This applied music course explores the fundamental techniques of playing the guitar.
Prerequisite: None.

♦MUSI 1303
Fundamentals of Music
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to the basic elements of music theory for non-music majors; scales, intervals, keys, triads, elementary ear training, keyboard harmony, notation, meter, and rhythm. (Does not apply to a music major degree.)
Prerequisite: None.

♦MUSI 1306
Music Appreciation
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers understanding music through the study of cultural periods, major composers, and musical elements. Illustrated with audio recordings and live performances. (Does not apply to a music major degree.)
Prerequisite: Eligible for ENGL 1301.

♦MUSI 1307
Music Literature
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of the styles and forms of music as it developed from the middle ages to the present. This course will familiarize the student with cultural context, terminology, genres, and notation.
Prerequisite: Eligible for ENGL 1301.

♦MUSI 1310
American Music
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a general survey of various styles of music in America. Topics may include jazz, ragtime, folk, rock, and contemporary art music.
Prerequisite: Eligible for ENGL 1301.

♦MUSI 1311
Music Theory I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course involves the analysis and writing of tonal melody and diatonic harmony up to and including 7th chords. Analysis and writing of small compositional forms and correlated study at the keyboard is also included. Corequisite: MUSI 1116.
Prerequisite: Eligible for ENGL 1301.

♦MUSI 1312
Music Theory II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study of analysis and writing of tonal melody and diatonic harmony, including all diatonic chords and seventh chords in root position and inversions, non-chord tones, and functional harmony. Introduction to more complex topics, such as modulation, may occur. Optional correlated study at the keyboard. Corequisite: MUSI 1117.
Prerequisite: MUSI 1311.

♦MUSI 2116
Sight Singing and Ear Training III
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course involves singing more difficult tonal music in various clefs, aural study including dictation of more complex rhythm, melody, chromatic harmony, and extended tertian structures. Corequisite: MUSI 2311.
Prerequisite: MUSI 1117.

♦MUSI 2117
Sight Singing and Ear Training IV
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course involves singing advanced tonal music and introduction of modal and post-tonal melodies. Aural study including dictation of advanced rhythm, melody, and harmony. Corequisite: MUSI 2312.
Prerequisite: MUSI 2116.

♦MUSI 2181
Piano Class III
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course is an intermediate class instruction of keyboard technique.
Prerequisite: MUSI 1182.

♦MUSI 2182
Piano Class IV
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course covers advanced class instruction of keyboard techniques.
Prerequisite: MUSI 2181.

♦MUSI 2311
Music Theory III
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course contains advanced harmony part writing and keyboard analysis and writing of more advanced tonal harmony, including chromatics and extended tertian structures. It includes an introduction to 20th century compositional procedures, survey of the traditional large forms of compositional and correlated study at the keyboard.
Prerequisite: MUSI 1312 Corequisite: MUSI 2116.

♦**MUSI 2312**
Music Theory IV
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a continuation of advanced chromaticism and survey of analytical and compositional procedures in post-tonal music. Optional correlated study at the keyboard.
Prerequisite: MUSI 2311 Corequisite: MUSI 2117.

Music Ensemble (MUEN)

♦**MUEN 1121**
Band Ensemble
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This is an instrumental music course open to all who play an appropriate instrument. This course may be repeated for a maximum of four credit hours.
Prerequisite: None.

♦**MUEN 1131**
Mariachi Ensemble
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course is open to anyone who can sing and/or play an instrument traditionally used in a Mariachi ensemble. Performances on and off campus are a part of this course. This course may be repeated for a maximum of four credit hours.
Prerequisite: None.

♦**MUEN 1132**
Jazz Ensemble
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
Jazz Ensemble is an instrumental music course open to all students who play an appropriate instrument and who qualify after a simple audition. This course may be repeated for a maximum of four credit hours.
Prerequisite: None.

♦**MUEN 1133**
Guitar Ensemble
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
Guitar Ensemble is a high-level performing ensemble open to all students who qualify after a simple audition. This course may be repeated for a maximum of four credit hours.
Prerequisite: None.

♦**MUEN 1134**
String Ensemble
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
String Ensemble is an instrumental music course open to all students who play an appropriate instrument and who qualify after a simple audition. This course may be repeated for a maximum of four credit hours.
Prerequisite: None.

♦**MUEN 1135**
Percussion Ensemble
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This is an instrumental music course open to all who play an appropriate instrument. This course may be repeated for a maximum of four credit hours.
Prerequisite: None.

♦**MUEN 1136**
Woodwind Ensemble
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
Woodwind Ensemble is an instrumental music course open to all students who play an appropriate instrument and who qualify after a simple audition. This course may be repeated for a maximum of four credit hours.
Prerequisite: None.

♦**MUEN 1137**
Brass Ensemble
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This is an instrumental music course open to all who play an appropriate instrument. This course may be repeated for a maximum of four credit hours.
Prerequisite: None.

♦**MUEN 1138**
Modern Band Ensemble
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course focuses on a repertoire of popular music such as rock, pop, reggae, and other contemporary genres. It incorporates playing and composing on guitars, basses, keyboards, drums, computers, and a variety of instruments. The course is open to all students who play an appropriate instrument and emphasizes the development of student achievement through the exploration of a modern band ensemble.
Prerequisite: None.

♦**MUEN 1141**
Choir Ensemble
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This vocal music course is open to all who have prior choral experience or who qualify after a simple audition. This course may be repeated for a maximum of four credit hours.
Prerequisite: None.

Networking/Telecomm (ITCC)

ITCC 1414
CCNA 1: Introduction to Networks
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers networking architecture, structure, security, and functions; introduces the principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operations to provide a foundation for curriculum.
Prerequisite: None.

ITCC 1444
CCNA 2: Switching, Routing, and Wireless Essentials
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course describes the architecture, components, and operations of routers and switches in small networks and introduces wireless local area networks (WLAN) and security concepts; provides an in-depth understanding of how routers and switches operate and are implemented in the LAN environment.
Prerequisite: ITCC 1414.

ITCC 2420
CCNA 3: Enterprise Networking, Security, and Automation
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course describes the architecture, components, operations, and security to scale for large, complex networks, including wide area network (WAN) technologies. Emphasizes network security concepts and introduces network virtualization and automation.
Prerequisite: ITCC 1444.

ITCC 2443
Network Security
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers overall security processes with particular emphasis on hands-on skills in the following areas: security policy design and management; security technologies; products and solutions; firewall and secure router design, installation, configuration, and maintenance; AAA and VPN implementation using routers and firewalls.
Prerequisite: ITCC 2420.

Non Course Based Math (NCBM)

NCBM 0001
Non-Course Based Mathematics
CRT HRS:1 LEC HRS:0 LAB HRS:2 OTH HRS:0
The focus of this course is content reinforcement of the following mathematical concepts: Quantitative Reasoning, Algebra, Probability, Statistics, Geometric and Spatial reasoning. This is a self-paced one semester course to prepare for the TSIA2 exam.
Prerequisite: Placement based on score of CRC 947-949 or CRC 910-949 and DL=4-5 in the Math portion of the TSIA2; or TSI score of 347-349.

NCBM 0010
NCBO for Developmental Mathematics I
CRT HRS:1 LEC HRS:0 LAB HRS:2 OTH HRS:0
The focus of this course is to accelerate students through objectives covered in our MATH 0100 - Developmental Mathematics I course. Topics include operations on real numbers, solving linear equations and application problems, graphs of linear equations, rules of exponents, and operations polynomials.
Prerequisite: Placement based on departmental diagnostic exam or by faculty recommendation.

NCBM 0020
NCBO for Developmental Mathematics II
CRT HRS:1 LEC HRS:0 LAB HRS:2 OTH HRS:0
The focus of this course is to accelerate students through objectives including factorization of polynomials, operations on rational and radical expressions, solving rational and radical equations, absolute value equations and inequalities, quadratic equations and their graphs, and features of functions.
Prerequisites: Placement based on departmental diagnostic exam or by faculty recommendation.

NCBM 0042
NCBO for Foundations of Mathematics
CRT HRS:1 LEC HRS:0 LAB HRS:2 OTH HRS:0
The focus of this course is to accelerate students through objectives covered in our MATH 0442 - Foundations for Mathematical Reasoning course. Topics include: numeracy and rounding, ratios and proportional reasoning, percentages, order of operations, evaluating expressions and formulas, introduction to sets and Venn diagrams, data interpretations including graphs and tables, measures of central tendency and position, introduction to probability and the counting principle, and linear models.
Prerequisite: Placement based on departmental diagnostic exam or by faculty recommendation.

Non Course Based Reading (NCBR)

NCBR 0100
Non Course Based Reading I
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course covers the development of reading and higher order thinking skills necessary for college readiness.
Prerequisite: Program Chair Approval.

Non Course Based Writing (NCBW)

NCBW 0100
Non Course Based Developmental Writing I
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course covers the development of college-level writing focusing on idea generation, drafting, organization, revision and utilization of standard English.
Prerequisite: Program Chair Approval.

Nurse Assistant / Aide (NUPC)

NUPC 1260
Clinical II - A
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:8
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Completion of NURA 1401, NURA 1160 and a current registration with Texas Department of Aging In good standing (current CNA); and Concurrent enrollment in NUPC 1320.

NUPC 1261
Clinical II - B
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:8
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Completion of NURA 1401, NURA 1160 and a current registration with Texas Department of Aging In good standing (current CNA); and Concurrent enrollment in NUPC 1320.

NUPC 1320
Patient Care Technician/Assistant
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This courses is designed to provide the student with the necessary training, skills, and knowledge needed to gain employment as a Patient Care Technician in a hospital setting.
Prerequisite: Completion of NURA 1401 and NURA 1160, concurrent enrollment in NUPC 1360, and a current registration with Texas Department of Aging In good standing (current CNA).

NUPC 1360
CAPSTONE: Clinical II
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:14
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Completion of NURA 1401, NURA 1160, completion of or concurrent enrollment in PLAB 1323, and a current registration with Texas Department of Aging In good standing (current CNA); and concurrent enrollment in NUPC 1320.

Nursing (RNSG)

RNSG 1140
Professional Nursing Skills for Articulating Students
CRT HRS:1 LEC HRS:0 LAB HRS:4 OTH HRS:0
This course covers demonstration of professional nursing skills and procedures; and utilize critical thinking skills in a systematic problem-solving process. Content includes knowledge, judgment, skills, and professional values within a legal/ethical framework. This course lends itself to either a blocked or integrated approach.
Prerequisite: BIOL 2401 and BIOL 2402; or administrative approval.

RNSG 1144
Nursing Skills II
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
This course is a study of the concepts and principles necessary to perform intermediate or advanced nursing skills for the adult patient; and demonstrate competence in the performance of nursing procedures. Topics that will be covered include knowledge, judgment, skills and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: RNSG 1513, RNSG 1205, RNSG 1262, RNSG 1301, or administrative approval.

RNSG 1162
Transition Clinical
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:4
This course is a health-related work-based learning experience that enables the student to apply specialized nursing theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Admission to ADN Transition Option Track with an unencumbered LVN license.

RNSG 1205
Nursing Skills I
CRT HRS:2 LEC HRS:1 LAB HRS:4 OTH HRS:0
This course is a study of the concepts and principles essential to perform basic nursing skills for the adult patient and to demonstrate competence in the performance of nursing procedures. Topics include knowledge, judgment, skills, and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: Admission to the Professional Nursing Program or administrative approval.

RNSG 1209
Introduction to Nursing
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course offers an overview of nursing and the role of the professional nurse as a provider of patient-centered care, patient safety advocate, coordinator of care, member of the health care team, and member of the profession. Topics include knowledge, judgment, skills and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: TSI complete and an Admission Assessment Exam (A2 test) composite score of 75% or better in Math, Science, and English.

RNSG 1262
Clinical I
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:8
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Admission to ADN Program and RNSG 1209.

RNSG 1301
Pharmacology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to the science of pharmacology with emphasis on the actions, interactions, adverse effects, and nursing implications of each drug classification. Content includes the roles and responsibilities of the nurse in the safe administration of medications within a legal/ethical framework. This course lends itself to either a blocked or integrated approach.
Prerequisite: RNSG 1209.

RNSG 1341
Common Concepts of Adult Health
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the basic integration of the role of the professional nurse as a provider of patient-centered care, patient safety advocate, member of the health care team, and member of the profession. Students will study the general principles of caring for selected adult patients and families in structured settings with common medical-surgical health care needs related to each body system. Emphasis will be on knowledge, judgment, skills, and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: RNSG 1301, RNSG 1513, RNSG 1262, RNSG 1205 or administrative approval.

RNSG 1343
Complex Concepts of Adult Health
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers integration of previous knowledge and skills related to common adult health needs into the continued development of the professional nurse as a provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession in the care of adult patients and families with complex medical-surgical health care needs associated with body systems. Emphasis on complex knowledge, judgments, skills, and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: RNSG 1144, RNSG 1341, RNSG 2161, PSYC 2301, RNSG 1417, RNSG 1140, RNSG 1162, RNSG 2213 and RNSG 2162; or administrative approval.

RNSG 1412
Nursing Care of the Childbearing and Childrearing Family
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
Concepts and principles of professional nursing related to the provision of nursing care for childbearing and childrearing families. Application of systematic problem-solving processes and critical thinking skills, including a focus on the childbearing family during preconception, prenatal, antipartum, neonatal, and postpartum periods and the childrearing family from birth to adolescence. It includes competency in knowledge, judgment, skill, and professional values within a legal/ethical framework is examined. Clinical co-requisite recommended.
Prerequisite: Admission to the ADN program or administrative approval.

RNSG 1417
Concepts of Professional Nursing Practice I for Articulating Students
CRT HRS:4 LEC HRS:4 LAB HRS:1 OTH HRS:0
This course provides the articulating student paramedic the opportunity to examine the role of the professional nurse; make application of a systematic problem solving process and critical thinking skills which includes a focus on the adult population in selected settings; and competency in knowledge, judgment, nursing skills, and professional values within a legal/ethical framework. This course lends itself to either a blocked or integrated approach.
Prerequisite: Admission to the Associate Degree Nursing Paramedic to RN Option Track with a non-encumbered paramedic license; Administrative approval.

RNSG 1513
Foundations for Nursing Practice
CRT HRS:5 LEC HRS:5 LAB HRS:0 OTH HRS:0
This course provides an introduction to the role of the professional nurse as a provider of patient-centered care, coordinator of care, patient safety advocate, member of the health care team, and member of the profession. Topics include but are not limited to the fundamental concepts of nursing practice, history of professional nursing, a systematic framework for decision making and critical thinking, mechanisms of disease, the needs and problems that nurses help patients manage, and basic psychomotor skills. Emphasis is placed on knowledge, judgment, skills, and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: Admission to the ADN program and RNSG 1209.

RNSG 2161
Clinical - Medical/Surgical
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Admission to the ADN program; RNSG 1301, RNSG 1513, RNSG 1262, RNSG 1205 or administrative approval.

RNSG 2162
Clinical - Mental Health
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Admission to the ADN program; BIOL 2401, RNSG 1513, RNSG 1262, RNSG 1205 or Administrative approval.

RNSG 2163
Clinical IV
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:4
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: RNSG 2260.

RNSG 2213
Mental Health Nursing
CRT HRS:2 LEC HRS:2 LAB HRS:1 OTH HRS:0
This course will cover the principles and concepts of mental health, psychopathology, and treatment modalities related to the nursing care of clients and their families. This course lends itself to a blocked approach.
Prerequisite: BIOL 2401, RNSG 1513, RNSG 1262, RNSG 1205, or administrative approval.

RNSG 2221
Professional Nursing: Leadership and Management
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is an exploration of leadership and management principles applicable to the role of the professional nurse as a provider of care, coordinator of care, and member of the profession. It will include application of knowledge, judgment, skills, and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: RNSG 2260 or administrative approval.

RNSG 2260
Clinical - Pediatrics/Maternal/Infant
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:8
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Admission to the ADN program; BIOL 2402, RNSG 2213, RNSG 1341, RNSG 2162, RNSG 2161, RNSG 1144 or administrative approval.

RNSG 2331
Advanced Concepts of Adult Health
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course includes the application of advanced concepts and skills for the development of the professional nurse's role in complex nursing situations with adult patients and families with complex health needs that involve multiple body systems alterations in intermediate and critical care settings. Emphasis will be placed on advanced knowledge, judgment, skills and professional values within a legal/ethical framework. This course lends itself to a blocked approach.
Prerequisite: RNSG 2260 or administrative approval.

RNSG 2361
Clinical - Complex Medical Surgical
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:9
This course a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: RNSG 1144, RNSG 1341, RNSG 2161, PSYC 2301, RNSG 1417, RNSG 1140, RNSG 1162, RNSG 2213 and RNSG 2162; or administrative approval.

RNSG 2363
Clinical V
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:10
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. .
Prerequisite: RNSG 1412, RNSG 2361, RNSG 1343 and RNSG 2260.

Nursing Assistant (NURA)

NURA 1160
Clinical I
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Concurrent enrollment in NURA 1401 and permission from the department.

NURA 1401
Nurse Aide for Health Care
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course is designed to prepare entry level nursing assistants to achieve a level of knowledge, skills, and abilities essential to provide basic care to residents of long-term care facilities. Topics include resident's rights, communication, safety, observation, reporting and assisting residents in maintaining basic comfort and safety. Emphasis is placed on effective interaction with members of the health care team.
Prerequisite: Concurrent enrollment in NURA 1160.

NURA 1407
Body Systems
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
This course is a basic study of the structures and functions of the human body.
Prerequisite: None.

Occupational Thrpy Asst (OTHA)

OTHA 1253
Occupational Performance for Elders
CRT HRS:2 LEC HRS:1 LAB HRS:4 OTH HRS:0
This course covers occupational performance of elders. It includes frames of reference, assessment/evaluation tools and techniques, and intervention strategies specific to this population.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

OTHA 1305
Principles of Occupational Therapy
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction of occupational therapy including the historical development and philosophy. Emphasis is placed on the roles of the occupational therapy assistant. Topics include occupation in daily life, education and functions, occupational therapy personnel, current health care environment, and moral, legal and ethical issues. This course is offered in a hybrid format.
Prerequisite: Completion of and/or concurrent enrollment in all other OTA pre-requisite coursework and permission from the department.

OTHA 1341
Occupational Performance from Birth to Adolescence
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course covers occupational performance of newborns through adolescents. It includes frames of reference, assessment/evaluation tools and techniques, and intervention strategies specific to this population.
Prerequisite: Acceptance to the Occupational Therapy Assistant Program.

OTHA 1349
Occupational Performance of Adulthood
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a study of occupational performance of adults. It includes frames of reference, assessment/evaluation tools and techniques, and intervention strategies specific to this population.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

OTHA 1409
Human Structure and Function in Occupational Therapy
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study of the biomechanics of human motion. Emphasis is placed on the musculoskeletal system including skeletal structure, muscles and nerves, and biomechanical assessment procedures.
Prerequisite: Acceptance to the Occupational Therapy Assistant Program.

OTHA 1415
Therapeutic Use of Occupations or Activities I
CRT HRS:4 LEC HRS:3 LAB HRS:4 OTH HRS:0
This course covers various occupations or activities used as therapeutic interventions in occupational therapy. Emphasis is placed on awareness of activity demands, contexts, adapting, grading, and safe implementation of occupations or activities.
Prerequisite: Acceptance to the Occupational Therapy Assistant Program.

OTHA 1419
Therapeutic Interventions I
CRT HRS:4 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course offers instruction in concepts, techniques, and assessments leading to proficiency in skills and activities used as treatment interventions in occupational therapy (OT). Special emphasis is placed on the Occupational Therapy Assistant's role in the OT process.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

OTHA 2160
Clinical -Occupational Therapy Assistant
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:3
This course is health related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. This course is a method of instruction providing training and supervised beginning /developing work-based experience and direct patient care at a clinical site. Specific detailed learning objectives are developed by the faculty.
Prerequisite: Completion of previous semester courses with a "C" or better and permission from the department.

OTHA 2201
Pathophysiology in Occupational Therapy
CRT HRS:2 LEC HRS:1 LAB HRS:3 OTH HRS:0
This course is a study of the pathology and general health management of diseases and injuries across the life span encountered in occupational therapy treatment settings. Topics will include etiology, symptoms, and the client's physical and psychological reactions to disease and injury.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

OTHA 2209
Mental Health In Occupational Therapy
CRT HRS:2 LEC HRS:1 LAB HRS:4 OTH HRS:0
This course is a study of the promotion of mental health through occupational therapy. Emphasis is placed on theory and intervention strategies to enhance occupational performance.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

OTHA 2330
Workplace Skills for the OTA
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This seminar based course is designed to complement Level II fieldwork by creating a discussion forum addressing events, skills, knowledge, and/or behaviors related to the practice environment. It will include application of didactic coursework to the clinic and test-taking strategies for certification exams.
Prerequisite: Completion of all coursework within the program with a grade of "C" or better.

OTHA 2335
Health Care Management in Occupational Therapy
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course explores the roles of the occupational therapy assistant in health care delivery. Emphasis is placed on documentation, reimbursement, credentialing, occupational therapy standards and ethics, health care team role delineation, and management.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

OTHA 2366
CAPSTONE: Practicum-OTA (A)
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:21
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student. This course is an advanced Level II Fieldwork experience that offers intensive training and experience at the workplace leading to entry-level skills. The emphasis is on practical work experience for which the student has already acquired the theoretical knowledge and basic skills in the classroom setting. The clinical educator provides direct supervision and learning objectives are established in collaboration with College faculty.
Prerequisite: Completion of all OTHA courses from the previous semester with a grade of "C" or better and permission from the department.

OTHA 2367
CAPSTONE: Practicum-OTA (B)
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:21
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college and the student. This course is an advanced Level II Fieldwork experience that offers intensive training and experience at the workplace leading to entry-level skills. The emphasis is on practical work experience for which the student has already acquired the theoretical knowledge and basic skills in the classroom setting. The clinical educator provides direct supervision and learning objectives are stablished in collaboration with College Faculty.
Prerequisite: Completion of all OTHA courses from the previous semester with a grade of "C" or better and permission from the department.

OTHA 2405
Therapeutic Interventions II
CRT HRS:4 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a continuation of Therapeutic Interventions I with an emphasis on current rehabilitative interventions. Students will practice clinical interventions necessary for entry-level practice as per the ACOTE Standards.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

Operations Management (OPMG)

OPMG 3302
Business and Economic Statistics
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course introduces descriptive statistics (measures of central tendency, variances, and graphic representation of data) and statistical inferences. Statistical inferences will involve sampling techniques, estimation, testing of hypotheses and regression analysis.
Prerequisites: MATH 1324, MATH 1414 or MATH 1342.

OPMG 3303
Managerial Rapport and Documentation
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a hands-on approach to procedures and techniques that enhance inter and extra organizational relations. Internally, the purpose is to improve people relations; externally, the purpose is to improve community perception of the organization. The course emphasizes all kinds of professional communication skills such as business presentations, technical reports, research reports, oral presentations and business etiquette.
Prerequisite: Junior standing and ENGL 1302.

OPMG 3305
Organizational Theory and Practice
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an examination of contemporary theory and practice of management. It provides an overview of the management process and functions of planning, organizing, leading, and controlling to accomplish goals. Emphasis is placed on the study of organizational structure and managing organizational change.
Prerequisite: Junior Standing and HRPO 2301.

OPMG 3310
Decision Making
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
Analytic and systematic approach to the study of decision making through management science processes and techniques. Topics include quantitative analysis and decision-making relationships, simulation and risk analysis, and decision analysis using various criteria.
Prerequisite: Junior standing and MATH 1324, MATH 1414 or MATH 1342.

OPMG 3311
Technology in Enterprise Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
The use of technology in commercial and industrial enterprises. Topics include the use of computers and software in communication, inventory management, production, automation, sales, and financial forecasting.
Prerequisites: Junior standing.

OPMG 3321
Supply Chain Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
The purpose of this course is the overview of the entire supply chain: manufacturers, service providers, distributors, sales channels, e.g. retail, ecommerce, and consumers. Students will study and analyze interaction among purchasing, materials management, logistics, warehouse/distribution center management, and contracts in developing an efficient and effective supply chain. Emphasis is placed on the dynamic nature of supply chain management of products and services given the impact of the global economy.
Prerequisite: OPMG 3302, OPMG 3305, OPMG 3310.

OPMG 3322
Logistics Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
The course studies the flow of raw material, energy, information, products, services, and people in a business. The course provides a system approach to managing activities associated with traffic, transportation, inventory management and control, warehousing, material handling, packaging, order processing, and information. Special attention is given to production logistics.
Prerequisite: OPMG 3302, OPMG 3305, OPMG 3310.

OPMG 3336
Management and Law
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introductory study of local, state, federal and international law affecting organizational practices. The course focuses on the legal framework that is considered in managerial and entrepreneurial activities. Emphasis is given to the basic principles of law that shape managerial and entrepreneurial behavior.
Prerequisite: Junior standing.

OPMG 3337
Decision Making Economics
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the role of economics in entrepreneurial and managerial decision making. The course includes the application of macro and microeconomics concepts in managerial problem solving. Emphasis is given to economic public policies and to the evolution of the global economy.
Prerequisites: ECON 2302, OPMG 3302.

OPMG 3338
Accounting for Managers
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course studies the role of accounting in the management of organizations. The focus is on the use of accounting information by non-financial managers. The emphasis of the course is on interpretation rather than construction of accounting information.
Prerequisites: ACCT 2301, OPMG 3302 and OPMG 3310.

OPMG 3340
Quality Assurance, Management and Improvement
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course examines the primary tools and methods used to monitor, improve and control quality in organizations. Topics include the historical development of quality management, the tools for quality improvement, and management strategies and contemporary quality strategies.
Prerequisite: OPMG 3302, OPMG 3305, OPMG 3310.

OPMG 4304
Safety and Risk Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course studies proactive management in addressing operation uncertainties in organizations. Topics include risk assessment, safety analysis and management methods and techniques used in business operations to minimize and control risks and safety. Emphasis is given to the costs as well as to the legal, ethical, and cultural environments surrounding risk and safety considerations.
Prerequisites: OPMG 3302, OPMG 3305, OPMG 3310.

OPMG 4312
Resource Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
An examination of the tools and methods used to manage the physical and personnel assets of an enterprise. Topics include inventory techniques, asset allocation, human resources, and financial management.
Prerequisite: OPMG 3302, OPMG 3305, OPMG 3310.

OPMG 4320
Organizational Design and Management Seminar
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a critical study of specific organizational structures and operations. The course uses a case study approach based on real and significant cases. Thereafter, students work in teams on instructor-approved specific case projects. Teams identify problems and formulate, plan and implement actions using technology management problem solving approaches.
Prerequisites: OPMG 3305, OPMG 3336, OPMG 3338.

OPMG 4321
Project Management Seminar
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to the project management approach in the management field. The course uses a seminar pedagogical approach, implying a strong student participation in course content review and student/student interaction. The course emphasis is on the project management process and tools. The course content addresses defining, planning, scheduling, organizing, and controlling projects. The typical example of case study projects to review are in the areas of construction, new businesses, information systems, special events, and product development. The course work requires managerial readings, class discussions, and one teamwork coursework project. Students are encouraged to work toward the Project Management Professional (PMP) certification.
Prerequisites: OPMG 4312.

OPMG 4341
Purchasing and Supply Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
Examines management issues affecting the inflow and outflow of materials and services into organizations. Topics include purchasing activities, global sourcing, bidding, contract administration, and materials management.
Prerequisite: OPMG 3302, OPMG 3305, OPMG 3310.

OPMG 4342
Supply Chain Security
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
The course studies the security of the supply chain. The course combines traditional practices of supply chain management with the security requirements of the system. The purpose is to study the creation, development, and enhancement of security practices that deal with concerns driven by threats such as terrorism, piracy, and theft. Special emphasis is given to transport and logistics systems in a global economy.
Prerequisites: OPMG 3302, OPMG 3305, OPMG 3310.

OPMG 4344
Entrepreneurship Seminar
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is designed to equip students with the fundamental skills and knowledge necessary to launch and manage successful business ventures. This course will explore five critical areas of entrepreneurship, fostering an entrepreneurial mindset and providing practical insights into the process from conception to execution.
Prerequisite: OPMG 3302, OPMG 3305, OPMG 3310, OPMG 3336, OPMG 4312.

OPMG 4347
Capstone: Operations Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course immerses students in the workplace of a technology manager. The course work implies the construction of an e-portfolio that demonstrates the professional profile of the student. The portfolio has two components; one, the personal professional profile of the student based on the course work and extra academic work experiences. The second component is the execution of a hand-on case project related to technology management, e.g., operational management, inventory control, supply chain management, logistic, information management. The main factor in evaluating student performance is the input from outsiders to the academia.
Prerequisite: Senior standing and consent of the program coordinator.

OPMG 4353
International Business Seminar
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides an overview of the international business environment. The course addresses economic, technological, social, political and cultural factors shaping the evolution of the global economy. Special emphasis is placed on changes in managerial functions and elements of the management process as a result of current global business evolution.
Prerequisite: ECON 2302, OPMG 3302, OPMG 3310.

OPMG 4355
The Manager and Civic Engagement Seminar
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course uses seminar methodology studying the nature of management and its role in civic and community engagement. The course work emphasizes the role of the manager in shaping the setting of an organization in its environment considering social, political, technological, economic, ethical, cultural factors. Case studies give special attention to the cultural and ethical dimensions of the managerial functions in global community.
Prerequisite: OPMG 3310, OPMG 3336.

Org. Leadership (ORGL)

ORGL 3311
Issues in Organizational Leadership
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This competency module is an overview of issues facing organizational leaders. The module will discuss aspects of leadership as they pertain to internal and external elements facing leaders. Internal elements such as organizational change and organizational development and external elements such as dealing with external stakeholders, the global environment, and competitors will be covered as well. Students will utilize the knowledge gained in the course to develop a personal leadership theory.
Prerequisite: Core Curriculum complete and Junior Standing.

ORGL 3321
Data Driven Decision-Making
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This competency module is a survey of important and commonly used quantifiable concepts and methods. The module content is of an interdisciplinary nature; it reviews basic measurable concepts and quantitative methodologies in statistics, economics, accounting, and finance. The purpose of the module is to provide the student understanding of concepts, their measurability, and the analytical meaning of the quantitative data.
Prerequisite: Core Curriculum complete and Junior Standing.

ORGL 3322
Business Ethics
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This competency module is an examination of behavior and leadership in the workplace and the role of organizational leaders in fostering behaviors within the organizations. Case studies, discussion, self-assessment exercises and reading assignments explore the basic frameworks of organizational and leadership behaviors. Students will demonstrate a competency in developing strategies for driving behavior within organizations that align with organizational goals and objective.
Prerequisite: Junior Standing and ORGL 3311.

ORGL 3333
Leading Teams in Organizations
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is designed to help you build more effective working relationships and improve your ability to lead, influence, cooperate and work effectively with others in today's increasingly team-oriented organizations. Students gain a comprehensive understanding of diversity as it applies to strategic planning, cultural change, and team dynamics. Provides students with the knowledge and practical skills to build the necessary conditions to create a high-performance team.
Prerequisite: Junior Standing and ORGL 4341.

ORGL 3334
Organizational Leadership Communication
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course explores the principles of communication and interpersonal relations in various contexts including small groups, organizations, and partnerships. Students also learn how to deal with issues of culture, gender, and ethics as well as how to handle crises and conflict. Students will assess and develop their leadership communication styles, behavior, and skills, and apply course concepts to real-world settings. Topics include intentional listening, non-verbal communication, constructive feedback, and conflict resolution.
Prerequisite: Junior Standing and ORGL 3311.

ORGL 4341
Management Theory
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This competency module focuses on the principles and practice of management in an organizational setting. The learner demonstrates knowledge of the functions of management, the skill to analyze organizational processes and the ability to apply management theory to workplace situations. The learner can characterize organizations by their purpose, structure and activities. The learner can recognize, describe and apply common methods of operations and project management.
Prerequisite: Senior Standing and ORGL 3322.

ORGL 4342
Organizational Change
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
In this competency module students will analyze the nature and dynamics of organizational change and the roles that individuals, technologies, and circumstances/forces play in organizational change, including being able to determine the level at which organizational change should take place.
Prerequisite: Senior Standing and ORGL 4341.

ORGL 4353
Assessing the Impact of Change
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
The course focuses on the process of evaluating the impact of change initiatives within an organization through the assessment of outputs, outcomes, and impacts. Concepts include the measurement of organizational performance, individual performance, and change management performance. Students will learn how to determine appropriate and meaningful measures, utilize various tools to evaluate change, and effectively communicate through the lifecycle of change.
Prerequisite: Junior Standings and ORGL 4342.

ORGL 4354
Strategic Leadership
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course focuses on the overall performance of an organization by identifying, clarifying, and aligning specific leadership and management behaviors to the organization's mission, goals, and values while meeting the needs of stakeholders within and outside of the organization. This course equips future leaders with the skills and competencies needed to mobilize their followers and organizations for effective current-day action in preparation for future challenges, threats, and opportunities. This class explores strategic change from a leadership and learning perspective that promotes ethical, and skills-focused change management that focuses on human capital and the allocation of resources.
Prerequisite: Junior Standing and ORGL 3311.

ORGL 4361
Capstone
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This competency module showcases the student's professionalism. The work implies the construction of a professional profile drawing upon the compilation of student academic performance, teamwork experience, and workplace experience. Students work on a real project management case and on constructing their professional profile that culminates in a public presentation. A main factor in evaluating student performance is the input from local and global organizations and faculty.
Prerequisite: Senior Standing and ORGL 4351, ORGL 4352 and ORGL 4342.

Pharmacy Technician (PHRA)

PHRA 1143
Pharmacy Technician Certification Review
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course is a review of major topics covered on the national Pharmacy Technician Certification Examination (PTCE).
Prerequisites: Completion of PHRA 1441, 1445, 1471 with a grade of "C" or better.

PHRA 1166
Practicum II:Advanced Level Practice
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:10
This source provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisites: Completion of PHRA 1441, 1445, 1471 with a grade of "C" or better and permission from the department.

PHRA 1201
Introduction to Pharmacy
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is an overview of the qualifications, operational guidelines, and job duties of a pharmacy technician. Topics include definitions of a pharmacy environment, the profile of a pharmacy technician, legal and ethical guidelines, job skills and duties, verbal and written communication skills, professional resources, safety techniques, and supply and inventory techniques.
Prerequisite: None.

PHRA 1202
Pharmacy Law
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is a survey of federal and state laws governing the practice of pharmacy. The legal and ethical constraints governing pharmacy technicians and pharmacists' responsibilities in practice settings will be described.
Prerequisite: Admission to the Pharmacy Technology Program.

PHRA 1209
Pharmaceutical Mathematics I
CRT HRS:2 LEC HRS:2 LAB HRS:1 OTH HRS:0
This course covers solving pharmaceutical calculation problems encountered in the preparation and distribution of drugs.
Prerequisite: None.

PHRA 1215
Pharmacy Terminology
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is a study of word origins and structure through the introduction of prefixes, suffixes, and root words as it relates to a pharmaceutical setting. Focuses on translation and recognition of commonly used pharmacy abbreviations.
Prerequisites: Admission to the Pharmacy Technology Program.

PHRA 1265
Practicum I: Entry Level Practice
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:20
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisite: Completion of PHRA 1347, 1304, 1413, 1449 with a grade of "C" or better and permission from the department.

PHRA 1304
Pharmacotherapy and Disease Process
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the disease state and therapeutic properties of drugs used in pharmaceutical therapy.
Prerequisites: Completion of PHRA 1201, 1202, 1209, 1215, 1305, 1306 with a grade of "C" or better.

PHRA 1305
Drug Classification
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to the study of disease processes, pharmaceutical drugs, abbreviations, classifications, dosages, actions in the body, and routes of administration.
Prerequisite: Admission to the Pharmacy Technology Program.

PHRA 1306
Computerized Drug Delivery Systems
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course covers the fundamentals of pharmacy computer information systems and technology within the health care system. Includes specialized skills in the production of pharmaceutical documentation using selected pharmacy software packages and an overview of equipment and devices for drug distribution, and preparation,
Prerequisites: Admission to the Pharmacy Technology Program.

PHRA 1347
Pharmaceutical Mathematics II
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course will cover solving basic math problems and demonstrating conversion between various systems of measurement; perform advanced dosage calculations including alligations, body surface area, formula enlargement/reduction, and IV flow rate calculations.
Prerequisite: Completion of PHRA 1201, 1202, 1209, 1215, 1305, 1306 with a grade of "C" or better.

PHRA 1413
Community Pharmacy Practice
CRT HRS:4 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an introduction to the skills necessary to process, prepare, label, and maintain records of physicians' medication orders and prescriptions in a community pharmacy. It is designed to train individuals in supply, inventory, and data entry. Topics include customer service, count and pour techniques, prescription calculations, drug selection and preparation, over-the-counter drugs, inventory management, record keeping, stock level adjustment, data input, editing, and legal parameters.
Prerequisite: Completion of PHRA 1201, 1202, 1209, 1215, 1305, 1306 with a grade of "C" or better.

PHRA 1441
Pharmacy Drug Therapy and Treatment
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This is a study of therapeutic agents, their classifications, properties, actions, and effects on the human body and their role in the management of disease. It provides detailed information regarding drug dosages, side effects, interactions, toxicities, and incompatibilities.
Prerequisite: Completion of PHRA 1265 with a grade of "P".

PHRA 1445
Compounding Sterile Preparations
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course covers the process of compounding sterile preparations and aseptic technique within legal and regulatory guidelines specified by USP <797> standards.
Prerequisites: Completion of PHRA 1265 with a grade of "P".

PHRA 1449
Institutional Pharmacy Practice
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This is an exploration of the fundamentals of the diverse roles and practice of pharmacy technicians in an institutional pharmacy with emphasis on daily pharmacy operation. Topics include in-depth coverage of hospital pharmacy organization, workflow and personnel, medical and pharmaceutical terminology, safety techniques, data entry, packaging and labeling operations, pharmaceutical compounding, inpatient drug distribution system, unit dose chart fills, continuous quality assurance, drug storage, and inventory control.
Prerequisite: Completion of PHRA 1201, 1202, 1209, 1215, 1305, 1306 with a grade of "C" or better.

PHRA 1471
Advanced Pharmacy Technology Practice
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
This course addresses the development of supervisory skills, non-sterile compounding techniques, purchase and management of inventories, process and administration of immunizations, performance of point-to-care testing, regulatory compliance and contractual management skills.
Prerequisite: Completion of PHRA 1265 with a grade of "P".

Philosophy (PHIL)

♦PHIL 1301
Introduction to Philosophy
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a study of major issues in philosophy and/or the work of major philosophical figures in philosophy. Topics in philosophy may include theories of reality, theories of knowledge, theories of value, and their practical applications.
Prerequisite: Eligible for ENGL 1301.

♦PHIL 1304
Introduction to World Religions
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a comparative study of world religions, including but not limited to Hinduism, Buddhism, Judaism, Christianity, and Islam.
Prerequisite: Eligible for ENGL 1301.

♦PHIL 2303
Introduction to Logic
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
The purpose of the course is to introduce the student to symbolic logic, including syllogisms, propositional and predicate logic, and logical proofs in a system of rules.
Prerequisite: Eligible for ENGL 1301.

♦PHIL 2306
Introduction to Ethics
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a systematic evaluation of classical and/or contemporary ethical theories concerning the good life, human conduct in society, morals, and standards of value.
Prerequisite: Eligible for ENGL 1301.

♦PHIL 2307
Introduction to Social and Political Philosophy
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of major issues in social and political theory and/or the work of major philosophical figures in this area.
Prerequisite: Eligible for ENGL 1301.

♦PHIL 2316
Classical Philosophy
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of major philosophers and philosophical systems from the ancient through medieval periods.
Prerequisite: Eligible for ENGL 1301.

♦PHIL 2321
Philosophy of Religion
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the major issues in the philosophy of religion such as the existence and nature of God, the relationships between faith and reason, the nature of religious language, religious experience, and the problem of evil.
Prerequisite: Eligible for ENGL 1301.

♦PHIL 2389
Academic Cooperative: Philosophy Capstone
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course serves as an instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of philosophy. A study of topics and texts in philosophy that prepares the student for studies beyond the associate degree level.
Prerequisite: 9 credit hours earned in Philosophy, or permission of the Department Chair.

Phlebotomy (PLAB)

PLAB 1223
Phlebotomy for Medical Assistants
CRT HRS:2 LEC HRS:1 LAB HRS:3 OTH HRS:0
This course provides instruction in the development of skills in the performance of a variety of blood collection methods using proper techniques and universal precautions. Skills and techniques include vacuum collection devices, syringes, capillary skin puncture, butterfly needles and blood culture, and specimen collection on adults, children, and infants. The emphasis is placed on infection prevention, proper patient identification, labeling of specimens and quality assurance, specimen handling, processing, and accessioning. Topics include professionalism, ethics, and medical terminology.
Prerequisite: Completion of MDCA 1166 with a grade of "C" or better.

PLAB 1323
Phlebotomy
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course provides instruction in the development of skills in the performance of a variety of blood collection methods using proper techniques and universal precautions. Skills and techniques include vacuum collection devices, syringes, capillary skin puncture, butterfly needles and blood culture, and specimen collection on adults, children, and infants. The emphasis is placed on infection prevention, proper patient identification, labeling of specimens and quality assurance, specimen handling, processing, and accessioning. Topics include professionalism, ethics, and medical terminology.
Prerequisite: Completion of NURA 1401, NURA 1160 and a current registration with Texas Department of Aging In good standing (current CNA); and concurrent enrollment in NUPC 1360 and NUPC 1320.

Physical Therapist Asst (PTHA)

PTHA 1266
Practicum I
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:14
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. This course is a basic type of health professions work-based instruction that helps students gain practical experience in physical therapy, enhance skills and integrate knowledge. The emphasis is on practical work experience in acute or outpatient settings for which the student has already acquired the necessary theoretical knowledge and skills in basic patient care and physical agents, and management of the orthopedic patient. Direct supervision is provided by the clinical instructor. A health practicum is an unpaid learning experience.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

PTHA 1321
Pathophysiology for the PTA
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a study of the pathogenesis, prognosis, and therapeutic management of diseases/conditions commonly encountered in physical therapy.
Prerequisite: Completion of previous semester courses with a "C" or better.

PTHA 1405
Basic Patient Care Skills
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to the theory and application of basic patient handling, communication and functional skills. It includes select data collection techniques.
Prerequisite: Acceptance to PTA Program.

PTHA 1409
Introduction to Physical Therapy
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
This course is an introduction to the profession of physical therapy and the role of the physical therapist assistant. It includes the application of basic patient handling, functional skills, communication, and selected data collection techniques.
Prerequisite: Departmental Approval Required.

PTHA 1413
Functional Anatomy
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study of the musculoskeletal and neuromuscular systems and their relationship to normal and abnormal movement.
Prerequisite: Acceptance to PTA Program.

PTHA 1531
Physical Agents
CRT HRS:5 LEC HRS:3 LAB HRS:6 OTH HRS:0
This course is a study of the biophysical principles, and application of therapeutic physical agents with specific emphasis on indications, contraindications, medical efficacy and physiological effects.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

PTHA 2201
Essentials of Data Collection
CRT HRS:2 LEC HRS:1 LAB HRS:4 OTH HRS:0
This course is a study of data collection techniques used to prepare the physical therapist assistant to assist the physical therapist in patient/client management.
Prerequisite: Acceptance to PTA Program.

PTHA 2205
Neurology
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is a study of neuroanatomy and neurophysiology as it relates to commonly encountered neurological conditions.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

PTHA 2266
Practicum II
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:15
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. This course is an intermediate type of health professions work-based instruction that helps students gain practical experience in physical therapy, enhance skills and integrate knowledge. The emphasis is on practical work experience in rehabilitation or inpatient settings for which the student has already acquired the necessary theoretical knowledge and basic skills in orthopedic, neurological, or general medical management. Direct supervision is provided by the clinical instructor. A health practicum is an unpaid learning experience.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

PTHA 2267
Practicum III
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:15
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. This course is an advanced type of health professions work-based instruction that helps students gain practical experience in physical therapy, enhance skills and integrate knowledge. The emphasis is on practical work experience in rehabilitation or outpatient settings for which the student has already acquired the necessary theoretical knowledge and basic skills in neurological, sport medicine, geriatric, or pediatric management. Direct supervision is provided by the clinical instructor. A health practicum is an unpaid learning experience.
Prerequisite: Completion of PTHA 2266 with a grade of "C" or better.

PTHA 2339
CAPSTONE: Professional Issues
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a capstone course which engages the student in the discussion of professional issues and behaviors related to clinical practice. It prepares the student for transition into the workforce.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

PTHA 2431
Management of Neurological Disorders
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This is an advanced course integrating previously learned and new skills/techniques into the comprehensive rehabilitation of selected neurological disorders.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

PTHA 2435
Rehabilitation Techniques
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This is an advanced course integrating previously learned and new skills/techniques into the comprehensive rehabilitation of selected long-term pathologies/diseases such as musculoskeletal, neuromuscular, cardiopulmonary, and integumentary disorders.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

PTHA 2509
Therapeutic Exercise
CRT HRS:5 LEC HRS:3 LAB HRS:6 OTH HRS:0
This course will offer critical examination of concepts, principles, and application of techniques related to therapeutic exercise and functional training.
Prerequisite: Completion of previous semester courses with a grade of "C" or better.

Physics (PHYS)

♦PHYS 1401
College Physics I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers fundamental principles of physics, using algebra and trigonometry; the principles and applications of classical mechanics and thermodynamics, including harmonic motion, mechanical waves and sound, physical systems, Newton's Laws of Motion and gravitation and other fundamental forces; with emphasis on problem solving. Laboratory activities will reinforce concepts presented in PHYS 1401 lecture.
Prerequisite: TSI complete in Reading and completion of MATH 1414 and MATH 1316 with a "C" or better; or completion of MATH 2412 with a grade of "C" or better; or equivalent.

♦PHYS 1402
College Physics II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers fundamental principles of physics, using algebra and trigonometry; the principles and applications of electricity and magnetism, including circuits, electrostatics, electromagnetism, waves, sound, light, optics, and modern physics topics; with emphasis on problem solving. Laboratory activities will reinforce concepts presented in PHYS 1402 lecture.
Prerequisite: PHYS 1401 with a grade of "C" or better.

♦PHYS 1403
Stars and Galaxies
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is the study of stars, galaxies, and the universe outside our solar system. This course covers modern astronomical topics including: spectroscopy; telescopes and other astronomical instrumentation; stellar properties, formation and evolution; large scale structure of the universe; and theories on the origin of the universe.
Prerequisite: TSI complete in Reading and in Math or equivalent.

♦PHYS 1404
Solar System
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
Study of the sun and its solar system, including its origin. This course covers classical and modern topics including: naked eye observation; classical views of the Solar System; planetary exploration tools (spacecraft and landers); origins of the Solar System; planetary geology; planetary atmospheres; moons; comets; asteroids; meteorites; extra-solar planets; and the search for life beyond the earth and Solar System.
Prerequisite: PHYS 1403.

♦PHYS 1415
Physical Science I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course, designed for non-science majors, surveys topics from physics, chemistry, geology, astronomy, and meteorology. These topics are covered in two courses; PHYS 1415 will concentrate on surveying astronomy, meteorology and physics.
Prerequisite: TSI complete in Reading and in Math; or equivalent.

♦PHYS 1417
Physical Science II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course, designed for non-science majors, surveys topics from physics, chemistry, geology, astronomy, and meteorology. This course will survey topics in chemistry, geology and physics not discussed in PHYS 1415.
Prerequisite: PHYS 1415 with a grade of "C" or better.

♦PHYS 2425
University Physics I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers fundamental principles of physics, using calculus, for science, computer science, and engineering majors; the principles and applications of classical mechanics, including harmonic motion, physical systems and thermodynamics; and emphasis on problem solving. Basic laboratory experiments supporting theoretical principles presented in PHYS 2425 will be performed. Experimental design, data collection and analysis, and preparation of laboratory reports will be emphasized.
Prerequisite: MATH 2413 with a grade of "C" or better.

♦PHYS 2426
University Physics II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers principles of physics for science, computer science, and engineering majors, using calculus, involving the principles of electricity and magnetism, including circuits, electromagnetism, waves, sound, light, and optics. Laboratory experiments supporting theoretical principles presented in PHYS 2426 will be performed. Experimental design, data collection and analysis, and preparation of laboratory reports will be emphasized.
Prerequisite: PHYS 2425 and MATH 2414 with a grade of "C" or better.

Psychology (PSYC)

♦PSYC 1300
Learning Framework
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the research and theory in the psychology of learning, cognition, and motivation, factors that impact learning, and application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners. Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned. (Cross-listed as EDUC 1300).
Prerequisite: None.

♦PSYC 2301
General Psychology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a survey of the major topics in psychology. It introduces the study of behavior and the factors that determine and affect behavior.
Prerequisite: Completion of INRW 0020 with a grade of "C" or better or equivalent.

♦PSYC 2306
Human Sexuality
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is a social behavioral science course in which topics will include the genesis of sexuality, psychosexual development, role identity, sexual behavior and physiology.
Prerequisite: Completion of INRW 0020 with a grade of "C" or better or equivalent.

♦PSYC 2308
Child Psychology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of physical, cognitive, emotional and social growth from conception through childhood.
Prerequisite: Completion of INRW 0020 with a grade of "C" or better or equivalent.

♦PSYC 2314
Lifespan Growth and Development
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the relationship of the physical, emotional, social and cognitive factors affecting growth and development throughout the life span.
Prerequisite: Completion of INRW 0020 with a grade of "C" or better or equivalent.

♦PSYC 2315
Psychology of Adjustment
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is an examination of the psychological dynamics underlying personal and social adjustment and maladjustments; including frustration, conflict, anxiety, adjustment mechanisms and psychotherapy.
Prerequisite: Completion of INRW 0020 with a grade of "C" or better or equivalent.

♦PSYC 2317
Statistical Methods in Psychology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers descriptive and inferential statistics used in psychological research and assessment. It includes measurement, characteristics of distributions; measures of central tendency and variability; transformed scores; correlation and regression; probability theory; and hypotheses testing and inference.
Prerequisite: Completion of PSYC 2301 and MATH 1414.

♦PSYC 2319
Social Psychology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study of individual behavior within the social environment. Topics may include socio-psychological processes, attitude formation and change, interpersonal relations, group processes, self, social cognition, and research methods.
Prerequisite: Completion of PSYC 2301 and PSYC 2314 and completion of or concurrent enrollment in PSYC 2317.

♦PSYC 2320
Abnormal Psychology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides an introduction to the psychological, biological, and socio-cultural factors involved in the development, diagnosis, and treatment of psychological disorders. It includes a review of the historical understanding of abnormal behavior and the development of modern diagnostic systems. It includes discussion of psychological research and practice as it relates to mental health and psychological functioning, as well as legal and ethical issues.
Prerequisite: Completion of PSYC 2301.

Public Administration (PBAD)

PBAD 1311
Municipal Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the skill development in managing municipal government, coordination of services, organizational structure, and relationships with other local governments. Topics include transportation, public safety, and public utilities.
Prerequisite: None.

PBAD 1321
Public Administration
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to the organization and management of the public sector. Topics include intergovernmental relations, overview of different levels of government program management, and management of non-profit agencies.
Prerequisite: None.

PBAD 1341
Governmental Agencies
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an overview of governmental agencies and their interrelationships; goals and objectives; and organizational structure of each agency. Topics include grants-in-aid, revenue and expenditure patterns, and global influence on governmental agencies.
Prerequisite: None.

PBAD 1381
Capstone: Co-op in Public Administration
CRT HRS:3 LEC HRS:1 LAB HRS:0 OTH HRS:14
This course offers career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component.
Prerequisite: Program Chair approval.

PBAD 2301
Public Relations for the Public Sector
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the skill development in dealing with the public and the media for public sector employees, managers, and public relations specialists. Topics include maintaining positive public image, relating organizational policies to the public interest, and conducting public information programs.
Prerequisite: None.

PBAD 2305
Public Sector Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers general principles of public management and strategies of dealing with internal and external systems. Topics include planning, decision-making and leadership models, organizational behavior, and resource management.
Prerequisite: None.

PBAD 2311
Public Sector Supervision
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers skill development in supervisory techniques in public management. Topics include organizational structure, motivation, planning, control, delegation, and leadership. Instructional techniques may include case studies, role playing, and teamwork.
Prerequisite: None.

PBAD 2331
Budgeting in the Public Sector
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the examination of revenue-producing activities and sources of funds; construction and implementation of budgets; and basic terminology, concepts, and mechanics as they relate to fiscal factors. Topics include budget cycle, taxation, bonds, indebtedness, and fund accounting.
Prerequisite: None.

PBAD 2335
Ethics in the Public Sector
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the examination of reconciling the practice of public administration with provisions of law. Topics include codes of conduct, financial disclosure, conflict of interest, nepotism, and ethical dilemmas.
Prerequisite: None.

PBAD 2339
Human Resource Management in the Public Sector
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers an examination of human resource management in the public sector with an emphasis on civil service, merit systems, and labor law. Topics include recruiting, selecting, training, compensating, and appraising employees.
Prerequisite: None.

PBAD 2341
Legal Aspects of Public Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the organizational structure of the judicial systems, conducting legal research, and interpreting legal decisions. Topics include administrative law, contract law, civil procedures, and the regulatory process.
Prerequisite: None.

PBAD 2347
Urban Planning
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers an examination of urban and regional planning. Topics include environmental analysis, growth and redevelopment strategies, planning, zoning, and subdividing.
Prerequisite: None.

PBAD 2380
Capstone: Co-op in Public Administration
CRT HRS:3 LEC HRS:1 LAB HRS:0 OTH HRS:14
This course covers career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component.
Prerequisite: None.

Radiologic Technology (RADR)

RADR 1266
Practicum I
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:19
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. The emphasis is to build upon acquired clinical skills and is simultaneously related to theory in the classroom.
Prerequisite: Admission to the Radiologic Technology Program; RADR 1313 and RADR 1411 with a minimum of "C" or better, RADR 1360 with a minimum of "B" or better, and concurrent enrollment in RADR 2401 and RADR 2305.

RADR 1267
Practicum II
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:14
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. The emphasis is to build upon acquired clinical skills and is simultaneously related to theory in the classroom.
Prerequisite: Admission to the Radiologic Technology Program; RADR 2401 and RADR 2305 with a minimum of "C" or better and RADR 1266 with a minimum of "B" or better.

RADR 1309
Introduction to Radiography and Patient Care
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course includes an overview of the historical development of radiography, basic radiation protection, an introduction to medical terminology, ethical and legal issues for health care professionals, and an orientation to the program and to the health care system. Patient assessment, infection control procedures, emergency and safety procedures, communication and patient interaction skills, and basic pharmacology are also included.
Prerequisite: Must be HESI A2 complete and Departmental Approval Required.

RADR 1313
Principles of Radiographic Imaging I
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is an introduction to radiographic image qualities and the effects of exposure variables upon those qualities. Photographic versus geometric properties, radiographic film types and development, film construction, section and systems of the processor and quality control are also included.
Prerequisite: Admission to the Radiologic Technology Program and concurrent enrollment in RADR 1411 and RADR 1360.

RADR 1360
Clinical
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:18
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. This course includes basic fundamental clinical instruction performed in the Diagnostic Radiology Department at the clinical education centers, and is simultaneously related to theory presented in the classroom.
Prerequisite: Admission to the Radiologic Technology Program and concurrent enrollment in RADR 1313 and RADR 1411.

RADR 1411
Basic Radiographic Procedures
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
This course is an introduction to radiographic positioning terminology, manipulation of equipment, positioning and alignment of the anatomic structure and equipment, and evaluation of images for demonstration of basic anatomy.
Prerequisite: Admission to the Radiologic Technology Program and concurrent enrollment in RADR 1313 and RADR 1360.

RADR 2166
Practicum V
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:7
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. The emphasis is to build upon acquired clinical skills and is simultaneously related to theory in the classroom.
Prerequisite: Admission to the Radiologic Technology Program; RADR 2217 and RADR 2313 with a minimum of "C" or better, RADR 2267 with a minimum of "B" or better, and concurrent enrollment in RADR 2335.

RADR 2217
Radiographic Pathology
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is a presentation of the disease process and common diseases and their appearance on medical images. Special image procedures and modalities used for diagnosis and treatment are also included.
Prerequisite: RADR 2331 and RADR 2309 with a minimum of "C" or better, RADR 2266 with a minimum of "B" or better, and concurrent enrollment in RADR 2313 and RADR 2267.

RADR 2266
Practicum III
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:19
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. The emphasis is to build upon acquired clinical skills and is simultaneously related to theory in the classroom.
Prerequisite: Admission to the Radiologic Technology Program; RADR 1267 with a minimum of "B" or better, and concurrent enrollment in RADR 2331 and RADR 2309.

RADR 2267
Practicum IV
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:19.5
This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and the student. The emphasis is to build upon acquired clinical skills and is simultaneously related to theory in the classroom.
Prerequisite: Admission to the Radiologic Technology Program; RADR 2331 and RADR 2309 with a minimum of "C" or better, RADR 2266 with a minimum of "B" or better, and concurrent enrollment in RADR 2217 and RADR 2313.

RADR 2305
Principles of Radiographic Imaging II
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course covers the radiographic image quality and the effects of exposure variables, and the synthesis of all variables in image production.
Prerequisites: RADR 1411 and RADR 1313 with a minimum of "C" or better, RADR 1360 with a minimum of "B" or better, and concurrent enrollment in RADR 2401 and RADR 1266.

RADR 2309
Radiographic Imaging Equipment
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This course is a study of the equipment and physics of x-ray production, basic x-ray circuits, and the relationship of equipment components to the imaging process.
Prerequisite: RADR 1267 with a minimum of "B" or better, and concurrent enrollment in RADR 2331 and RADR 2266.

RADR 2313
Radiation Biology & Protection
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the effects of radiation exposure on biological systems, typical medical exposure levels, methods for measuring and monitoring radiation, and methods for protecting personnel and patients from excessive exposure.
Prerequisite: RADR 2309 and RADR 2331 with a minimum of "C" or better, RADR 2266 with a "B" or better, and concurrent enrollment in RADR 2217 and RADR 2267.

RADR 2331
Advanced Radiographic Procedures
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This advanced course is a continuation of positioning; alignment of the anatomical structure and equipment, evaluation of images for proper demonstration of anatomy and related pathology. Non-Routine radiographic positioning, introduction to cross-sectional anatomy and trauma radiography are also included.
Prerequisite: RADR 1267 with a minimum of "B" or better, and concurrent enrollment in RADR 2309 and RADR 2266.

RADR 2335
CAPSTONE: Radiologic Technology Seminar
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
This capstone course focuses on the synthesis of professional knowledge, skills, and attitudes in preparation for professional employment and lifelong learning.
Prerequisite: RADR 2217 and RADR 2313 with a minimum of "C" or better, RADR 2267 with a minimum of "B" or better, and concurrent enrollment in RADR 2166.

RADR 2401
Intermediate Radiographic Procedures
CRT HRS:4 LEC HRS:3 LAB HRS:2 OTH HRS:0
This is a continuation of the study of the proper manipulation of radiographic equipment, positioning and alignment of the anatomical structure and equipment and evaluation of images for proper demonstration of anatomy.
Prerequisite: RADR 1313 and RADR 1411 with a minimum of "C" or better, RADR 1360 with a minimum of "B" or better, and concurrent enrollment in RADR 1266 and RADR 2305.

Respiratory Therapy (RSPT)

RSPT 1137
Basic Dysrhythmia Interpretation
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
A comprehensive study of the electrical conduction system of the heart, electrophysiology, and characteristics of the common atrial, junctional, and ventricular dysrhythmias including atrioventricular blocks.
Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

RSPT 1141
Respiratory Home Care/Rehabilitation
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course is a study of respiratory home care/rehabilitation equipment, procedures, and patient education. It emphasizes treatment of patients in home care and alternate settings.
Prerequisite: RSPT 1261 with a grade of "B" or better and completion of all previous semester courses with a minimum grade of "C".

RSPT 1201
Introduction to Respiratory Care
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is an introduction to the field of respiratory care.
Prerequisite: None.

RSPT 1260
Clinical I
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:12
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

RSPT 1261
Clinical II
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:12
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: RSPT 1260 with a grade "B" or better and completion of all previous semester courses with a minimum of grade of "C".

RSPT 1325
Respiratory Care Sciences
CRT HRS:3 LEC HRS:2 LAB HRS:3 OTH HRS:0
Physics, mathematics, and chemistry as related to respiratory care.
Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

RSPT 1410
Respiratory Care Procedures I
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course covers essential knowledge of the equipment and techniques used in the treatment of cardiopulmonary disease.
Prerequisite: Completion of all previous semester courses with a minimum of grade of "C".

RSPT 1411
Respiratory Care Procedures II
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course develops essential knowledge and skills of airway care and mechanical ventilation.
Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

RSPT 2139
Advanced Cardiac Life Support
CRT HRS:1 LEC HRS:0 LAB HRS:3 OTH HRS:0
A comprehensive course designed to develop the cognitive and psychomotor skills necessary for resuscitation of the adult. Includes strategies for managing and stabilizing the cardiopulmonary arrested patient. May include certification.
Prerequisite: RSPT 1261 with a grade of "B" or better and completion of all previous semester courses with a minimum grade of "C".

RSPT 2217
Respiratory Care Pharmacology
CRT HRS:2 LEC HRS:2 LAB HRS:1 OTH HRS:0
A study of pharmacological principles/practices of drugs which affect the cardiopulmonary systems. Emphasis on classification, route of administration, dosages/calculations, and physiological interactions. Prerequisite:
Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

RSPT 2231
Simulations in Respiratory Care
CRT HRS:2 LEC HRS:1 LAB HRS:4 OTH HRS:0
Theory and history of clinical simulation examinations. Includes construction types, scoring, and mechanics of taking the computerized simulation examination.
Prerequisite: Completion of all previous Respiratory Therapy courses with a minimum grade of "C" and completion of RSPT 2362 with a grade of "B" or better.

RSPT 2310
Cardiopulmonary Disease
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
A discussion of etiology, pathogenesis, pathology, diagnosis, history, prognosis, manifestations, treatment, and detection of cardiopulmonary diseases.
Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

RSPT 2314
Mechanical Ventilation
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
In-depth coverage and application of therapeutic procedures to achieve adequate, spontaneous, and artificial ventilation. Includes the study of mechanical ventilation with emphasis on ventilator classification, methods, principles, and operational characteristics. Includes indications, complications, and physiologic effects/principles of mechanical ventilation.
Prerequisite: RSPT 1261 with a grade of "B" or better and completion of all previous semester courses with a minimum grade of "C".

RSPT 2319
Mechanical Ventilation for the Neonatal/Pediatric Patient
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course covers an In-depth coverage and application of therapeutic procedures to achieve adequate spontaneous and artificial mechanical ventilation of the neonatal and pediatric patient. Includes indications, complications, and physiological effects of ventilatory support.
Prerequisite: RSPT 2362 with a grade of "B" or better and completion of all previous semester courses with a minimum grade of "C".

RSPT 2325
Cardiopulmonary Diagnostics
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a study of physical, radiological, hemodynamic, laboratory, nutritional, and cardiopulmonary diagnostic assessments.
Prerequisite: Completion of all previous semester courses with a minimum grade of "C".

RSPT 2353
Neonatal/Pediatric Cardiopulmonary Care
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
A study of cardiopulmonary care covering advanced concepts of acute care, monitoring, and management as applied to the neonatal and pediatric patient.
Prerequisite: RSPT 1261 with a grade of "B" or better and completion of all previous semester courses with a minimum grade of "C".

RSPT 2362
Clinical III
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:18
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisites: RSPT 1261 with a grade of "B" or better and completion of all previous semester courses with a minimum grade of "C".

RSPT 2363
Clinical IV
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:18
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisites: RSPT 2362 with a grade of "B" or better and completion of all previous semester courses with a minimum grade of "C".

Restaurant Operations (RSTO)

RSTO 1201
Beverage Management
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is a study of the beverage service of the hospitality industry including spirits, wines, beers, and non alcoholic beverages. Topics include purchasing, resource control, legislation, marketing, physical plant requirements, staffing, service, and the selection of wines to enhance foods.
Prerequisite: None.

RSTO 1204
Dining Room Service
CRT HRS:2 LEC HRS:1 LAB HRS:2 OTH HRS:0
This course introduces the principles, concepts and systems of professional table service. Topics will include dining room organization, scheduling and management of food service personnel.
Prerequisite: Current Food Handlers Card or ServSafe Certified Food Protection Manager card and CHEF 1305.

RSTO 1306
Facilities Layout and Design
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an overview of the planning, development, and feasibility aspects of building or renovating a food service facility. Application of principles of work and flow analysis, spatial relationships, and equipment selection as they relate to the overall layout and design.
Prerequisite: HAMG 1321.

RSTO 1321
Menu Management
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of the food service principles involved in menu planning, layout, and evaluation for a variety of types of facilities and service methods. Emphasis on analysis of menu profitability, modification, commodity use, and other activities generated by the menu.
Prerequisite: HAMG 1321.

RSTO 2264
CAPSTONE: PRACTICUM
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:16
This course is a practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.
Prerequisite: HAMG 1321, RSTO 2301, RSTO 2307 and HAMG 2305.

RSTO 2301
Principles of Food and Beverage Controls
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of financial principles and controls of food service operation including review of operation policies and procedures. Topics will include financial budgeting and cost analysis emphasizing food and beverage labor costs, operational analysis, and international and regulatory reporting procedures.
Prerequisite: None.

RSTO 2307
Catering
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course instructs the student on the principles, techniques, and applications for both on-premises, off-premises, and group marketing of catering operations including food preparation, holding, and transporting techniques.
Prerequisite: Current Food Handlers Card or ServSafe Certified Food Protection Manager card, CHEF 1301 and CHEF 1305.

RN to BSN (NURS)

NURS 3102
Population Focused Community Health Care - Clinical
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:4
The course provides the students an exposure to the diverse populations in the community as recipients of nursing care. Course content will include assessment of health care needs of communities and populations to serve as basis for culturally appropriate health promotion and disease prevention activities. For the clinical portion of the course, students will adopt a community, assess their healthcare needs, and develop a project or program to assist in the resolution or alleviation of identified needs.
Prerequisite: Senior Standing, Administrative Approval.

NURS 3108
Leadership and Management in Professional Nursing - Clinical
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:4
This course relates to the linking of the different theories of leadership, management, and organizational structures will be applied to nursing practice and the healthcare arena. Students will be given the opportunity to apply knowledge and skills in planning and delegating nursing care, ethical and critical decision-making through case scenarios to prepare their transition to professional leadership roles.
Prerequisite: Senior Standing, Administrative Approval.

NURS 3301
Nursing Capstone - Capstone
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:5
With the instructor's guidance and mentorship, the course will provide the student an opportunity to choose a project that will improve clinical outcomes in their workplace and will have a positive impact in nursing practice. The student will work independently to assess an area in the workplace that needs improvement through effective data gathering techniques. The student will design a project to address the identified area of need, write a paper about the process that was utilized in APA format, and present the work to the class.
Prerequisite: Senior Standing, Administrative Approval; NURS 3312, NURS 3401, NURS 3310, NURS 3320, and NURS 3408.

NURS 3302
Contemporary Issues in Nursing and Healthcare
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
The course focuses on the financial and regulatory policies that affect the functioning of the healthcare system. Course content includes issues, trends, and problems related to economic, legal, and political factors that impact healthcare delivery. A collaborative project will allow the students to identify a current issue in their workplace and analyze its impact on their local practice and in the nursing profession.
Prerequisite: Junior Standing, Administrative Approval.

NURS 3304
Holistic Assessment Across the Lifespan
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course allows the student to synthesize knowledge of anatomy, physiology, and comprehensive nursing assessment skills as it is interwoven with the patient's emotional, psychological, and cultural influences in order to conduct a holistic assessment.
Prerequisite: Junior Standing, Administrative Approval.

NURS 3310
Evidence-Based Nursing Practice and Research
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is an orientation to the research process, different research methodologies, and the ethical aspects of research. Students will analyze peer-reviewed articles on evidence-based clinical practices and identify how they can be applied into their own practice.
Prerequisite: Junior Standing, Administrative Approval.

NURS 3312
Nursing Informatics
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
The course provides the student with the basic technical skills in the proper and safe use of various forms of technology in the clinical setting. Students will gain a comprehensive knowledge, understanding, and skill in the use of electronic health care record to promote safe, quality patient-centered care. The focus of this course is the understanding of health information systems and the nurse's role in managing data, information, knowledge, and technology; to gain an understanding of ethical and legal use of health information systems; and to utilize appropriate databases for evidence-based research enhancing the quality of patient care and practice decisions.
Prerequisites: Senior Standing, Administrative Approval.

NURS 3320
Public and Global Health Policy
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course provides with principles and theories of public and global health policies and problems, and major challenges in improving public and global health population. Students will analyze and interpret issues and challenges for policy. A major focus of this course is for students to critically think about and discuss health and health care in public and global environment. Nursing students will be exposed to the health disparities that exist in the United States and countries around the world, and some of the efforts by individuals, groups, organizations, and countries to deal with disparities.
Prerequisite: Senior Standing, Administrative Approval.

NURS 3370
Professional Development and Inter-professional Collaboration
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
The course provides opportunities for the ADN RN to explore the professional role of the bachelors prepared registered nurse in the complex health care delivery system. The concepts include, but not limited to, critical thinking, clinical reasoning, evidence-based practice, roles, values, and ethics in professional nursing. The course enhances students' communication skills as they collaborate with two or more healthcare professions in rendering evidence-based patient-centered care.
Prerequisite: Junior Standing, Administrative Approval.

NURS 3401
Population Focused Community Health Care
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
The course provides the students an exposure to the diverse populations in the community as recipients of nursing care. Course content will include assessment of health care needs of communities and populations to serve as basis for culturally appropriate health promotion and disease prevention activities.
Prerequisite: Senior Standing, Administrative Approval.

NURS 3408
Leadership and Management in Professional Nursing
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course relates the nursing process to leadership and management in the clinical setting. Theories of leadership, management, and organizational structures will be applied to nursing practice and the healthcare arena. Students will apply knowledge and skills in planning and delegating nursing care, ethical and critical decision-making through case scenarios to prepare their transition to professional leadership roles.
Prerequisite: Senior Standing, Administrative Approval.

Robotics Technology (RBTC)

RBTC 1401
Programmable Logic Controllers
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study in programmable logic controllers (PLC). Topics include processor units, numbering systems, memory organization, relay type devices, timers, counters, data manipulators, and programming.
Prerequisite: None.

RBTC 1405
Robotic Fundamentals
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introduction to flexible automation. Topics will include installation, repair, maintenance, and development of flexible robotic manufacturing systems.
Prerequisite: None.

RBTC 1447
Electro-Mechanical Devices
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is a study of electro-mechanical devices found in robotic systems. Includes switches and relays.
Prerequisite: CETT 1409.

Social Work (SOCW)

♦SOCW 2361
Introduction to Social Work
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an overview of the history and development of social work as a profession. The course is designed to foster a philosophical, historical, and critical understanding of the social work profession, including social work values, ethics, and areas of practice utilized under a Generalist Intervention Model. (SOCW 2361 is included in the Social Work Field of Study)
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦SOCW 2362
Social Welfare: Legislation, Programs, and Services
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course offers a historical and contemporary examination of legislation and resulting programs, policies, and services in the context of the social welfare system in the United States. Special attention is given to the political, economic, environmental, and social conditions that prompted the development of legislation to meet the needs of vulnerable populations. Societal responses to legislation are also considered. (SOCW 2362 is included in the Social Work Field of Study.)
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦SOCW 2389
Academic Cooperative
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a supervised experiential learning course designed to integrate program study with introductory exposure to the field of social work. In conjunction with individual study and/or seminars, the student will set specific goals and objectives in the study of social work and/or social institutions. The academic cooperative is not a social work skill-based practice experience, but instead, an observational volunteer experience. The course must include a minimum of 80 contact hours (48 hours in a social service setting). (SOCW 2389 is included in the Social Work Field of Study.)
Prerequisite: SOCW 2361.

Sociology (SOCI)

♦SOCI 1301
Introductory Sociology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the scientific study of human society, including ways in which groups, social institutions, and individuals affect each other. Causes of social stability and social change are explored through the application of various theoretical perspectives, key concepts, and related research methods of sociology. Analysis of social issues in their institutional context may include topics such as social stratification, gender, race/ethnicity, and deviance.
Prerequisite: Completion of INRW 0030 with a grade of "C" or better, or equivalent.

♦SOCI 1306
Social Problems
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the application of sociological principles and theoretical perspectives to major social problems in contemporary society such as inequality, crime and violence, substance abuse, environmental issues, deviance, or family problems.
Prerequisite: Completion of INRW 0030 with a grade of "C" or better, or equivalent.

♦SOCI 2301
Marriage and the Family
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course studies the sociological and theoretical analysis of the structures and functions of the family, the varied cultural patterns of the American family, and the relationships that exist among the individuals within the family, as well as the relationships that exist between the family and other institutions in society.
Prerequisite: Completion of INRW 0030 with a grade of "C" or better, or equivalent.

♦SOCI 2319
Minority Studies
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course studies minority-majority group relations, addressing their historical, cultural, social economic, and institutional development in the United States. Both sociological and social psychological levels of analysis will be employed to discuss issues including experiences of minority groups within inequality, dominance/subordination, prejudice, and discrimination. Particular minority groups may include those based on poverty, race/ethnicity, gender, sexual orientation, age, disability, or religion.
Prerequisite: Completion of INRW 0030 with a grade of "C" or better, or equivalent.

♦**SOCI 2326**
Social Psychology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a study of individual behavior within the social environment. May include topics such as the socio-psychological process, attitude formation and change, interpersonal relations, and group processes.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦**SOCI 2336**
Criminology
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course surveys various theories of crime, with an emphasis on understanding the social causes of criminal behavior. The techniques for measuring crime as a social phenomenon and the characteristics of criminals are examined. This course addresses crime types (such as consensual or white-collar crimes), the criminal justice system, and other social responses to crime.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦**SOCI 2389**
Academic Cooperative
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an instructional program designed to integrate on-campus study with practical hands-on experience in sociology. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of human social behavior and/or social institutions.
Prerequisite: Completion of PSYC 2317, SOCI 1301, SOCI 1306, and 2 Field of Study Electives.

Spanish (SPAN)

♦**SPAN 1411**
Beginning Spanish I for Non-Spanish Speakers
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
Spanish 1411 is a comprehensive first semester beginning Spanish course designed for students with little or no previous knowledge of Spanish. This course includes instruction and practice in all four basic language skills of speaking, reading, writing, and listening with attention to selected aspects of Hispanic culture. While one of the goals is to learn the basic grammatical structures of the Spanish language, the emphasis will not be on isolated structures but rather on integrating grammar into proficiency-oriented activities. This course will include hands-on activities and computerized based exercises to enhance learning.
Prerequisite: None.

♦**SPAN 1412**
Beginning Spanish II for Non-Spanish Speakers
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course is the continued development of basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the high beginner to low intermediate level.
Prerequisite: SPAN 1411.

♦**SPAN 2311**
Intermediate Spanish I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a comprehensive Intermediate Spanish course designed to provide students with the linguistic and learning skills required for successfully completing upper division courses in Spanish. This course includes review of literature, culture and grammar. Furthermore, this course will develop and enhance all language skills through reading of short stories, presentation/discussion, vocabulary expansion, and writing analytical literary reviews.
Prerequisite: SPAN 1411 and SPAN 1412 and completion of or concurrent enrollment in INRW 0020.

♦**SPAN 2312**
Intermediate Spanish II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This courses is a comprehensive Intermediate Spanish course designed to provide bilingual students with the linguistic and learning skills required for successfully completing upper division courses in Spanish. This course includes review of literature, culture and grammar. Furthermore, this course will develop and enhance all language skills through reading, presentation/discussion, and writing analytical literary reviews. In addition, writing skills will be developed, with emphasis on experimenting with various writing styles: analytical, argumentative, descriptive, narrative and creative.
Prerequisite: SPAN 2311.

♦**SPAN 2313**
Spanish for Native/Heritage Speakers I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course builds upon existing proficiencies of heritage speakers of Spanish. Enhances proficiencies in the home-based language by developing a full range of registers including public speaking and formal written discourse. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world. This course is considered equivalent to SPAN 2311.
Prerequisites: Completion of or concurrent enrollment in INRW 0020.

♦**SPAN 2315**
Spanish for Native/Heritage Speakers II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a second semester course. The course builds upon existing proficiencies of heritage speakers of Spanish. Enhances proficiencies in the home-based language by developing a full range of registers including public speaking and formal written discourse. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world. This course is considered equivalent to SPAN 2312.
Prerequisite: SPAN 2313.

♦**SPAN 2389**
Academic Cooperative
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of Spanish language and literature.
Prerequisite: Completion of six hours in Spanish.

Speech (SPCH)

♦**SPCH 1311**
Introduction to Speech Communication
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course introduces basic human communication principles and theories embedded in a variety of contexts including interpersonal, small group, and public speaking.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦**SPCH 1315**
Public Speaking
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the application of communication theory and practice to the public speaking context, with emphasis on audience analysis, speaker delivery, ethics of communication, cultural diversity, and speech organizational techniques to develop students' speaking abilities, as well as ability to effectively evaluate oral presentations.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦**SPCH 1318**
Interpersonal Communications
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the application of communication theory to interpersonal relationship development, maintenance, and termination in the relationship contexts including friendships, romantic partners, families, and relationships with co-workers and supervisors.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦**SPCH 1321**
Business and Professional Communication
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is the study and application of communication within the business and professional context. Special emphasis will be given to communication competencies in presentations, dyads, teams and technologically mediated formats.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦**SPCH 2333**
Discussion and Small Group Communication
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course studies discussion and small group theories and techniques as they relate to group process and interaction.
Prerequisite: TSI complete in Reading and Writing, or equivalent.

♦**SPCH 2335**
Argumentation and Debate
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course emphasizes theories and practice in argumentation and debate including analysis, reasoning, organization, evidence and refutation.
Prerequisite: Completion of ENGL 1301.

♦**SPCH 2389**
Academic Cooperative
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of speech.
Prerequisite: Permission from the department.

Surveying (SRVY)

SRVY 1301
Introduction To Surveying
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is an overview of the surveying profession. The history of surveying and its impact on the world. Review of the mathematics used in surveying. Introduction to basic surveying equipment with emphasis on measurements. Instruction on surveying procedures and the limitation of errors. Calculation to determine precision and error of closure.
Prerequisite: None.

SRVY 1335
Land Surveying Applications
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course covers a structured experience with the equipment, techniques, and hardware necessary to measure horizontal and vertical angles and distances used in surveying.
Prerequisite: Completion of or concurrent enrollment in SRVY 1341.

SRVY 1341
Land Surveying
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a study of the measurement and determination of boundaries, areas, shapes, location through traversing techniques. Instruction in a variety of adjustment methods using calculators and computers. Addresses methods of traversing and adjustment of errors according to prevailing professional standards.
Prerequisite: SRVY 2343.

SRVY 1380
Cooperative Education - Survey Technology/ Surveying
CRT HRS:3 LEC HRS:1 LAB HRS:0 OTH HRS:20
This is a course with career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and the student. Under supervision of the college and the employer, the student combines classroom learning with work experience. This course includes a lecture component.
Prerequisite: Completion of or concurrent enrollment in SRVY 2335.

SRVY 1413
Plane Surveying
CRT HRS:4 LEC HRS:3 LAB HRS:3 OTH HRS:0
This course is an introductory overview of surveying equipment and measurement techniques used in mapping. Emphasis will be placed on leveling and traversing for preparing a map.
Prerequisite: DFTG 1409.

SRVY 2309
Computer Aided Mapping
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a production of survey maps using appropriate computer aided drafting software. Includes plats, civil engineering design drawings and topographic maps.
Prerequisite: DFTG 1409.

SRVY 2331
Geodetic Surveying And Mapping
CRT HRS:3 LEC HRS:2 LAB HRS:2 OTH HRS:0
This course is a study of field astronomy, Polaris and solar observations, State Plane Coordinate Systems, and Global Positioning System.
Prerequisite: GISC 1311 and concurrent enrollment in SRVY 2335.

SRVY 2335
Geodetic Surveying And Mapping Application
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course covers emphasis on the field techniques of making astronomic observations, recovering control monuments, setting control monuments, and the planning and use of Global Positioning System receivers in data collection.
Prerequisite: Completion of or concurrent enrollment in SRVY 2331.

SRVY 2339
Engineering Design Surveying
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is a study of the theory and field methods of surveying alignments, to include highway routes, pipelines, utility and waterway construction, transmission lines and site stakeout, including the study of horizontal curves, vertical curves, areas, and earthwork volumes.
Prerequisite: SRVY 2309 and concurrent enrollment in SRVY 2341.

SRVY 2341
Engineering Design Surveying Lab
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
This course is the companion lab for Engineering Design Surveying. Emphasis on field methods of surveying alignments.
Prerequisite: Completion of or concurrent enrollment in SRVY 2339.

SRVY 2343
Surveying - Legal Principles I
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course covers the study of location, conveyance, ownership and transfer of real property under the laws of the State of Texas. Emphasis on the history of disposition of public land, interpreting written descriptions, dignity of calls and evidence, and record search of public and private land records.
Prerequisite: Completion of or concurrent enrollment in SRVY 1301.

SRVY 2344
Surveying - Legal Principles II
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This is an advanced course in legal principles, retracement and boundary location with application of legal principles and Rules of Construction; writing survey reports and property descriptions; and a review of boundary law cases.
Prerequisite: SRVY 2343.

Vocational Nursing (VNSG)

VNSG 1105
NCLEX-PN Review
CRT HRS:1 LEC HRS:1 LAB HRS:0 OTH HRS:0
This course is a review of nursing knowledge and skills, study skills, stress management techniques, and test-taking strategies to prepare the graduate vocational nurse (GVN) to take the National Licensure Examination-Practical Nurse (NCLEX-PN).
Prerequisite: Admission to the Vocational Nursing Program.

VNSG 1160
Clinical I - A
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Admission to the Vocational Nursing Program.

VNSG 1161
Clinical I - B
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Admission to the Vocational Nursing Program.

VNSG 1162
Clinical II - A
CRT HRS:1 LEC HRS:0 LAB HRS:0 OTH HRS:6
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Completion of or concurrent enrollment in VNSG 1230, VNSG 1234, VNSG 2331 and permission from the department.

VNSG 1230
Maternal-Neonatal Nursing
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is a study of the biological, psychological, and sociological concepts applicable to basic needs of the family including childbearing and neonatal care and utilizes the nursing process in the assessment and management of the childbearing family. Topics include physiological changes related to pregnancy, fetal development, and nursing care of the family during labor and delivery and the puerperium. Emphasis is placed on the bio-psycho-socio-cultural needs of the family during the phases of pregnancy, childbirth, and the neonatal period including abnormal conditions.
Prerequisite: Completion of or Concurrent enrollment in VNSG 1261.

VNSG 1234
Pediatrics
CRT HRS:2 LEC HRS:2 LAB HRS:0 OTH HRS:0
This course is a study of the care of the pediatric patient and family during health and disease from infancy through adolescence. Focus is on the growth and developmental needs utilizing the nursing process.
Prerequisite: Completion of or Concurrent enrollment in VNSG 1261 and VNSG 1162.

VNSG 1261
Clinical II - B
CRT HRS:2 LEC HRS:0 LAB HRS:0 OTH HRS:10
This course is a health-related work based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Completion of or concurrent enrollment in VNSG 1230, VNSG 1234, VNSG 2331 and permission from the department.

VNSG 1304
Foundations of Nursing
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is an introduction to the nursing profession including history, standards of practice, legal and ethical issues, and role of the vocational nurse. Topics include mental health, therapeutic communication, cultural and spiritual diversity, nursing process, and holistic awareness.
Prerequisite: Admission to the Vocational Nursing Program.

VNSG 1323
Basic Nursing Skills
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
In this course the student will master entry level nursing skills and competencies for a variety of health care settings. They will utilize the nursing process as the foundation for all nursing interventions.
Prerequisite: Admission to the Vocational Nursing Program.

VNSG 1327
Essentials of Medication Administration
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course provides general principles of medication administration including determination of dosage, preparation, safe administration, and documentation of multiple forms of drugs. Instruction includes various systems of measurement.
Prerequisite: Admission to Vocational Nursing Program.

VNSG 1362
Clinical III
CRT HRS:3 LEC HRS:0 LAB HRS:0 OTH HRS:12
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.
Prerequisite: Completion of or concurrent enrollment in VNSG 2510 and permission from the department.

VNSG 1420
Anatomy and Physiology for Allied Health
CRT HRS:4 LEC HRS:4 LAB HRS:0 OTH HRS:0
This course is an introduction to the normal structure (anatomy)and function (physiology) of the human body including an understanding of the relationship of the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems in maintaining homeostasis.
Prerequisite: TSI College Ready in Reading.

VNSG 1500
Nursing in Health & Illness I
CRT HRS:5 LEC HRS:5 LAB HRS:1 OTH HRS:0
This course provides an introduction to general principles of growth and development, primary health care needs of the patient across the life span, and therapeutic nursing interventions.
Prerequisite: Admission to Vocational Nursing Program and concurrent enrollment in VNSG 1160 and VNSG 1161.

VNSG 1509
Nursing in Health and Illness II
CRT HRS:5 LEC HRS:5 LAB HRS:1 OTH HRS:0
This course provides an introduction to health problems requiring medical and surgical interventions.
Prerequisite: Successful completion of first semester of Vocational Nursing program and concurrent enrollment in VNSG 1261.

VNSG 2331
Advanced Nursing Skills
CRT HRS:3 LEC HRS:2 LAB HRS:4 OTH HRS:0
The student will master advanced level nursing skills and competencies in a variety of health care settings utilizing the nursing process as a problem-solving tool.
Prerequisite: Concurrent enrollment in VNSG 2510 and VNSG 1162.

VNSG 2510
Nursing in Health and Illness III
CRT HRS:5 LEC HRS:5 LAB HRS:1 OTH HRS:0
This course is a continuation of Nursing in Health and Illness II. Further study of medical-surgical health problems of the patient including concepts such as mental illness. Incorporates knowledge necessary to make the transition from student to graduate vocational nurse.
Prerequisite: Successful completion of second semester of Vocational Nursing Program and concurrent enrollment in VNSG 1362.

Welding (WLDG)

WLDG 1312
Introduction to Flux Cored Arc Welding (FCAW)
CRT HRS:3 LEC HRS:1 LAB HRS:6 OTH HRS:0
This course is an overview of terminology, safety procedures, and equipment set-up. Practice in performing various joints using Flux Cored Arc Welding (FCAW) equipment.
Prerequisite: None.

WLDG 1317
Introduction to Layout and Fabrication
CRT HRS:3 LEC HRS:3 LAB HRS:0 OTH HRS:0
This course is a fundamental course in layout and fabrication related to the welding industry. Major emphasis on structural shapes and use in constructions.
Prerequisite: None.

WLDG 1327
Welding Codes and Standards
CRT HRS:3 LEC HRS:3 LAB HRS:1 OTH HRS:0
This course is an in-depth study of the welding codes and their development in accordance with structural standards, welding processes, destructive and nondestructive test methods.
Prerequisite: None.

WLDG 1428
Introduction to Shielded Metal Arc Welding (SMAW)
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course is an introduction to shielded metal arc welding process. Emphasis placed on power sources, electrode selection, and various joint designs.
Prerequisite: None.

WLDG 1430
Introduction to Gas Metal Arc Welding (GMAW)
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course is a study of the principles of gas metal arc welding, setup and use of Gas Metal Arc Welding (GMAW) equipment, and safe use of tools/equipment. Instruction covers various joint designs.
Prerequisite: None.

WLDG 1434
Introduction to Gas Tungsten Arc Welding (GTAW)
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course is an introduction to the principles of gas tungsten arc welding (GTAW), setup/use of GTAW equipment, and safe use of tools and equipment. The course covers welding instruction in various positions on joint designs.
Prerequisite: WLDG 1327.

WLDG 1453
Intermediate Layout and Fabrication
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course is an intermediate course in layout and fabrication. Includes design, layout, and fabrication. Emphasis placed on symbols, blueprints, and written specifications.
Prerequisite: WLDG 1317.

WLDG 1457
Intermediate Shielded Metal Arc Welding (SMAW)
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course is a study of the production of various fillet and groove welds. Preparation of specimens for testing in various positions.
Prerequisite: WLDG 1428.

WLDG 2406
Intermediate Pipe Welding
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
A comprehensive course on the welding of pipe using the shielded metal arc welding (SMAW) process. Position of welds will be 1G, 2G, 5G, and 6G using various electrodes. Topics covered include electrode selection, equipment setup, and safe shop practices.
Prerequisite: WLDG 1457.

WLDG 2413
Capstone: Intermediate Welding Using Multiple Processes
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course covers instruction using layout tools and blueprint reading with demonstration and guided practices with some of the following welding processes: oxy-fuel gas cutting and welding, shield metal arc welding (SMAW), gas metal arc welding (GMAW), flux-cored arc welding (FCAW), gas tungsten arc welding (GTAW), or any other approved welding process.
Prerequisite: WLDG 1457, WLDG 1434, WLDG 1312, WLDG 1453, and WLDG 1430.

WLDG 2435
Advanced Layout and Fabrication
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This is an advanced course in layout and fabrication which includes production and fabrication of layout, tools, and processes. Emphasis is on application of fabrication and layout skills.
Prerequisites: WLDG 1453.

WLDG 2451
Advanced Gas Tungsten Arc Welding (GTAW)
CRT HRS:4 LEC HRS:2 LAB HRS:6 OTH HRS:0
This course covers advanced topics in GTAW welding, including welding in various positions and directions.
Prerequisite: WLDG 1434.

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M.B.A., Middlebury Institute of International Studies
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